Chapter 1: The AutoCAD® 2009 interface has been enhanced to make AutoCAD even easier to use, while making as much screen space available as possible. In this chapter, you will learn about the new user interface in AutoCAD and how to utilize the new ribbon tabs and control panels, the Quick Access Toolbar, the menu browser, and a number of other timesaving interface features.

You also learn how to use the new modeless Layer Properties Manager which can remain active while you are working in AutoCAD. When you make changes to layer properties, they are immediately displayed in drawing objects. You no longer have to close out the Layer Properties Manager.

Objectives

After completing this chapter, you will be able to:

- Navigate the AutoCAD user interface.
- Use the menu browser to perform common tasks in AutoCAD.
- Use the Quick View status bar controls to navigate drawing views and layouts.
- Use the Quick Properties palette to adjust object properties on several different types of objects.
- Manage layer properties and perform other tasks while the layer properties manager dialog box is open and available.
Lesson: Navigating the AutoCAD Interface

Overview

In this lesson you learn to navigate the AutoCAD user interface. You begin by learning about the Quick Access toolbar and the commands that it makes available. Next you learn about the Ribbon panels and status bar controls, and finally you modify the appearance of interface elements.

Understanding the user interface (UI) and how to quickly access important commands is important to becoming productive in the software.

Objectives

After completing this lesson, you will be able to:

- Describe the purpose and controls of the Quick Access Toolbar.
- Describe the function of the ribbon control panels and tools.
- Locate and identify the status bar controls.
- Adjust the display properties of various user interface objects.
About the Quick Access Toolbar

The Quick Access Toolbar gives you access to the commands and tools that you use most frequently such as New, Open, Save, Plot, Undo, and Redo.

You can define different commands to appear on the Quick Access Toolbar for each workspace. If you create workspaces to streamline your workflow, you can optimize the commands on the Quick Access Toolbar by adding, removing, and repositioning them to fit your needs.

Quick Access Toolbar

The following commands are available on the Quick Access Toolbar when the software is first installed.

<table>
<thead>
<tr>
<th>Icon</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="New Icon" /></td>
<td><strong>New</strong> – Displays the Select Template dialog box. Select the desired template to create a new drawing.</td>
</tr>
<tr>
<td><img src="image" alt="Open Icon" /></td>
<td><strong>Open</strong> – Displays the Open dialog box. Select the desired drawing to open it.</td>
</tr>
<tr>
<td><img src="image" alt="Save Icon" /></td>
<td><strong>Save</strong> – Saves the current drawing using the QSAVE command.</td>
</tr>
<tr>
<td><img src="image" alt="Plot Icon" /></td>
<td><strong>Plot</strong> – Displays the Plot dialog box.</td>
</tr>
<tr>
<td><img src="image" alt="Undo Icon" /></td>
<td><strong>Undo</strong> – Reverses the most recent operation.</td>
</tr>
<tr>
<td><img src="image" alt="Redo Icon" /></td>
<td><strong>Redo</strong> – Reverses the effects of the previous undo command.</td>
</tr>
</tbody>
</table>

Quick Access Toolbar Shortcut Menu

The following options are available on the Quick Access Toolbar shortcut menu:

<table>
<thead>
<tr>
<th>Option</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Customize Quick Access Toolbar...</strong></td>
<td>Displays the Customize User Interface (CUI) dialog box where you can add tools to the toolbar.</td>
</tr>
<tr>
<td><strong>Show Menu Bar</strong></td>
<td>Displays or removes the Menu Bar from the screen.</td>
</tr>
<tr>
<td><strong>Toolbars</strong></td>
<td>Accesses the AutoCAD, Express, and Impression toolbars.</td>
</tr>
</tbody>
</table>
You can move the cursor over any tool on the Quick Access toolbar to display a tooltip with the name, shortcut key, description, and command information for the tool.

You can specify which tooltips are displayed and how long you wait before they are displayed. You do this on the Display tab of the Options dialog box as shown below.

About the Ribbon

The ribbon provides easy access to AutoCAD tools through a collection of tabs and panels. Each tab contains multiple panels and each panel contains multiple tools and controls similar to toolbars. Some panels can be expanded to access additional tools.

By default the ribbon is docked at the top of the AutoCAD window. However, a right-click menu enables you to control the display and behavior of the ribbon to maximize the drawing space and increase productivity. You can also undock panels from the ribbon allowing it to behave like free floating toolbars.
Ribbon

The following options are available on the ribbon.

1. **Tab** – Displays panels that are grouped together on the selected tab. You can drag and drop a ribbon tab to rearrange the order of the tabs.

2. **Panels** – Display a collection of tools. You can drag and drop a ribbon panel to change its location on the ribbon tab.

3. **Expansion Node** – Expands the specified panel to display additional tools.

4. **Expanded Panel** – Displays additional tools within an individual panel.

5. **Pin** – Locks or unlocks the expanded panel into place. You can click on the pin to lock the panel in the expanded position or click on the pin again to collapse the panel.

6. **Panel Title** – Displays the title of each individual panel.

The displayed ribbon is sensitive to the task being performed or to object selection. For example, when you start the Mtext command, edit mtext, or when you edit a table, the ribbon changes to the Multiline Text Editor as shown in the following illustration.
## Ribbon Shortcut Menus

When you right-click anywhere on a ribbon panel or tab, the following options are available from the ribbon shortcut menu:

<table>
<thead>
<tr>
<th>Option</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Show Related Tool Palette Group</strong></td>
<td>Displays only the tool palette group(s) that is selected from the Tool Palette Group option as listed in the Tool Palette Group. If None is selected in the Tool Palette Group option, this option is faded out and cannot be selected.</td>
</tr>
<tr>
<td><strong>Tool Palette Group</strong></td>
<td>Lists the tool palette groups that are available. Tool palette groups are defined by workspaces and can be customized to suit your needs.</td>
</tr>
<tr>
<td></td>
<td>Note: The 2D Drafting and Annotation workspace does not have any tool palette groups defined when the software is first installed.</td>
</tr>
<tr>
<td><strong>Minimize</strong></td>
<td>Controls the display of the docked ribbon. The display options are Minimize to Tabs, Minimize to Panels, and Show Full Ribbon.</td>
</tr>
<tr>
<td></td>
<td>Note: You can also cycle through these options by double-clicking on any tab or with the Minimize icon shown next to the tabs.</td>
</tr>
<tr>
<td><strong>Tabs</strong></td>
<td>Lists the tabs that are available to display. Each tab listed can be toggled on or off to suit your needs.</td>
</tr>
<tr>
<td><strong>Panels</strong></td>
<td>Lists the panels that are available for each individual tab.</td>
</tr>
<tr>
<td><strong>Show Panel Titles</strong></td>
<td>Displays the panel titles.</td>
</tr>
<tr>
<td><strong>Undock</strong></td>
<td>Removes the ribbon from the docked position.</td>
</tr>
</tbody>
</table>
When the ribbon is floating, you can right-click on the ribbon title to access the following options.

<table>
<thead>
<tr>
<th>Option</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Close</td>
<td>Closes the ribbon. After you close the ribbon, you can turn it back on by reselecting the current workspace.</td>
</tr>
<tr>
<td>Customize</td>
<td>Displays the Customize User Interface (CUI) dialog box, where you can customize the ribbon tabs and panels to suit your needs.</td>
</tr>
<tr>
<td>Help</td>
<td>Displays the Help dialog box.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Option</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Move</td>
<td>Enables you to move the ribbon. You can also move the ribbon by simply selecting the title bar and dragging it on the screen.</td>
</tr>
<tr>
<td>Size</td>
<td>Enables you to resize the ribbon.</td>
</tr>
<tr>
<td>Close</td>
<td>Closes the ribbon in the drawing screen.</td>
</tr>
<tr>
<td>Allow Docking</td>
<td>Allows the ribbon to dock on any one side of the drawing screen.</td>
</tr>
<tr>
<td>Anchor Left &lt;</td>
<td>Anchors the ribbon on the left side of the drawing screen.</td>
</tr>
<tr>
<td>Anchor Right &gt;</td>
<td>Anchors the ribbon on the right side of the drawing screen.</td>
</tr>
<tr>
<td>Auto-hide</td>
<td>Hides the ribbon when you move your cursor away from the dialog box.</td>
</tr>
<tr>
<td>Show Panel Titles</td>
<td>Displays the panel titles.</td>
</tr>
</tbody>
</table>
Floating Ribbon Panel

You can remove a ribbon panel from the ribbon to place it anywhere on the screen as a floating panel. To do this, you drag the panel from the ribbon. On a floating panel, you click Send to Ribbon to place it back in the panel as highlighted in the following illustration. You can also drag the panel back to the ribbon.

<table>
<thead>
<tr>
<th>Option</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Customize</td>
<td>Displays the Customize User Interface (CUI) dialog box where you can customize the ribbon tabs and panels to suit your needs.</td>
</tr>
<tr>
<td>Help</td>
<td>Displays the Help dialog box.</td>
</tr>
</tbody>
</table>

Ribbon Tooltips

When you move your cursor over a tool on a ribbon panel, a tooltip displays the name, description, and command information.

You can hold your cursor over the tool for a few seconds to automatically expand the tooltip, which displays additional textual and graphical information about the command.
The following illustration shows the expanded tooltip for the Move command on the Modify panel.

You can specify which tooltips are displayed and how long you wait before they are displayed. You do this on the Display tab of the Options dialog box.

**About the Status Bar**

The status bar appears at the base of the application window. The left side includes icons to access and control drawing aids such as Grid, Osnap and Dynamic Input. The right side of the status bar contains display tools such as Model and Layout, Quick View and several display tools.

You can activate the optional Drawing Status Bar which appears at the base of the drawing window. When the Drawing Status Bar is toggled on, drawing status controls such as Annotation Scale and Visibility move from the Application Status Bar to the respective Drawing Status Bar.
Status Bar Display Options

A shortcut menu enables you to easily switch the status bar display between icons and the traditional text labels. When the Use Icons setting is selected, all the status bar tools are displayed as icons.

When Use Icons is not selected, a portion of the Status Bar tools is displayed as text.

Status Bar

The following tools are available on the Status Bar:

<table>
<thead>
<tr>
<th>Option</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="Model" /></td>
<td>Model – Displays model space in the drawing screen.</td>
</tr>
<tr>
<td><img src="image" alt="Layout" /></td>
<td>Layout – Switches the drawing screen from model space to a layout sheet in paper space.</td>
</tr>
<tr>
<td><img src="image" alt="Quick View Layouts" /></td>
<td>Quick View Layouts – A tool that allows you to preview and switch between layouts in a drawing.</td>
</tr>
<tr>
<td><img src="image" alt="Quick View Drawings" /></td>
<td>Quick View Drawings – A tool that allows you to preview and switch between open drawings and layouts.</td>
</tr>
<tr>
<td><img src="image" alt="Pan" /></td>
<td>Pan – Starts the Pan command to pan within a drawing.</td>
</tr>
<tr>
<td><img src="image" alt="Zoom" /></td>
<td>Zoom – Starts the Zoom command.</td>
</tr>
<tr>
<td><img src="image" alt="Steering Wheel" /></td>
<td>Steering Wheel – A tool that allows you to manipulate the view of the current model.</td>
</tr>
<tr>
<td><img src="image" alt="ShowMotion" /></td>
<td>ShowMotion – Allows you to visually navigate between named views in the current drawing.</td>
</tr>
</tbody>
</table>
Drawing Status Bar Option

You can toggle the drawing status bar to control the display location of the annotation tools from the Application Status Bar menu. The following illustration shows the drawing status bar toggled on.

1. **Drawing Status Bar Toggle** – Status bar shortcut menu contains the option for toggling the drawing status bar on or off. When it is off, the annotation tools are displayed on the Application status bar.

2. **Drawing Status Bar** – Contains annotation tools.
   - Note that the viewport scale is locked to the annotation scale, so only the annotation scale is displayed.

3. **Application Status Bar** – Contains application tools.
Working with the User Interface

You customize and modify the user interface to increase your productivity and to maximize the space that is available to you in the drawing area. You can use workspaces to globally define and control the display of the user interface. You can also use the shortcut menus on the Quick Access toolbar and status bar to customize individual components of the display to suit your needs.

Procedure: Switching Workspaces

The following steps give an overview of switching workspaces.

1. On the status bar, click Workspace Switching.
2. In the Workspace Switching menu, click the desired workspace.

Procedure: Modifying Menu Bar Display

The following steps give an overview of modifying the display of the menu bar.

1. To show the menu bar on the screen, right-click the Quick Access Toolbar and click Show Menu Bar.
2. To clear the menu bar from the screen, right-click the Quick Access Toolbar and clear Show Menu Bar.

Procedure: Modifying Toolbar Display

The following steps give an overview of modifying the display of the toolbars.

1. To display a toolbar, right-click the Quick Access Toolbar. Click the Toolbar menu and the desired toolbar.
2. To clear a toolbar, right-click the toolbar and clear the desired toolbar.

Procedure: Changing the Status Bar Display

The following steps give an overview of changing the status bar display.

1. To show the status bar buttons as text, right-click the left side of the Status Bar and ensure that Use Icons is not selected.
2. To show the status bar buttons as icons, right-click the left side of the Status Bar and ensure that Use Icons is selected.
Practice Exercise

The following is a brief practice exercise for working with the user interface. A Flash demonstration of this practice exercise, WorkingWithUserInterface.swf, is located in the Demonstration folder where your exercise files are installed.

In this practice exercise, you will become familiar with the user interface. You change the display by switching between different workspaces. You also customize the user interface by using right-click menus on the Ribbon.

1. Begin a new drawing.
2. On the status bar, click Workspace Switching > 3D Modeling. The interface changes to reflect the 3D Modeling workspace.
3. On the ribbon, click the Annotate tab. Click and hold the title bar of the Dimension panel. Drag it out into the drawing area. The Dimension panel is no longer docked on the ribbon.
4. To place the Dimension panel back on the ribbon, click and hold the title bar of the panel. Drag it to the ribbon and drop it between the Text and Multileaders panels.
5. Click Minimize next to the ribbon tabs. The ribbon is reduced to display only the panel titles.
6. Right-click on any of the ribbon tabs and click Undock. The ribbon is no longer docked above the drawing.
7. Right-click on the ribbon title bar and clear Allow Docking. Right-click on the ribbon title bar and select Auto-hide. Move the cursor away from the ribbon and notice that only the title is displayed.

8. Click on the ribbon title bar and drag it to the left edge of the drawing screen. Note that most of the screen is now optimized as drawing area.

9. On the status bar, click Workspace Switching > 2D Drafting & Annotation. The interface changes to reflect the 2D Drafting & Annotation workspace.

10. Close the drawing without saving.
Exercise: Navigate the User Interface

In this exercise, you become familiar with the user interface. You change the display by switching between different workspaces. You also customize the user interface by using right-click menus on both the Quick Access Toolbar and the ribbon.

The completed exercise

Completing the Exercise
To complete the exercise, follow the steps in this book or in the onscreen exercise. In the onscreen list of chapters and exercises, click Chapter 1: AutoCAD 2009 User Interface. Click Exercise: Navigate the User Interface.

1. On the Quick Access Toolbar, click Open.
2. In the Select File dialog box, navigate to the location where drawing files are saved and select c_navigating.dwg. Click Open.
3. On the Status Bar, click Workspace Switching.
4. Click AutoCAD Classic.
5. On the Status Bar, click Workspace Switching. Click 3D Modeling.
6. Right-click anywhere on the Quick Access Toolbar.
7. Click Toolbars menu > AutoCAD > Dimension.
8. Right-click anywhere on the Quick Access Toolbar. Click Show Menu Bar.

Notice the changes to the user interface.
The Dimension toolbar is displayed.
The menu bar is displayed on the screen.
9. Right-click on any ribbon panel. Click Panels > 3D Modeling.

The 3D Modeling ribbon panel is removed.

10. On the Draw ribbon panel, click the expansion node.

Additional draw tools are displayed on the expanded ribbon.

11. Double-click any ribbon tab. The ribbon is reduced to display only the panel titles.

12. Move the cursor over the Draw panel. The Draw tools are displayed on the panel.

13. Close the drawing without saving.
Lesson: Menu Browser

Overview

In this lesson you learn to use the Menu Browser to perform common tasks in AutoCAD such as opening and closing drawings, accessing commands, setting options, and exiting AutoCAD.

The menu browser is an important interface element which allows for quick access to commands through a search feature as well as through familiar menu titles. You can use the search feature to quickly discover and launch any command you need help finding. This is a faster alternative to using the menu bar if you are not familiar with the location of the desired command.

Objectives

After completing this lesson, you will be able to:

- Use the menu browser to open files and access tools and commands.
- Use the menu browser to search for tools and commands.
Using the Menu Browser

The menu browser provides easy access to a variety of content, including commands and documents, from a single button in the upper left corner of the AutoCAD display.

Command Access

Menu Browser

Keyboard Shortcut: Alt-F
AutoCAD Window: Menu Browser button

Menu Browser

The menu browser has the same menus as the traditional menu bar. They are instead displayed vertically. The menu browser is displayed on demand, eliminating the need to always have menus displayed across the top. Selecting a menu from the menu browser expands the menu list and enables you to launch a command.
Menu Browser Options

When the menu browser is displayed, the following options are available:

1. **Menus** – Each menu contains a list of commands and controls that correspond to the selected menu. Menus in the menu browser can be customized in the Customize User Interface (CUI) dialog box. The menus displayed in the menu browser are identical to the menus displayed on the menu bar.

2. **Commands** – Displays the commands and controls for a selected menu. Menu command lists can be customized in the Customize User Interface (CUI) dialog box.

3. **Search** – A tool for searching the Customize User Interface (CUI) file for commands and tools. The tools found resulting from the search are displayed in the menu browser where you can then use them.

4. **Recent Documents** – Displays a list of recently opened and viewed documents.

5. **Open Documents** – Displays a list of documents that are currently open.

6. **Recent Actions** – Displays a list of recently used commands.

7. **Options** – Accesses the Options dialog box.

8. **Exit AutoCAD** – Exits AutoCAD.
Recent and Open Documents Options

When viewing recent or open documents in the menu browser, the following options are available:

1. **Drawing list** – Displays a list of recently viewed documents. The number of drawings listed can be edited in the Options dialog box, Open and Save tab.

2. **List Display Settings** – Control the order in which the list appears. The options are Ordered List, Group by Date, and Group by Type.

3. **Icon Display Settings** – Controls the appearance of the Icons. The options are icons, Small Images, Medium Images, and Large Images.

4. **Pin** – Allow the document to be pinned so that it won’t fall off the list as more documents are displayed.

The number of recent documents and recent actions displayed in the Menu Browser (from 0 to 50) are controlled on the Open and Save tab of the Options dialog box.

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**Menu Browser**

- Number of recently-used files: 3
- Number of recently-used menu actions: 3

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*Chapter 1: AutoCAD 2009 User Interface*
Procedure: Using the Menu Browser to Navigate to a Command

The following steps give an overview of using the menu browser to navigate to a command:

1. Activate the menu browser.
2. Select the desired menu.
3. Select the desired command.
4. Follow the prompts on the command line to complete the command.

Process: Using the Menu Browser to Navigate Documents

The following steps give an overview of using the menu browser to navigate to recent and open documents:

1. Activate the menu browser.
2. To view the documents that have been used recently, click Recent Documents.
3. Switch between open documents.
4. Search for and run the desired commands.
5. To view the most recently used commands, click Recent Actions. Click to use them if desired.

Using the Search Tool

The Search tool in the menu browser provides a quick and easy way to locate and launch commands that you may not frequently use and need help finding. This tool is a real-time search that begins the moment you start typing in the search field.
Menu Browser Search Options

When the menu browser is displayed, the following search options are available:

1. **Search Field** – Enter the character string you want to search for.
2. **Search List** – Displays a list of commands that contain the characters from the search field in the command name. The commands that match the character string exactly are listed under Best Matches. All other commands are grouped together under the root menu name.
3. **Menu Path** – Displays the menu path for the corresponding command in the search list.
4. **Delete Button** – Clears the search list and displays the original menus. You can also right-click in the search field and click Clear Search to return to the default menu.
5. **Command Tooltip** – Displays a tooltip as you move your cursor over the command in the search list.
6. **Related Results** – Displays the list of commands that contain characters from the search field in the macro, tooltip or menu tag.
7. **Text Strings Icon** – Displays next to a command in the related results list if the characters from the search field are found in the command prompt text string.
8. **Tooltip Icon** – Displays next to a command in the related results list if the characters from the search field are found in the command tooltip.
9. **Tag Icon** – Displays next to a command in the related results list if the characters from the search field are found in the command menu tag.
Process: Using the Menu Browser to Locate a Command

The following steps give an overview of using the menu browser to locate a command:

1. Activate the menu browser.
2. Enter the desired command in the search field. The search field displays a list of commands that match the search.
3. To execute the desired command, select it from the search list. If the desired command is first on the list, you can simply press ENTER to execute the command.
4. To clear the search field, click the Delete button.
5. To start a new search, enter the desired command in the search field.
Practice Exercise

The following is a brief practice exercise for using the search tool. A Flash demonstration of this practice exercise, UsingSearchTool.swf, is located in the Demonstration folder where your exercise files are installed.

In this practice exercise, you use the menu browser to search for a command and view recent documents.

1. Begin a new drawing.
2. To activate the menu browser, click Menu Browser.
3. To find the Drawing Units command:
   - In the menu browser search tool, enter uni.
   - In the command list, click Units.
4. In the Drawing Units dialog box, click Cancel.
5. Activate the menu browser. Click Recent Documents. The drawings that were opened last are listed in the right pane.
6. Select Small Images from the Icon Display Settings list.
7. Verify small images for the recent drawings are displayed.
8. Move the cursor over one of the recent drawings and pause for a few seconds. A tooltip displays information about the drawing.
9. Click anywhere in the drawing to deactivate the menu browser. Close the drawing without saving.
Guidelines

The following rules need to be taken into consideration when using the search tool:

- Any text character, symbol, or number can be used in the search field.
- The search is not case sensitive.
- If you press ENTER while your cursor is in the search field, the first search result in the list is automatically selected and the command is executed.
- Disabled commands are included in search results; however, they are dimmed and cannot be executed.
- If a sub-menu matches the search field it is underlined and displayed as a link. You can click the link to activate the selected sub-menu in the menu browser.
- You can input multiple keywords that are separated with a space and the search field will search for commands that contain all of the keywords within its name, tooltip, submenu, or tag.
Exercise: Use the Menu Browser

In this exercise, you use the menu browser to open drawings and search for a command. You also use the menu browser to create a new drawing from a template and view all open documents.

1. On the menu browser, click File menu > Open.

2. In the Select File dialog box, navigate to the location where drawing files are saved. Open c_menu browser.dwg.

Completing the Exercise

To complete the exercise, follow the steps in this book or in the onscreen exercise. In the onscreen list of chapters and exercises, click Chapter 1: AutoCAD 2009 User Interface. Click Exercise: Use the Menu Browser.
3. In the menu browser search tool, enter **Mirror**. A list of commands that contain “Mirror” in the name are displayed in the Menu Browser.

4. In the menu browser, click Mirror.

5. For the objects to mirror, use a window to select the entire drawing. Press ENTER to end selection.

6. For the first point of mirror line, select a point on the vertical centerline as shown.

7. For the second point of mirror line, select a point on the same centerline.

8. Enter **Y** to erase source objects.


10. In the Select Template dialog box, select *acad.dwt* and click Open.
11. In the menu browser, click Open Documents.

12. In the Open Documents list, click the Icon Display Settings menu > Large Images.

13. The preview images of your currently opened documents are displayed. The new drawing has not yet been saved; therefore, it displays an X for the preview image.

14. Click `c_menu browser.dwg` to make it the current drawing.

15. On the Menu Browser, click Exit AutoCAD. Do not save changes.
Lesson: Quick View

Overview

In this lesson, you learn about the Quick View status bar controls and how to use them to navigate drawings and layouts.

Quick access to drawings and layouts is critical when you are working on a project that consists of several drawing files, each with multiple layouts. The Quick View status bar controls provide you with tools that enable you to quickly navigate between open drawings and layouts in open drawings.

Objectives

After completing this lesson, you will be able to:

- Use Quick View Layouts to quickly preview and navigate to layouts in the drawings.
- Use Quick View Drawings to quickly preview and navigate to layouts and model space of open drawings.
Using Quick View Layouts

Quick View Layouts allow you to visually navigate between the layouts in the current drawings. Activating the Quick View Layouts command displays a thumbnail image of each layout in the drawing, including the model layout.

Command Access

Quick View Layouts

Command Line: QVLAYOUT
Status Bar: Quick View Layouts

You can change the size of the thumbnail images by pressing the CTRL key while rolling the mouse wheel up or down. You can simply select the thumbnail to change to the desired layout.

Quick View Properties

When Quick View Layouts are displayed, the following options are available.
**Pin Quick View Layouts** – Locks the Quick View layouts so they remain visible while you work in the drawing.

**New Layout** – Creates a new layout. The new layout is added to the Quick View layouts as a thumbnail.

**Publish** – Displays the Publish dialog box.

**Close Quick View Layouts** – Closes Quick View layouts.

**Plot** – Displays the Plot dialog box for the selected layout.

**Shortcut Menu**

You can right-click any of the layout thumbnails to access the shortcut menu for the layout. You can manage the layouts, plot, and access the Page Setup Manager from the shortcut menu.

**Procedure: Changing Layouts Using Quick View Layouts**

The following steps give an overview of using Quick View Layouts to change layouts.

1. On the status bar, click Quick View Layouts.
2. Click on a layout thumbnail image to activate the layout in the drawing.
3. To scroll through the layouts, press the left or right arrow keys on the keyboard in the direction you want to scroll or roll the wheel on your mouse.
   
   Note: Quick View Layouts must be active for this to work correctly. You click one of the layout preview images to activate Quick View Layouts.
4. To change to a new layout, click the desired layout.
5. To begin using commands in the new layout, click in the drawing area. Quick View Drawings will close unless it has been pinned.
Using Quick View Drawings

Quick View Drawings allow you to visually navigate between open drawings. Activating the Quick View Drawings command displays a thumbnail image of each open drawing. You can select the thumbnail to activate the desired drawing.

When you move the cursor over the thumbnail for an open drawing, smaller thumbnail images of each layout in that drawing are also displayed. When you move your mouse over the layout images they are enlarged so you can see them better. You can activate the desired layout by selecting on the thumbnail image for that layout.

Command Access

Quick View Drawings

Command Line: QVDRAWING

Status Bar: Quick View Drawings

You can change the size of the thumbnail images by pressing the CTRL key while rolling the mouse wheel up or down. You can simply select the thumbnail to change to the desired drawing or layout.
Quick View Drawings

When Quick View Drawings display is active, the following options are available.

1. **Pin Quick View Drawings** – Locks the Quick View Drawings so they remain visible while you work in the drawing.
2. **New** – Displays the Select Template dialog box. Select the desired template to create a new drawing.
3. **Open** – Displays the Open dialog box. Select the desired drawing to open it.
4. **Close Quick View Drawings** – Closes Quick View Drawings.
5. **Save** – Saves the selected drawing.
6. **Close** – Closes the selected drawing.
7. **Layouts** – Layouts available in the selected drawing. Select the desired layout to activate it.
Shortcut Menu

You can right-click any of the drawing thumbnails to access the shortcut menu for the drawing. You can arrange, close, and save the drawings from the shortcut menu.

Procedure: Changing Active Drawings or Layouts Using Quick View Drawings

The following steps give an overview of using Quick View Drawings to change active drawings and layouts.

1. On the status bar, click Quick View Drawings.
2. To scroll through the drawings, press the left or right arrow keys on the keyboard in the direction you want to scroll or roll the wheel on your mouse.
   Note: Quick View Drawings must be active for this to work correctly. You click on one of the drawing preview images to activate Quick View Drawings.
3. To switch to a different drawing, click the desired drawing in Quick View.
4. To display the layouts in a drawing, hover the cursor over the desired drawing.
5. To switch to a different layout, click the desired layout.
6. To begin using commands in the layout or drawing, click in the drawing area. Quick View Drawings will close unless it has been pinned.
Practice Exercise

The following is a brief practice exercise for using Quick View Drawings. A Flash demonstration of this practice exercise, UsingQuickViewDrawings, is located in the Demonstration folder where your exercise files are installed.

In this practice exercise, you use the Quick View Layouts and Quick View Drawings tools to view both drawings and drawing layouts.

1. Open Blocks and Tables-Imperial.dwg, (optionally Blocks and Tables-Metric.dwg) located in the C:\Program Files\AutoCAD 2009\Sample folder.

2. On the status bar, click Quick View layouts. The Quick View Layouts are displayed.

3. On the Quick View Layout controls, click Pin. Quick View layouts are locked so that they remain visible.

4. Click the Model preview image. The model view is displayed on the screen.

5. On the status bar, click Quick View Drawings. The Quick View drawings are displayed.

6. On the Quick View Drawing controls, click Pin. Quick View drawings are locked so that they remain visible.

7. On the Quick View Drawings controls, click Open. Open C:\Program Files\AutoCAD 2009\Sample\db_samp.dwg.

8. Click the Layout1 preview image. The layout is displayed on the screen.

9. Move the cursor over the Blocks and Tables... drawing preview image. Click layout labeled D-size.... The D-size Plot view is displayed on the screen.

10. Close the drawings without saving.
Exercise: Use the Quick View Layouts and Quick View Drawings

In this exercise, you use the Quick View Layouts and Quick View Drawings tools to view both drawings and drawing layouts. You also create and rename new layouts from the Quick View Layout images.

1. Open c_quick view layout.dwg.

2. On the status bar, click Quick View Layouts.

Quick View layouts are displayed on the screen.

Completing the Exercise

To complete the exercise, follow the steps in this book or in the onscreen exercise. In the onscreen list of chapters and exercises, click Chapter 1: AutoCAD 2009 User Interface. Click Exercise: Using Quick View Layouts and Quick View Drawings.

Use Quick View Layouts
3. On the Quick View Layouts toolbar, click Pin Quick View Layouts.
4. Click on the Layout 3 preview image.

5. On the Quick View controls, click New Layout.


7. Add a space between Layout and 9.

8. Save the drawing to refresh the preview image.

9. Click Close Quick View Layouts.

Note: To perform this exercise again, you will need to reload the dataset drawings.

Use Quick View Drawings

1. In the status bar, click Quick View Drawings.
2. On the Quick View Drawings controls, click Pin Quick View Drawings.
3. On the Quick View Drawing controls, click Open.

4. Open c_quick view drawing.dwg.
5. Move your cursor over the c_quick view drawing preview image.

The model and layout preview images are displayed above the Quick View drawings.

6. Move your cursor over the layout labeled FRO... The layout images are enlarged. Click the FRONT VIEW layout preview image.

The Front View layout is activated in the drawing.

7. Close both drawings. Do not save changes.
Lesson: Quick Properties

Overview

In this lesson you adjust object properties on several different types of objects. You begin to learn about the Quick Properties panel, how to access it, and how to control its visibility and behavior. You then use the Quick Properties panel to quickly change object properties.

Object properties are adjusted frequently in each drawing editing session. The Quick Properties panel enables you to streamline and simplify the process because you only look at the properties that you need. This enables you to make object property changes much faster.

Objectives

After completing this lesson, you will be able to:

- Describe the Quick Properties panel and settings.
- View object properties using the Quick Properties panel.
About Quick Properties

The Quick Properties panel is a convenient way to view and modify object properties without losing space to the larger Properties palette. Quick Properties are automatically displayed when you select an object, and they disappear when the object is deselected. You can view and modify the properties of the object that are displayed in the Quick Properties panel. While beyond the scope of this lesson, you can use the CUI dialog box to change the properties that are displayed on the Quick Properties panel to show the properties that you use the most.

Quick Properties Panel

The following options are available in the Quick Properties panel.

1. **Object Type** – Displays the type of object selected.
2. **Object Properties** – Lists object properties.
3. **Customize** – Displays the Customize User Interface (CUI) dialog box where you can specify the object types and the properties that display in the Quick Properties panel.
4. **Options** – Displays the options menu where you can close, customize, and change Quick Properties settings. You can also set the location mode to cursor or float and specify whether the quick properties panel automatically collapses.

When multiple objects are selected, the Quick Properties window only displays properties that are common to all selected objects. You can select a specific type of object from a drop-down list to display all Quick Properties for that object type.
Quick Properties Settings

You can specify how and where the Quick Properties panel is displayed in the Drafting Settings dialog box, Quick Properties tab. The following settings are available:

1. **Quick Properties On** – Displays the type of object selected. When multiple objects are selected, a drop down list enables you to select a specific type of object.

2. **Display per object type** – Sets the Quick Properties panel to display any object or only the objects that have defined Quick Properties in the Customize User Interface (CUI).

3. **Location Modes** – Sets the location mode of the Quick Properties panel to Cursor, Float, or Docked.

4. **Size Settings** – Enables the Quick Properties panel to display only the number of properties specified for Default Height. You must scroll or expand the Quick Properties panel to view properties if more than the default number are available.

Location Modes

The Quick Properties panel can be displayed in three different modes:

- **Cursor mode** – Use this option to display the panel alongside the cursor when an object is selected.
- **Float mode** – Use this option to display the panel in the same place on the screen unless you manually reposition it.
- **Docked mode** – Use this option to display the panel on the Ribbon.
Using Quick Properties

When Quick Properties are turned on, the Quick Properties panel displays when you select an object. The Quick Properties panel no longer displays when you deselect that object. If you do not want the Quick Properties panel to display each time you select an object, use the toggle functionality on the status bar or in the Drafting Settings dialog box to turn Quick Properties off.

Command Access

Quick Properties

Keyboard Shortcut: **CTRL+SHIFT+P**
Object Shortcut Menu: **Quick Properties**
Status Bar: **Quick Properties**

Procedure: Using Quick Properties

The following steps give an overview of using Quick Properties.

1. On the status bar, verify Quick Properties is turned on.
2. Select an object.
3. In the Quick Properties panel, view or change the desired object property.
4. Press ESC to exit the Quick Properties panel.
Practice Exercise

The following is a brief practice exercise for using Quick Properties. A Flash demonstration of this practice exercise, UsingQuickProperties.swf, is located in the Demonstration folder where your exercise files are installed.

In this practice exercise, you use Quick Properties to view the properties of an object. Then you expand the Quick Properties panel.

1. Begin a new drawing.

2. Using the Mtext command, enter the text **Quick Properties** near the center of the screen, using the height of 3 units.

3. On the ribbon, Multiline Text tab, click Close Text Editor on the Close Panel.

4. On the status bar, right-click the Quick Properties toggle and click Enabled. If Enabled is already selected press Esc to exit the command.

5. Click the text you created in the drawing area. The Quick Properties panel is displayed automatically next to the selected object. Move your cursor over the panel to expand and display all of the properties in the panel.

6. On the right side of the panel, click Options. Clear Auto-Collapse. The panel now displays all of the properties that are in panel. Press Esc to clear the selection.

7. Close the drawing without saving.
Exercise: Use Quick Properties

In this exercise, you use the Quick Properties palette to view various object properties. You also customize the Quick Properties palette to control the circumstances in which the palette appears, and the options it displays.

The completed exercise

3. In the Drafting Settings dialog box, Quick Properties tab:
   - Ensure that Quick Properties On is selected.
   - For Display Per Object Type, click Display Quick Properties For Any Object.

   ![Drafting Settings dialog box]

4. Under Location Modes:
   - Click Cursor.
   - Click Bottom-Right from the Quadrant list.
   - For Distance, enter 20.

   ![Location Modes settings]

5. Under Size Setting:
   - Verify that Auto-collapse is selected.
   - For the Default Height, enter 2.

   ![Size Settings]

6. Click OK.

Completing the Exercise

To complete the exercise, follow the steps in this book or in the onscreen exercise. In the onscreen list of chapters and exercises, click Chapter 1: AutoCAD 2009 User Interface. Click Exercise: Use Quick Properties.

1. Open c_quick_properties.dwg.
2. On the status bar, right-click on Quick Properties and then click Settings.

![Quick Properties settings]

Sample Chapter
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7. Select a line object in the drawing. The Quick Properties panel automatically appears to the bottom right of the cursor.

8. Move your cursor over the Quick Properties panel. The panel expands to display more properties.

9. Press ESC to clear the selected line.

10. Select a dimension in the drawing. The Quick Properties panel automatically displays two property rows.

11. On the status bar, right-click on Quick Properties and click Settings.

12. In the Drafting Settings dialog box, Quick Properties tab, Under Size Setting, clear Auto-collapse. Click OK.

13. Select a dimension in the drawing. The Quick Properties panel automatically expands.

14. Press ESC to clear the selected dimension.

15. Close the drawing. Do not save changes.
Lesson: Layer Properties Manager

Overview

In this lesson, you manage layer properties and perform other tasks while the Layer Properties Manager is open. You learn that the behavior of the Layer Properties Manager is modeless. This enables you to perform operations in the drawing while the dialog box is open.

Since layers are a key property of any object, you need to have the ability to manage layers and to see the effects of any changes to them in real time as you perform other tasks. The modeless Layer Properties Manager enables you to see layer details as you work.

Objectives

After completing this lesson, you will be able to:

- Describe the modeless functionality of the Layer Properties Manager and the options for using it.
- Use the Layer Properties Manager to change layer properties in real time while performing other tasks in the drawing.
About the Layer Properties Manager

The Layer Properties Manager is a modeless palette that can be displayed while you use other commands. The changes you make within the Layer Properties Manager are instantly applied to the drawing without the need to click Apply. Similar to other palettes, you can set the Layer Properties Manager to auto hide, which keeps the dialog box easily accessible, and saves drawing space on your screen. Also, by collapsing the Filter pane and by using the Column Label shortcut menu to manage the appearance of the columns, you can control the space within the Layer Properties Manager.

Layer Properties Manager

The following features are available in the Layer Properties Manager.

1. **New Layer** – Hides the Layer Properties Manager when you move your cursor away from the dialog box.
2. **Collapse Layer Filter Tree** – Hides the Filters pane to display more columns.
3. **Frozen Columns** – The columns to the left of this line are frozen. When you scroll columns or rows, the frozen columns always remain visible and synchronized to the rows.
4. **Refresh** – Updates the layer usage information by scanning all the entities in the drawing.
5. **New Group Filter** – Creates a layer filter that contains layers that you select and add to the filter.
6. **Layer States Manager** – Displays the Layer States Manager, where you can save the current property settings for the layers in a named layer state and then restore those settings later.
7. **New Layer VP Frozen in All Viewports** – Creates a new layer and freezes it in all existing viewports.
8. **Search for Layer** – Quickly filters the layer list by name as you enter characters. This filter is not saved when you close the Layer Properties Manager.
9. **Layer Settings** – Displays the Layer Settings dialog box.
## Column Label Shortcut Menu

You adjust the columns to be displayed in the Layer Properties Manager using the column label shortcut menu:

![Layer Properties Manager](image)

Use the following options with the command:

<table>
<thead>
<tr>
<th>Option</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Column Names</strong></td>
<td>Check columns to display. Uncheck columns to hide. Additional viewport columns (VP) are also available when a layout viewport is active.</td>
</tr>
<tr>
<td><strong>Customize</strong></td>
<td>Displays the Customize Layer Columns dialog box where you can specify which columns are hidden or displayed.</td>
</tr>
<tr>
<td><strong>Maximize All Columns</strong></td>
<td>Maximizes columns so that all of the column headers and the column content are visible in the columns.</td>
</tr>
<tr>
<td><strong>Optimize All Columns</strong></td>
<td>Changes the width of all columns so that the column contents are visible. The headers may or may not be completely visible.</td>
</tr>
<tr>
<td><strong>Optimize Column</strong></td>
<td>Changes the width of the column so that all of the column content is visible. The header may or may not be completely visible.</td>
</tr>
<tr>
<td><strong>Freeze Column</strong></td>
<td>Freezes (or Unfreezes) the column and any columns to the left. This enables you to view layer properties, such as the layer name, while accessing layer properties at the opposite side of the dialog box.</td>
</tr>
<tr>
<td><strong>Restore All Columns to Defaults</strong></td>
<td>Restores all columns to their default display and width settings.</td>
</tr>
</tbody>
</table>
Layer Shortcut Menu

You manage the layers in the Layer Properties Manager using the layer shortcut menu:

The following options are available on the layer shortcut menu.

<table>
<thead>
<tr>
<th>Option</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Show Filter Tree</td>
<td>Displays or hides the filter tree.</td>
</tr>
<tr>
<td>Show Filters in Layer List</td>
<td>Displays or hides filter names in list of layers.</td>
</tr>
<tr>
<td>Set Current</td>
<td>Sets the selected layer as the current layer.</td>
</tr>
<tr>
<td>New Layer</td>
<td>Creates a new layer.</td>
</tr>
<tr>
<td>Rename Layer</td>
<td>Places the cursor in the name field of the selected layer for renaming.</td>
</tr>
<tr>
<td>Option</td>
<td>Description</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Delete Layer</td>
<td>Deletes the selected layer. The following layers cannot be deleted:</td>
</tr>
<tr>
<td></td>
<td>- Layers 0 and Defpoints</td>
</tr>
<tr>
<td></td>
<td>- The current layer</td>
</tr>
<tr>
<td></td>
<td>- Layers containing objects</td>
</tr>
<tr>
<td></td>
<td>- Xref dependent layers</td>
</tr>
<tr>
<td>Change Description</td>
<td>Places the cursor in the Description field so that a description can be entered.</td>
</tr>
<tr>
<td>New Layer VP Frozen in All Viewports</td>
<td>Creates a new layer with the status set to frozen in all viewports. The layer is not frozen in model space,</td>
</tr>
<tr>
<td>VP Freeze Layer in All Viewports</td>
<td>Sets the status of the selected layer to frozen in all viewports. This does not change the status of the selected layer in model space,</td>
</tr>
<tr>
<td>VP Thaw Layer in All Viewports</td>
<td>Thaws the selected layer in all viewports. The does not change the status of the selected layer in model space.</td>
</tr>
<tr>
<td>Isolate Selected Layers</td>
<td>Either freezes or turns off all layers that are not selected depending on the Isolate Layer Settings in the Layer Settings dialog box.</td>
</tr>
<tr>
<td>Select All</td>
<td>Selects all layers in the Layer Properties Manager.</td>
</tr>
<tr>
<td>Clear All</td>
<td>Clears all layer selections in the Layer Properties Manager.</td>
</tr>
<tr>
<td>Select All but Current</td>
<td>Selects all layers except the current layer in the Layer Properties Manager.</td>
</tr>
<tr>
<td>Invert Selection</td>
<td>Selects the layers that are currently cleared and clears the layers that are currently selected in the Layer Properties Manager.</td>
</tr>
<tr>
<td>Invert Layer Filter</td>
<td>Displays all the layers that are not included in the current layer filter.</td>
</tr>
<tr>
<td>Layer Filters</td>
<td>Displays the layers that are included in the selected layer filter.</td>
</tr>
<tr>
<td>Save Layer States</td>
<td>Displays the New Layer State to Save dialog box where you can save the current layer status of all layers.</td>
</tr>
<tr>
<td>Restore Layer States</td>
<td>Displays the Layer States Manager where you can restore the status of all layers to a previously saved layer state.</td>
</tr>
</tbody>
</table>
Using the Layer Properties Manager

You use the Layer Properties Manager to specify the properties and the appearance of objects in a drawing. Tools within the Layer Properties Manager, such as the Layer Isolate command, increase productivity by changing the properties of multiple layers at one time. Additionally, the Layers panel on the Ribbon is expandable to give you quick access to additional layer controls.

Command Access

Layer Properties Manager

Command Name: LAYER or LA
Menu Browser: Format > Layer
Ribbon: Home tab > Layers panel > Layers
Layer Settings

You access the Layer Settings dialog box from the Layer Settings button in the Layer Properties Manager. There you can turn on new layer notification and specify other settings. Additionally, you can control what happens to the other layers that are not isolated when you use any of the isolate layer commands.

The following options are available in the Layer Settings dialog box:

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Evaluate New Layers Added To Drawing</td>
<td>Checks for new layers that have been added to the drawing.</td>
</tr>
<tr>
<td>Notify When New Layers Are Present</td>
<td>Specifies when you are notified of new layers in a drawing. The new layer notification can be displayed when you open, save, or plot a drawing, and when you restore a layer state. You can also be notified when you attach or reload xrefs and when you use the Insert command.</td>
</tr>
</tbody>
</table>
**Procedure: Using the Layer Properties Manager**

The following steps give an overview of how to use the Layer Properties Manager.

1. Open the Layer Properties Manager.
2. To maximize the columns, right-click the column label. Click Maximize All Columns.
3. To lock all columns to the left of a specific column, right-click the column label. Click Freeze Column. The frozen columns will remain visible when you scroll to the right.
   
   Note: If a column is already frozen, you must unfreeze it before you can freeze a different column.
4. To isolate a single layer, select the layer and right-click. Click Isolate Selected Layers.
5. To adjust the visibility of the Layer Properties Manager, click the Properties menu on the title bar. Select the desired visibility option to anchor, allow docking or auto-hide the Layer Properties Manager.
6. To modify objects in the drawing, click into the drawing window and make the desired changes. You do not have to close the Layer Properties Manager.

---

**Term** | **Definition**
--- | ---
Lock and Fade | Locks the layers that are not isolated. You then specify a fading percentage. The objects on these layers will still show up in the drawing, but they will be displayed as lighter colors and you will not be able to manipulate them.
Off | Turns off the layers that are not isolated. The objects on the isolated layers will not be visible in the drawing. When working in paperspace, you can also specify to freeze the layers in the viewport rather than turning them off in the entire drawing.
Apply Layer Filter to Layer Toolbar | Displays the same layers in the layer toolbar and layer panel on the ribbon that are displayed in the selected filter in the Layer Manager.
Viewport Override Background Color | Specifies a color for viewport override.

---

You can also set the Locked Layer Fading percentage from the Layers panel on the Ribbon.

---

You can quickly unisolate all layers in the Layer Property Manager by selecting all layers, right-clicking, and then selecting Isolate Selected Layers.
Practice Exercise

The following is a brief practice exercise for using the Layer Properties Manager. A Flash demonstration of this practice exercise, LayerPropertiesManager.swf, is located in the Demonstration folder where your exercise files are installed.

In this practice exercise, you use the modeless Layer Properties Manager to make changes to the drawing.

1. Open C:\Program Files\AutoCAD 2009\Sample\db_samp.dwg.

2. On the ribbon Layers panel, click Layer Properties to open the Layer Properties Manager.

3. Zoom in on the lower corner of the building. The Layer Properties Manager is modeless and allows you to continue to work while it is displayed.

4. In the Layer Properties Manager, click on the E-F-TERR layer and change its color to blue. Notice that the drawing updates in real time as the layer properties are changed.
5. In the layer Properties Manager, turn off the PANELS_201 layer. The geometry on the PANELS_201 is turned off in the drawing.

6. Zoom out in the drawing to view the changes that were made to the drawing.

7. Close the drawing. Do not save changes.
Exercise: Manage Layer Properties

In this exercise, you use the Layer Properties Manager to create and modify a new layer. You also use the Layers panel on the ribbon to set existing lines in the drawing to the new layer while the Layer Properties Manager is still on the screen.

1. Open \texttt{c\_layer manager.dwg}.
2. On the ribbon Layers panel, click Layer Properties.
3. In the Layer Properties Manager, click New Layer.
4. For the layer name, enter \texttt{Bend Lines}.
5. Double-click the Bend Lines layer to make it the current layer.
6. On the ribbon Layers panel, click the Layers expansion node.
7. On the expanded Layers panel, click Change Object to Current Layer.

Completing the Exercise

To complete the exercise, follow the steps in this book or in the onscreen exercise. In the onscreen list of chapters and exercises, click Chapter 1: AutoCAD 2009 User Interface. Click Exercise: Manage Layer Properties.
8. For the objects, select the six dashed lines labeled as Bend Lines in the Flat Layout, and press ENTER.

The selected bend lines are placed on the Bend Lines layer.

9. In the Layer Properties Manager, set the following properties for the Bend Lines layer.
   - For Color, select Magenta.
   - For Linetype, select Phantom.
   - For Lineweight, select 0.13mm.

As the bend line properties change in the Layer Properties Manager they are simultaneously changed in the drawing also.

10. Close the drawing. Do not save changes.
Chapter Summary

In this chapter, you learned about the new user interface in AutoCAD and how to utilize the new ribbon tabs and control panels, the Quick Access Toolbar, the menu browser, and a number of other timesaving interface features.

You also learned how to use the new modeless Layer Properties Manager which can remain active while you are working in AutoCAD. When you make changes to layer properties, they are immediately displayed in drawing objects. You no longer have to close out the Layer Properties Manager.

Having completed this chapter, you can:

- Navigate the AutoCAD user interface.
- Use the menu browser to perform common tasks in AutoCAD.
- Use the Quick View status bar controls to navigate drawing views and layouts.
- Use the Quick Properties palette to adjust object properties on several different types of objects.
- Manage layer properties and perform other tasks while the layer properties manager dialog box is open and available.