






List of presentation objects

The list of presentation objects is a highly useful tool for specifying the arrangement of the objects among each other and in relation to the page. Keep reading to find out more about this topic.

1 Structure of the list of presentation objects


You can display the presentation objects that appear in a particular step by clicking the

Presentation objects button  in the **Lists** function group on the **View** tab.

Content	Template
Master (standard)	Master (standard) - Page template
 hydrangeas.jpg	
 Drag & Drop target left	Drag & Drop target left
 Single Choice element	Single Choice element
 Textbox - Attention	Textbox - Attention


The **page master**, which depicts the background in the e-learning, is normally at the top of the list. The page master is labeled as a **template**. Objects that have been combined into a group are listed as a presentation object group. The group can be expanded via the little arrow.

The order in which the presentation objects are displayed within the list indicates their actual level in the e-learning. You can change the order of the 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.

Lists are handled in the same way in the **documentation** as in the e-learning. However, the content of the lists varies depending on the medium.

AutoShapes are not usually displayed in the documentation.

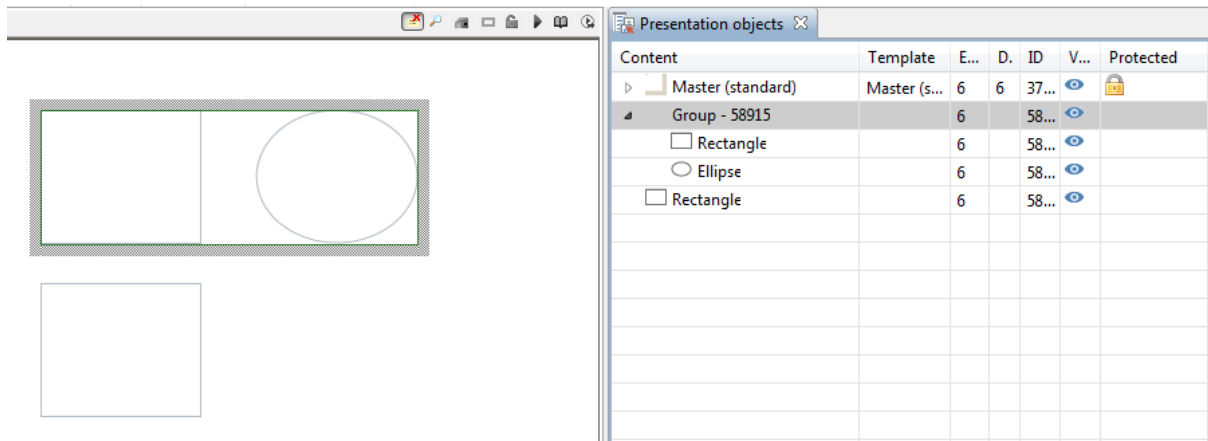
 However, to display an AutoShape in the documentation, you can copy it in the e-learning and then insert it as a reference onto a screenshot in the documentation.

2 Object levels and object hierarchy

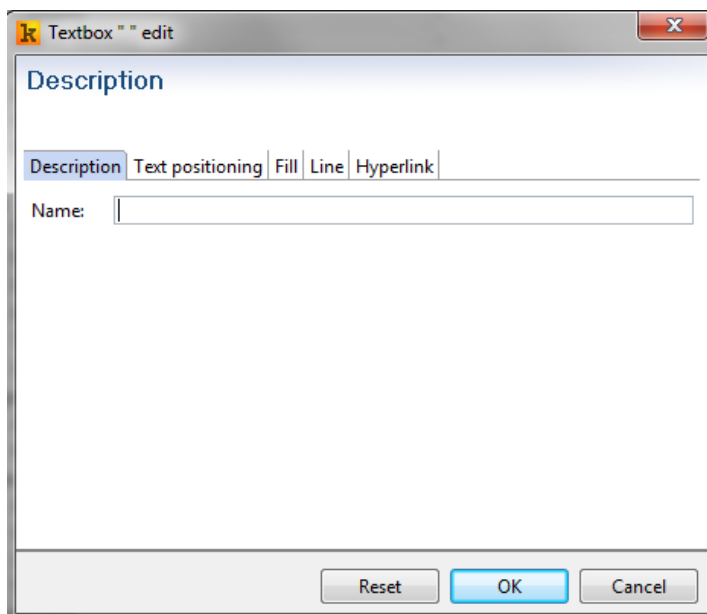
In this example, the list has three levels. The first one is the page master that depicts the background in the e-learning. This is followed by a group in which a rectangle and ellipse


have been combined. The group can be expanded and collapsed via the little arrow. The third level consists of another rectangle. There are therefore three **object levels**.



The group offers a good example of an **object hierarchy**. This is automatically created during grouping. It's also possible to drag objects in the list of presentation objects into the group per drag & drop.



It's possible to assign a name to each and every object via their respective properties, thereby ensuring that all presentation objects can be clearly identified. To do this, simply *double-click* the *object* in the **list of presentation objects**.



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

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

3 Columns in the list of presentation objects

Content

The description of the corresponding presentation object is displayed here.

Template

If the respective presentation object is a template, here you can see precisely what type of template it is.

E-learning - usage in step

Here you can see the step in which the particular presentation object is used in relation to the E-learning view.


Documentation - usage in step

Here you can see where the particular presentation object is used in relation to the Documentation view – since only certain templates are visible in the Documentation view, only their usage will be displayed here.


ID

An ID is assigned to every presentation object to facilitate better orientation and precise identification. The ID of the respective presentation object can be seen here.

Visible

In the **Visible** column, you can click this button  to specify whether the presentation object is to be displayed or hidden in your document.

Protected

In the **Protected** column, you can click the empty field to specify whether the corresponding presentation object is to be protected against further editing. Protected presentation objects are marked with this  icon.