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12. Layers Panel

B. Duplicate

There are three ways to duplicate an image on the Canvas: Copy and Paste with shortcut keys on your keyboard, use the Copy and Paste functions under the Edit menu, or click the Duplicate button in the Layers Panel.



Step 1. Begin by selecting the image you want to duplicate on the Canvas, so the Bounding Box appears.

Tip If you would like to make multiple copies of the entire project, click Make It to proceed to the mat preview screen. Change the number of project copies and click Apply.



Step 2 Use one of the following methods to copy your selected image.

Option 1 Use the shortcut keys (Command/Control-C and Command/Control-V) to copy the selected image and paste it to the Canvas.

Option 2 Use the Copy button under the Edit menu to copy the selected image. Once copied, use the Paste button under the Edit menu to paste the selected image on the Canvas.







Option 3 Use the Duplicate button at the top of the Layers menu to duplicate the selected image.

Step 4 The duplicate image will appear on top of the original image.



Step 5 Select the duplicate image to move to another position on the Canvas.

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Step 6 If you wish, you can select the two duplicate items and duplicate again to double the number of images on your Canvas.

