



archoncad  
making VectorWorks easy!

# Vector-workout™ Guide to Productivity 2009

Vectorworks is extremely powerful when you use it correctly. There are many, many productivity techniques you can use to make Vectorworks faster. That is what this kit is about, editing Vectorworks and making it work faster for you.

For more information, click on my picture, and I will introduce you to this kit and show you how to get more productive.



## Guide to Productivity for Vectorworks 2009

## Contents

Vector-workout™ Guide to Productivity 2009.....	1
Productivity Techniques .....	7
Draw With Objects .....	7
2D Selection tool .....	8
Tool Bar Shortcuts .....	9
Drag A Copy .....	10
Add Surface/Clip Surface.....	11
Use The Right Mouse Button.....	12
Zoom With the Scroll Wheel.....	13
2D Reshape Tool.....	14
Eye Dropper .....	15
Objects From Polyline.....	16
Align/Distribute.....	17
Set Your Preferences.....	18
Set the Tool Preferences.....	19
Create a Template .....	20
Navigation Palette .....	21
Use Layers And Classes .....	22
Customise VectorWorks To Make It Faster.....	23
Use Symbols, not Groups.....	24
Constraint Palette (Snaps) .....	25
Snap to Grid .....	25
Snap To Object .....	26
Constrain Angle .....	27
Snap to Intersection .....	28
Smart Points.....	29
Snap To Distance.....	30
Smart Edge .....	31
Constrain Tangent.....	32

<b>Object Info Palette</b> .....	<b>33</b>
Shape .....	33
Data .....	34
<b>Resource Browser</b> .....	<b>35</b>
Attaching a Library to the Browser .....	36
<b>Graphics</b> .....	<b>37</b>
Graphic Attributes .....	37
Hatches .....	38
Applying Hatches .....	39
Creating Hatches .....	40
Images .....	41
Applying Images .....	42
Creating Images .....	43
Gradients .....	44
Applying Gradients .....	45
Creating Gradients .....	46
Attribute/Mapping tool. ....	47
Object Opacity .....	48
<b>Layer and Class Standards</b> .....	<b>49</b>
Creating a Layer and Class Standard .....	49
Storing a Layer and Class Standard .....	50
<b>Property Line Tool</b> .....	<b>51</b>
Drawing Simple Site Plans .....	51
Creating a Site Plan From a Polygon .....	52
<b>Importing and Exporting DXF Files</b> .....	<b>53</b>
Importing DXF Files .....	53
Exporting DXF Files .....	54

Site Modelling .....	55
Using 3D Points - 3D Loci .....	56
Edit The Extent of a Site Model .....	57
DTM From Text File .....	58
Site Model From a Survey and 3D Points .....	59
Edit the Extent of the Site Model .....	60
Site Modifiers .....	61
Roads .....	62
Pads and Fences .....	63
Cut and Fill Calculations .....	64
Hardscape .....	65
Stake Object .....	66
Dealing With Walls .....	67
Joining Walls .....	68
Joining Wall Components .....	69
Healing Walls .....	70
Reshaping Walls in 3D .....	72
Changing The Height At The End Of A Wall .....	73
Changing the Overall Height of a Wall .....	74
Fit Walls to Roof .....	75
Creating Wall Styles .....	76
Wall Style Library .....	77
Dealing With Roofs .....	79
Creating Roofs .....	79
Gable Roof .....	80
Split Gable .....	81
One Gable .....	82
Mono Pitch Roof .....	83
Inserting a Dormer Window .....	84
Inserting a Skylight .....	85
Cut Out in a Standard Roof .....	86
Roof Accessories .....	87
When You Can't Edit The Roof Enough .....	88



Creating Roof Face by Angle .....	89
Creating a Roof Face by Rise Over Run.....	90
Creating a Roof Face - Peak Height Above Axis .....	91
Curved Roofs.....	93
Flat Roofs.....	94
Creating a Complex Roof Using a Standard Roof.....	95
2 Storey Roof - Roof for Lower Floor.....	96
2 Storey Roof - Roof for Upper Floor .....	97
2 Storey Roof - Fixing Roof issues .....	98
<b>Stairs .....</b>	<b>99</b>
Straight Stair .....	99
Stair with Landing.....	100
Stair Library .....	101
Custom Stairs .....	102
Ramps .....	103
Escalators .....	104
<b>Annotation.....</b>	<b>105</b>
Creating Text.....	105
Editing text.....	106
Checking Spelling .....	107
Find/Replace Text .....	108
Constrained Dimensions.....	109
Unconstrained Dimensions .....	110
Circular Dimensions .....	111
Angular Dimensions .....	112
Moving Dimension Lines.....	113
Changing the Dimension Standard .....	114
Creating Your Own Dimension Standard.....	115
Drawing Label.....	116
Reference Marker .....	117
Section-Elevation Marker .....	118

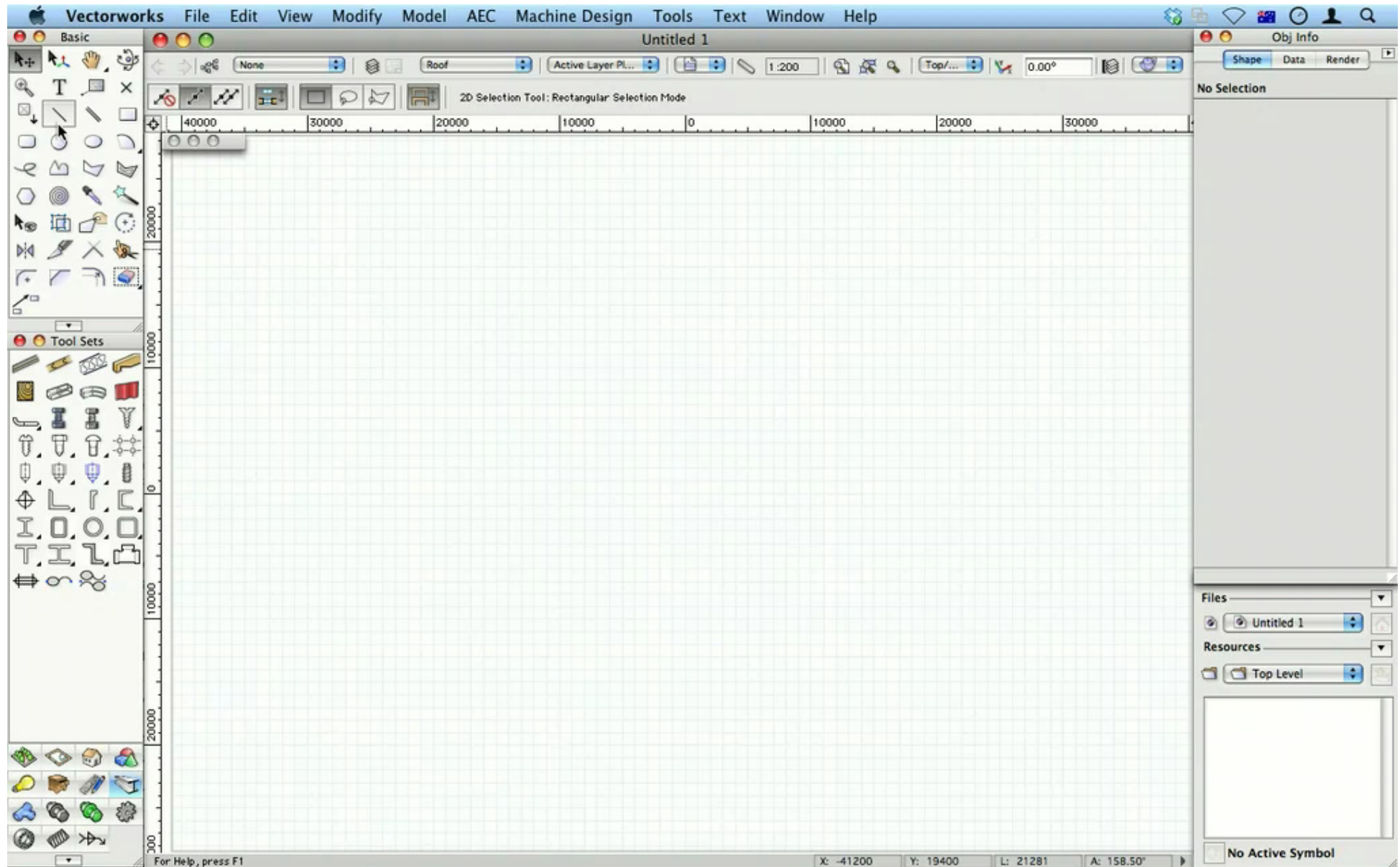
Callout Tool.....	119
Callout Tool With Text From a Database.....	120
Callout Tool, Creating a New Note Database.....	121
Callout Tool, Editing the Note Database.....	122
Drawing Border.....	123
Customise The Drawing Border .....	124
Floors .....	125
Saved Views.....	126
<b>Building a Symbol Library .....</b>	<b>127</b>
Creating a Symbol.....	127
Building a Symbol Library .....	128
Customising Vectorworks .....	129
Workspaces - Menus.....	129
Workspaces - Tool Palettes .....	130

# Productivity Techniques

## Draw With Objects

If you draw with *objects* (rectangles, polygons circles and so on) you will be quicker.

Click on the image below to play the movie.

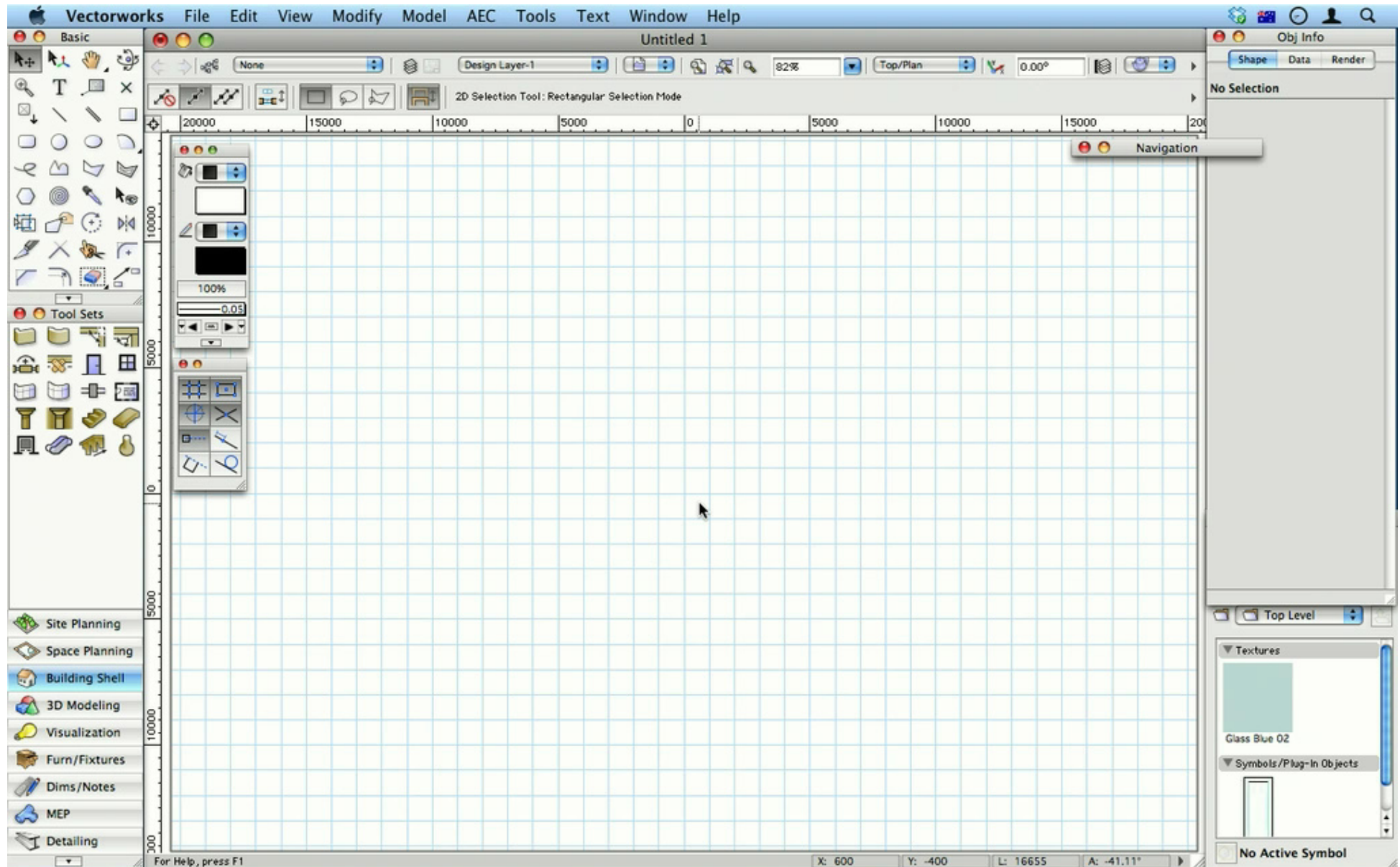


# Constraint Palette (Snaps)

## Snap to Grid

Use this when you want to draw using a grid system. Turn it off when you do not need it.

Click on the image below to play the movie.



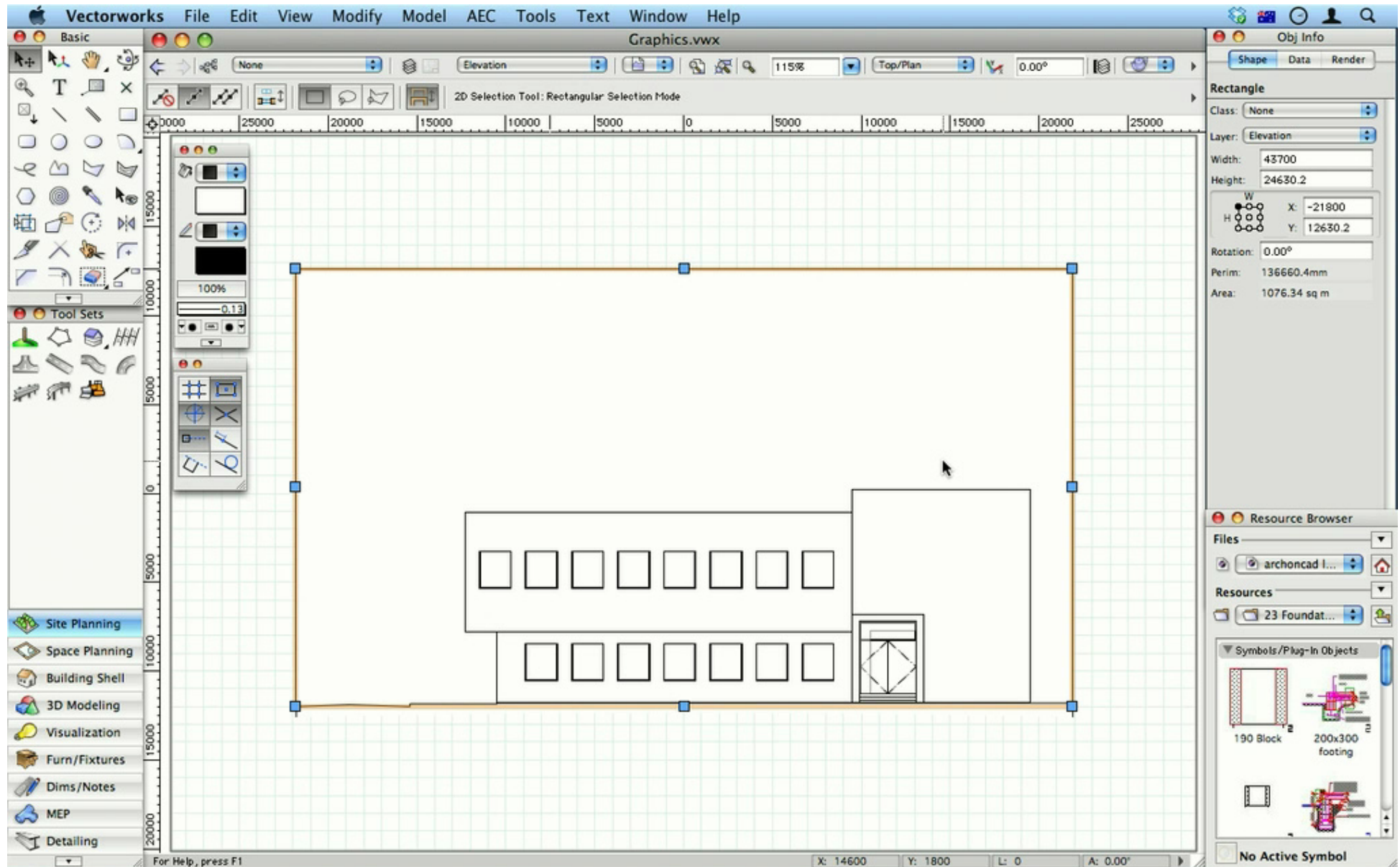


# Graphics

## Graphic Attributes

How to apply graphic attributes, such as line weight, hatching, image fills and graphic symbols to a drawing.

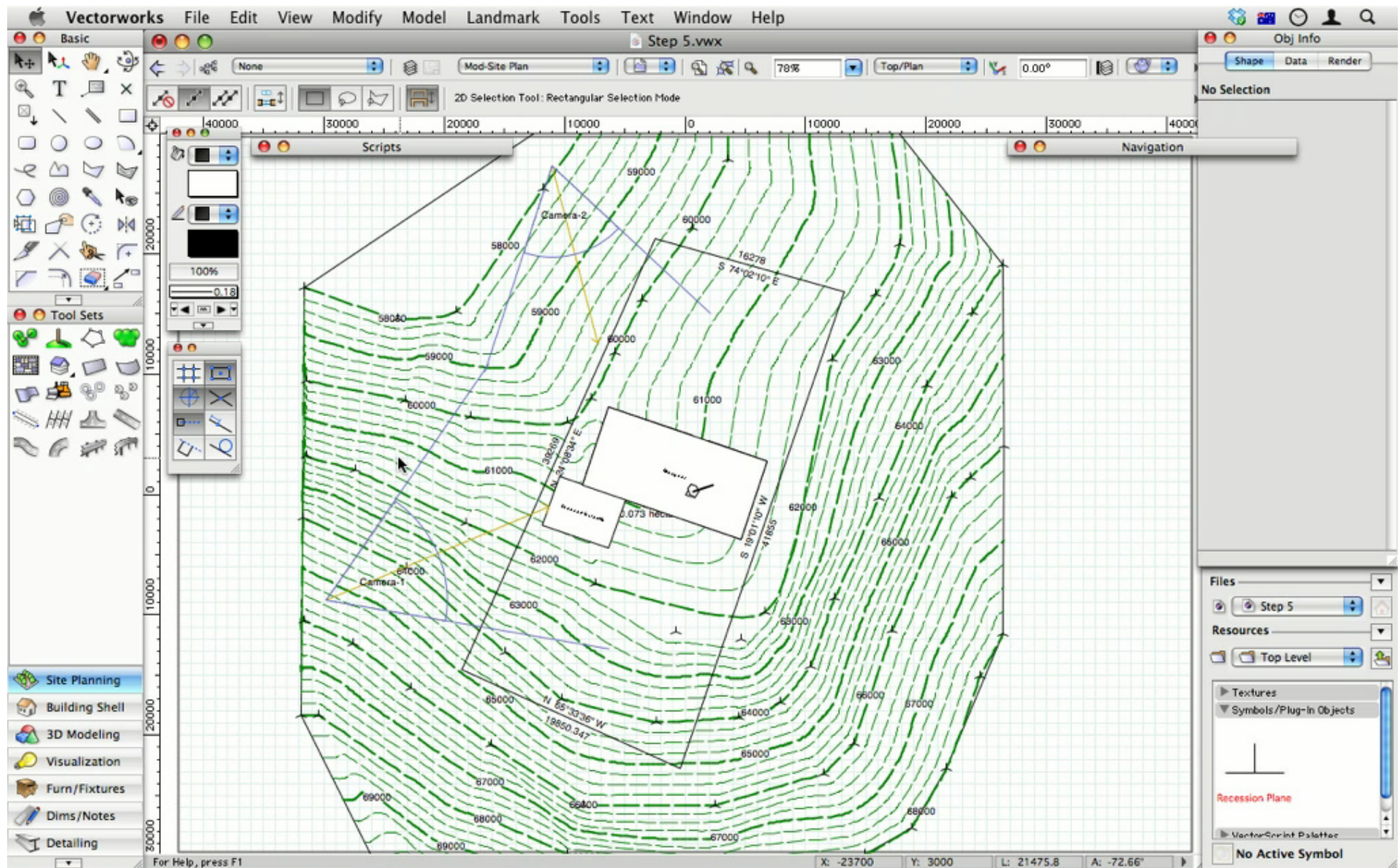
Click on the image below to play the movie.



## Site Modelling

A site model is a way of looking at 3D data (spot levels or contours) in a way that allows you to see complex 3D models and 2D representations. VectorWorks uses the 3D information to create the models based on the data to help you understand the 2D and 3D nature of your site.

Click on the image below to play the movie.





# Building a Symbol Library

## Creating a Symbol

Create symbols for objects you use on a regular basis.

Click on the image below to play the movie.

