Useful information about designing an e-learning page

This documentation will reveal how to position and edit objects on an e-learning page.

1   Which object types exist?

An e-learning page is designed with the help of presentation objects. Presentation objects include features such as textboxes, images, AutoShapes or tables. They can be found on the **Start** and **Insert** tabs.

In addition to this, you also have the option of inserting other objects such as **multimedia files** (sound, video/flash) and **SmartComponents**. The buttons for incorporating multimedia files can be found on the **Effects** tab, and those for SmartComponents on the **Insert** tab.

2   Positioning and editing objects

There are various ways of editing the properties of a presentation object:

- Via the **context menu**, which can be opened by right-clicking the object of interest, and selecting the **Edit Properties** menu option.
- By **double-clicking** the appropriate object.

An editing dialog opens in both cases. The following editing options are supported: giving the object a name, specifying the fill color and line width, defining effects such as rotations and adding a hyperlink to the object. If dealing with a textbox, you also have the option of adapting the text positioning.

- Via the **list of properties** for the object.

In addition to many other options, here you can also define the position of the object via coordinates. It's also possible to easily position objects via drag&drop in the E-learning view.

> 🖉 You can also edit several objects simultaneously. This can be a good idea if, for example, you want to assign the same color to all the presentation objects on a particular page. To do so, simply select the appropriate objects in the **list of presentation objects** and then edit them in the **list of properties**.
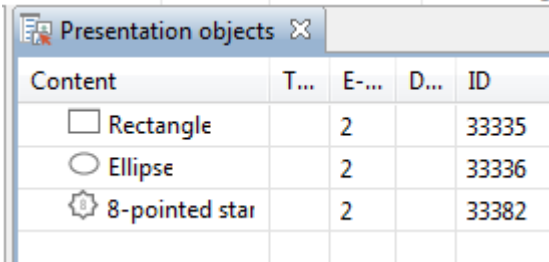
For further information on the editing of presentation objects, please refer to the chapters titled **Editing presentation objects via the Properties dialog** or **Editing presentation objects in the Properties view**.

2.1 List of presentation objects

All the objects on a particular page can be found in the **list of presentation objects**. To display this list, you just have to select the **Presentation objects** button in the **Lists** function group on the **View** tab. The **page master**, which depicts the background in the e-learning, is normally found at the top of the list of presentation objects.

2.2 Groups

Objects can be merged to form a **group** within the list. This is then depicted as a separate object in the list of presentation objects. The name is assigned automatically, but it can also be changed via the **list of properties**. The group can be expanded via a little arrow.
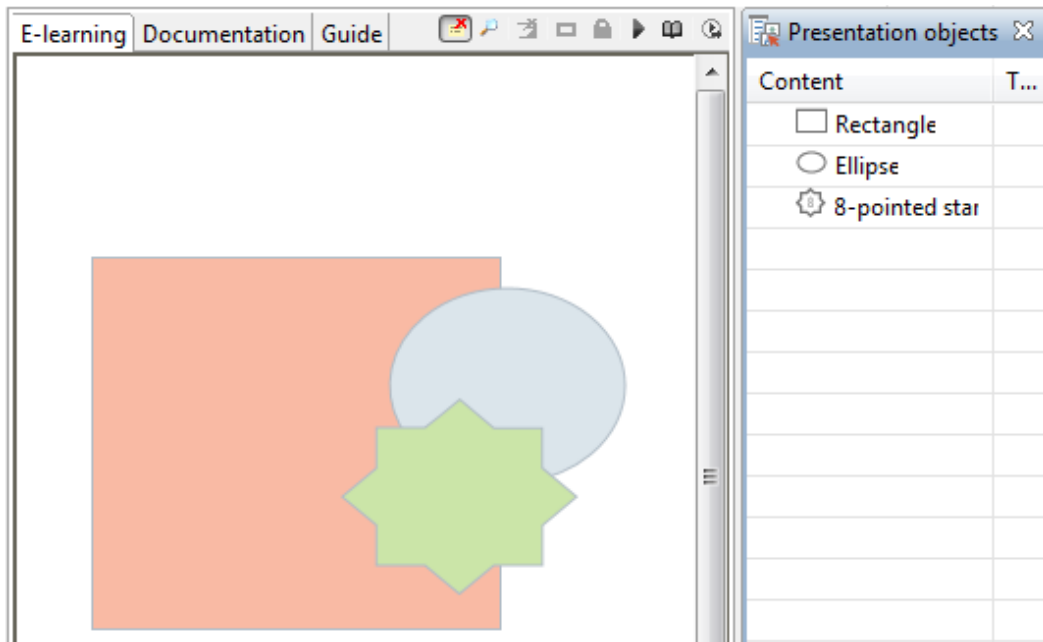

2.3 Binding presentation objects

A presentation object can be bound either to other presentation objects or to the actual e-learning page. To do so, just drag it onto this element (via drag&drop) within the list of presentation objects. If the superior element is moved, the subordinate element will also be moved accordingly. Alternatively, you can also use the **Bind** button in the **Object binding** function group on the **Layout** tab. There you can also find a **Wizard** who will help you to define the alignment.

2.4 Object hierarchy

Object hierarchy

Objects can lie on top of each other in the e-learning. The order in which the presentation objects are displayed within the list corresponds to the object levels in the e-learning. The object that appears last in the list lies at the very top in the e-learning.

If you want to edit objects that lie on top of one another, it's a good idea to temporarily hide the objects that lie on top of the object you want to edit. This can be done via the 👁 (**visible**) icon.

You can change the order of objects by moving them about the list per drag&drop. Alternatively, you can also use the **Object order** button in the **Arrange** function group on the **Layout** tab.

Whenever an object in the list is selected, the same object will also be selected in the view – and vice versa.