

# Index

**Note to the Reader:** Throughout this index **boldfaced** page numbers indicate primary discussions of a topic. *Italicized* page numbers indicate illustrations.

## Numbers

2D shapes and views from 3D,  
**4**, **165**, *165*  
 2D Wireframe option, **4**, 190  
 2P option, **71**  
 3 Point option, 155  
 3 Points option  
   for arcs, **72**  
   for circles, **71**  
   for lofting, **173**  
 3D drawings and models, **143**  
   distances in, **177**, *178*  
   hidden lines and shading  
     in, **340**  
   lights for, **182–187**, *185–186*  
   materials for, **178–181**,  
     **179–182**  
   osnaps in, **153**  
   point of view in, **158–164**,  
     **161–164**  
   screw threads in, **171–172**  
   shapes and objects in  
     from 2D shapes, **165**, *165*  
     converting from earlier  
       versions, **168**  
     extruding along paths,  
       **170–171**, *170*  
     extruding polylines,  
       **165–166**, *166–167*  
     filleting corners,  
       **170**, *170*  
     helices, **171–172**, *172*  
     interference and  
       intersection of,  
       **168–169**, *168*  
     lofting through,  
       **172–176**, *173–176*  
     revolving polylines,  
       **176–177**, *176*  
     sculpting, **156**, *156*  
   solids in, **146–147**, *147*  
     creating, **148–149**,  
       **148–149**

    editing, **157–158**, *158*  
     grips for, **150–151**, *150*  
     primitives, **143**, *144*  
     rotating, **151–153**,  
       **152–153**  
   surfaces in, **146–147**, *147*  
     converting from earlier  
       versions, **168**  
     drawing on, **154**, *154*  
   views in  
     from 2D views, **4**  
     printing, **347–348**  
     rendered, **187–189**,  
       **188–189**  
     wireframes and  
       shaded, **190**, *191*  
 3D Hidden option, 190, 348  
 3D Make control panel, 146,  
   156–157, 166, 167  
 3D Modeling command, 144  
 3D Modeling Workspace,  
   **143–146**, *144–146*  
 3D Navigate control panel, 146,  
   161–162, 164–165  
 3D Navigation toolbar, 18  
 3D Wireframe option, 190, 348  
 3P option, **71**

## A

About option, 33  
 absolute coordinates, 36  
 Acad.ctb plot style, 353  
 acad.dwt file, 4, 22, 148  
 Acad.lin file, 214  
 ACAD linetypes, 215  
 Acad.stb plot style, 353  
 Acad3D.dwt file, 151  
 acadiso.dwt file, 148  
 Acadiso.lin file, 214  
 Adaptive option, 357  
 Add Color-Dependent Plot  
   Style Table Wizard, 354

Add Leader Text option,  
   298, 299  
 Add Name-Dependent Plot  
   Style Table Wizard, 354, 355  
 Add option  
   for groups, 234  
   for spell checking, 261  
 Add Page Setup dialog box,  
   335, 336  
 Add Pick Points option, 84  
 Add Style option, 357  
 Add To Favorites option, 244  
 Add To Group option, 235  
 addition in formulas, 274  
 Additional Angles option, 51  
 Additional Help option, 33  
 Adjust Display Scale  
   setting, 219  
 adjustable triangles with Polar  
   Tracking, **49–50**  
 Advanced Options dialog box,  
   349, 349  
 Advanced tab for searches, 246  
 After Primary Value option, 311  
 Aligned option, 289, 290  
 Aligned With Dimension Line  
   option, 305  
 alignment  
   dimensions, 289, 290, 305  
   grids, **56**, *57*  
   osnaps for, **62–65**, *63–66*,  
     **128**, *129*  
   in rotating objects, **135–136**,  
     **135–136**  
   text, 255  
 All option  
   for layers, 206, 207  
   for Modify toolbar, 120  
   for Zoom, 26  
 All Borders option, 278  
 All Used Layers option, 206–207  
 Alternate Units tab, **310–311**, *310*

- Always Draw Dim Line
    - Between Ext Lines
      - option, 307
  - Always Keep Text Between Ext Lines option, 307
  - AND operator, 31
  - Angle Precision option, 292
  - angles and Angle option
    - for arcs, 29, 72
    - for Chamfer, 124, 125
    - for circular copies, 131
    - for construction lines, **100–101**
    - for dimensions and dimension text, 289, **291–292**, 292, **298–299**, 304, 309
    - for elliptical arcs, 75
    - for grids, 56
    - for hatch patterns, 83
    - for leader lines, 293
    - measuring, **320**, 320
    - options for, 46
    - for polar coordinates, 36, 37, 40
    - in rotating objects, 135–136, 136
    - for text, 256, 266–267
    - for Xref files, 238
  - Angular command, 292
  - Angularity tolerance symbol, 295
  - Annotation tab, 293
  - annotations for dimensions, **292–293**, 293–294
  - ANSI hatch patterns, 85
  - Apparent Intersection option, 61
  - appending data to dimension text, **296–297**
  - Apply Global Scale Factor To Non-ISO Linetypes option, 356
  - Apply To option, **277–278**
  - Apply To All Styles option, 356
  - Apply To Layers option, 209, 209
  - AR command, 131
  - Arc tool, 20, 20, 28, 72
  - architectural drawings
    - blocks in, 137
    - dimensions for, 283, 300, **306**
    - scale factors in, 217–219
    - sunlight in, 146
    - units for, 45–46, 48
  - Architectural option, 45–46
  - arcs and Arc command, 72
    - drawing, 72, 73
    - elliptical, 75, 75
    - for joining objects, **121–123**, 121–122
    - lengths of, 72
      - dimensioning, **291–292**, 292
      - options for, 304
      - for revision clouds, 81
      - options for, **28–30**, 29
  - Area command, 316
  - area measurements, **315–318**, 316–317, 319
  - Array dialog box, 130–132, 130, 132
  - Array tool, 20, 20, 131
  - Arrow Size option, 304
  - arrowheads, **302–304**
  - arrows for dimensions, **292–293**, 293–294, 307
  - As Displayed option, 347–348
  - ASCII text, 262
  - Ask Me tab, 31
  - assigning
    - layers, **196–198**, 197, **213**
    - named plot styles
      - to layers, **360**, 360–361
      - to objects, **358–359**, 359–360
  - associative dimensioning, **288**
  - associative hatch patterns, 88, 91
  - asterisks (\*) in formulas, 274
  - at signs (@) for coordinates, 36, 39
  - Attach As Xref option, 245
  - Attach DWG option, 238
  - attaching drawings as Xref files, **238–239**, 239, 245
  - Attachment tab for
    - annotations, 293, 294
  - AUGI (AutoCAD User Group International), 24
  - AutoCAD 2007 Help window, 30
  - AutoCAD 2007 icon, 2
  - AutoCAD 2007 option, 2
  - AutoCAD Classic window option, 2
  - AutoCAD classic workspace, 143
  - AutoCAD User Group International (AUGI), 24
  - AutoCAD window, **1–4**, 3
    - Command window, **8–9**
    - components of, **4–7**, 5–6
    - drawing area, **7–8**
    - menu bar, **9–11**
    - UCS icon, 8
  - Autodesk-Color.stb plot style, 353
  - Autodesk-MONO.stb plot style, 353
  - AutoFit option, 278
  - AutoSnap feature, **62**
  - AutoSnap Marker Size option, 62
  - AutoSpool feature, 344
  - Average function, 274–275
  - axes for ellipses, 73–74, 74
- ## B
- B command, 226
  - background
    - cell color, **278**
    - drawing area, 5
    - for rendered images, **189**, 189
  - Background dialog box, 189, 189
  - Background Fill option, 278
  - Background Mask dialog box, 259, 259
  - background masks, **259**, 259
  - Backspace key, 24
  - Backwards option, 266
  - balloons, message, 7

- base points and Base Point option for blocks, 226–227, 231–232
    - for grips, 109–110
    - with Move, 128
    - providing, **129**
  - Baseline option, 287
  - Baseline Dimension option, 287, 287
  - Baseline Spacing option, 303
  - Baseline tool, 285
  - BATTING linetype, 215
  - Below Primary Value option, 311
  - Beside The Dimension Line option, 307
  - bisecting construction lines, **101, 101**
  - bitmap images, 121
  - black and white, printing colors in, **343**
  - Block Authoring palette, 138–139
  - Block Definition dialog box
    - for creating blocks, 226–227, 226
    - for descriptions, 244, 247
    - options in, **227–228**
  - Block Definition Editor, 138, 138, 231
  - Block Editor toolbar, 139
  - Block Editor window, 138–139, 138
  - Block option for Divide and Measure, 99
  - Block Unit option, 228
  - blocks, 225
    - creating, **226–227, 226**
    - editing, **137–139, 138, 231**
    - exploding, 139
    - importing, **230–231, 230**
    - inserting, **228–229, 228–229**
    - layers for, **198**
    - options for, **227–228**
    - saving, **231–232, 232**
    - scaling and rotating, **229, 230**
    - trimming and extending, 125
    - vs. Xref files, **240–241**
  - Bold tool, 256
  - Boolean operations
    - in help searches, 31
    - for regions, 102
  - BORDER linetypes, 215
  - Border Offset Factor option, 259
  - borders
    - in layout, 334
    - for tables, 276–278, 277
  - Both Text And Arrows option, 307
  - Bottom Left option, 88
  - Bottom Right option, 88
  - Bottom tool, 256
  - boundaries
    - for hatch patterns, 87, 87, **90–95, 91**
    - for text, **256–257**
  - Boundary Hatch command, 82, 91–93
  - Boundary Hatch dialog box, 83
  - boundary Retention option, **92**
  - Boundary Set options, **93**
  - boundary windows, **256–257**
  - Box Mapping option, 181
  - Box mapping style, 181, 182
  - Box tool, 148
  - br command, 137
  - brackets ([]) for options, 12
  - Break at Point tool, 21, 21
  - Break command, **136–137**
  - Break option, 141
  - Break tool, 21, 21
  - breaking
    - objects, **136–137**
    - polylines, 141
  - Browse For Folder dialog box, 328–329, 329
  - Browse option, 245
  - Bullet tool, 256
  - ByBlock setting, 223
  - ByLayer setting, 197, 221
- C**
- CAD Standards toolbar, 18
  - calculator
    - for cumulative area values, **318**
    - for properties, 117
  - Calibrate Plotter Wizard, 345
  - calligraphy style revision
    - clouds, 80, 80
  - Camera Adjust toolbar, 18
  - Camera Preview dialog box, 162
  - cameras, 159
    - creating, **161–163, 162–163**
    - properties of, **164, 164**
  - Cartesian coordinates, 35, **40–42, 41–42**
  - cascading menus, 9, 11
  - Cell Border Properties dialog box, 276–278, 277
  - Cell Margins options, 281
  - Cell Width option, 270, 270
  - cells
    - array, 132
    - in tables
      - background color for, **278**
      - borders for, 276–278, 277
      - combining, **268–269, 269**
      - formulas in, **272–275, 272–274**
      - graphics in, **278, 278**
      - text in, **268–271, 269–270**
  - Celtscale system variable, 222
  - CENTER linetypes, 215
  - Center Mark tool, 291
  - center marks for dimensions, 291, 302, 304
  - Center option
    - for arcs, 28, 72
    - for ellipses, 74
    - for hatch patterns, 88
    - for osnaps, 61
    - for Zoom, 26
  - Center tool, 256
  - Centered option, 94
  - centimeters, 45
  - cha command, 123
  - Chamfer command, **123–124, 123–125, 170**
  - Chamfer tool, 21, 21
  - Change option for spell checking, 261
  - Change All option, 261

- Change Dictionaries
  - option, 261
- Change To Current Layer
  - tool, 213
- Change View To list, 339, 339
- Changes To A Printer
  - Configuration File dialog box, 344, 344
- Check For New Content
  - option, 34
- Check Spelling dialog box, 260–261, 260
- chord length for arcs, 29
- Circle tool, 20, 20, 23, 70–71
- circles
  - dimensioning, 290–291, 290–291
  - drawing, 23, 23, 70–72, 71–72
  - trimming, 126, 126
- circular copies, 130–131, 130
- circular references, 241
- Circularity tolerance
  - symbol, 295
- classic window, 1–2, 3
- classic workspace, 143
- Clipboard, 262
- Clockwise option, 47
- Close option
  - for Line, 41
  - for Pedit, 140
- Close Block Editor option, 139
- closing toolbars, 17
- clouds
  - polylines for, 70, 70
  - revision, 80–82, 80
- color and Color option
  - 3D solids, 148, 149
  - background masks, 259
  - backgrounds, 189
  - blocks, 198
  - cell background, 278
  - dimensions, 303
  - gradient fill shading, 93–94
  - grips, 108
  - layers, 193–195, 195, 207, 213
  - materials, 180, 180
  - objects, 221–222, 222
  - plot styles for, 351–352, 352, 357
  - printing in black and white, 343
  - selection window, 7
  - text, 255
- Color Book Locations
  - option, 195
- Color Books tab, 200
- color plot styles, 352–353
  - converting to named, 361–362
  - vs. named, 353–354
- Color property, 115
- Color tool, 256
- columns
  - copying, 131–132, 132
  - in tables, 271
- combining cells, 268–269, 269
- Command prompt, 8
- Command window, 5, 8–9, 295
  - feedback in, 6, 6
  - tabs in, 7
- commands
  - invoking, 17
  - options for, 28–30, 29
  - starting, 12–13, 13
  - in status bar, 10–11
- Commands tab, 30
- commas (,) for coordinates, 36
- common base extension lines, dimensions from, 287, 287
- Communication Center, 7, 33–34
- complex shapes area measurements, 316–318, 317, 319
- components, DesignCenter for. *See* DesignCenter
- Concentricity tolerance
  - symbol, 295
- Concepts tab, 30
- Conceptual option, 149, 190, 348
- Configuration Settings dialog box, 34
- Constrained Orbit tool, 159
- constraining motion, 150–151, 151
- Construction Line (Xline) tool, 20, 20, 100–101
- construction lines, 99–102, 101
- Containing option, 246
- Containing Text option, 246
- Contents option, 296
- Contents tab, 30
- context-sensitive help, 32
- context-sensitive menus, 8–9
- contiguous line segments, 70
- Continue option, 286
- Continue Dimension
  - option, 287
- Continue tool, 285
- continuing dimensions, 286–287, 286
- Continuous linetype, 214
- control panels, 145, 145
- Convert To Block option, 227–228
- Convert To Group Filter
  - option, 209
- Convert To Surface tool, 168
- Convertctb command, 361
- converting
  - 3D objects and surfaces from earlier versions, 168
  - color plot styles to named, 361–362
  - filters, 209
  - objects into block, 227–228
  - surfaces, 147
- Convertpstyles command, 361–362
- Convptosurface command, 147
- coordinate systems, 35–37, 36–37
  - Cartesian, 40–42, 41–42
  - polar, 39–40, 40
- coordinates
  - displaying, 5, 22
  - for distances, 39–44, 39–42, 319
  - in Dynamic Input display, 7

lines for, **37–38**, **38–39**  
 of points, **319**  
 for printing, **346**  
 Copy command, **129–132**  
 Copy Object To New Layer tool, **213**  
 Copy option, **109–110**  
 Copy tool, **20**, **20**  
 copying  
   circular, **130–131**, **130**  
   Copy for, **129–132**  
   grips, **108–110**, **109**  
   for plot style tables, **356**  
   rows and columns, **131–132**, **132**  
 corners, filleting, **122**, **170**, **170**  
 Count function, **274–275**  
 Create A Copy option, **342**, **343**  
 Create A Spotlight tool, **183**  
 Create Camera tool, **162**  
 Create File dialog box, **362**  
 Create Group option, **235**  
 Create New Dimension Style dialog box, **300**, **301**  
 Create New Table Style dialog box, **279**  
 Create Separate Hatches option, **91**  
 crosshair, **5**  
 Crossing option  
   for Extend, **127**  
   for Modify toolbar, **120**  
 Crossing Polygon option, **120**  
 crossing windows, **106**, **106**  
 .csv extension, **275**  
 .ctb extension, **361–362**  
 Ctrl key for solids, **157–158**, **158**  
 cumulative area values, **318**  
 Current Color status item, **321**  
 current default style, **265–266**, **265**  
 Current Display option, **161**  
 Current Elevation status item, **322**  
 current layer, **198–199**, **198–199**, **321**  
 Current Layout status item, **321**

Current Linetype status item, **322**  
 Current Lineweight status item, **322**  
 Current Material status item, **322**  
 Current Object Scale option, **222**  
 Current Space status item, **321**  
 Current Viewport option, **93**  
 Current VP Freeze columns, **202–203**, **202**, **341**, **342**  
 cursors  
   in Dynamic Input display, **7**  
   modes, **51**  
   rotating, **56**  
 curved shapes area measurements, **316–318**, **317**, **319**  
 curves  
   ellipses, **73–75**, **74**  
   elliptical arcs, **75**, **75**  
   polylines for, **77–78**, **78**  
   smooth, **75–77**, **76–77**  
 custom hatch patterns, **85**  
 Custom Paper Sizes option, **345**  
 Custom Properties options, **345**  
 Custom Scale option, **337**  
 Custom tab, **323**, **324**  
 Customize dialog box, **250**, **250**  
 customizing tools, **249–251**, **250**  
 Cylinder tool, **154**, **156**  
 cylinders, sculpting, **156**, **156**  
 cylindrical format, **177**  
 Cylindrical mapping style, **181**, **182**  
 Cylindricity tolerance symbol, **295**

**D**

D command, **313**  
 Dal command, **289**  
 Dan command, **291**  
 Dashboard, **2**, **145–146**, **145**  
 Dashdot linetypes, **214–216**, **215**  
 DASHED linetypes, **215**  
 Date Modified tab, **236**, **237**, **246**

DC Online tab, **247**  
 Dco command, **286**  
 Ddi command, **290**  
 decimeters, **45**  
 Decimal Degrees angle option, **46**  
 Decimal length option, **46**  
 Decimal Separator option, **308**  
 Decurve option, **140**  
 Ded command, **297**, **299**  
 default document, **2**  
 Default To Boundary Extents option, **87**  
 Deg/Min/Sec angle option, **46**  
 degrees for angles, **292**  
 Delete Columns option, **271**  
 Delete Layer tool, **196**  
 Delete Rows option, **271**  
 Delete Style option, **357**  
 deleting and Delete option  
   bitmap images, **121**  
   blocks, **228**  
   layer states, **211**  
   layers, **196**  
   objects, **120–121**  
   rows and columns, **271**  
   tabs, **258**  
   text styles, **266**  
   Tool palette items, **249**  
 Description option  
   for blocks, **228**  
   for groups, **234**  
   for plot style tables, **357**  
 Description panel, **244**  
 Deselect Group option, **236**  
 DesignCenter, **241**  
   for contents, **245–246**, **246**  
   for exchanging data, **246–247**  
   loading files into, **247**  
   for named components, **326**  
   navigating, **243–244**, **243**  
   for opening and inserting files, **244–245**  
   overview, **241–242**, **242–243**  
   for symbols, **247**, **248**

- DesignCenter Online website, 247, 248
- detaching dimension text, 298
- Details option, 235
- Developer Help option, 33
- Device And Document Settings tab, 344, 345
- Di command, 285
- dialog boxes, opening, 11
- Diameter command, 290
- diameters
  - for circles, 70–71
  - dimensioning, 290–291, 290–291
- digital T squares, 49
- Dimang command, 320
- Dimassoc setting, 300
- Dimension Edit tool, 297–298
- Dimension Style Manager dialog box, 285, 300, 301, 311, 313
- Dimension Style tool, 285
- Dimension Text Edit tool, 299
- Dimension toolbar, 18, 285, 289
- dimensions and dimension lines, 283
  - for architectural drawings, 283, 300, 306
  - from common base
    - extension lines, 287, 287
    - continuing, 286–287, 286
    - graphics for, 302–304, 302
    - with grips, 112
    - horizontal and vertical, 285–286, 286
  - Layout tab and Model tab for, 284
  - for nonorthogonal objects, 289–292, 290–292
  - ordinate, 294–295, 294
  - parts of, 283–284, 284
  - scales for, 285
  - skewing, 299
  - strings of, 288, 288
  - styles for, 300–302, 301, 311, 313, 313
  - text for
    - for annotations, 292–293, 293–294
    - appearance of, 304–305, 304
    - appending data to, 296–297
    - detaching, 298
    - rotating, 298–299
    - tolerance for, 295, 295–296, 310, 310, 312
    - on Tool palette, 249, 249
- Dimtedit command, 299
- Direct Distance method, 42
- Direction option, 47
- Display option for plotting, 346
- Display Alternate Units option, 310
- Display AutoSnap Aperture Box option, 62
- Display AutoSnap Tooltip option, 62
- Display Lineweight option, 219, 359
- Display Locked option, 340
- Display Material Window tool, 179, 179
- Display Plot Styles option, 358
- Display Shows status item, 321
- Dist command, 319
- Distance option, 124
- distances
  - in 3D space, 177, 178
  - with Chamfer, 124
  - coordinates for, 39–44, 39–42, 319
- distant lights, 182
- Dither option, 357
- Div command, 98
- Divide command, 97–99
- DIVIDE linetypes, 215
- dividing objects into lengths, 98, 99
- division in formulas, 274
- divisions, marking off, 98
- docked toolbars, 5
- Docked Toolbars option, 16
- Docked Windows option, 16
- Dor command, 294
- DOT linetypes, 215
- Double option, 83
- downloading symbols, 247, 248
- Drafting Settings dialog box
  - for alignment, 63, 63
  - for AutoSnap, 62
  - for grids, 54–55, 54
  - for isometric 2D drawings, 55, 55
  - for osnap locations, 57–58, 58, 61–62
  - for Polar Tracking, 50–52, 50, 67
- drafting tools, 35
- Draw option, 12
- Draw Frame Around Text option, 305
- Draw Order option, 91
- Draw Order toolbar, 18
- Draw toolbar, 4, 18, 20–21, 20–21
- drawing
  - on 3D surfaces, 154, 154
  - arcs, 72, 73
  - circles, 23, 23, 70–72, 71–72
  - ellipses, 73–75, 74
  - elliptical arcs, 75, 75
  - parallel lines, 79–80, 79
  - polylines for, 77–78, 78
  - regular polygons, 96, 96
  - revision clouds, 80–82, 80
  - smooth curves, 75–77, 76–77
  - straight lines, 69–70, 70
- drawing area, 5, 7–8
- background, 5
- limits for, 48–49
- minimized, 8
- reference rectangles for, 47–48
- drawing assemblies, 99
- Drawing Limits option, 48
- Drawing Properties dialog box, 246, 323, 323–324
- drawing units
  - for blocks, 246
  - for dimensions, 308–311, 309–310
  - selecting, 45–47, 45
  - setting, 22
- Drawing Units dialog box, 22, 45–47, 45

Drawings tab, 246  
 Dt command, 266  
 Dtext command, 266–267  
 DUCS option, 152  
 DWF Virtual Pens.ctb plot style, 353  
 .dwg file contents, **244**  
 Dynamic Block memo, 138  
 Dynamic Input feature, 5–6  
   for commands, 12  
   for coordinates, 7, **42–44**  
   grips with, **111–114**, 111  
 Dynamic option for Zoom, 26  
 Dynamic Input option, **42–44**  
 Dynamic UCS, **151–153**, 152–153

## E

ED command, 297  
 Edge of Paper setting, 346  
 Edge option for Extend, 127  
 Edit Block Definition dialog box, 138–139, 138  
 Edit Lineweights dialog box, 358  
 Edit Or Create Block Definition option, 139  
 Edit The Sun option, 187  
 Edit Vertex option, 140–141  
 edited polylines, 70, 70  
 editing  
   3D solids, **150–151**, 150, **157–158**, 158  
   blocks, **137–139**, 138, **231**  
   construction lines, 99  
   dimension styles, 313  
   dimensions, **296–300**, 297–300  
   formulas, 275  
   with grips. *See* grips  
   hatch patterns, **88–90**, 88  
   with Modify toolbar. *See* Modify toolbar  
   multiple text objects, **259–260**  
   plot style tables, **355–358**, 355–356, 358  
   Properties palette for, **114–117**, 115–116  
   table lineweights, **276–278**, 277

Effects section, 266  
 Either Text Or Arrows (Best Fit) option, 307  
 Ellipse tool, 21, 21, 74  
 Ellipse Arc tool, 21, 21, 75  
 ellipses (objects), **73–75**, 74  
 ellipses (...), 11  
 elliptical arcs, 75, 75  
 Enable Grips option, 107  
 End option  
   for arcs, 72  
   for Ellipse, 74  
 end to end joining, **121–123**, 121–122  
 endpoint grips, 110  
 Endpoint option for osnaps, 58–61, 58  
 endpoints for arcs, 29  
 Engineering length option, 46  
 Entire Drawing option, 232  
 equal divisions, marking off, **98**  
 equal signs (=) in formulas, 275  
 eRase option for Extend, 127  
 Erase tool, 20, 20  
 erasing. *See* deleting and Delete option  
 Escape key, 24  
 exact distances in 3D space, 177, 178  
 exchanging data between files, **246–247**  
 exclamation points (!) for Xref files, 326–327, 326–327  
 existing drawings, importing as blocks, **230–231**  
 Exit option, 141  
 Explode command, 139  
 Explode option, 234  
 Explode tool, 21, 21  
 exploded multilines, 79  
 exploding  
   blocks and polylines, 139  
   groups, 234  
   hatch patterns, 89  
   for Xref files, 240  
 Export Data dialog box, 275  
 Export option, 211  
 exporting  
   layer states, 211  
   tables, 275

Extend Beyond Dim Lines option, 303, 306  
 Extend Beyond Ticks option, 303  
 Extend command, 125–127  
 Extend tool, 21, 21  
 extension lines  
   dimensions from, **287**, 287  
   settings for, **302–303**  
 Extension option, 61  
 Extents option  
   for plotting, 346  
   for Zoom, 26  
 External Reference dialog box, 238, 239, 241, 245  
 external references. *See* Xref files  
 External References option, 238  
 External References palette, 240, 240, 327–328, 327–328  
 extracting contents, **245–246**, 246  
 Extrude command, 166  
 Extrude tool, 166  
 extruding  
   along paths, **170–171**, 170  
   polylines, **165–166**, 166–167

## F

Face option, 155  
 falloff, spotlight, 185, 186  
 Favorites tool, **242**  
 feet, 45  
 Fence option  
   for Extend, 126–127, 127  
   for Modify toolbar, 120  
 FENCELINE linetypes, 215  
 Field dialog box, 272–275, 273  
 File tab, 195  
 files  
   creating, **21–23**, 21, 23  
   exchanging data between, **246–247**  
   finding, **236**, 237, **326–329**, 326–329  
   saving blocks as, **231–232**, 232  
 Fill Color option  
   for cells, 280  
   for dimension text, 305  
 Fill Patterns.ctb plot style, 353

Fill status item, 322  
 Fill Style option, 357  
 Fillet command, **121–123**, 170  
 Fillet tool, 21, 21  
 filleting  
   corners, **170**, 170  
   lines, **121–123**  
 fills  
   for gradients, **93–94**  
   plot styles for, **351–352**, 352  
   solid, **85–86**  
 Filter Paper Sizes option, 345  
 filtering layers, **206–209**,  
   206–209  
 Find dialog box, 236, 237  
 Find And Replace dialog  
   \box, **261–262**, 261–262,  
   \324–325, 324  
 Find And Replace Options  
   dialog box, 262, 262, 325, 325  
 Find Name option, 234  
 finding  
   contents, **245–246**, 246  
   files, **236**, 237  
   layers, **205**  
   named components,  
     **325–326**, 326  
   support files, **326–329**,  
     326–329  
   text, **261–262**, 261–262,  
     324–325, 324–325  
 first line indents, 258  
 First option, 304  
 Fit option  
   for dimension text, 298,  
     298–299  
   for Pedit, 78, 78, 140  
   for viewports, 338  
 Fit tab, **306–307**, 308  
 Fit To Paper option, 346–347  
 Fit Tolerance option, 77, 77  
 Fixed Length Extension Lines  
   option, 303  
 Flatness tolerance symbol, 295  
 floating model space, 333  
 floating toolbars, 5  
 Floating Toolbars option, 16  
 Floating Windows option, 16

Fly mode, **160–161**  
 flyouts, **15**  
 fonts  
   locating, 328–329, 329  
   for text, **264–266**, 264–265  
 Form View tab, **355–357**, 355  
 formatting text, **253–254**, 254  
 formulas in cells, **272–275**,  
   272–274  
 Fraction Format option, 308  
 Fraction Height Scale  
   option, 305  
 Fractional length option, 46  
 fractions  
   for architectural  
     drawings, 306  
   stacked, 255  
 Free Dwg Disk (Drive:) Space  
   status item, 322  
 Free Physical Memory status  
   item, 322  
 Free Swap File Space status  
   item, 322  
 Free Temp Disk (Drive:) Space  
   status item, 322  
 freehand revision clouds, **81**  
 Freeze option, **199**, **201–202**, 202  
 Freeze Or Thaw In Current  
   Viewport icon, 203, 203  
 freezing layers, **199**, **201–202**,  
   202, 340–342  
 From option, 61

## G

gaps and Gap Tolerance setting  
   in area measurements, 318  
   in breaking objects, 137  
   for hatch patterns, 93  
 GAS\_LINE linetype, 215  
 General category for Properties  
   palette, **114–115**  
 General tab  
   for drawing properties,  
     323, 323  
   for plot style tables, 356  
   for printer  
     configuration, 344  
 Geographic Location dialog  
   box, 187  
 Geometric Tolerance dialog  
   box, 295, 295  
 Geometry category, 114, **116**  
 grab bars, 15  
 Gradient option, 189  
 Gradient tab, 83, 93  
 Gradient tool, 21, 21  
 gradients  
   for backgrounds, 189  
   fill shading for, **93–94**  
 Grads angle option, 46  
 graphics  
   for backgrounds, 189  
   for dimensions,  
     **302–304**, 302  
   in printing, **345**  
   in tables, **278**, 278  
 Grayscale.ctb plot style, 353  
 Grayscale option, 357  
 greater than (>) symbols for  
   dimension text, 296  
 green color for selection  
   window, 7  
 Grid command, 52  
 Grid status item, 322  
 Grid Spacing Is status item, 321  
 Grid tool, 52  
 grids, **52–53**, 52–53  
   aligning, **56**, 57  
   for drawing area, 49  
   rotating, **56**, 56–57  
   snapping to, **53–54**  
   spacing for, **54–55**, 54  
   status of, 321–322  
 grips, 51  
   for 3D solids, **150–151**, 150  
   for cameras, 163  
   for constraining motion,  
     **150–151**, 151  
   for dimension text, 299  
   with Dynamic Input,  
     **111–114**, 111  
   for lights, 184  
   for lofting, 175–176  
   operations with, 109–110

- for polylines, 140
- for stretching lines, 107–109, 108–109
- Group Manager dialog box, 235–236
- Group Name option, 234
- groups, 225, 232–233, 233
  - of layers, 208–209, 208
  - managing, 235–236, 235
  - options for, 233–234
  - toggleing, 233

**H**

- hash signs (#) in formulas, 274
- Hatch And Gradient dialog box, 83–84, 83
  - for boundary options, 90–95, 91
  - for editing, 88
  - for gradient fills, 93–94
  - for polyline outlines, 316–318, 317
  - for positioning, 86–87
  - for solid fills, 85–86
- Hatch command, 316
- Hatch Edit dialog box, 89–90
- Hatch Pattern Palette dialog box, 84–85, 89–90
- hatch patterns, 82, 82
  - boundaries for, 87, 87, 90–95, 91
  - editing, 88–90, 88
  - locating, 328–329, 329
  - placing, 83–84, 83
  - for polyline outlines, 316–318, 317
  - positioning, 86–88, 87
  - predefined, 84–85, 85
  - on Tool palette, 249
- Hatch tool, 21, 21
- height
  - extrusions, 166
  - text, 254–255, 254–255, 264, 266
- helices, 171–172, 172
- Helix tool, 143, 171–172

- help, 30
  - context-sensitive, 32
  - searching in, 31–32
  - sources of, 33
- Help option
  - for groups, 236
  - for searches, 245
- Help Topics tool, 33
- hidden lines, printing with, 340
- HIDDEN linetypes, 215
- hidden views, 347–348
- Hide Paperspace Objects option, 348
- hiding viewports, 340
- Highlight option, 234
- Hold Selection option, 213
- Home option, 298
- Home tool, 243
- horizontal construction lines, 100
- horizontal dimensions, 285–286, 286
- Horizontal option for dimension text, 305
- hot grips, 107–108, 110
- HOT\_WATER\_SUPPLY linetype, 215
- hotspots, spotlight, 185
- HSL color model, 200
- Hyperlink property, 115

**I**

- I command, 228, 230
- icons for menu items, 9
- ID Point command, 319
- Ignore option
  - for hatch patterns, 92
  - for spell checking, 261
- Ignore All option, 261
- illumination
  - placing lights, 183–185, 185–186
  - sunlight, 187, 188
  - types of, 182
- images
  - for backgrounds, 189

- for dimensions, 302–304, 302
- in printing, 345
- in tables, 278, 278
- Imperial measurement system, 45
- importing
  - blocks, 230–231, 230
  - layer states, 211
  - symbols, 241
  - tables, 276, 276
  - text files, 262
- In option
  - for searches, 245
  - for Zoom, 26
- In The Field(s) option, 246
- inches, 45
- Include Unnamed option, 233–234
- indents for text, 257–258, 257
- Index tab, 30
- Index Color tab, 200
- Indicate Layers In Use option, 209, 209
- Info Palette, 33
- information gathering, 315
  - coordinates of points, 319
  - measurements
    - angles, 320, 320
    - areas, 315–318, 316–317, 319
    - distances, 319
  - missing support files, 326–329, 326–329
  - named components, 325–326, 326
  - nondrawing data, 323, 323–324
  - status of drawings, 320–322, 321
  - text, 324–325, 324–325
  - time spent on drawings, 322, 322
- Inherit Options option, 93
- Inherit Properties option, 91
- Inquiry toolbar, 18

Insert A Block In A Table Cell dialog box, 278, 278  
 Insert As Block option, 245  
 Insert Block tool, 21, 21, 228, 231  
 Insert Columns option, 271  
 Insert dialog box for blocks, 228–231, 228, 245  
 Insert Field command, 272  
 Insert Field tool, 256  
 Insert option for Pedit, 141  
 Insert Point feature, 238  
 Insert Rows option, 271  
 Insert Table dialog box, 268, 268, 280, 280  
 Insert toolbar, 18  
 inserting  
   blocks, 228–229, 228–229  
   files, 244–245  
 Insertion Base Is status item, 321  
 Insertion option for osnaps, 61  
 Insertion Scale option, 47  
 Inside Borders option, 278  
 Interfere command, 169  
 Interference Checking dialog box, 169  
 interference of 3D shapes, 168–169, 168  
 intermediate arcs for joining objects, 121–123, 121–122  
 Intersect tool, 157, 169  
 intersection of 3D shapes, 168–169, 168  
 Intersection option for osnaps, 58–59, 58, 61  
 Invert Filter option, 209, 209  
 Island Detection feature, 92  
 Island Display Style option, 84  
 islands  
   for hatch patterns, 92  
   measuring areas with, 318, 319  
 ISO hatch patterns, 85  
 ISO Standard option, 305  
 isometric 2D drawing setup, 55, 55

Isometric Snap option, 55, 55  
 Isoplane mode, 55, 55  
 Italic tool, 256

## J

Jog Angle option, 304  
 Jogged option, 291  
 Join option for Pedit, 140  
 Join tool, 21, 21  
 joining objects, 121  
   with chamfers, 123–124, 123–125  
   end to end, 121–123, 121–122  
   trimming and extending for, 125–127, 125–127  
 justification  
   cell text, 271, 271  
   multiple text objects, 260  
 Justifytext command, 260

## K

Keep Dim Line With Text option, 298  
 keyboard command equivalents, 11

## L

L command, 69  
 landscape orientation, 334, 349  
 .las extension, 211  
 Last option, 120  
 Layer Filter Properties dialog box, 206–208, 206–208  
 Layer Freeze tool, 213  
 Layer Isolate tool, 213  
 Layer Lock tool, 213  
 Layer Match tool, 213  
 Layer Off tool, 213  
 Layer Properties Manager dialog box  
   for 3D solids, 148, 149  
   ByBlock settings, 223  
   components of, 195–196, 196  
   for creating layers, 193–195, 194–195

  for filtering layers, 208–209, 208  
   for finding layers, 205  
   for line weights, 218, 220  
   for linetypes, 214, 217  
   for listing layers, 205–206, 205  
   for locking, 204, 204  
   for plot styles, 360  
   for saving settings, 210  
   for viewports, 340–342, 341–342  
   for visibility, 201–203, 201  
 Layer Properties Manager tool, 194, 194  
 Layer property, 115  
 Layer States Manager dialog box, 210–211, 210  
 Layer States Manager tool, 206  
 Layer Walk tool, 212–213, 212  
 Layerpmode command, 211  
 layers, 193  
   assigning, 196–198, 197, 213  
   assigning named plot styles to, 360, 360–361  
   for blocks, 198  
   creating, 193–195, 194–195  
   current, 198–199, 198–199, 321  
   filtering, 206–209, 206–209  
   finding, 205  
   groups of, 208–209, 208  
   for hatch boundaries, 95  
   Layers II toolbar for, 211–213, 212  
   line weights for, 218–220, 219–221  
   linetypes for, 214–217, 215–218  
   listing, 205–206, 205  
   locking, 204, 204  
   settings for, 210–211, 210–211, 213  
   for viewports, 340–342, 341–342  
   visibility of, 199–203, 199, 201–202

- Layers toolbar, 18, 194, 198–199, 198–199
- Layers II toolbar, 18, 211–213, 212
- LayerWalk dialog box, 212–213, 212
- Layout option for plotting, 346
- layout space, text in, 263
- Layout tabs, 26–28, 27, 331–332, 332
  - for dimensions, 284
  - for paper size and orientation, 334–335
  - for scaling, 336–337
  - viewports in, 333–334
  - for visibility, 202–203
- Layout1 tab, 7
- Layout2 tab, 7
- layouts, 331
  - adding, 342–343
  - objects for, 97
- Layouts toolbar, 18
- Le command, 292
- Leader command, 292
- Leader Line & Arrow tab, 293
- leader lines, 293, 294
- Leader option for arrowheads, 304
- Leader Settings dialog box, 293, 294
- Leader tool, 292–293, 293–294
- Left tool, 256
- length and Length option
  - for arcs, 72
  - dimensioning, 291–292, 292
  - options for, 304
  - for revision clouds, 81
  - for dimensions, 303
  - options for, 46
- less-than symbols (<)
  - for dimension text, 296
  - for polar coordinates, 39
- libraries of drawings, 241
- Light control panel, 146, 183
- lightbulb icon, 201, 201
- lights
  - placing, 183–185, 185–186
  - sunlight, 187, 188
  - types of, 182
- Lights toolbar, 18
- limits
  - for drawing area, 48–49
  - for plotting, 346
- Limits command, 49
- Limits option, 346
- Line command, 37
- Line End Style option, 357
- Line Join Style option, 357
- Line Space Factor setting, 258–259, 258
- line spacing of text, 258–259, 258
- Line tool, 20, 20, 37, 69
- line weights
  - for dimensions, 303
  - for layers, 218–220, 219–221
  - for objects, 221–222, 222
  - for scales, 347
  - for table, 276–278, 277
  - visibility of, 219, 220
- Linear command, 285
- linear dimensions
  - from common base extension lines, 287, 287
  - continuing, 286–287, 286
  - horizontal and vertical, 285–286, 286
  - for nonorthogonal objects, 289–292, 290–292
  - strings of, 288, 288
- Linear tool, 289
- lines
  - construction, 99–102, 101
  - for coordinates, 37–38, 38–39
  - drawing, 69–70, 70
  - hidden, 340
  - joining, 123–124, 123–125
  - leader, 293, 294
  - parallel, 79–80, 79
  - plot styles for, 351–352, 352
  - selecting, 105, 105
  - stretching, 107–109, 108–109
- Lines tab, 301, 302–303
- Linetype Ext Line 1 option, 303
- Linetype Ext Line 2 option, 303
- Linetype Manager dialog box, 217, 218, 222–223
- Linetype property, 115
- Linetype Scale property, 115
- Linetype tab, 217
- linetypes and Linetype option
  - for blocks, 198
  - for dimensions, 303
  - for layers, 214–217, 215–218
  - locating, 328–329, 329
  - for objects, 221–223
  - for plot style tables, 357
  - scales of, 216–217, 217–218, 221–222, 222
- Lineweight dialog box, 220, 220
- Lineweight option, 218
  - for dimensions, 303
  - for plot style tables, 357
- Lineweight property, 115
- Lineweight Settings dialog box, 219, 220
- lineweights. *See* line weights
- listing layers, 205–206, 205
- lists, 255
- Load Or Reload Linetypes dialog box, 214, 216, 216
- loading
  - files, 247
  - linetypes, 214, 216, 216
- Lock option, 204
- Lock Location option, 16
- locking
  - layers, 204, 204
  - toolbars and palettes, 16
  - viewport views from pans and zooms, 340
- Loft Settings dialog box, 175
- Loft tool, 146, 147, 172–174
- lofting through shapes, 172–176, 173–176
- Look For Options option, 245
- Lookup option, 261
- Lower Value option, 312
- Lowercase tool, 256
- Ltscale system variable, 217, 222
- Ltype gen option, 140
- Lweight command, 219

**M**

m command, 128

Magnet option, 62

major axes for ellipses, 73

Make Block tool, 21, 21, 226

mapping materials, 181, 182

Mapping toolbar, 18

margins, cell, 271, 271, 281

Marker option for

AutoSnap, 62

markers, points as, 97

marking

equal divisions, 98

points, 97–98, 98

masks for text, 259, 259

Match Properties tool, 95

Material Condition dialog  
box, 295, 296

Material Editor panel, 179

Material Mapper tool, 181

materials, 178–181, 179–182

Materials control panel,  
146, 179

Materials palette, 179, 179

math operations, 274–275

Maximize/Minimize icon, 8

Me command, 98

Measure command, 97–99

Measurement Scale: Apply To  
Layout Dimensions Only  
option, 309

Measurement Scale: Scale  
Factor option, 309

measuring

angles, 320, 320

areas, 315–318,

316–317, 319

distances, 319

Media tab, 344

memory, Xrefs for, 238

menu bar, 4, 5, 9–11

menus

cascading, 9, 11

flyout, 15

shortcut, 8–9

Merge Cells command,  
268–269

messages

balloon, 7

Command window, 9

Method option

for Chamfer, 124

for dimensions, 312

Metric measurement system, 45

Mid Between 2 Points option, 61

Middle tool, 256

midpoint grips, 110

Midpoint option for osnaps,  
58–61, 58–59

millimeters, 45

minor axes for ellipses, 73

minus signs (-) in formulas, 274

Mirror option, 109–110

Mirror tool, 20, 20

missing support files, 326–329,  
326–329

Model Or Paper Space tool,  
202, 203

model space, 26–27

Model Space Limits Are status  
item, 321

Model Space Uses status  
item, 321

Model tab, 7

for dimensions, 284

for scale factors, 219

text in, 263

Modeling toolbar, 18

Modify Dimension Style dialog  
box, 287, 313

Modify menu, 9–10

Modify Standard Paper Size  
option, 345

Modify Table Style dialog  
box, 279

Modify toolbar, 4, 18, 119

for breaking, 136–137

for copying, 129–132

for erasing, 120–121

for joining. *See*

joining objects

for moving, 128, 129

options on, 20–21, 20–21

for polylines, 139–141

for rotating, 134–136,  
135–136

for scaling, 133

for selections, 119–120

for stretching, 134, 134

for Xrefs and blocks,  
137–139, 138

Modify II toolbar, 18, 90

monochrome.ctb plot style, 353

Monochrome.stb plot style, 353

More Options tool, 334, 335

motion, constraining,

150–151, 151

mouse, scroll wheels, 25

Move command, 128, 129

Move option, 141

Move Or Copy dialog box,  
342, 343

Move Text option, 298, 299

Move tool, 20, 20

moving

grip base point, 110

materials, 181

with Move, 128, 129

polyline vertices, 141

toolbars, 15–16

MT command, 253

Mtext command, 249, 253

MText option

for annotations, 293

for ordinate

dimensions, 295

Multiline Text Editor, 265

Multiline Text tool, 21, 21, 253

multilines, 79

Multiple option

for Chamfer, 124

for Fillet, 123

for Modify toolbar, 120

multiple text

for annotations, 293

editing, 259–260

for ordinate dimensions, 295

multiple viewports, 338–339,  
338–339

multiplication, 274

Multiplier For Alt Units  
option, 311

**N**

Name & Location tab, 236  
 named components, locating  
 and selecting, 325–326, 326  
 named plot styles, 352–353  
   assigning  
     to layers, 360, 360–361  
     to objects, 358–359,  
     359–360  
   vs. color, 353–354  
   converting color to, 361–362  
 names  
   files, 22  
   groups, 233–234  
   tabs, 343  
   text styles, 265  
   Xrefs, 238  
 natural language questions, 31  
 navigating  
   3D models, 159  
   DesignCenter, 243–244, 243  
 NEAR operator, 31  
 Nearest option, 61  
 nested blocks, 139  
 nesting Xref files, 241  
 New Dimension Style dialog  
 box, 287, 292, 301, 301  
   Alternate Units tab,  
   310–311, 310  
   for architectural  
   drawings, 306  
   Fit tab, 306–307, 308  
   Lines tab, 302–303, 302  
   Primary Units tab, 306,  
   308–309, 309  
   Symbols And Arrows tab,  
   302–304, 302  
   Text tab, 304–306, 304  
   Tolerances tab, 310, 310, 312  
 New Features Workshop  
 window, 2, 33  
 New Group Filter tool, 206,  
 208, 208  
 New Layer State To Save  
 dialog box, 210, 211  
 New Layer tool, 194, 196  
 New option  
   for dimensions, 297  
   for groups, 234

  for hatch pattern boundary  
   sets, 93  
   for text styles, 266  
 New Or Modify Dimension  
 Style dialog box, 293, 297  
 New Page Setup dialog box,  
 350, 351  
 New Palette option, 248  
 New plot style, 353  
 New Property Filter tool, 206  
 New Search option, 245  
 New Table Style dialog box,  
 279–280, 280  
 New Text Style dialog box, 264  
 New View dialog box, 161,  
 161, 189  
 New Viewports tab,  
 337–338, 338  
 New VP Freeze option,  
 202–203, 202  
 Next option, 141  
 No Borders option, 278  
 No Trim option, 122, 122  
 Node option, 61  
 nondrawing data, storing, 323,  
 323–324  
 None option for osnaps, 61  
 nonorthogonal objects,  
   dimensions for, 289–292,  
   290–292  
 normal revision clouds, 80, 80  
 NOT operator, 31  
 notes for dimensions, 292–293,  
 293–294  
 Number of Copies setting, 346  
 Numbers tool, 256  
 NURBS curves, 75, 76

**O**

O command, 79  
 Object Grouping dialog box  
   for creating groups,  
   232–233, 233  
   options in, 233–234  
 Object option for Zoom, 26  
 Object Lineweights option, 348  
 Object Selection cursor, 51  
 Object Snap Modes status  
 item, 322  
 Object Snap tab, 57–58, 58, 61–62  
 Object Snap toolbar, 19  
 Object Snap Tracking feature,  
 51–52  
 object snaps. *See* osnaps  
 objects  
   in 3D models. *See* shapes  
   and objects  
   assigning named plot  
   styles to, 358–359,  
   359–360  
   for layout, 97  
 Objects in D:\Folder\Sub-  
 folder status item, 321  
 Oblique option, 298–299, 300  
 Oblique Angle option, 256, 266  
 Offset command, 79–80, 79  
 Offset From Dim Line setting,  
 305–306  
 Offset From Origin setting, 303  
 Offset tool, 20, 20, 79  
 offsets  
   for arrays, 132  
   for construction lines, 101  
   for dimension lines, 303,  
   305–306  
   for parallel lines, 79–80, 79  
 On/Off option for layers, 201  
 One Color option, 94  
 Online Training Resources  
 option, 33  
 Open And Save tab, 240  
 Open dialog box, 275  
 Open Drawings tab, 247  
 Open In Application Window  
 option, 244  
 opening  
   dialog boxes, 11  
   files, 244–245  
   tables, 275  
   toolbars, 17  
 Options dialog box, 11  
   for AutoSnap feature, 62  
   for Color Book location, 195  
   for files, 328, 329  
   for grips, 107  
   for plot style tables, 354  
   for printing, 346  
   for Xref files, 240

- options for commands, 28–30, 29
- OR operator, 31
- Orbit toolbar, 19
- Ordinate command, 294
- Ordinate Dimension tool, 295
- ordinate dimensions, 294–295, 294
- Organize Favorites option, 244
- orientation
  - of cell text, 269–270, 269–270
  - for printing, 334–335, 334–335, 349
  - in UCS, 8
- origins
  - blocks, 231
  - coordinate systems, 35, 36
  - hatch patterns, 86
  - point coordinates, 319
  - printing, 346
  - UCS, 155
- Ortho mode, 49
- Ortho status item, 322
- Osnap (object snap) marker, 51
- osnaps
  - in 3D space, 153
  - for aligning objects, 62–65, 63–66, 128, 129
  - with dimensioning, 288
  - location setup, 57–59, 58–59
  - on the fly selections for, 59–60
  - options for, 60–62
  - with Polar Tracking, 67
- Other Predefined tab, 85
- Out option, 26
- Outer option, 92
- Outline tool, 256
- outlines, 316–318, 317
- Outside Borders option, 277–278, 277
- \*\*Over: status item, 321
- Over Dimension Line, With Leader option, 307
- Over Dimension Line, Without Leader option, 307
- overlays, 241
- Override Default Background option, 189
- P**
- Page Setup dialog box
  - for plot styles, 358
  - for shaded views, 347
- Page Setup Manager dialog box
  - for plot style tables, 354
  - for printer settings, 349–350, 350
- paint bucket tools, 83
- palettes, locking, 16
- Pan Realtime tool, 25
- panning and Pan command, 25–26
  - accuracy of, 27
  - locking viewport views from, 340
- panoramic views, 159
- PANTONE color option, 200
- paper
  - printable area of, 28
  - size of, 345–346
    - for printing, 334–335, 334–335
    - selecting, 346
    - user-defined, 345
- Paper option, 333, 333
- paper space, viewports in, 333
- paragraphs, indenting, 258
- parallel lines
  - construction, 101–102
  - drawing, 79–80, 79
- Parallel option, 61
- Parallel Projection tool, 164, 170
- parallel projections, 164, 164
- Parallelism tolerance symbol, 295
- parentheses () in formulas, 274
- Paste Special dialog box, 262, 276, 276
- Path option, 171
- paths, extruding along, 170–171, 170
- patterns
  - for gradients, 93–94
  - hatch. *See* hatch patterns
- Pe command, 77, 140
- Pedit command, 77–78, 140–141
- Pen # option, 357
- Perpendicular option, 62
- Perpendicularity tolerance symbol, 295
- Perspective Projection tool, 164, 164
- perspective projections, parallel projections from, 164, 164
- perspective view, 4
- PHANTOM linetypes, 215
- Pick Both Offsets option, 132
- Pick Column Offset option, 132
- Pick Point option, 227
- Pick Row Offset option, 132
- pickboxes, 104
- pl command, 77
- Place Text Manually option, 307
- Planar mapping style, 181, 182
- plines. *See* polylines and Polyline option
- Plot And Publish tab, 346, 354
- Plot dialog box, 343
  - for paper size and orientation, 334–335, 334
  - for printer settings, 350, 351
  - for shaded views, 347
- Plot In Background option, 348
- Plot Offset (Origin Set To Printable Area) group, 346
- Plot or Page Setup dialog box, 352–353, 352
- Plot Paperspace Last option, 348
- Plot Stamp dialog box, 349, 349
- Plot Stamp On option, 348
- Plot Style Control list, 359, 360
- Plot Style option, 359
- Plot Style property, 115
- Plot Style Table Editor dialog box, 355–358, 355–356
- Plot Style Table list, 334, 335
- Plot Style Table Settings dialog box, 354

- plot styles and plot style tables, 220, **351–352**, 352
    - assigning
      - to layers, **360**, 360–361
      - to objects, **358–359**, 359–360
    - color vs. named, **353–354**
    - creating, **354**
    - editing and using, **355–358**, 355–356, 358
    - named from color, **361–362**
    - predefined, **352–353**, 352
  - Plot Upside-Down option, 349
  - Plot With Plot Styles option, 348
  - Plotter Calibration option, **345**
  - Plotter Configuration Editor dialog box, 343–345, 345
  - plus signs (+) in formulas, 274
  - Point Filters option, 62
  - point lights, 182
  - point of view, **158–164**, 161–164
  - Point Selection cursor, 51
  - Point Selection mode, 38
  - Point Style dialog box, 97
  - Point tool, 21, 21
  - points
    - construction lines through, **100**
    - coordinates of, 36, **319**
    - as markers, 97
    - marking, **97–98**, 98
    - tracking, **66–67**
  - pol command, 96
  - Polar Angle settings, 52
  - Polar Angle Measurement setting, 52
  - Polar Array option, 130, 130
  - polar coordinates, 36, 37, **39–40**, 40
  - Polar Tracking, 38, 51
    - adjustable triangles with, **49–50**
    - behavior of, **50–52**, 50
    - with osnaps, 67
    - for relative coordinates, 42
  - Polar Tracking tab, **50–52**, 50
  - Polar Tracking vector, 29–30
  - Polygon tool, 20, 20, 96
  - polygons, 70, 70
    - area of, 316, 316
    - drawing, **96**, 96
  - Polyline command, 77
  - polyline splines, 70, 70
  - Polyline tool, 20, 20, 70
  - polylines and Polyline option, 70, 70
    - for Chamfer, 124
    - for curves, **77–78**, 78
    - editing, **139–141**
    - exploding, 139
    - extruding, **165–166**, 166–167
    - for Fillet, 123
    - for outlines, **316–318**, 317
    - revolving, **176–177**, 176
  - portrait orientation, 334, 349
  - Ports tab, 344
  - Position tolerance symbol, 295
  - PostScript fonts, 254
  - Precision option
    - for angles, 292
    - for dimensions, 308–309, 311–312
    - for drawing units, 47
  - predefined hatch patterns, **84–85**, 85
  - predefined plot styles, **352–353**, 352
  - Prefix option, 309, 311
  - prefixes for dimensions, 297, 309, 311
  - preview icons, 243
  - Preview panel, 244
  - Previous option
    - for Modify toolbar, 120
    - for Pedit, 141
    - for Zoom, 26
  - Primary Units tab
    - for architectural drawings, 306
    - for dimensions, 297, **308–309**, 309
  - primitives, 143, 144
  - printable area, 28, 346
  - printing, 331
    - 3D views, **347–348**
    - hidden lines and shading, 340
  - locking layers from, **204**
  - paper size and orientation for, **334–335**, 334–335
  - plot options for, **348–349**
  - plot styles for. *See* plot styles and plot style tables
  - positioning, **346**
  - printer settings for, **343–345**
  - saving settings for, **349–350**, 350–351
  - scaling for, **336–337**, 337, **346–347**
  - setting up, **332**, 332
  - viewports for, **333–334**, **337–343**, 338–339, 341–343
  - views for, **346–348**
- Procedures tab, 30
  - Profile tolerance symbol, 295
  - Project option, 127
  - Prompts, **51**
  - properties
    - for cameras, **164**, 164
    - filtering layers by, **206–208**, 206–208
  - Properties palette, 4, **114–117**, 115–116
    - for blocks, 229, 230
    - for cameras, 164, 164
    - for cell text, 269–270, 270
    - for hatch patterns, 95
    - for layers, 196–197, 197
    - for line weights, 220, 2201
  - Properties Settings dialog box, 95
  - Properties toolbar, 19
  - Purge command, 228
- ## Q
- Qdim command, 288
  - Qtext status item, 322
  - Quadrant option, 62
  - Quick Dimension command, 288
  - Quick Select tool, 325, 326
  - QuickCalc calculator
    - for cumulative area values, **318**
    - for properties, 117
  - QuickSelect option, 227

**R**

Radians angle option, 46  
 radius and Radius option  
   for arcs, 72  
   for circles, 23, 23, **71–72**, 71  
   for dimensions, 291, 291, 304  
   for Fillet, 122–123  
   for polygons, 96  
 Radius tool, 291  
 RAM space, Xrefs for, 238  
 Ray command, 97, 102  
 ray construction lines, **102**  
 Re-Order option for  
   groups, 234  
 Realistic option, 4, 348  
 Realistic visual style, 190  
 Realtime Pan tool, 25, 27  
 Realtime zoom option, 26  
 Recreate Boundary option, 91  
 Rectangle command, 23  
 Rectangle tool, 20, 20, 23  
 rectangles, 70, 70  
   drawing, 12–13, 23  
   reference, **47–48**  
 red, green, blue (RGB) color  
   model, 200  
 Redo command, 24  
 Redo tool, 256  
 Refedit command, 125, 238  
 Refedit toolbar, 19  
 Reference option  
   for Rotate, 136  
   for Scale, **133**, 134  
 reference rectangles, **47–48**  
 Reference toolbar, 19  
 Regen option, 141  
 region objects, 102  
 Region tool, 21, 21  
 regular polygons, **96**, 96  
 relative coordinates, 36, **40–42**,  
   41–42  
 Reload All Xrefs option, 240  
 Remove option for groups, 234  
 Remove Boundaries option, 91  
 Remove From Group  
   option, 235  
 Remove From Group Filter  
   option, 209

removing. *See* deleting and  
 Delete option  
 Rename command, 238  
 Rename Layout dialog box, 343  
 renaming and Rename option  
   groups, 233–234  
   tabs, 343  
   text styles, 265–266  
   Xrefs, 238  
 Render control panel, 146,  
   188, 188  
 Render tool, 185, 185  
 Render toolbar, 19  
 Rendered option, 348  
 rendered views, **187–189**,  
   188–189, 348  
 Replace All option, 262  
 Reset option, 181  
 resolution for rendered  
   images, **188**  
 Retain option for blocks, 228  
 Retain Boundaries option, 318  
 Retain Changes To Xref Layers  
   option, 240  
 revcloud command, 81–82  
 Revision Cloud command, 81  
 Revision Cloud tool, 21, 21, 81  
 revision clouds, **80–82**, 80  
 revolving polylines,  
   **176–177**, 176  
 RGB (red, green, blue) color  
   model, 200  
 Rich Text Format (RTF)  
   files, 262  
 Right tool, 256  
 ro command, 134  
 Rotate command, 134–135  
 Rotate Items As Copied  
   option, 131  
 Rotate tool, 20, 20  
 rotating and Rotation option  
   3D solids, **151–153**, 152–153  
   blocks, **229**, 230  
   cell text, 270, 270  
   circular copies, 131  
   dimension text, **298–299**  
   ellipses, 74–75  
   elliptical arcs, 75

  grids, **56**, 56–57  
   grips, 109–110  
   materials, 181  
   objects, **134–136**, 135–136  
   text, 267  
   Xref files, 238  
 Round Distances To option, 311  
 Round Off option, 308  
 rounding corners, 122, **170**, 170  
 rows  
   copying, **131–132**, 132  
   in tables, **271**  
 RTF (Rich Text Format) files, 262  
 rubber-banding lines, 29, 38, 39  
 Ruler tool, 256  
 Running Osnaps, 58–59, 287  
 Runout tolerance symbols, 295

**S**

s command, 134  
 Save As option, 358  
 Save Block Definition  
   option, 139  
 Save Changes To Layout  
   option, 349  
 Save Drawing As dialog box, 22  
 saving  
   blocks, **231–232**, 232  
   layer settings, **210–211**,  
   210–211  
   plot style tables, 358  
   printer settings, **349–350**,  
   350–351  
   rendered images, 188  
   views, **161**, 161  
 sc command, 133  
 Scale command, 133  
 Scale Dimensions To Layout  
   option, 307  
 scale factors, **219**  
 Scale Lineweights setting, 347  
 Scale tool, 21, 21  
 scales and Scale option  
   for blocks, **229**, 230  
   and DesignCenter, 246  
   for dimensions, **285**  
   for grips, 109–110

- for linetypes, **216–217**,  
217–218, 221–222, 222
- for printing, **336–337**, 337,  
**346–347**
- Reference option for,  
**133**, 134
- to specific scale factors, **133**
- for text, **259**, **262–263**
- Xref files, 238
- for Zoom, 26
- Scaletext command, 259
- Scaling For Height option, 312
- Scientific length option, 46
- Screening option, 357
- Screening xxx%.ctb plot  
style, 353
- screw threads, **171–172**
- scroll wheels, 25
- sculpting 3D objects, 156, 156
- SE Isometric option, 4
- Search dialog box, 245–246
- Search For The Word(s)  
option, 246
- Search Now option, 245
- Search Subfolders option, 245
- Search tab, **31–32**
- searching
  - for contents, **245–246**, 246
  - for help, **31–32**
  - for layers, **205**
  - for named components,  
**325–326**, 326
  - for support files, **326–329**,  
326–329
  - for text, **261–262**, 261–262,  
324–325, 324–325
- Second option, 304
- Select Color dialog box
  - for 3D solids, 148, 149
  - for backgrounds, 189
  - for gradient fills, 94
  - for layers, 194–195, 195, 207
  - for materials, 180, 180
  - for objects, 221–222
  - for true and PANTONE  
colors, 200
- Select Drawing File dialog box,  
230–231, 230
- Select File dialog box, 236, 237,  
361–362
- Select Group option, 235
- Select Linetype dialog box,  
214, 216
- Select New Path dialog  
box, 327
- Select Objects option, 227
- Select Plot Style dialog box,  
359–360, 360–361
- Select Reference File dialog  
box, 238
- Select Template dialog box, 2
  - for 3-D models, 144
  - for materials, 178
  - for new drawings,  
21–22, 21
- Selectable option, 234
- Selecting Subobject dialog  
box, 150
- selection sets, 104
- selection windows, 5, 7
- selections
  - Modify toolbar for, **119–120**
  - with Move, 128
  - options for, **104–105**,  
104–105
  - osnaps for, **59–60**
  - standard method, **103–104**
  - in viewports, 333
  - with windows, **105–107**, 106
- Set Current tool, 196
- Set Size Relative To Screen  
option, 97
- Shade Plot options, 347
- shaded views, **190**, 191,  
340, 347
- shading gradient fill, **93–94**
- shadows, 182
- shapes and objects
  - in 3D model
    - from 2D shapes, **165**, 165
    - converting from earlier  
versions, **168**
    - extruding along paths,  
**170–171**, 170
    - extruding polylines,  
**165–166**, 166–167
  - filleting corners,  
**170**, 170
  - helices, **171–172**, 172
  - interference and  
inter-lofting  
through, **172–176**,  
173–176
  - revolving polylines,  
**176–177**, 176
  - sculpting, 156, 156
  - assigning named plot  
styles to, **358–359**,  
359–360
  - for layout, **97**
  - for revision clouds, **81–82**
- shortcut menus, 8–9
- Show Details option, 217, 218
- single-line text objects, **266–267**
- Single option, 337, 338
- size
  - center marks, 304
  - drawing area, 8
  - paper, **345–346**
  - for printing, **334–335**,  
334–335
  - selecting, **346**
  - user-defined, **345**
  - rendered images, **188**
- Size Is search option, 246
- Sketch command, 102
- skewing dimension lines, **299**
- slashes (/) in formulas, 274
- smooth curves, **75–77**, 76–77
- Smooth Fit option, 175
- Snap And Grid tab, 54–55, 54
- Snap command, 53
- Snap mode, 53
- Snap status item, 322
- Snap Resolution Is status  
item, 321
- Snap X Spacing setting, 54
- Snap Y Spacing setting, 54
- Snapbase command, 56, 57, 86
- snaps
  - to grids, **53–54**
  - osnaps. *See* osnaps
  - rotating, **56**
  - spacing, 53–54

snowflake icon, 201  
 solid backgrounds, 189  
 solid fills, **85–86**  
 Solids Editing toolbar, 19  
 solids in 3D drawings,  
   **146–147, 147**  
   creating, **148–149, 148–149**  
   editing, **157–158, 158**  
   grips for, **150–151, 150**  
   primitives, 143, 144  
   rotating, **151–153, 152–153**  
 sorting layer names, 205  
 Source And Size option, 345  
 spacing  
   grids, **54–55, 54**  
   hatch patterns, 83  
   snaps, 53–54  
   text lines, **258–259, 258**  
 special symbols, 255  
 Specified Origin option, 87  
 Specify first corner point  
   option, 12  
 Specify On-Screen option,  
   229, 238  
 Specify Output Size option, 188  
 spelling checker, **260–261, 260**  
 spherical format, 177  
 Spherical mapping style,  
   181, 182  
 splash screen, 2  
 Spline command, 75–76  
 spline curves, 75–77, 76  
 Spline option, 77–78, 78, 140  
 Spline tool, 21, 21, 76  
 Spline With Arrow option, 293  
 Splinedit command, 77  
 spotlights, **182–185, 185–186**  
 spreadsheets. *See* tables  
 Stack tool, 256  
 stacked fractions, 255  
 Standard cursor, 51  
 Standard Scale option, 336  
 Standard toolbar, 19  
 Standard 2 toolbar, 19  
 Start option for arcs, 72  
 starting commands, **12–13, 13**  
 Startup dialog box, 2  
 Statistics tab, 323

status bar, 5  
   command descriptions in,  
     10–11  
   displaying, 7  
   feedback in, 6, 6  
   for tool tips, 14  
 Status command, 321  
 status information,  
   **320–322, 321**  
 .stb extension, 362  
 Stop option, 245  
 Store As Default Origin  
   option, 88  
 straight lines, **69–70, 70**  
 Straighten option, 141  
 Straightness tolerance  
   symbol, 295  
 Stretch command, 134  
 Stretch tool, 21, 21  
 stretching and Stretch option  
   grips, 109–110  
   lines, **107–109, 108–109**  
   objects, **134, 134**  
 strings of dimensions, **288, 288**  
 styles and Style option  
   dimensions, **300–302, 301,**  
     **311–313, 312–313**  
   font, **264–266, 264–265**  
   mapping, 181, 182  
   plot. *See* plot styles and plot  
     style tables  
   for revision clouds, 82  
   for tables, **279–281, 279–280**  
 Styles toolbar, 19, 265, 265  
 subobjects, 157  
 Subtract tool, 157  
 subtraction in formulas, 274  
 subtraction with 3D objects,  
   **156–157, 156**  
 suffixes for dimensions, 297,  
   309, 311  
 Sum function, 274–275  
 Summary tab, 323, 323  
 sun icon, 201–203  
 Sun Status option, 187  
 sunlight, 182, **187, 188**  
 Sunlight tool, 187

Support File Search Path  
   option, 328–329  
 support files, **326–329, 326–329**  
 Suppress option, 303  
 Suppress Arrows If They Don't  
   Fit Inside Extension Lines  
   option, 307  
 surfaces for 3D drawings,  
   **146–147, 147**  
   converting from earlier  
     versions, **168**  
   drawing on, **154, 154**  
 Surveyor's Units angle  
   option, 46  
 Sweep tool, 170–172  
 Switch option for mapping, 181  
 Swivel tool, 159  
 Symbol dialog box, 295, 296  
 Symbol option, 257, 257  
 symbols  
   downloading, **247, 248**  
   importing, 241  
 Symbols And Arrows tab,  
   **302–304, 302**  
 Symmetry tolerance  
   symbol, 295

**T**

T squares, 49  
 Table Direction option, 281  
 Table Style command, 279  
 Table Style dialog box, 279, 279  
 Table tool, 21, 21  
 Table View tab, 356, 356  
 tables, **267, 267**  
   cells in  
     background color  
       for, **278**  
     borders for,  
       276–278, 277  
     combining,  
       **268–269, 269**  
     text in, **268–271,**  
       269–270  
   creating, **268, 268**  
   exporting, **275**  
   formulas in, **272–275,**  
     **272–274**

- graphics in, 278, 278
  - importing, 276, 276
  - lineweights for, 276–278, 277
  - rows and columns in, 271
  - styles for, 279–281, 279–280
  - Tablet status item, 322
  - tabs
    - in Command window, 7
    - renaming, 343
    - for text, 257–258, 257
  - tangent objects, selecting, 71–72, 71–72
  - Tangent option
    - for curves, 76
    - for osnaps, 62
    - for Pedit, 141
  - template selection, 21–22, 21
  - Temporary Track Point option, 62
  - Temporary Tracking Point feature, 66–67
  - text and Text option, 253
    - background masks for, 259, 259
    - boundaries for, 256–257
    - for dimensions, 307
      - for annotations, 292–293, 293–294
      - appearance of, 304–305, 304
      - appending data to, 296–297
      - detaching, 298
      - ordinate, 295
      - rotating, 298–299
    - finding, 261–262, 261–262, 324–325, 324–325
    - font styles for, 264–266, 264–265
    - formatting, 253–254, 254
    - height and font of, 254–255, 254–255, 264, 266
    - indents and tabs for, 257–258, 257
    - line spacing, 258–259, 258
    - scale for, 259, 262–263
    - spelling checker for, 260–261, 260
    - in tables, 268–269, 269
      - justification, 271, 271
      - orientation, 269–270, 269–270
  - Text Color option, 305
  - text files, importing, 262
  - Text Formatting toolbar, 253–255, 254, 268, 295, 297, 297
  - Text Height option, 305
  - Text Movement option, 298
  - Text Rotation option, 270
  - Text Style dialog box, 264–266, 264, 280, 305
  - Text tab, 304–306, 304
  - Text toolbar, 19
  - Thaw option, 199, 201–202, 202
  - thawing layers, 199, 201–202, 202, 340–342
  - Thicken Surface tool, 166, 167, 168
  - Thickness property, 115
  - Thickness status item, 322
  - Three: Above option, 338, 338
  - time, tracking, 322, 322
  - Time command, 322
  - title blocks, 334
  - togglng groups, 233
  - Tol command, 295
  - tolerance
    - for curves, 77
    - for dimensions, 295, 295–296, 310, 310, 312
    - for hatch patterns, 93
  - Tolerance value, 93
  - Tolerances tab, 310, 310, 312
  - Tool palettes, 4–5, 6, 247–249, 249
  - Tool Properties dialog box, 249–250, 250
  - tool tips, 14, 14
  - toolbars, 4, 5, 14
    - closing and opening, 17
    - flyout, 15
    - list of, 18–19
    - location of, 5
    - locking, 16
    - moving, 15–16
    - tool tips for, 14, 14
  - tools, customizing, 249–251, 250
  - Top Left option, 88
  - Top Right option, 88
  - Top tool, 256
  - tr command, 126
  - Track Using All Polar Angle Settings option, 51, 67
  - tracking components, DesignCenter for. *See* DesignCenter
  - tracking points, 66–67
  - Tracking tool, 256
  - TRACKS linetype, 215
  - Tree View Toggle tool, 241
  - triangles with Polar Tracking, 49–50
  - triangular menu pointers, 11
  - Trim command, 125–127
  - Trim tool, 21, 21
  - trimming and Trim option
    - for Chamfer, 124, 125
    - for Fillet, 122–123
    - for joining objects, 125–127, 125–127
  - True Color tab, 200
  - TrueType fonts, 254
  - TS command, 279
  - Ttr command, 72
  - Two Color option, 94
  - Txt font, 254
- ## U
- U command, 24
  - UCS (User Coordinate Systems), 8
    - for grid rotation, 56, 57
    - for ordinate dimensions, 294
    - for point coordinates, 319
    - for solids rotation, 151–153, 152–153
    - working with, 154–155, 155
  - UCS icon, 8
  - UCS toolbar, 19
  - UCS II toolbar, 19
  - Underline tool, 256

Undo command, 24  
 Undo tool, 24, 38  
   with Modify toolbar, 121  
   for text, 256  
 undoing actions and Undo  
   option, 24  
   Extend, 127  
   Pedit, 140  
   text edits, 256  
 Ungroup option, 235  
 union operation, 156–157, 156  
 Union tool, 156, 156  
 Unit Format option, 308, 311  
 units  
   for blocks, 246  
   for dimensions, 308–311,  
   309–310  
   selecting, 45–47, 45  
   setting, 22  
 Units Format option, 309  
 Unlock Object's Layer tool, 213  
 Unnamed option, 234  
 Unstack tool, 256  
 updating Xref files,  
   239–240, 240  
 Upper tool, 256  
 Upper Value option, 312  
 Upside Down option, 266  
 Use Background Mask  
   option, 259  
 Use Color Dependent Plot  
   Styles option, 354  
 Use Drawing Background  
   Color option, 259  
 Use Overall Scale Of option,  
   306–307  
 User Coordinate Systems. *See*  
   UCS (User Coordinate  
   Systems)  
 User Defined option, 83  
 user-defined paper sizes, 345

## V

Vertical Cell Margin option,  
 271, 271  
 vertical construction lines, 100

vertical dimensions,  
 285–286, 286  
 Vertical option for text, 266, 305  
 Vertical Position option, 312  
 vertices  
   in moving polylines, 141  
   in stretching objects, 134  
 View Manager dialog box, 189  
 View Selections option, 91  
 View toolbar, 19  
 Viewport Lighting Mode  
   option, 187  
 viewports, 28, 332  
   creating, 337–339, 338–339  
   displaying and hiding, 340  
   layers for, 340–342, 341–342  
   locking from pans and  
   zooms, 340  
   working with, 333–334  
 Viewports dialog box, 337–339,  
 338–339  
 Viewports toolbar, 19  
 views  
   in 3D models  
   from 2D views, 4  
   printing, 347–348  
   rendered, 187–189,  
   188–189  
   wireframes and  
   shaded, 190, 191  
   saving, 161, 161  
 Views tool, 244  
 Virtual Pen # option, 357  
 visibility  
   layers, 199–203, 199, 201–202  
   line weight, 219, 220  
 Visretain command, 240  
 Visual Styles control panel,  
 146, 190, 191  
 Visual Styles feature, 145, 149  
 Visual Styles toolbar, 19

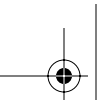
## W

w command, 231  
 Walk and Fly toolbar, 19  
 Walk/Fly tool, 160–161

Wblock command, 231  
 WCS (World Coordinate  
 System), 151  
 Web toolbar, 19  
 width and Width option  
   cells, 270, 270  
   polylines, 140–141  
   text, 256, 266  
 Width Factor option, 266  
 Width Factor tool, 256  
 Window option  
   for Modify toolbar, 120  
   for plotting, 346  
 Window Polygon option, 120  
 windows for selections, 105–  
 107, 106  
 wireframes, 190, 191, 347–348  
 word-wrap feature, 257  
 words, adding, 266–267  
 workpoints, 51  
 Workspaces toolbar, 19  
 World Coordinate System  
   (WCS), 151  
 World UCS option, 4  
 Write Block dialog box,  
 231–232, 232

## X

X coordinates, 35–36, 36  
   in distance  
   measurements, 319  
   in Dynamic Input display, 7  
   for printing, 346  
 X direction in UCS, 8  
 X scale factor for blocks, 229  
 X spacing for grids, 54–55, 54  
 Xbind command, 240  
 Xdatum option, 295  
 Xline command, 97, 99–101  
 XR command, 238  
 Xref files, 225, 236–238  
   attaching drawings as,  
   238–239, 239  
   vs. blocks, 240–241  
   editing, 137–139, 138  
   locating, 326–328, 326–328



nesting, **241**  
trimming and extending, **125**  
updating, **239–240, 240**  
Xref Manager palette, **238, 239**  
XY coordinates, **5–6, 6, 35**

## **Y**

Y coordinates, **35–36, 36**  
in distance  
measurements, **319**  
in Dynamic Input display, **7**  
for printing, **346**

Y direction in UCS, **8**  
Y scale factor for blocks, **229**  
Y spacing for grids, **54–55, 54**  
Ydatum option, **295**

## **Z**

Z axis for point  
coordinates, **319**  
Z coordinates, **36**  
in distance measurements,  
**177, 319**  
in Dynamic Input display, **7**

Z scale factor for blocks, **229**  
Zero Suppression options, **306,**  
**309, 311–312**  
ZIGZAG linetype, **215**  
Zoom command, **25–26**  
Zoom Command window, **26**  
Zoom Previous tool, **25**  
Zoom toolbar, **19**  
Zoom Window tool, **25**  
zooming  
locking viewport views  
from, **340**  
working with, **25–26, 25**

