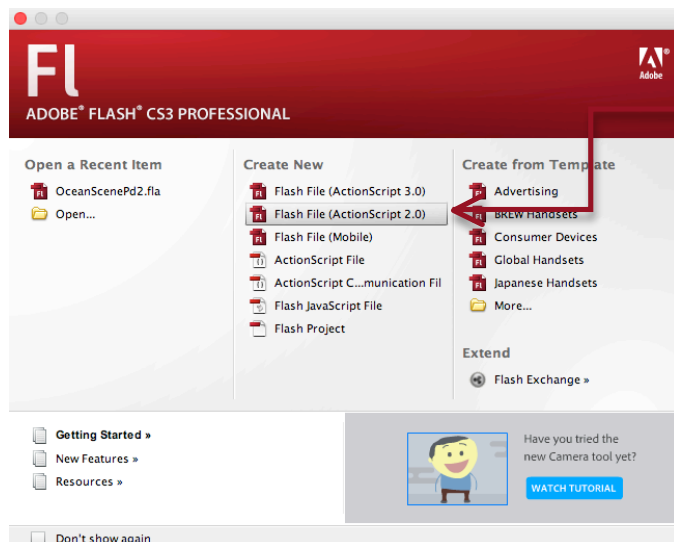




Name \_\_\_\_\_

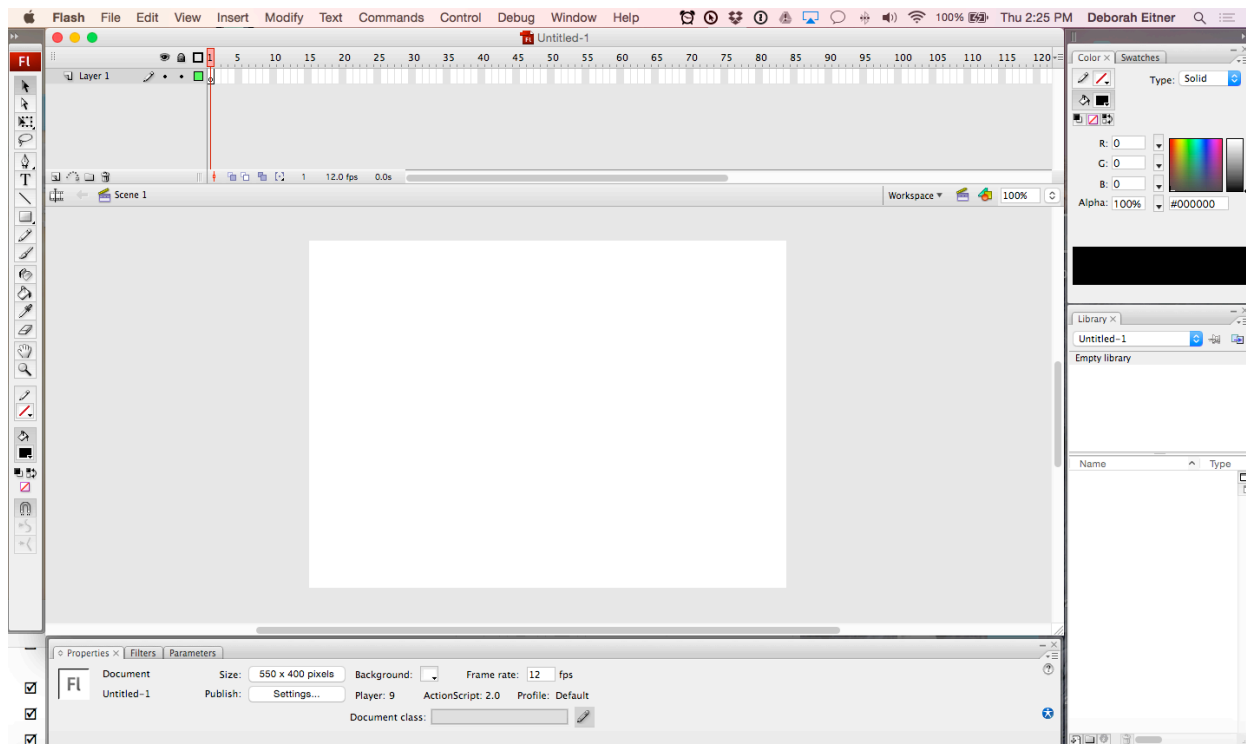
Date \_\_\_\_\_

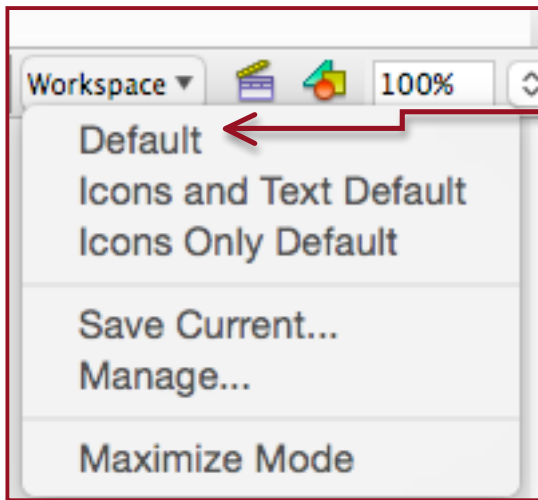
## Flash – Lesson 1 – The Workspace



When you first open Flash, click on the Flash File (Actionscript 2.0). This is the default file we will be using for all animations this year.

While the flexible Flash workspace can be rearranged depending on the project you are working on, we will be using the default workspace that looks like this:





If your workspace does not show this layout, you can get it by clicking on the workspace button and click default OR go to Windows in the file menu > Workspace > default.

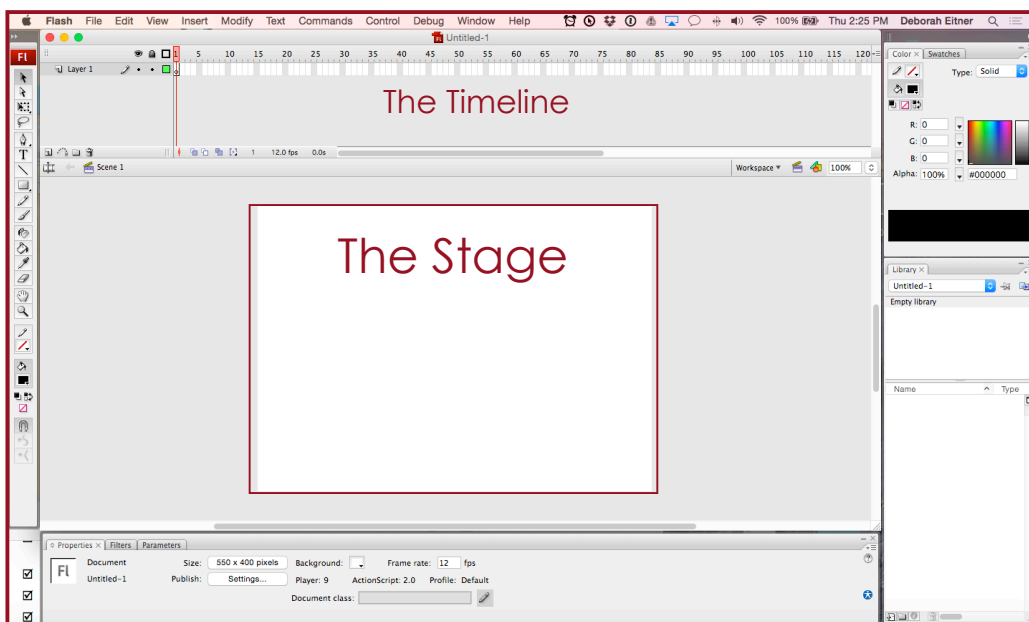
There are **5 basic elements** that are visible on the workspace: the toolbar, the timeline, the stage, the panels and the property inspector.



**The Toolbar** (sometimes called the Tools panel) contains the tools you'll need to create and edit the visual elements of a Flash movie. The tool bar comes with a single column, or you can change to a double column by clicking on the arrows in the gray area above the toolbar. Roll your cursor over each tool to learn the name of the tool. If there is a small black triangle in the bottom corner of the tool, click and hold to see the additional tools.

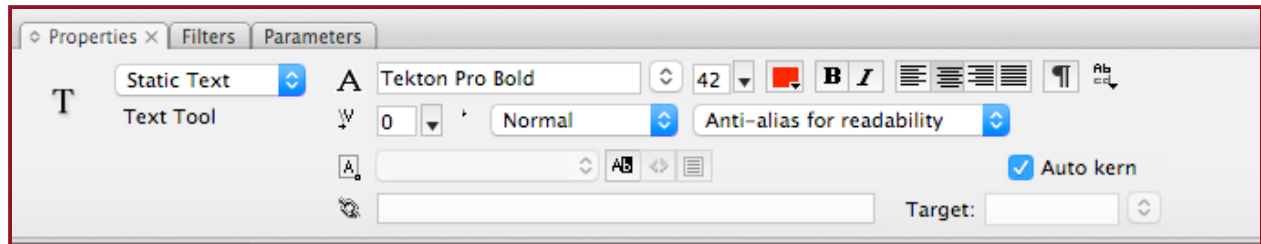
**The Timeline** is where you'll map out how the elements of your movie change over time. Default setting is 12 frames per second or 12 fps.

**The Stage** is where you'll create, edit, and arrange the shapes, images, video clips and elements that make up the visual portion of your movie. By default, the timeline and the stage are linked together.

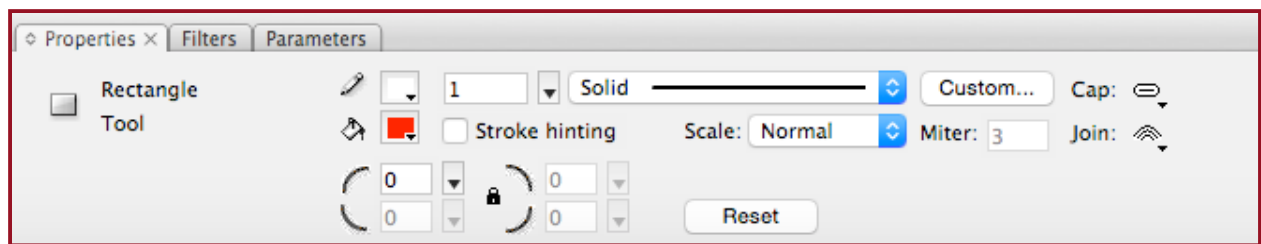


**The Property Inspector** (or the properties panel) is context-sensitive, meaning that it displays different information depending on what you have most recently clicked. For example:

If you have clicked a text box, your properties panel will look like this:



If you have clicked a shapes tool, like the rectangle tool, your properties panel will look like this:



**The Panels** – A group of panels is held in place by a rectangular container called a *dock*. Flash has one dock by default and can be anchored to either the left or right side of the screen. Within a dock, individual panels can be expanded or collapsed by clicking the light gray area above the panel (as in the toolbars). If you need a panel that is not visible, you can find that under the Windows menu. The two panels in the default workspace are the symbol library and the colors panel:

