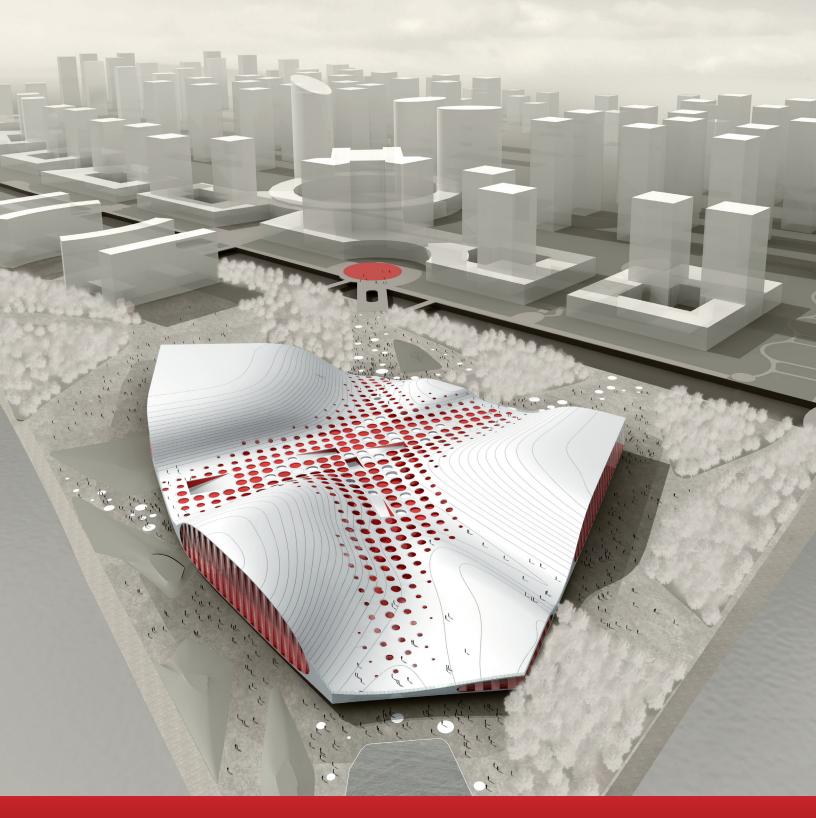
Autodesk Revit 2015

Architecture Fundamentals





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Chapter 2

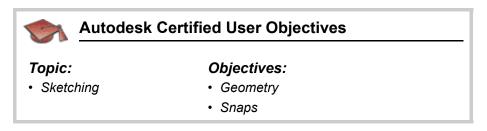
Basic Drawing and Modify Tools

In this chapter you learn how to use the basic drawing and modify tools that apply to almost all types of elements. These tools include alignment lines, temporary dimensions, snaps, and the Properties palette. You learn how to select elements for editing and how to move, copy, rotate, mirror, and array them. You also learn to align, split, trim, extend, and offset elements.

This chapter contains the following topics:

- Using General Drawing Tools
- Editing Elements
- Working with Basic Modify Tools
- Working with Additional Modify Tools

2.1 Using General Drawing Tools

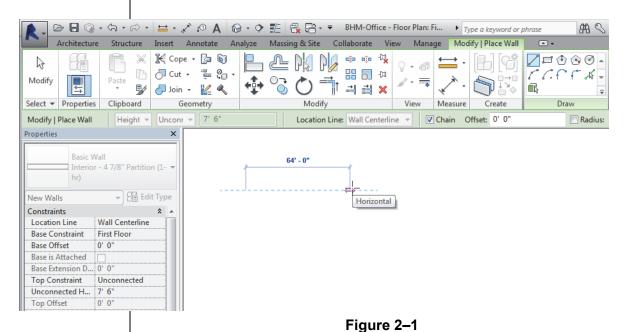




Learning Objectives

- Use contextual Ribbon tabs, the Options Bar and Properties as you draw and modify.
- · Draw elements using draw and pick tools.
- Use drawing aids including alignment lines, temporary dimensions and snaps.

When you start a command, the contextual Ribbon tab, Options Bar, and Properties palette enable you to set up features for each new element you are placing in the project. As you are drawing, several features called *drawing aids* display, as shown in Figure 2–1. They help you to create designs quickly and accurately.



Contextual Ribbon

When you select a command or an element in the model, the *Modify* tab displays with additional contextual tools. For example,

when you start the (Wall) command, the *Modify* | *Place Wall* tab displays, as shown in Figure 2–2.

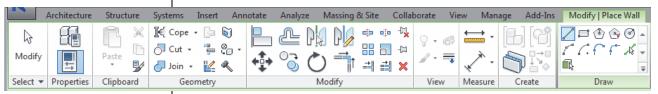


Figure 2-2

- The standard Modify tools are always displayed to the left in the ribbon, while the contextual tools are displayed to the right with a green panel title.
- To finish a command and return to the standard ribbon tabs at any time, in the *Select* panel, click (Modify).

Options Bar

The Options Bar, located just below the ribbon, displays the most used options for the element, as shown in Figure 2–3. Some of these options are also found in the Properties palette.



Figure 2-3

Properties Palette

The Properties palette displays the current element's family and type in the *Type Selector*. Click the Type Selector to expand the list of available families and types. In the lower part of the properties palette you can modify parameters for the selected object, as shown in Figure 2–4.

Some parameters are only available when you are editing an element. These parameters are grayed out when you are creating an element.

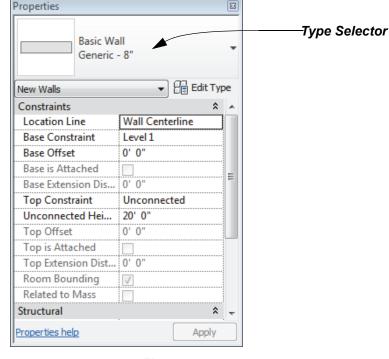


Figure 2-4

- Changes in the palette do not take effect until you click Apply or move the cursor away from the palette.
- The Properties palette can be floated and moved around the interface. You can also dock it on top of other browsers and then switch between them using the tabs at the bottom of the palette, as shown in Figure 2–5.

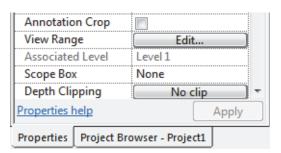


Figure 2-5

The Properties palette can be toggled on and off using the following methods:

- Right-click and select **Properties** in the contextual menu.
- In the *Modify* tab>Properties panel click [(Properties).
- In the View tab, expand (User Interface), and select Properties.
- Use the shortcut by pressing <P> twice.

To dock the palette, drag the titlebar over the titlebar of the other browser.

Draw Tools

Linear elements include walls, lines, detail lines, and sketches for floors, ceilings, roofs, stairs, ramps and railings.

You can change from one Draw tool shape in the middle of a command.

(Pick Face) is used with conceptual mass elements and is only available in a 3D view.

Many elements in Autodesk[®] Revit[®] are linear elements, such as the walls shown in Figure 2–6. They are drawn using the tools on the *Draw* panel in the contextual Ribbon that displays when you start the related command. The available tools vary according to the element being drawn.

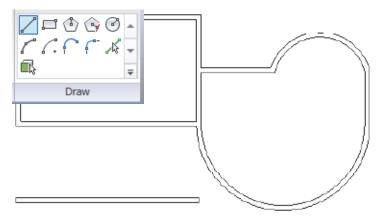


Figure 2-6

 Two styles of tools are available: one where you draw the element using a geometric form, and another where you pick an existing element (such as a line, face, or wall) as the basis for the new element's geometry.

How To: Draw Linear Elements

- 1. Start the command you want to use, such as (Wall).
- 2. In the contextual tab>Draw panel, select a drawing tool, such as (Line), as shown in Figure 2–7. Select points to define the elements using other drawing aids, such as temporary dimensions, alignment lines, and snaps.



Figure 2-7

- Use (Pick Lines) to create an element by selecting an existing wall, line or edge. This is often used with an offset distance to add the element a specified distance away from the selected element.
- 3. Finish the command. You can click (Modify), press <Esc> twice, or right-click and select **Cancel** twice.

Draw Tools

1	Line	Draws a straight linear element defined by the first and last points. If Chain is enabled, you can continue selecting end points for multiple segments.
Ë	Rectangle	Draws four linear elements defined from two opposing corner points. You can adjust the dimensions after selecting both points.
(\$)	Inscribed Polygon	Draws a polygon inscribed in a hypothetical circle with the number of sides specified in the Options Bar.
Ŷ	Circumscribed Polygon	Draws a polygon circumscribed around a hypothetical circle with the number of sides specified in the Options Bar.
3	Circle	Draws a circular linear element defined by a center point and radius.
	Start-End- Radius Arc	Draws a curved linear element defined by a start, end, and radius of the arc. The outside dimension shown is the included angle of the arc. The inside dimension is the radius.
6.	Center-ends Arc	Draws a curved linear element defined by a center, radius, and included angle. The selected point of the radius also defines the start point of the arc.
	Tangent End Arc	Draws a curved linear element tangent to another element. Select an end point for the first point, but do not select the intersection of two or more elements. Then select a second point based on the included angle of the arc.
•	Fillet Arc	Draws a curved linear element defined by two other linear elements and a radius. Because it is difficult to select the correct radius by clicking, this command automatically moves to edit mode. Select the dimension and then modify the radius of the fillet.
₩	Spline	Draws a curved linear element based on selected points. The curve does not actually touch the points (Model and Detail Lines only).
&	Ellipse	Draws an ellipse from a primary and secondary axis (Model and Detail Lines only).
>	Partial Ellipse	Draws only one side of the ellipse, like an arc. A partial ellipse also has a primary and secondary axis (Model and Detail Lines only).

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1 \$	Pick Lines	Use this option to select existing linear elements in the project. This is useful when you start the project from an imported 2D drawing.
	Pick Face	Use this option to select the face of a 3D massing element (walls and 3D views only).
R	Pick Walls	Use this option to select an existing wall in the project to be the basis for a new sketch line (floors, ceilings, etc.).

Draw Options

When you are in Drawing mode, several options display in the Options Bar, as shown in Figure 2–8.

✓ Chain Offset: 0' 0" Radius: 1' 0"

Figure 2–8

- The Chain option controls how many segments are drawn in one process. If it is not selected, the Line and Arc tools only draw one segment at a time. If it is selected, you can continue drawing segments until you select the command again.
- The *Offset* field enables you to enter values to draw the linear elements at a specified distance from the selected points.
- When using a radial draw tool, you can select the Radius option and add a radius in the edit field.
- To draw angled lines, move the cursor to the desired angle shown by the temporary dimensions, and type the distance value. The angle increments shown vary depending on how far in or out the view is zoomed.

Drawing Aids

As soon as you start drawing in the software, three drawing aids display: *alignment lines*, *temporary dimensions*, and *snaps*. These are available with most drawing and many modification commands.

Alignment Lines

Dashed *alignment lines* display as soon as you select your first point, as shown in Figure 2–9. They help keep lines horizontal, vertical, or at a specified angle. They also line up with the implied intersections of walls and other elements.

Different options display according to the type of element that is selected, or the command that is active.

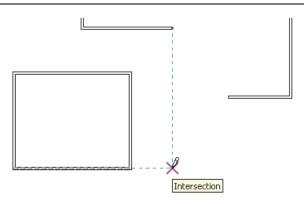


Figure 2-9

 Hold down <Shift> to force the alignments to be orthogonal (90 degree angles only).

Temporary Dimensions

Along with alignment lines, *temporary dimensions* display as you draw to help place linear elements at the correct length, angle and location, as shown in Figure 2–10.

25"

Figure 2-10

- For Imperial measurements (feet and inches), the software understands a default of feet. For example, when you type 4 and press <Enter>, it assumes 4'-0". For a distance such as 4'-6", you can type any of the following: 4'-6", 4'6, 4-6, or 4 6 (the numbers separated by a space). To indicate distances less that one foot, type the inch mark (") after the distance, or enter 0, a space, and then the distance.
- The increments displayed for temporary dimensions change as you zoom in or out on the elements. These dimension snap increments are for both linear and angular dimensions, and can be set in the Snaps dialog box.

You can type in the dimension, move the cursor until you see the dimension you want, or place the element and then modify the dimension as required.

Dimensions are a powerful tool to help create and annotate the model.

 Temporary dimensions disappear as soon as you finish drawing linear elements. If you want to make them permanent, select the control shown in Figure 2–11.



Figure 2-11

• The size of the temporary dimensions, in pixels, can be set in the Options dialog box on the *Graphics* tab.

Snaps

Snaps are key points that help you reference existing elements to exact points when drawing, as shown in Figure 2–12.



Figure 2-12

They include *Endpoints*, *Midpoints*, *Nearest*, *Work Plane Grid*, *Quadrants*, *Intersections*, *Centers*, *Perpendicular*, *Tangents*, and *Points*. When you move the cursor over an element, the **Snap** symbol displays. Each snap location type displays with a different symbol.

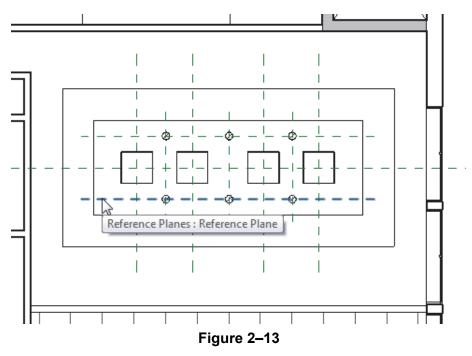
• To modify the snap settings, in the *Manage* tab>Settings panel, click (Snaps). This opens the Snaps dialog box, where you can set which snap points are active, as well as the snap distances (for dimension and angular increments). It also displays the keyboard shortcuts for each snap, which you can use to override the automatic snapping.

Hint: Snap Overrides

You can use shortcut key combinations (displayed in the Snaps dialog box) or right-click and select **Snap Overrides** to temporarily override snap settings. Temporary overrides only affect a single pick but can be very helpful when there are snaps nearby other than the one you want to use.

Reference Planes

As you develop designs in Autodesk Revit, there are times when you need lines that don't print to help you define certain locations. You can draw *reference planes* (displayed as dashed green lines) and snap elements to then whenever you need to line up elements. For example, the lighting fixtures in the reflected ceiling plan shown in Figure 2–13 are aligned using reference planes.



 Reference lines display in associated views because they are infinite planes, and not just lines. However, reference planes do not display in 3D views.

How To: Sketch with Reference Planes

- In the Architecture tab>Work Plane panel, click (Ref Plane) or use the shortcut by pressing <R> and then pressing <P>.
- 2. In the *Modify* | *Place Reference Plane* tab>Draw panel, click (Line) or (Pick Lines).
 - For (Line), select two points that define the reference plane.
 - For A (Pick Lines), select any linear element and a reference plane is created that matches the length of that element.

- In the Options Bar, the Offset field enables you to enter values to draw the reference plane at a specified distance from a selected point. For example, set Offset to 10'-0" and select the end points of an existing wall to create a reference plane 10'-0" away. You can also use Offset with Pick Lines.
- 3. When you have created all of the required reference planes, end the command by clicking (Modify) or by using one of the other options.
- To change the length of a reference plane, drag the circle at either end.
- You can name reference planes to keep track of their purpose. This also enables you to use a reference plane as a work plane when creating or placing other elements in the project. Select the reference plane and in the Properties palette, in the *Identity Data* area, enter a name, as shown in Figure 2–6.

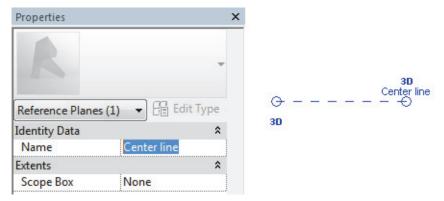


Figure 2-14

2.2 Editing Elements

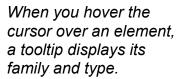


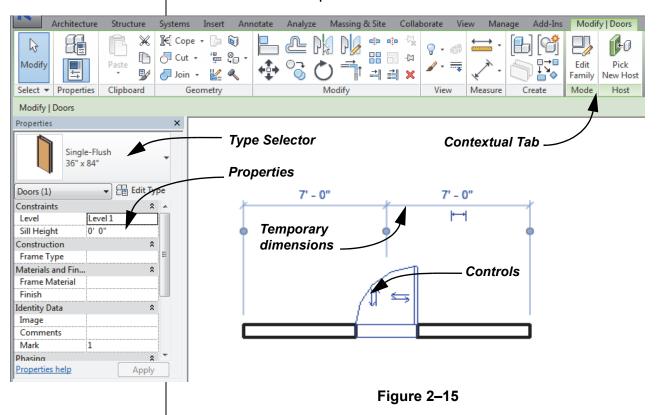
Learning Objectives

- Select elements to modify.
- Modify elements using the Ribbon, Properties, temporary dimensions, and controls.
- Filter selection sets.

Building design projects typically involve extensive changes to the positions of walls, doors, and other elements. The Autodesk Revit software was designed to make such changes quickly and efficiently. When you select an element there are a number of ways to change it, as shown in Figure 2–15:

- Controls enable you to drag, flip, lock, and rotate the element.
- *Temporary dimensions* enable you to change the element's dimensions.
- Modify commands and element-specific tools display in the contextual tab in the Ribbon.
- The Properties palette displays the Type Selector and associated parameters.





- To delete an element, select it and press <Delete>, right-click
 and select **Delete**, or in the Modify panel, click (Delete).
- When working with temporary dimensions, the default location of the dimension line might not be where you need it to be. You can click on the circular control to move the witness line to another part of the element (such as a different layer in a multilayer wall), or drag it to a new element. In the example shown on the left in Figure 2–16, the dimension is from the center of the left wall to the selected wall. To change the dimension so that it touches the grid line, drag the circular control (also called the witness line) so that it touches the grid line, as shown on the right in Figure 2–16.

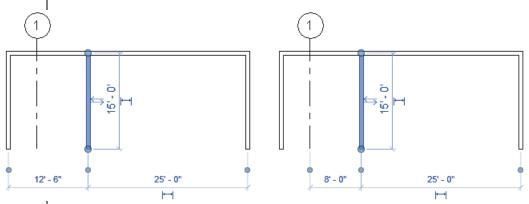


Figure 2-16

 The new location of a temporary dimension for an element is remembered as long as you are in the same session of the software.

Hint: Nudge

Nudge enables you to move an element in short increments. When an element is selected, you can press one of the four arrow keys to move the element in that direction. The distance the element moves depends on how far in or out you are zoomed. This is very useful with annotation elements.

Selecting Elements

You can select elements in several ways:

- To select a single element, place the cursor on the edge of the element and click to select.
- To add another element to a selection set, hold down <Ctrl>
 and select another item.

- To remove an element from a selection set, hold down <Shift> and select the element.
- If you click and drag the cursor to window around elements, you have two selection options, as shown in Figure 2–17. If you drag from left to right, you only select the elements completely inside the window. If you drag from right to left, you select elements both inside and crossing the window.

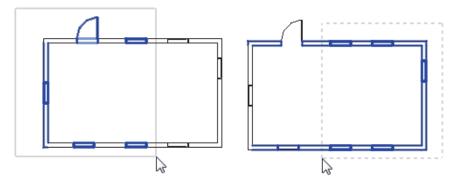


Figure 2-17

- If several elements are on or near each other, press <Tab> to cycle through them before you click. If there are elements that might be linked to each other, such as walls that are connected, pressing <Tab> selects the chain of elements.
- Press <Ctrl>+<Left Arrow> to reselect the previous selection set. You can also right-click in the drawing window with nothing selected and select Select Previous.
- To select all elements of a specific type, right-click on an element and select Select All Instances>Visible in View or In Entire Project, as shown in Figure 2–18.



Figure 2-18

Hint: Selection Options

You can control how the software selects specific elements in a project by toggling them on and off on Status Bar, or in any Ribbon tab expand the *Select* panel's title as shown in Figure 2–19.

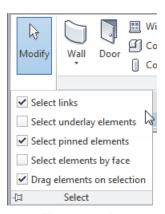


Figure 2-19

- Select links: When toggled on, you can selected linked drawings or Autodesk Revit models. When it is toggled off you cannot select them when using **Modify** or **Move**.
- Select underlay elements: When toggled on, you can select underlay elements. When toggled off, you cannot select them when using **Modify** or **Move**.
- Select pinned elements: When toggled on, you can selected pinned elements. When toggled off, you cannot select them when using **Modify** or **Move**.
- Select elements by face: When toggled on you can select elements (such as the floors or walls in an elevation) by selecting the interior face or selecting an edge. When toggled off, you can only select elements by selecting an edge.
- Drag elements on selection: When toggled on, you can hover over an element, select it, and drag it to a new location. When toggled off, the Crossing or Box select mode starts when you press and drag, even if you are on top of an element. Once elements have been selected they can still be dragged to a new location.

Selecting Multiple Elements

When multiple element types are selected, the *Multi-Select* contextual tab opens in the Ribbon, as shown in Figure 2–20. This gives you access to all of the Modify tools, as well as the **Filter** command.



Figure 2-20

• The Properties palette displays tools that are common to all element types if they are available. You can also select just one type and make modifications, as shown in Figure 2–21.

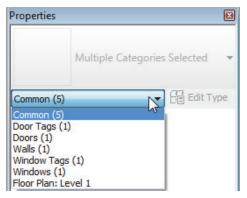
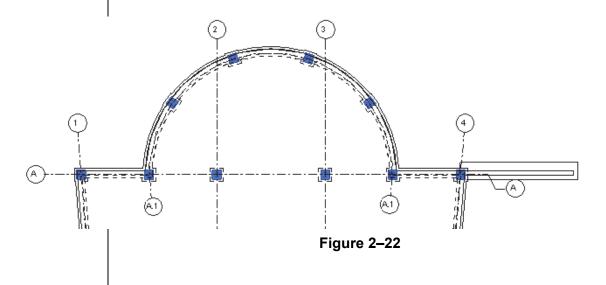


Figure 2-21

Filtering Selection Sets

The **Filter** command enables you to specify the types of elements to select. For example, you might only want to select columns, as shown in Figure 2–22.



The Filter dialog box displays all types of elements in the original selection.

How To: Filter a Selection Set

- 1. Select everything in the required area.
- 2. in the *Modify* | *Multi-Select* tab>Selection panel, or in the Status Bar, click (Filter). The Filter dialog box opens, as shown in Figure 2–23.

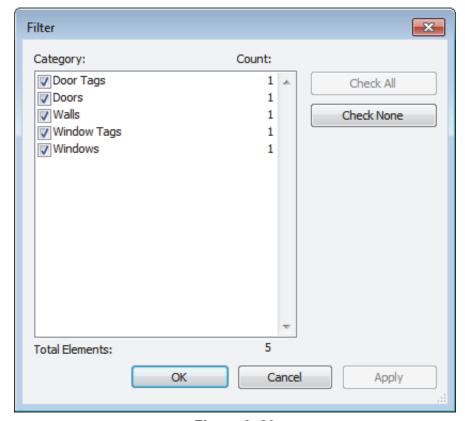


Figure 2–23

- 3. Click to clear all of the options and then select the element types that you want included in the selection.
- 4. Click . The selection set is now limited to the elements you specified.
- In the Status Bar, the number of elements selected displays beside the Filter icon, as shown in Figure 2–24. You can also see the number of selected elements in the Properties palette.



Figure 2-24

Practice 2a

Draw and Modify Elements



Learning Objectives

- Create walls using draw tools and drawing aids.
- Add and modify a door.

Estimated time for completion: 10 minutes

In this practice you will use the **Wall** command along with Draw tools and drawing aids, such as temporary dimensions and snaps. You will use the **Modify** command and modify the walls using grips, temporary dimensions, the Type Selector, and Properties. You will add a door and modify it using temporary dimensions and controls. The completed drawing is shown in Figure 2–25.

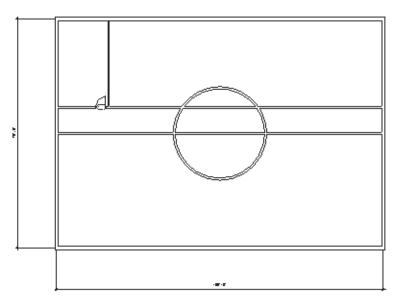


Figure 2-25

Task 1 - Draw and modify walls.

- 1. In the Application Menu, click (New)> (Project).
- 2. In the New Project dialog box, select **Architectural Template** in the Template file drop-down list, and click OK.
- 3. In the Quick Access Toolbar, click (Save). When prompted, name the project **Simple Building.rvt**.
- 4. In the *Architecture* tab>Build panel, click (Wall).

- 5. In the *Modify* | *Place Wall* tab>Draw panel, click
 - ☐ (Rectangle) and draw a rectangle approximately
 100' x 70'. You do not have to be precise because you can change the dimensions later.
- 6. Note that the dimensions are temporary. Select the vertical dimension text and type **70' 0"**, as shown in Figure 2–26. Press <Enter>.

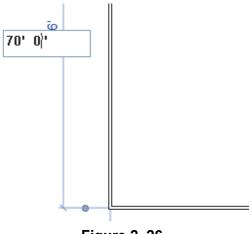


Figure 2-26

7. The dimensions are still displayed as temporary. Click the dimension controls of both the dimensions to make them permanent, as shown in Figure 2–27.

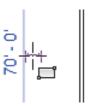


Figure 2-27

- You will change the horizontal wall dimension using the permanent dimension.
- 8. In the Select panel, click (Modify). (You can also use one of the other methods to switch to **Modify**, including using the shortcut by pressing <M> and pressing <D>, pressing <Esc> once or twice, or by right-clicking and selecting **Cancel** once or twice.)
- 9. Select either vertical wall. The horizontal dimension becomes active (changes to blue). Click the dimension text and type **100' 0"**, as shown in Figure 2–28.

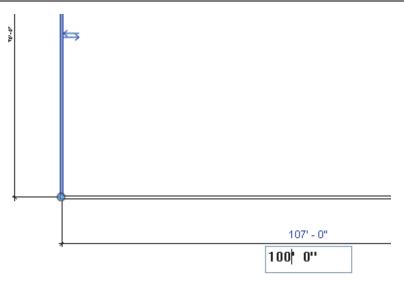
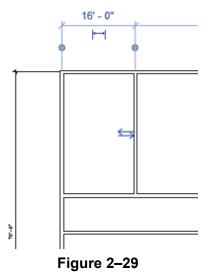


Figure 2-28

- 10. Click in an empty space to end the selection. You are still in the **Modify** command.
- 11. In the *Architecture* tab>Build panel, click (Wall). In the Draw panel, verify that (Line) is selected. Draw a wall horizontally from midpoint to midpoint of the vertical walls.
- 12. Draw another horizontal wall **8'-0"** above the middle horizontal wall. You can use temporary dimensions or the *Offset* field to do this.
- 13. Draw a vertical wall exactly **16'-0"** from the left wall, as shown in Figure 2–29.



14. In the Draw panel, click (Circle) and draw a **14'-0"** radius circular wall at the midpoint of the lower interior horizontal wall, as shown in Figure 2–30.

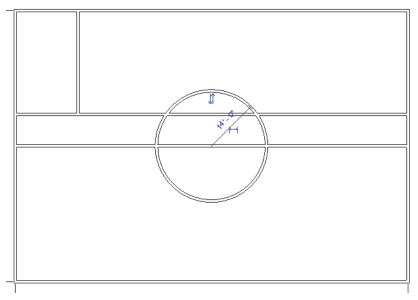


Figure 2-30

- 15. Click (Modify) to finish the command.
- 16. Hover the cursor over one of the outside walls, press <Tab> to highlight the chain of outside walls, and click to select the walls.
- 17. In the Type Selector, select **Basic Wall: Generic-12"**, as shown in Figure 2–31. The thickness of the outside walls change.

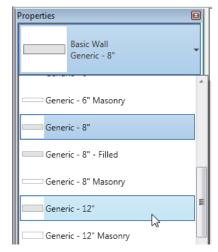


Figure 2-31

18. Click in empty space to release the selection.

- 19. Select the vertical interior wall and change it to one of the small interior partition styles.
- 20. Click in an empty space to release the selection.

Task 2 - Add and modify a door.

- 1. Zoom in on the room in the upper left corner.
- 2. In the *Architecture* tab>Build panel, click (Door).
- 3. In the *Modify* | *Place Door* tab>Tag panel, click ¹ (Tag on Placement) if it is not already selected.
- 4. Place a door anywhere along the wall in the hallway.
- 5. Click (Modify) to finish the command.
- 6. Select the door. Use temporary dimensions to move it so that it is **2'-6"** from the right interior vertical wall. If required, use controls to flip the door so that it swings into the room, as shown in Figure 2–32.

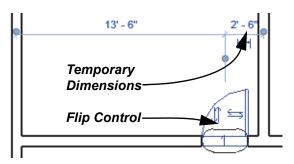


Figure 2–32

- 7. Type **ZE** to zoom out to the full view.
- 8. Save the project.

2.3 Working with Basic Modify Tools



Learning Objectives

- Move and copy elements.
- Rotate elements around the center or an origin.
- Mirror elements by picking an axis or by drawing an axis.
- · Create Linear and Radial Arrays of elements.

The Autodesk Revit software contains controls and temporary dimensions that enable you to edit elements. Additional modifying tools can be used with individual elements or any selection of elements. They are found in the *Modify* tab>Modify panel, as shown in Figure 2–33, and in contextual tabs.



Figure 2-33

- The Move, Copy, Rotate, Mirror, and Array commands are covered in this topic. Other tools are covered later.
- For most modify commands, you can either select the elements and start the command, or start the command, select the elements, and press <Enter> to finish the selection and move to the next step in the command.

Moving and Copying Elements

The **Move** and **Copy** commands enable you to select the element(s) and move or copy them from one place to another. You can use alignment lines, temporary dimensions, and snaps to help place the elements, as shown in Figure 2–34.

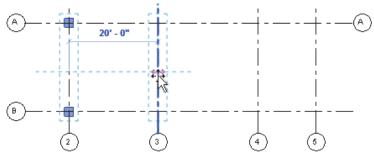


Figure 2-34

You can also use the shortcut for the **Move** command by pressing <M> and pressing <V>, or for the **Copy** command by pressing <C> and pressing <O>.

How To: Move or Copy Elements

- 1. Select the elements you want to move or copy.
- 2. In the Modify panel, click (Move) or (Copy). A boundary box displays around the selected elements.
- 3. Select a move start point on or near the element.
- 4. Select a second point. Use alignment lines and temporary dimensions to help place the elements.
- 5. When you are finished, you can start another modify command using the elements that remain selected, or switch back to **Modify** to end the command.
- If you start the Move command and hold down <Ctrl>, the elements are copied.

Move/Copy Elements

The **Move** and **Copy** commands have several options that display in the Options Bar, as shown in Figure 2–35.



Constrain	Restricts the movement of the cursor to horizontal or vertical, or along the axis of an item that is at an angle. This keeps you from selecting a point at an angle by mistake. Constrain is off by default.
Disjoin (Move only)	Breaks any connections between the elements being moved and other elements. If Disjoin is on, the elements move separately. If it is off, the connected elements also move or stretch. Disjoin is off by default.
Multiple (Copy only)	Enables you to make multiple copies of one selection. Multiple is off by default.

 These commands only work within the current view, not between views or projects. To copy between views or projects, use (Copy to Clipboard) and (Paste).



Hint: Pinning Elements

If you do not want elements to be moved, you can pin them in place, as shown in Figure 2–36. Select the elements and in the

Modify tab, in the Modify panel, click Pin). Pinned elements can be copied, but not moved. If you try to delete a pinned element, a warning dialog displays reminding you that you must unpin the element before the command can be started.

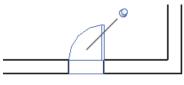


Figure 2-36

Select the element and click (Unpin) or use the shortcut by pressing <U> and pressing <P> to free it.

Rotating Elements

The **Rotate** command enables you to rotate selected elements around a center point or origin. You can use alignment lines, temporary dimensions, and snaps to help specify the center of rotation and the angle. You can also create copies of the element as it is being rotated.

How To: Rotate Elements

- 1. Select the element(s) you want to rotate.
- 2. In the Modify panel, click (Rotate) or use the shortcut by pressing <R> and pressing <O>.
- 3. The center of rotation is automatically set to the center of the element or group of elements, as shown on the left in Figure 2–37. To change the center of rotation, as shown on the right in Figure 2–37, use the following:
 - Drag the (Center of Rotation) control to a new point.
 - In the Options Bar, next to **Center of rotation**, click Place and use snaps to move it to a new location.
 - Press the <Spacebar> to select the center of rotation and click to move it to a new location.

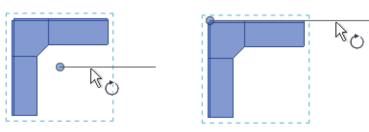


Figure 2-37

- To start the Rotate command with an automatic prompt to select the center of rotation, select the elements first and type R3.
- 4. In the Options Bar, specify if you want to make a Copy (select **Copy** option), type an angle in the *Angle* field (as shown in Figure 2–38), and press <Enter>. You can also specify the angle on screen.



Figure 2-38

- 5. The rotated element(s) remain highlighted, enabling you to start another command, or return to **Modify** to finish.
- The **Disjoin** option breaks any connections between the elements being rotated and other elements. If **Disjoin** is on (selected), the elements rotate separately. If it is off (cleared), the connected elements also move or stretch. **Disjoin** is off by default.

The **Mirror** command enables you to mirror elements about an axis defined by a selected element, as shown in Figure 2–39, or by selected points.



To specify the angle on

screen, select a point for the **rotate start ray** (the

reference line for the

rotation angle). Then

select a second point, using the temporary

dimension to help you

set the angle.

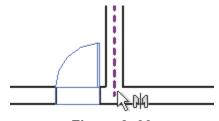


Figure 2-39

How To: Mirror Elements

- 1. Select the element(s) to mirror.
- 2. In the Modify panel, select the method you want to use:
 - Click (Mirror Pick Axis) or use the shortcut by pressing <M> twice. This prompts you to select an element as the **Axis of Reflection** (mirror line).
 - Click (Mirror Draw Axis) or use the shortcut by pressing <D> and pressing <M>. This prompts you to select two points to define the axis about which the elements mirror.
- 3. The new mirrored element(s) remain highlighted, enabling you to start another command, or return to **Modify** to finish.
- By default, the original elements that were mirrored remain.
 To delete the original elements, clear the Copy option in the Options Bar.

Hint: Scale

The Autodesk Revit software is designed with full-size elements. Therefore, not much can be scaled. However, you

can use (Scale) in reference planes, images, and imported files from other programs.

Creating Linear and Radial Arrays

A linear array creates a straight line pattern of elements, while a radial array creates a circular pattern around a center point.

The **Array** command creates multiple copies of selected elements in a linear or radial pattern, as shown in Figure 2–40. For example, you can array a row of columns to create a row of evenly spaced columns on a grid, or array a row of parking spaces. The arrayed elements can be grouped or placed as separate elements.

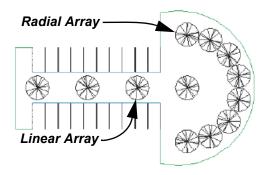


Figure 2-40

How To: Create a Linear Array

- Select the element(s) to array.
- 2. In the Modify panel, click (Array).
- 3. In the Options Bar, click (Linear).
- 4. Specify the other options as required.
- 5. Select a start point and an end point to set the spacing and direction of the array. The array is displayed.
- 6. If the **Group and Associate** option is selected, you are prompted again for the number of items, as shown in Figure 2–41. Type a new number or click on the screen to finish the command.

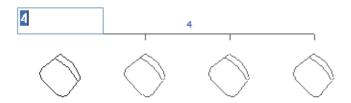
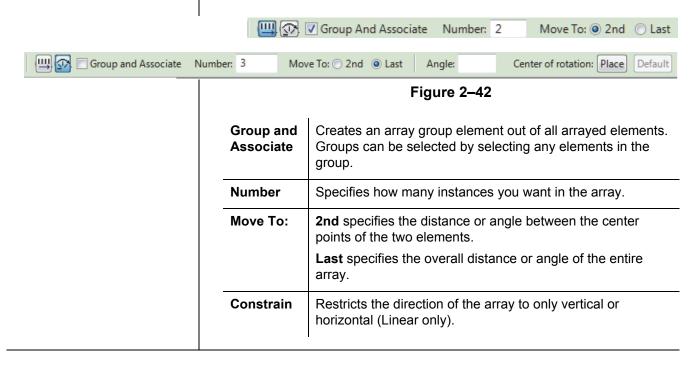


Figure 2-41

 To make a linear array in two directions, you need to array one direction first, select the arrayed elements, and then array them again in the other direction.

Array Options

In the Options Bar, set up the **Array** options for **Linear Array** (top of Figure 2–42) or **Radial Array** (bottom of Figure 2–42).



Angle	Specifies the angle (Radial only).
Center of rotation	Specifies a location for the origin about which the elements rotate (Radial only).

How To: Create a Radial Array

- 1. Select the element(s) to array.
- 2. In the Modify panel, click (Array).
- 3. In the Options Bar, click (Radial).
- 4. Drag (Center of Rotation) or use Place to the move the center of rotation to the appropriate location, as shown in Figure 2–43.

Remember to set the Center of Rotation control first, because it is easy to forget to move it before specifying the angle.

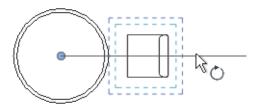


Figure 2-43

- 5. Specify the other options as required.
- 6. In the Options Bar, type an angle and press <Enter>, or specify the rotation angle by selecting points on the screen.

Modifying Array Groups

When you select an element in an array that has been grouped, you can change the number of instances in the array, as shown in Figure 2–44. For radial arrays you can also modify the distance to the center.

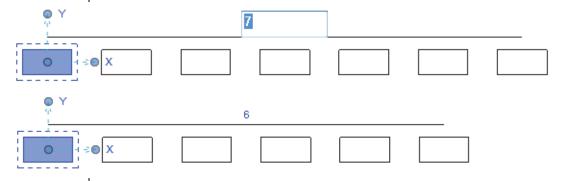


Figure 2-44

 Dashed lines surround the element(s) in a group, and the XY control lets you move the origin point of the group If you move one of the elements within the array group, the other elements move in response based on the distance and/or angle, as shown in Figure 2–45

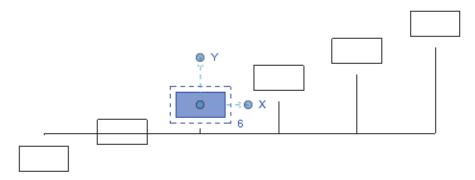


Figure 2-45

- To remove the array constraint on the group, select all of the elements in the array group and, in the *Modify* contextual tab>Group panel, click (Ungroup).
- If you select an individual element in an array and click (Ungroup), the element you selected is removed from the array, while the rest of the elements remain in the array group.
- You can use (Filter) to ensure that you are selecting only Model Groups.

Practice 2b

Work with Basic Modify Tools



Learning Objectives

- Copy walls to create a series of offices and mirror a door for the last office.
- · Add and array desks around a circular wall.
- Add, rotate, and array a pair of columns across the front of the building.

Estimated time for completion: 15 minutes

In this practice you will use **Move**, **Copy**, **Mirror**, **Copy** and **Array** to modify and add elements to a simple building, as shown in Figure 2–46.

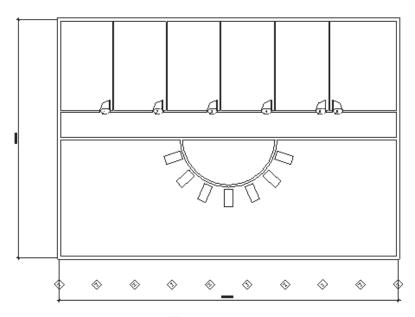


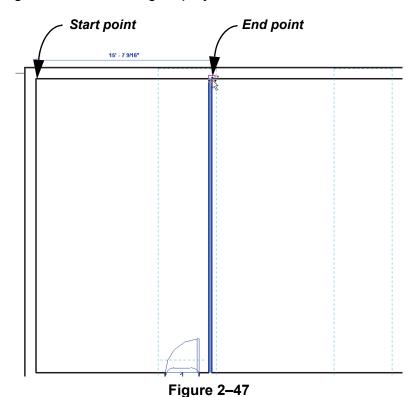
Figure 2–46

Task 1 - Modify walls and doors.

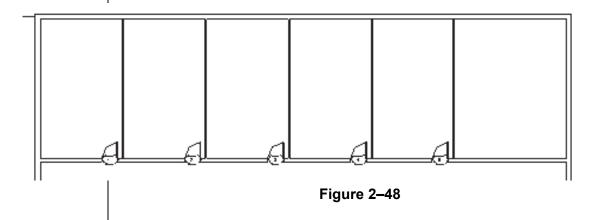
- Open the project Simple-Building-1.rvt from your class folder.
- 2. Select the top arc of the circular wall.
- 3. In the Modify panel, click (Delete). The walls that the circular wall crossed are automatically cleaned up.
- Select the vertical interior wall, door, and door tag. Hold down Ctrl> to select more than one element, or use a selection window.

Remember that you can also press <Delete>, or right-click and select **Delete**.

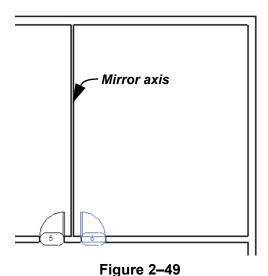
- 5. In the Modify panel, click (Copy).
- 6. In the Options Bar, select the **Constrain** and **Multiple** options. The **Constrain** option forces the cursor to move only horizontally or vertically.
- 7. Select the start point and the end point, as shown in Figure 2–47. The wall, door, and door tag are copied to the right and the door tag displays 2.



8. The new elements are still selected and you can continue to copy them. Use similar start and end points for the additional copies, or type **16** (16'-0") and press <Enter> to set the distance between each copy. The final layout is shown in Figure 2–48.



- 9. Finish the command by returning to **Modify**.
- 10. Zoom in on the room to the far right.
- 11. Select door #5 and the associated door tag.
- 12. In the Modify panel, click (Mirror Pick Axis), or use the shortcut by pressing <M> twice. In the Options Bar, ensure that **Copy** is selected.
- 13. Select the vertical wall between the rooms as the mirror axis. An alignment line displays along the center of the wall. Place the new door, as shown in Figure 2–49.



14. Click in empty space to release the selection.

Task 2 - Add reference planes and use them to place a component.

- 1. In the *Architecture* tab>Work plane panel, click (Ref Plane).
- 2. Draw two reference planes, as shown in Figure 2–50. The vertical one starts at the midpoint of the wall. You can place the horizontal plane anywhere, and then use temporary dimensions to place it more exactly.)

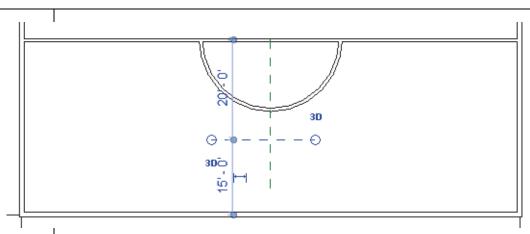


Figure 2-50

- 3. In the *Architecture* tab>Build panel, click (Component).
- 4. In the Properties palette, in the Type Selector, verify that **Desk: 60" x 30"** is selected, as shown in Figure 2–51.

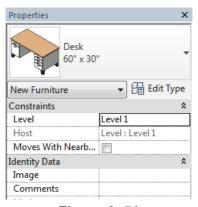
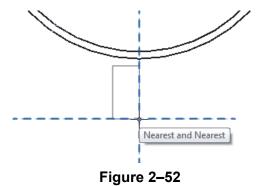


Figure 2-51

- 5. As you move the cursor you can see that the desk is horizontal. Press <Spacebar> to rotate the desk 90 degrees.
- 6. Place the desk at the intersection of the two reference planes, as shown in Figure 2–52. Zoom in as required to ensure that you are connected to the reference planes, and not to any other alignment lines.



- 7. Click (Modify) and select the desk you just placed.
- 8. In the Modify panel, click (Move). Select the start point of the move as the vertical alignment line of the desk, and the end point as the vertical reference plane.
- 9. Save the project.

Task 3 - Create a Radial Array.

- 1. Select the desk.
- 2. In the Modify panel, click (Array).
- 3. In the Options Bar, click (Radial). Clear the **Group and associate** option, set the *Number* field to 15, and set the *Move to:* field to **2nd.**
- 4. Drag the center of rotation from the center of the desk to the midpoint of the wall, as shown in Figure 2–53

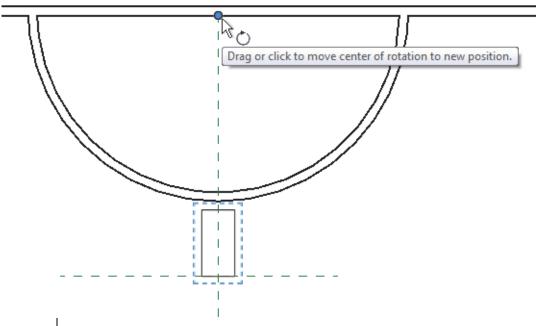


Figure 2–53

5. Return to the Options Bar and set the *Angle* to **360**. The array displays as shown in Figure 2–54.

Sometimes it is easier to create more elements then you need, and then delete the ones that are not required, as is done in this example.

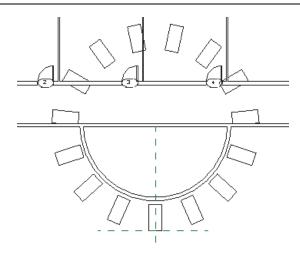


Figure 2-54

- 6. Delete all of the desks that are outside of the room that has the original desk.
- 7. Delete the reference planes. These are no longer needed, and deleting them ensures they do not display in other views.
- 8. Zoom out to display the entire view.

Task 4 - Add columns.

- 1. In the *Architecture* tab>Build panel, expand (Column), and click (Column: Architectural).
- 2. In the Type Selector, verify that **Rectangular Column:24" x 24"** is selected.
- 3. Using alignment lines and temporary dimensions, place the column on the front left of the building, as shown in Figure 2–55.

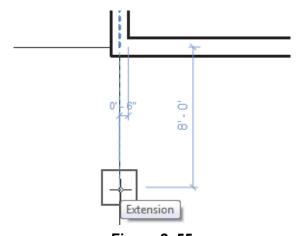


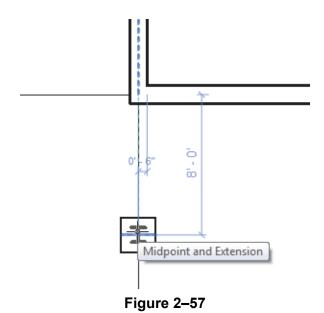
Figure 2-55

- 4. In the *Architecture* tab>Build panel, expand (Column), and click (Structural Column).
- 5. In the Type Selector, verify that **W-Wide Flange Column: W10x49** is selected.
- 6. In the Options Bar, set the **Height** to **Level 2**, as shown in Figure 2–56.



Figure 2-56

7. Place the structural column at the center of the architectural column using the **Midpoint and Extension** snaps, as shown in Figure 2–57.



8. Save the project.

Task 5 - Rotate and Array the columns.

- 1. Click (Modify) and select the two columns.
- 2. In the *Modify* | *Multi-Select* tab>Modify panel, click (Rotate).
- 3. For the start ray, click horizontally, as shown on the left in Figure 2–58.

4. Move the ray line until you see the temporary dimension 45.000, as shown on the right in Figure 2–58.

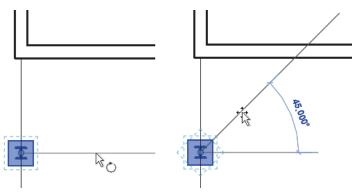


Figure 2-58

- 5. With the two columns still selected, in the *Modify* | *Multi-Select* tab>Modify panel, click (Array).
- 6. In the Options Bar, click (Linear), clear **Group and**Associate, set the *Number* to **10**, and set *Move To:* to Last.
- 7. For the start point, click the midpoint of the columns. For the endpoint of the array, select the **Horizontal and Extension** of the center of the far right wall as shown in Figure 2–59.

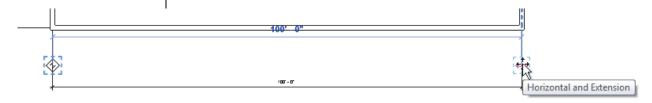


Figure 2-59

- 8. Zoom out to display the entire building.
- 9. The columns are arrayed evenly across the front of the building as shown in Figure 2–60.

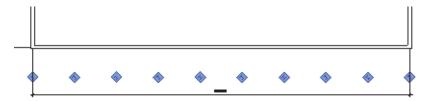


Figure 2-60

10. Save the project.

2.4 Working with Additional Modify Tools





Learning Objective

 Use modify tools to align, split, trim, and offset walls and other elements.

As you work on a project, some additional tools on the *Modify* tab>Modify panel, as shown in Figure 2–61, can help you with placing, modifying, and constraining elements. **Align** can be used with a variety of elements, while **Split Element**, **Trim/Extend**, and **Offset** can only be used with linear elements.

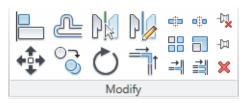
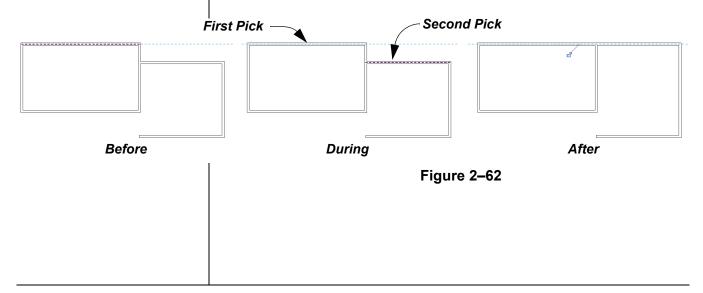


Figure 2-61

Aligning Elements

The **Align** command enables you to line up one element with another, as shown in Figure 2–62. Most Autodesk Revit elements can be aligned. For example, you can line up the tops of windows with the top of a door, or line up furniture with a wall.



How To: Align Elements

- 1. In the *Modify* tab>Modify panel, click (Align) or use the shortcut by pressing <A> and then pressing <L>.
- Select a line or point on the element that is going to remain stationary. For walls, press <Tab> to select the correct wall face.
- 3. Select a line or point on the element to be aligned. The second element moves into alignment with the first one.
- The Align command works in both plan and elevation views.
- The Align command also works in 3D views. Ensure you select the correct component of the elements to align. For example, to line up two windows vertically select the side of the frame of each window. Zoom in if needed.
- You can lock alignments so that the elements move together
 if either one is moved. Once you have created the alignment,
 a padlock is displayed. Click on the padlock to lock it, as
 shown in Figure 2–63.

Figure 2–63

- Select the Multiple Alignment option to select multiple elements to align with the first element, as shown in Figure 2–64. You can also hold down <Ctrl> to make multiple alignments.
- For walls, you can specify if you want the command to prefer Wall centerlines, Wall faces, Center of core, or Faces of core, as shown in Figure 2–64. The core refers to the structural members of a wall as opposed to facing materials, such as sheetrock.



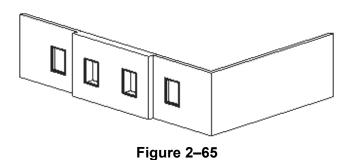
Figure 2–64

Locking elements enlarges the size of the project file, so use this option carefully.

Splitting Linear Elements

You can split walls in plan, elevation or 3D views.

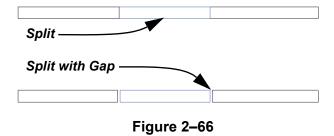
The **Split** Element command enables you to break a linear element at a specific point. You can use alignment lines, snaps, and temporary dimensions to help place the split point. After you have split the linear element, you can use other editing commands to modify the two parts, or change the type of one part, as shown with walls in Figure 2–65.



• There are two commands: (Split Element) and (Split with Gap).

How To: Split Linear Elements

- 1. In the *Modify* tab>Modify panel, click (Split Element) or use the shortcut by pressing <S> and pressing <L>.
- 2. In the Options Bar, select or clear the **Delete Inner Segment** option.
- 3. Move the cursor to the point you want to split and select the point.
- 4. Repeat for any additional split locations.
- 5. Modify the elements that were split, as required.
- The Delete Inner Segment option is used when you select two split points along a linear element. When the option is selected, the segment between the two split points is automatically removed.
- (Split with Gap) splits the linear element at the point you select (as shown in Figure 2–66), but also creates a *Joint Gap* specified in the Options Bar.



This command is typically used with structural precast slabs.

Trimming and Extending

There are three trim/extend methods that you can use with linear elements: Trim/Extend to Corner, Trim/Extend Single Element, and Trim/Extend Multiple Elements.

 When selecting elements to trim, click the part of the element that you want to keep. The opposite part of the line is then trimmed.

How To: Trim/Extend to Corner

- 1. In the *Modify* tab>Modify panel, click (Trim/Extend to Corner) or use the shortcut by pressing <T> and pressing <R>.
- 2. Select the first linear element on the side you want to keep.
- 3. Select the second linear element on the side you want to keep, as shown in Figure 2–67.

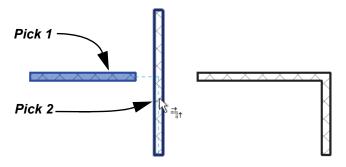


Figure 2-67

How To: Trim/Extend a Single Element

- 1. In the *Modify* tab>Modify panel, click (Trim/Extend Single Element).
- 2. Select the cutting or boundary edge.
- 3. Select the linear element to be trimmed or extended, as shown in Figure 2–68.

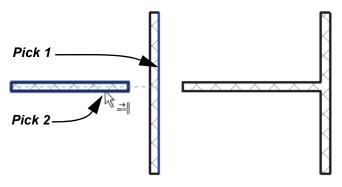


Figure 2-68

How To: Trim/Extend Multiple Elements

- 1. In the *Modify* tab>Modify panel, click (Trim/Extend Multiple Elements).
- 2. Select the cutting or boundary edge.
- 3. Select the linear elements that you want to trim or extend by selecting one at a time, or by using a crossing window, as shown in Figure 2–69. For trimming, select the side you want to keep.



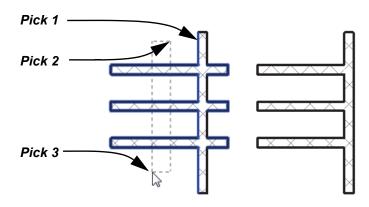


Figure 2-69

 You can click in an empty space to clear the selection and select another cutting edge or boundary.

Offsetting Elements

The **Offset** command is an easy way of creating parallel copies of linear elements at a specified distance, as shown in Figure 2–70. Walls, beams, braces, and lines are among the elements that can be offset.

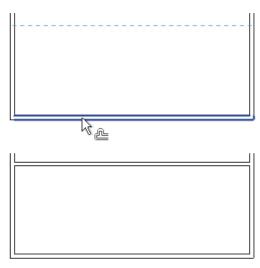


Figure 2-70

 If you offset a wall that has a door or window embedded in it, the elements are copied with the offset wall. The offset distance can be set by typing the distance (**Numerical** method shown in Figure 2–71) or by selecting points on the screen (**Graphical** method).

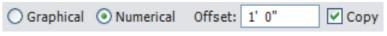


Figure 2-71

How To: Offset using the Numerical Method

- 1. In the *Modify* tab>Modify panel, click (Offset) or use the shortcut by pressing <O> and pressing <F>.
- 2. In the Options Bar, select the **Numerical** option.
- 3. In the Options Bar, type the desired distance in the *Offset* field.
- 4. Move the cursor over the element you want to offset. A dashed line previews the offset location. Move the cursor to flip the sides, as required.
- 5. Click to create the offset.
- 6. Repeat Steps 4 and 5 to offset other elements by the same distance, or to change the distance for another offset.
- With the Numerical option, you can select multiple connected linear elements for offsetting. Hover the cursor over an element and press <Tab> until the other related elements are highlighted. Select the element to offset all of the elements at the same time.

How To: Offset using the Graphical Method

- 1. Start the **Offset** command.
- 2. In the Options Bar, select the **Graphical** option.
- 3. Select the linear element to offset.
- 4. Select two points that define the distance of the offset and which side to apply it. You can type an override in the temporary dimension for the second point.
- Most linear elements connected at a corner automatically trim or extend to meet at the offset distance, as shown in Figure 2–72.

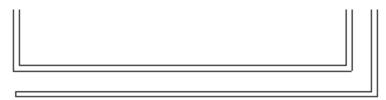


Figure 2-72

The **Copy** option (which is on by default) makes a copy of the element being offset. If this option is not selected, the **Offset** command moves the element the set offset distance.

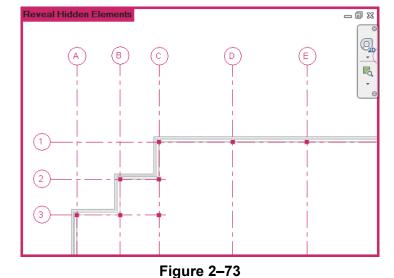
Hint: Hiding Elements in Views

As you are working, you can hide individual elements or entire categories of elements to clarify the display. They remain hidden until you display them again. Hidden elements do not print.

- Select the element(s) you want to hide, right-click and select
 Hide in view>Elements or Hide in view>Category.
- The Elements option hides only the elements that you selected, while the Category option hides all elements in that category. For example, you can select one grid line and use Hide in view>Category to hide all of the grid lines.
- To display the elements or category again, in the View

Control Bar, click (Reveal Hidden Elements). The border and all hidden elements are displayed in magenta, while visible elements in the view are grayed out, as shown in Figure 2–73. Select the hidden elements you want to restore, right-click, and select **Unhide in View>Elements** or **Unhide in View>Category** or in the *Modify* | contextual

tab> Reveal Hidden Elements panel click (Unhide Element) or (Unhide Category).



When you are finished, in the View Control Bar, click (Close Reveal Hidden Elements) or, in the *Modify* | contextual tab>

Reveal Hidden Elements panel click (Toggle Reveal Hidden Elements Mode).

Practice 2c

Work with Additional Modify Tools



Learning Objective

 Use the Modify tools: Align, Split, Trim/Extend, and Offset.

Estimated time for completion: 10 minutes

In this practice you will use the **Align**, **Split**, **Trim/Extend**, and **Offset** commands to modify the simple building shown in Figure 2–74.

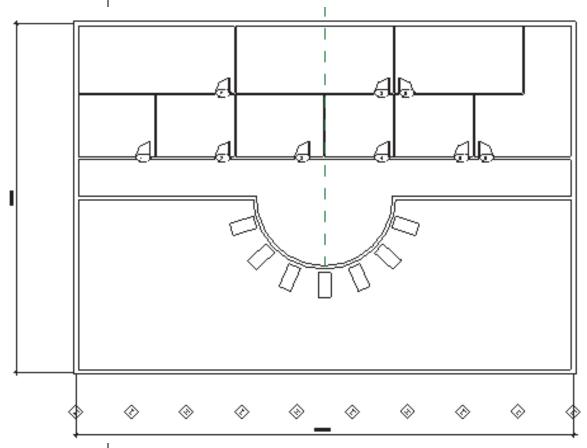


Figure 2-74

Task 1 - Split and Remove Walls

- 1. Open the project **Simple-Building-2.rvt**, found in your class folder.
- 2. In the *Modify* tab>Modify panel click (Split Element).

- 3. In the Options Bar, select **Delete Inner Segment**.
- 4. Click on the horizontal wall where it intersects with the curved wall at both ends. The wall segment between these points is removed, as shown in Figure 2–75.

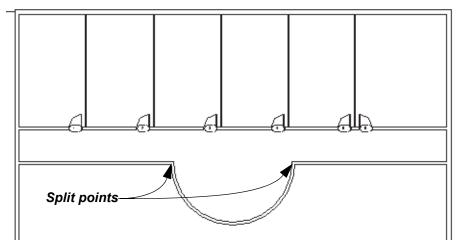


Figure 2-75

5. Click (Modify) to finish.

Task 2 - Offset and Trim Walls

- 1. In the *Modify* tab> Modify panel click (Offset).
- 2. In the Options Bar set the *Offset* to **14'-0"** and ensure that **Copy** is selected.
- 3. Select the top horizontal wall while ensuring that the dashed alignment line displays inside the building, as shown in Figure 2–76.

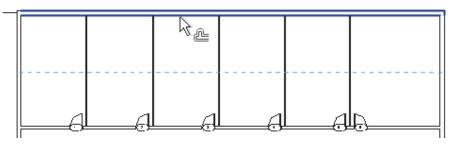


Figure 2-76

4. With **Offset** still active, change the *Offset* to **10'-0"** and offset the last vertical interior wall to the right, as shown in Figure 2–77.

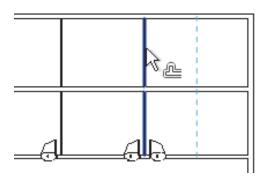


Figure 2-77

5. Click (Modify) and select the new horizontal wall that was created from the exterior wall. Change the wall to **Basic**Wall: Interior - 3 1/8" Partition (1-hr). The layout of the new walls should display as shown in Figure 2–78

The vertical wall does not need to be changed because it was offset from an interior wall.

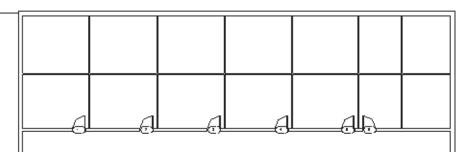


Figure 2-78

- 6. In the *Modify* tab>Modify panel, click (Trim/Extend Multiple Elements).
- 7. Select the new horizontal wall as the element to trim against.
- 8. Select every other wall BELOW the new wall. (Remember, you select the elements that you want to keep.) The walls should display as shown in Figure 2–79.

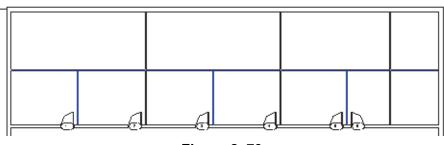


Figure 2-79

9. In the *Modify* tab>Modify panel click (Trim/Extend to corner) and select the two walls to trim as shown in Figure 2–80.

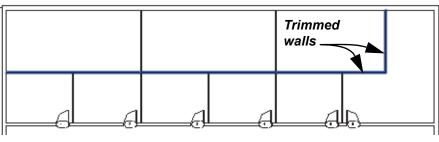


Figure 2-80

- 10. Add doors into the new rooms.
- 11. Save the project.

Task 3 - Align Walls.

- 1. In the *Architecture* tab>Work Plane panel click (Ref Plane).
- 2. Draw a reference plane vertically up from the midpoint of the curved wall, as shown in Figure 2–81.

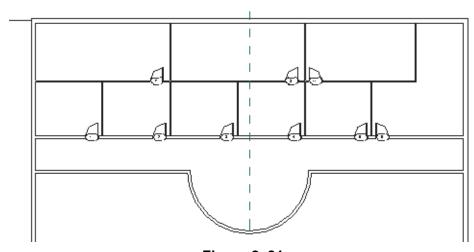


Figure 2-81

- 3. In the *Modify* tab>Modify panel, click (Align).
- 4. Select the reference plane, and then the wall to the left. The wall should line up with the reference plane.
- 5. Save and close the project.

Chapter Review Questions

- 1. What is the purpose of an alignment line?
 - a. Displays when the new element you are placing or drawing is aligned with the grid system.
 - b. Indicates that the new element you are placing or drawing is aligned with an existing object.
 - c. Displays when the new element you are placing or drawing is aligned with a selected tracking point.
 - d. Indicates that the new element is aligned with true north rather than project north.
- When you are drawing (not editing) a linear element, how do you edit the temporary dimension, as that shown in Figure 2–82?

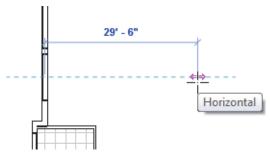


Figure 2-82

- a. Select the temporary dimension and enter a new value.
- b. Type a new value and press <Enter>.
- c. Type a new value in the Distance/Length box in the Options Bar and press <Enter>.
- 3. How do you select all door types, but no other elements in a view?
 - a. In the Project Browser, select the *Door* category.
 - Select one door, right-click and select Select All Instances>Visible in View.
 - c. Select all of the objects in the view and use (Filter) to clear the other categories.
 - d. Select one door, and click (Select Multiple) in the Ribbon.

4. What are the two methods for starting (Move) or



- a. Start the command first and then select the objects, or select the objects and then start the command.
- b. Start the command from the *Modify* tab, or select the object and then select **Move** or **Copy** from the right-click menu.
- c. Start the command from the *Modify* tab, or select the objects and select **Auto-Move**.
- d. Use the **Move/Copy** command or **Cut/Copy** and **Paste** using the Clipboard.
- 5. Where do you change the wall type for a selected wall, as shown in Figure 2–83?

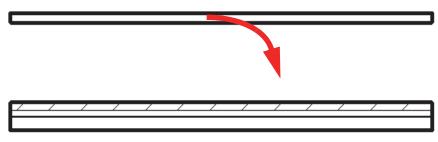


Figure 2-83

- a. In the Modify | Walls tab> Properties panel, click
 (Type Properties) and select a new wall type in the dialog box.
- b. In the Options Bar, click Change Element Type
- c. Select the dynamic control next to the selected wall and select a new type in the drop-down list.
- d. In Properties, select a new type in the Type Selector drop-down list.

6. Both (Rotate) and (Array) with (Radial) have a center of rotation that defaults to the center of the element or group of elements you have selected. How do you move the center of rotation to another point as shown in Figure 2–84? (Select all that apply.)

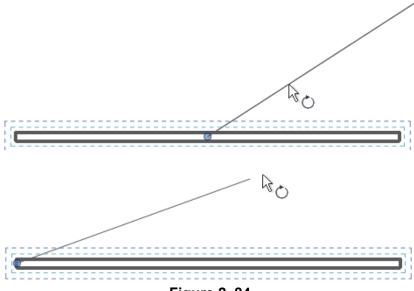


Figure 2-84

- a. Select the center of rotation and drag it to a new location.
- b. In the Options Bar, click Place and select the new point.
- c. In the *Modify* tab> Placement panel, click (Center) and select the new point.
- d. Right-click and select **Snap Overrides>Centers** and select the new point.
- 7. Which command would you use to remove part of a wall?

 - b. (Wall Joins)
 - c. (Cut Geometry)
 - d. (Demolish)

8. Which of the following are ways in which you can create additional parallel walls, as shown in Figure 2–85? (Select all that apply.)

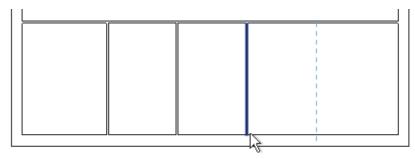
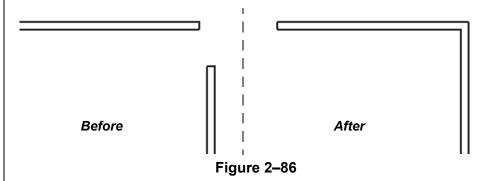


Figure 2-85

- a. Select an existing wall, right-click and select **Create Offset**.
- b. Use the **Offset** tool in the *Modify* tab.
- c. Select an existing wall, hold down <Ctrl> and drag the wall to a new location.
- d. Use the Wall tool and set an offset in the Options Bar.
- 9. Which command do you use if you want two walls that are not touching to come together, as shown in Figure 2–86?



- a. (Edit Wall Joins)
- b. (Trim/Extend to Corner)
- c. (Join Geometry)
- d. (Edit Profile)

Command Summary

Button	Command	Location		
Draw Tools	,			
/	Line	Ribbon: Modify (various linear elements) tab>Draw panel		
ŗ	Rectangle	Ribbon: Modify (various linear elements) tab>Draw panel		
ⓑ	Inscribed Polygon	Ribbon: Modify (various linear elements) tab>Draw panel		
Ŷ	Circumscribed Polygon	Ribbon: Modify (various linear elements) tab>Draw panel		
3	Circle	Ribbon: Modify (various linear elements) tab>Draw panel		
	Start-End-Radiu s Arc	Ribbon: Modify (various linear elements) tab>Draw panel		
C.	Center-ends Arc	Ribbon: Modify (various linear elements) tab>Draw panel		
\bigcap	Tangent End Arc	Ribbon: Modify (various linear elements) tab>Draw panel		
	Fillet Arc	Ribbon: Modify (various linear elements) tab>Draw panel		
₩	Spline	Ribbon: Modify Place Lines, Place Detail Lines, and various boundary sketches>Draw panel		
Ů	Ellipse	Ribbon: Modify Place Lines, Place Detail Lines, and various boundary sketches>Draw panel		
\$	Ellipse Arc	Ribbon: Modify Place Lines, Place Detail Lines, and various boundary sketches>Draw panel		
∕ ≰	Pick Lines	Ribbon: Modify (various linear elements) tab>Draw panel		
	Pick Faces	Ribbon: Modify Place Wall> Draw panel		
₩.	Pick Walls	Ribbon: Modify (various boundary sketches)>Draw panel		
Modify Tools				
	Align	 Ribbon: Modify tab>Modify panel Shortcut: <a> and <l></l> 		
	Array	 Ribbon: Modify tab>Modify panel Shortcut: <a> and <r></r> 		
00	Сору	 Ribbon: Modify tab>Modify panel Shortcut: <c> and <o></o></c> 		
Ô	Copy to Clipboard	Ribbon: Modify tab>Clipboard panelShortcut: <ctrl>+<c></c></ctrl>		

×	Delete	 Ribbon: Modify tab>Modify panel Shortcut: <d> and <e></e></d> 		
	Missas Duess			
P	Mirror - Draw Axis	Ribbon: Modify tab>Modify panelShortcut: <d> and <m></m></d>		
	Mirror - Pick	Ribbon: Modify tab>Modify panel		
	Axis	Shortcut: <m> and <m></m></m>		
	Move	Ribbon: Modify tab>Modify panel		
← <u>□</u> •	Move	• Shortcut: <m> and <v></v></m>		
<u></u>	Offset	Ribbon: Modify tab>Modify panel		
		• Shortcut: <o> and <f></f></o>		
	Paste	Ribbon: Modify tab>Clipboard panel		
		Shortcut: <ctrl>+<v></v></ctrl>		
PHI	Pin	Ribbon: Modify tab>Modify panel		
-[III		Shortcut: <p> and <n></n></p>		
Ò	Rotate	Ribbon: Modify tab>Modify panel		
		Shortcut: <r> and <o></o></r>		
	Scale	Ribbon: Modify tab>Modify panel		
		Shortcut: <r> and <e></e></r>		
-11	Split Element	Ribbon: Modify tab>Modify panel		
		• Shortcut: <s> and <l></l></s>		
	Split with Gap	Ribbon: Modify tab>Modify panel		
• •	Split With Gap	Ribbon. Woung tab- Moung paner		
==↑	Trim/Extend to	Ribbon: Modify tab>Modify panel		
ijΤ	Corner	Shortcut: <t> and <r></r></t>		
	Trim/Extend Multiple Elements	Ribbon: Modify tab>Modify panel		
\Rightarrow	Trim/Extend Single Element	Ribbon: Modify tab>Modify panel		
- ⊞	Unpin	Ribbon: Modify tab>Modify panel		
-un		Shortcut: <u> and <p></p></u>		
Select Tool	\$	1		
-\$ ¶ _{>}	Drag elements	Ribbon: All tabs>Expanded Select		
*13	on selection	panel		
		Status Bar		
	Filter	Ribbon: Modify Multi-Select tab>		
7		Filter panel>Filter		
		Status Bar		
	Select Elements	Ribbon: All tabs>Expanded Select		
□	By Face	panel		
		Status Bar		
62	Select Links	Ribbon: All tabs>Expanded Select		
7		panel		
		Status Bar		
	ı	ı		

₽	Select Pinned Elements	Ribbon: All tabs>Expanded Select panelStatus Bar
£₿	Select Underlay Elements	Ribbon: All tabs>Expanded Select panel Status Bar
A	Selection Sets: Add to Selection	Ribbon: Edit Selection Set tab>Edit Selection panel
A	Selection Sets: Load	Ribbon: Modify Multi-Select tab> Selection panel or Manage tab> Selection panel
-	Selection Sets: Edit	Ribbon: Modify Multi-Select tab> Selection panel or Manage tab> Selection panel
	Selection Sets: Remove from Selection	Ribbon: Edit Selection Set tab>Edit Selection panel
	Selection Sets: Save	Ribbon: Modify Multi-Select tab> Selection panel or Manage tab> Selection panel