

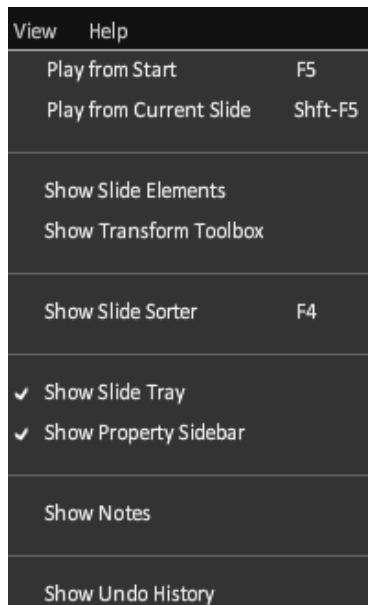
## Transform Toolbox

The **Transform Toolbox** is an advanced designing tool that allows for selected elements to be moved to an exact pixel on the slide canvas and be stretched horizontal or vertically or rotated.

### Show Transform Toolbox:

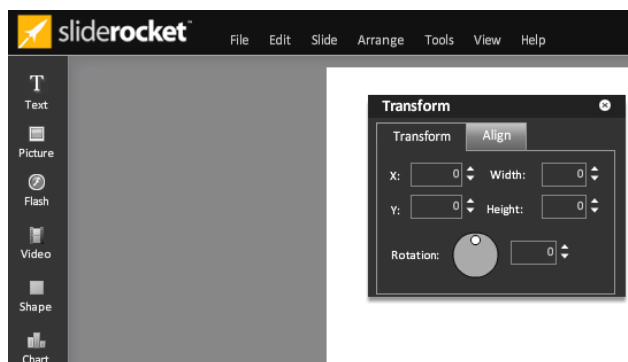
You can select the element(s) to move, rotate or stretch before or after opening the toolbox.

1. Go to **View**
2. Click **Show Transform Toolbox**



## Designing Using the Transform Toolbox

The **Transform Toolbox** can set the X and Y positions from the top-left corner, the **Width**, the **Height**, and the **Rotation** of each element as follows:



## Transform

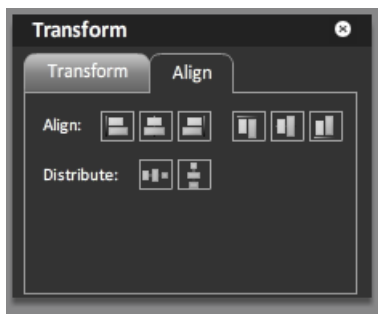
Set the X and Y positions of an element as well as the, **Width**, **Height** and **Rotation**







- **X**: Positions the left edge of the element in pixels
- **Y**: Positions the top edge of the element in pixels
- **Width**: Sets the width of the element in pixels
- **Height**: Sets the height of the element in pixels
- **Rotation**: Sets the rotation of the element in degrees either by dragging within the circle or by entering a number in the box. Hold the Shift key down to constrain to 45-degree increments

## Align

Use the **Align** tools to arrange two or more selected elements. To select multiple elements click on the first element then hold the CTRL key and click on the second element. Or click the mouse and drag it over both of the elements then release to have them both selected.

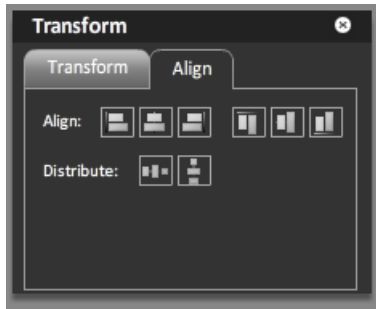
1. Align tab in the **Transform Toolbox**





-  **Align Left (horizontal)**: Aligns the left edges of all selected slide elements
-  **Align Center (horizontal)**: Aligns the horizontal middle points of all selected slide elements
-  **Align Right (horizontal)**: Aligns the right edges of all selected slide elements
-  **Align Top (vertical)**: Aligns the top edges of all selected slide elements
-  **Align Middle (vertical)**: Aligns the vertical middle points of all selected slide elements
-  **Align Bottom (vertical)**: Aligns the bottom edges of all selected slide elements

## Distribute

**Distribute** elements evenly on the slide canvas, horizontally or vertically.



-  **Distribute Horizontally:** Positions all selected elements so that the horizontal spacing between each element is equal
-  **Distribute Vertically:** Positions all selected elements so that the vertical spacing between each element is equal