

# Shapes, effects and drop shadows

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## Drawing a shape

You already know that you can use the Polygon Tool to draw shapes. But sometimes you need to draw them in a different way.

1. Set up a new Artboard (**File > New**). Add a grid to it (**View > Show Grid**)
2. Chose the **Pen Tool** from the left toolbar.
3. **Click once** on the grid to set the start point. Then **click at least twice more** to create a shape. Use the grid to help you.
4. **IMPORTANT:** you **MUST click back on the start point** to complete the shape.

## Adding effects to a shape

You can use these with any shape, including the built in ones. Try the options out – you can always undo them (**Edit > Undo**)

1. Chose the **Selection Tool** (the top arrow) and click to select the shape
2. Use a **fill colour** to colour the shape.
3. Click **Effect > Stylize** (in the Illustrator effects section) > **Round corners > OK**
4. Click **Effect > Stylize > Inner Glow > OK**
5. Click **Effect > Stylize > Drop Shadow > OK**

There are lots more effects you can experiment with.

## Drop shadows

1. Type some words on an artboard. Make them nice and big.
2. Click the **Selection Tool** and select the words (**don't** highlight them)
3. Click **Effects > Stylize > Drop Shadow**

Interesting, but it's probably not what you were looking for...  
Don't undo this.

4. At the top, click **Window > Appearance**
5. Click on the words **Drop Shadow** and change the settings to the ones on the screenshot > **OK**

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