

Identifying Objects and Their Properties

Objects are parts of the program that are easily changed. For example, blocks of data, entire notebooks, spreadsheets, graphs, or even the Quattro Pro application itself are all objects.

The characteristics of objects are called *properties*. For example, the font property of a block of data can be set to bold or italics. The name that appears on a sheet tab is one of the sheet's properties, and the notebook name is one of the file's properties.

You use the right mouse button to change the properties of an object or to use a command on that object. Right-clicking the object will bring up a QuickMenu, from which you can choose the Object Inspector as illustrated in Figure 1-4.

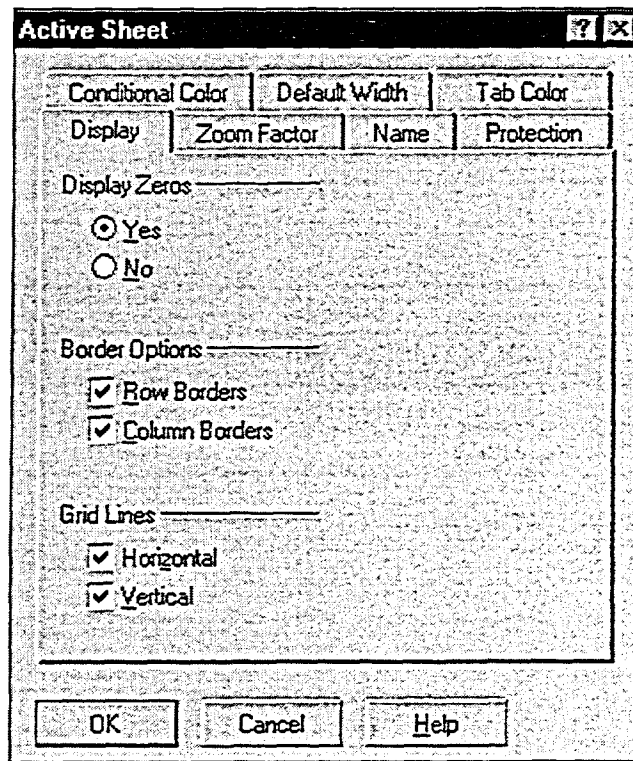


Figure 1-4: *The Active Sheet Object Inspector*