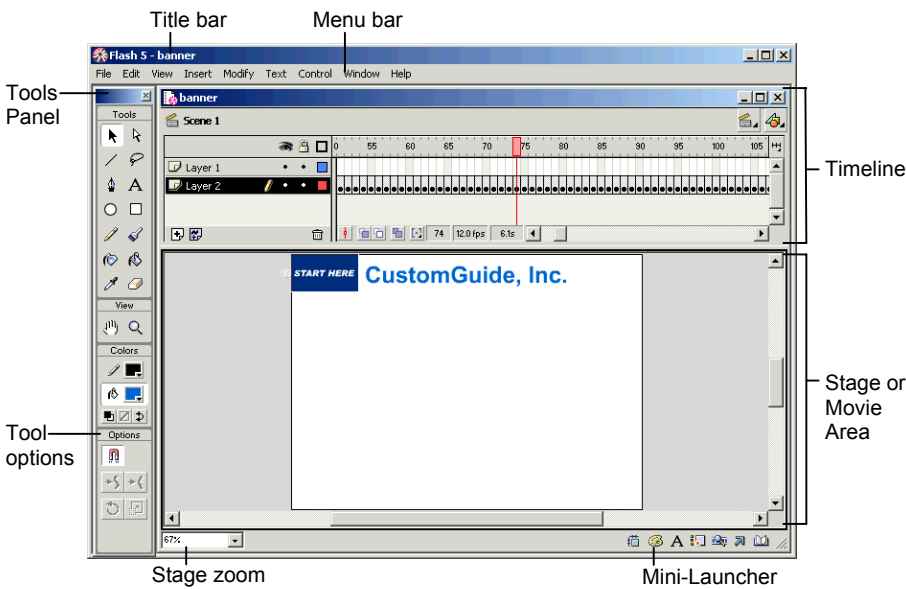
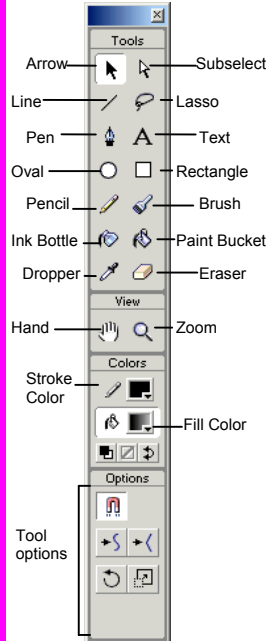


Flash 5 Workspace



Tools Panel



To Display Tool Options:
Click a tool and select a tool option from the bottom of the Tools panel.

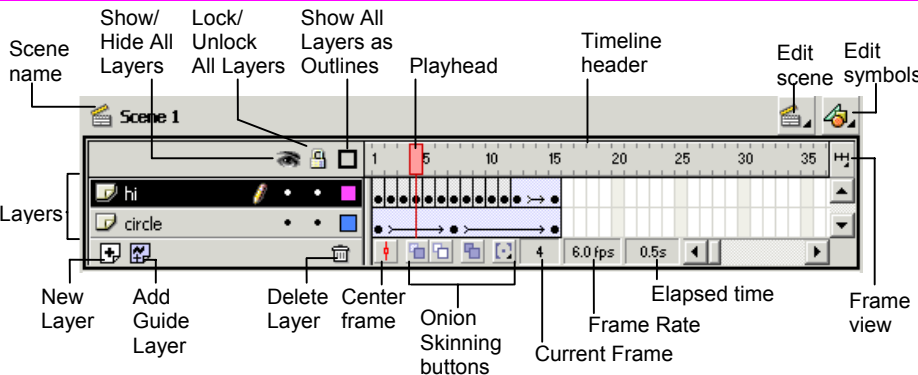
To Constrain Shapes:
Press the **<Shift>** key while dragging the shape.

To End Open Path (Pen Tool): Press **<Ctrl>** and click to end the path

To Convert a Corner Point to a Curve Point:
Click the **Subselection tool** and press **<Alt>**, click on the point you want to change and drag.

To Create a New Corner Point: Click the **Arrow tool** and press **<Alt>**, click on the line where you want to create a point and drag.

Timeline



- To Insert a Layer:** Click the **New Layer button** in the Timeline, or select **Insert** → **Layer** from the menu.
- To Insert a Frame:** Click an empty frame on the Timeline and select **Insert** → **Frame** from the menu, or press **<F5>**. Flash inserts frames from the last frame or keyframe to the selected point.
- To Delete a Frame:** Select the frame(s) and select **Insert** → **Remove Frames** from the menu, or press **<Shift>** + **<F5>**.
- To Insert a Keyframe:** Click an empty frame on the Timeline and select **Insert** → **Keyframe** from the menu, or press **<F6>**.
- To Insert a Blank Keyframe:** Click an empty frame on the Timeline and select **Insert** → **Blank Keyframe** from the menu, or press **<F7>**.

- To Clear a Keyframe:** Select the keyframe and select **Insert** → **Clear Keyframe** from the menu, or press **<Shift>** + **<F6>**. The keyframe becomes a regular frame.
- To Create Frame-by-Frame Animation:** Insert a keyframe in the selected layer, place an object on the stage. Insert a keyframe in the next frame, change the object from the first frame, and repeat.
- To Insert Motion Tweened Animation:** Insert a keyframe in the selected layer and place a symbol or grouped object on the stage. Select the symbol and select **Insert** → **Create Motion Tween** from the menu. Select the last frame you want to include in the motion tween, and move the symbol to the final point of the tween.
- To Change Timeline View:** Click the **Frame view button** and select a view.

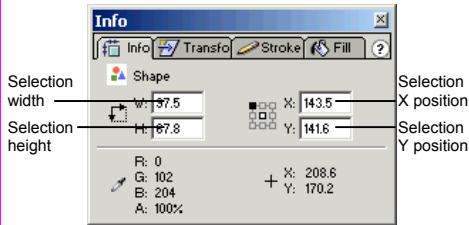
Keyboard Shortcuts

Import	<Ctrl> + <R>
Export	<Ctrl> + <Shift> + <R>
Insert Frame	<F5>
Insert Keyframe	<F6>
Insert Blank Keyframe	<F7>
Clear Keyframe	<Shift> + <F6>
Break Apart	<Ctrl> +
Convert to Symbol	<F8>
Copy Frames	<Ctrl> + <Alt> + <C>
Cut Frames	<Ctrl> + <Alt> + <X>
Paste Frames	<Ctrl> + <Alt> + <V>
Duplicate Selection	<Ctrl> + <D>
Export Movie	<Ctrl> + <Alt> + <Shift> + <S>
First Scene	<Home>
Group Selected Items	<Ctrl> + <G>
Last Scene	<End>
Show/Hide Panels	<Tab>
Play Movie	<Enter>
Remove Frames	<Shift> + <F5>
Rewind Movie	<Ctrl> + <Alt> + <R>
Show/Hide Timeline	<Ctrl> + <Alt> + <Z>
Step Forward	<. >
Step Backward	< , >

Panels

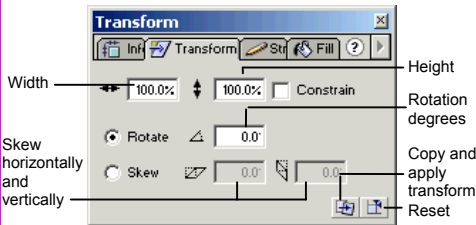
- **To View a Panel:** Select **Window** → **Panel** from the menu and select the panel you want to view. For Movie Explorer, Object Actions or Library, select **Window** from the menu bar and select the desired window.
- **To View More Options:** Click the panel's **Options menu**.
- **To Get Help:** Click the **Help button** for more information on the panel.

Info Panel



View or enter specific information for the selected object or instance, such as size, location, and colors used in the object.

Transform Panel

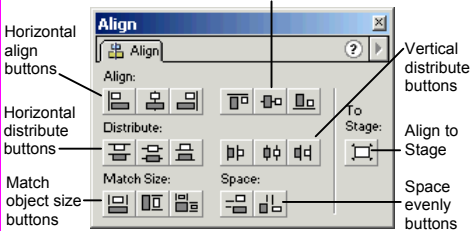


Scale, rotate, or skew an object. Click the Constrain box to maintain the object's original proportions during transformation.

Stroke and Fill Panels

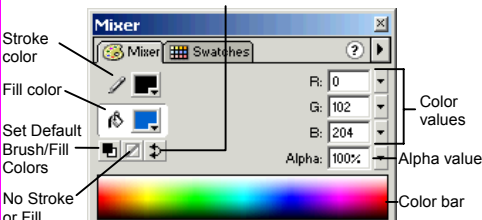
Format a selected object's stroke or fill properties with various colors and textures.

Align Panel



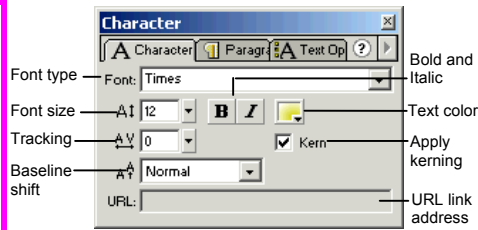
Select objects and align and distribute or match size and space relative to one another, or relative to the Stage.

Mixer Panel



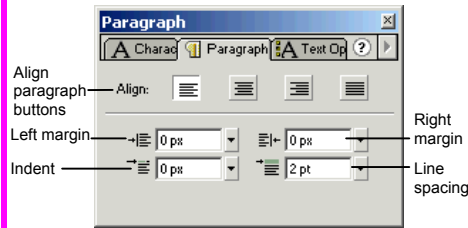
Create a new color, use a different color model in your document, or create new colors to add to a color swatch.

Character Panel



Format the font type, spacing, size, or color of text used in the movie. Select the text and enter a URL to create a hyperlink.

Paragraph Panel

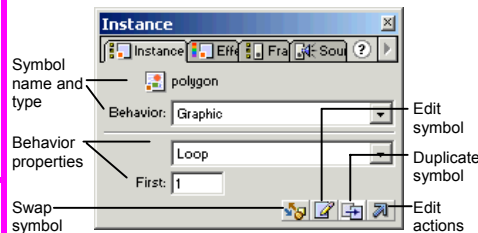


Format the line spacing, margins, indentation, or alignment of paragraphs used in the movie.

Text Options Panel

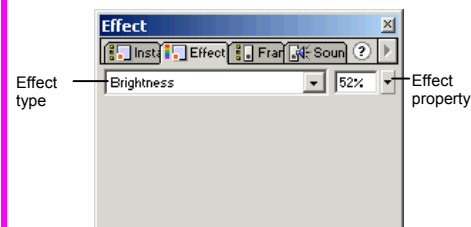
Use device fonts rather than embedding text information in the movie.

Instance Panel



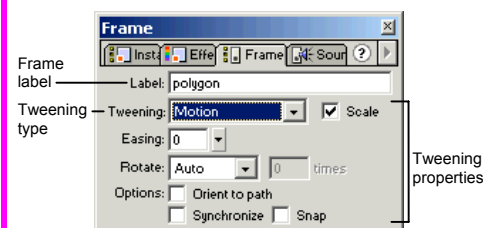
Edit the behavior, color, actions, or other characteristics of an instance inserted into the movie.

Effect Panel



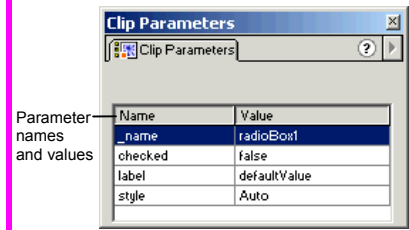
Set color and transparency options for individual instances in the movie.

Frame Panel



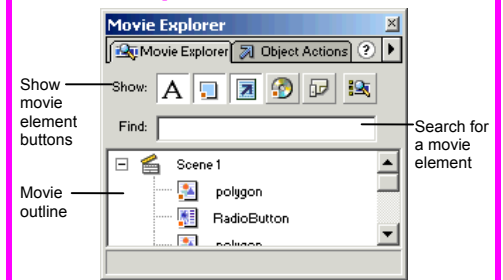
Label or comment on selected keyframes, or edit tweening properties for the frame.

Clip Parameters Panel



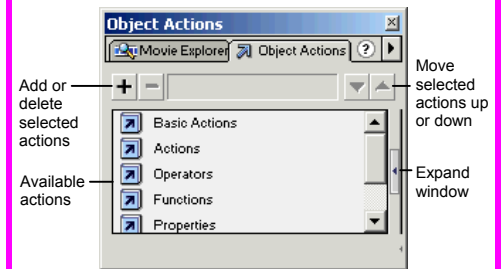
Edit clip parameter values to change the behavior of smart clips or movie clips inserted into the movie.

Movie Explorer Panel



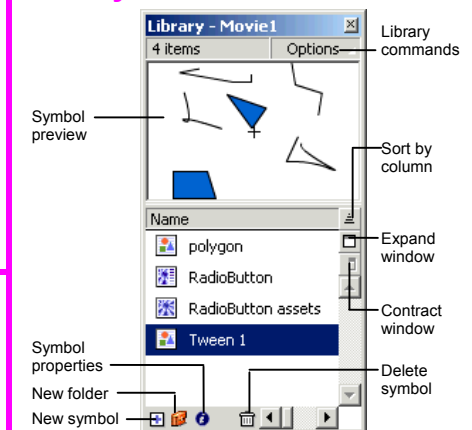
Use the Movie Explorer as a map of the movie; search for movie content, organize movie contents, view an outline of the movie's structure, or select movie elements for modification.

Object or Frame Actions Panel



Create or edit actions for an object or frame. There are two modes to choose from when editing: Normal and Expert.

Library Window



The Library contains the symbols inserted in a movie. Organize symbols into folders and view symbol details such as when the item was last modified and the number of instances. Insert, edit or delete symbols in this window.