



CAD PROJEKT K&A

Operation manual

Starting to work with the program

CAD Kitchens 8.0, CAD Decor 4.0, CAD Decor PRO 4.0

INTRODUCTION

This manual explains how to begin using CAD Decor PRO, CAD Kitchens, and CAD Decor 64-bit versions. It covers entering registration codes, managing projects, program settings, creating new projects, and using CAD environment tools. Additionally, it provides a list of icon menu functions and useful keyboard shortcuts. This section discusses tools based on IntelliCAD version 10.1.

It is important to note that there may be differences in the operation of the described functions for earlier versions of the environment, which will be indicated in the manual.

We hope you enjoy working with our software!

CAD Project K&A team

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1. Programme initiation

There are three ways to run the program:

- by selecting CAD Decor PRO, CAD Kitchens or CAD Decor icon from the menu Start (Illustration 1),
- by double-clicking the program shortcut icon on the desktop (Illustration 2, Illustration 3, Illustration 4)
- By running the CADDDecorPro.exe, CADKuchnie.exe or CADDDecor.exe file in the V4_I10x64 directory in the program installation location. Example location :C:\CADProjekt\CAD Decor PRO\ V4_I10x64.

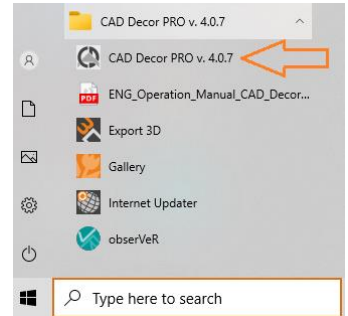


Illustration 1 Starting the program from the Start menu level

In order to run the program, the HASP security key must be plugged into the computer's USB port. Otherwise time a message will appear (Illustration 5), and the program will not run.



Illustration 2 Decor PRO program icon



Illustration 3 Decor program icon



Illustration 4 Kitchen program icon

If the HASP key LED does not light up, try plugging it into a different USB port or swapping it with another device. If the issue persists, please contact our Technical Support immediately. Contact information can be found at the end of this manual.

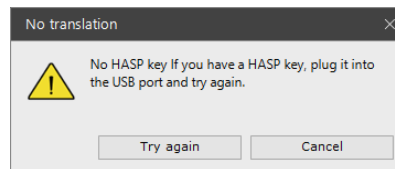


Illustration 5 Message about missing HASP key



Illustration 6 CAD Kitchen Program Welcome Screen



Illustration 7 CAD Decor Program Welcome Screen



Illustration 8 CAD Decor PRO Program Welcome Screen

Upon launching the program, a welcome screen (Illustration 6, 7 and 8) will appear. If it is the first time starting up, a window will prompt you to enter the registration codes (Illustration 9). For subsequent launches, the 'Design Selection' window will open, which is described in detail in the following section.

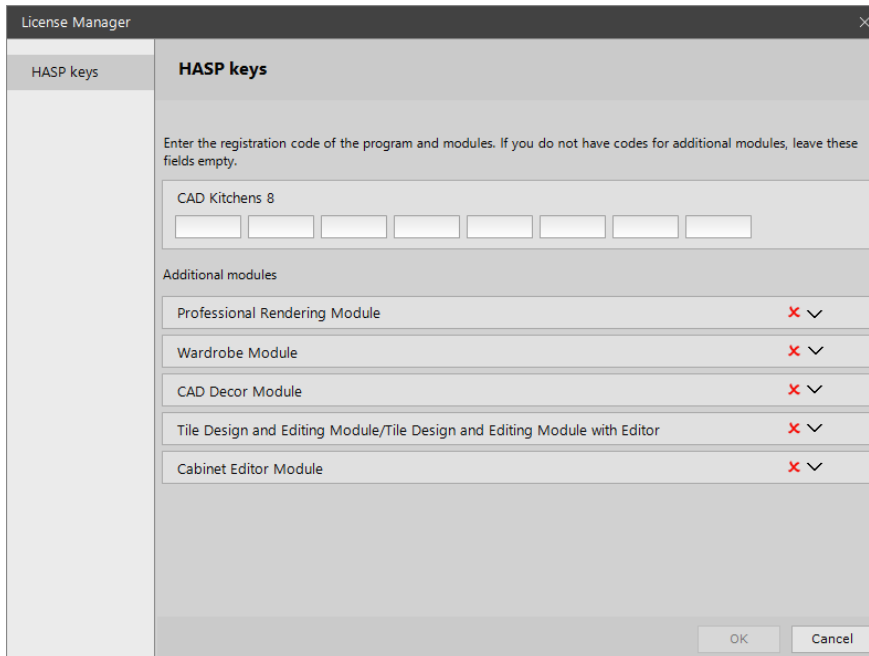


Illustration 9 License Manager window for completing activation codes(Cad Kitchen)

To access the program codes, open the program and select the Help tab. To access the program codes, open the program and select the Help tab. Then, choose the Activation Codes option (Illustration 10) to enter any additional module codes.

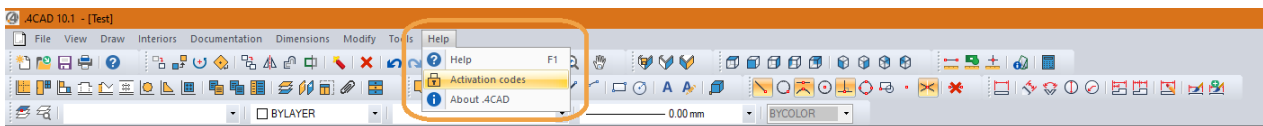


Illustration 10 Help tab in the top menu -Activation Codes

NOTE

You do not need to complete the codes for additional modules to start working with the program; you can complete them later.

2. "Design Selection" window (project manager)

2.1. General information

This is the first element that appears when you start the program. It is used to create new projects and open existing ones. When you run the program for the first time, this window displays sample demo projects. The procedure for creating a new project is described in [Section 3](#).

To open an existing project, point to its position in the project list (in the "**List**" view) or preview (in the "**Icons**" view). Then click the "**Open Project**" button in the lower right corner or select this option from the pop-up menu under the right mouse button (Illustration 12). You can also open the project by double-clicking with the left mouse button.

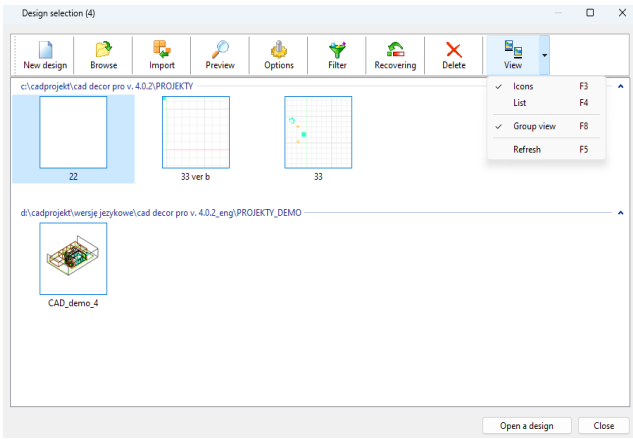


Illustration 11 Window "Design selection". - Icon view, visible functions to manage view

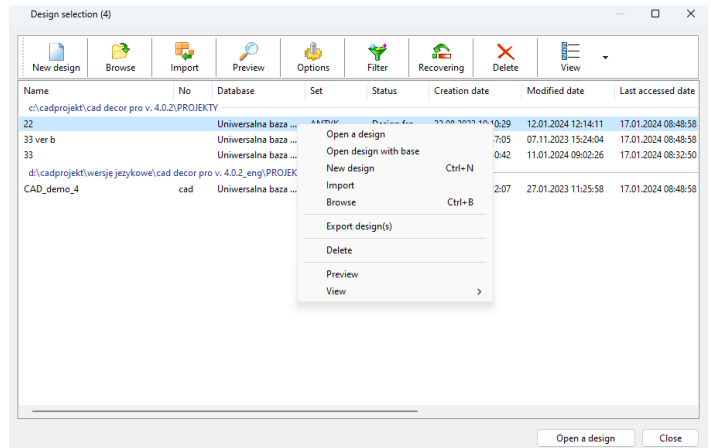


Illustration 12 Window "Design selection". - List view, with open pop-up menu under the right mouse button

The appearance of the project manager window can be customized to your preference by changing its size and the way projects are displayed, using the view options (Illustration 11). Two views are available: iconic (thumbnail previews) (Illustration 11) and tabular (list with project data) (Illustration 12). You can also enable a group view, in which projects are grouped according to the directories in which they are saved (Illustration 13). The view settings are remembered the next time you start the program.

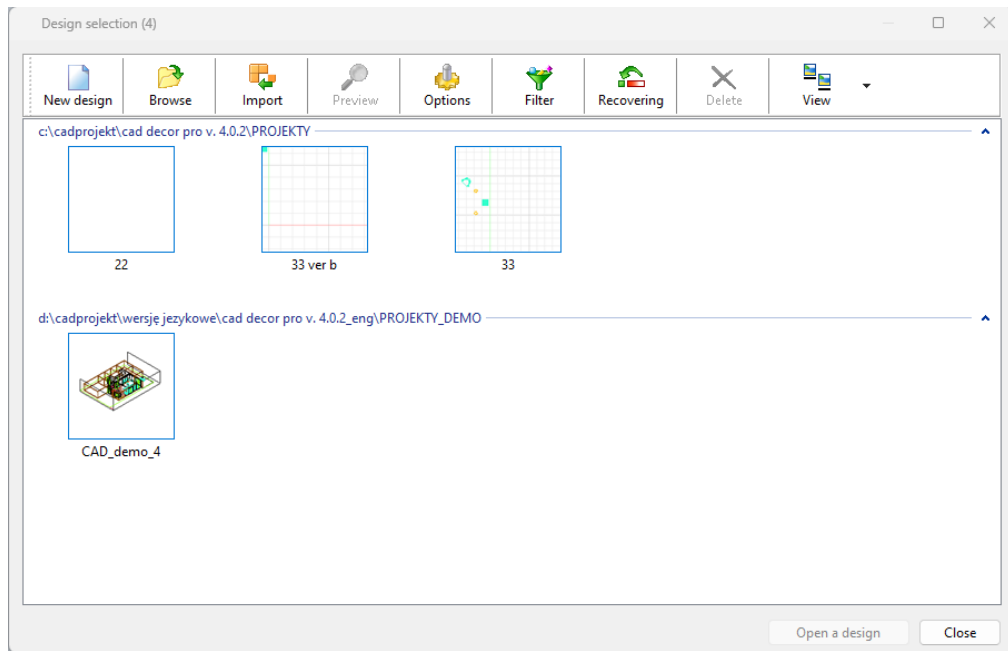


Illustration 13 Window Design Selection: In the group view, there is a visible division of catalogues that can be collapsed or expanded using arrows.

The list in the project manager window shows projects saved in the working directory, i.e. a user-defined folder for storing finished projects. By default, this is the "Projects" folder in the program directory (example: C:C:Decor PRO v. 4.0.2). To open a project from another location, select the "Browse" or "Import" button ([more in section 3.1](#)).

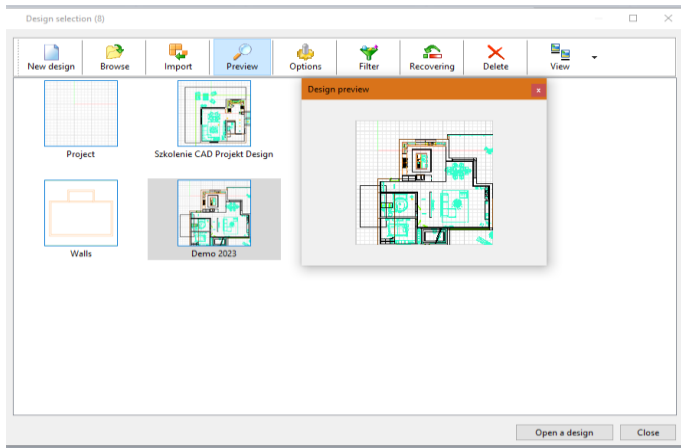


Illustration 14 Project preview in window manager.

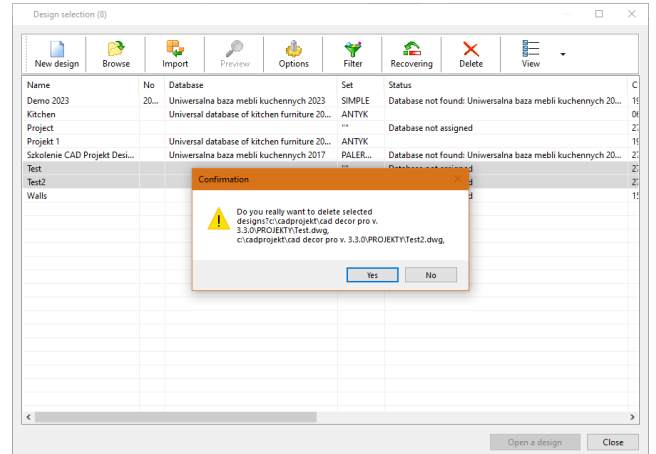


Illustration 15 Deleting selected projects

2.2. Features of the Design selection window

There are two menus in the project selection window - the top menu (Illustration 16) and the pop-up menu (Illustration 17 and Illustration 18). The options contained in them are described below.

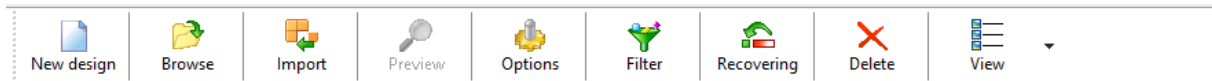


Illustration 16 Top menu of the Design selection window

NOTE

In CAD Kitchens and CAD Decor PRO, the manager projects pop-up menu includes the option to '**Open design with base**', which is not available in CAD Decor due to the lack of functions for managing kitchen cabinets and their bases. It is used when a user selects the wrong base and needs to assign a different one. If the project already has cabinets inserted from the previous base, they will be retained. Please note that if items from multiple kitchen bases are present in the project, there may be consequences. For instance, replacing sets will only work within the current base. Additionally, in the quotation and documentation, the names of cabinets from the previously used base may not be displayed.

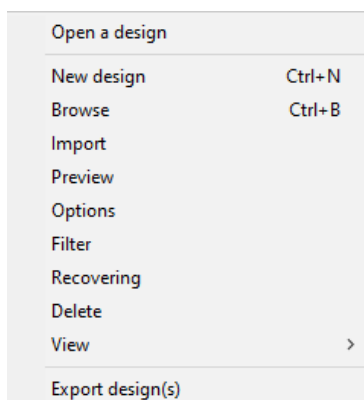


Illustration 17 Pop-up menu of the design selection window in the CAD Decor software.

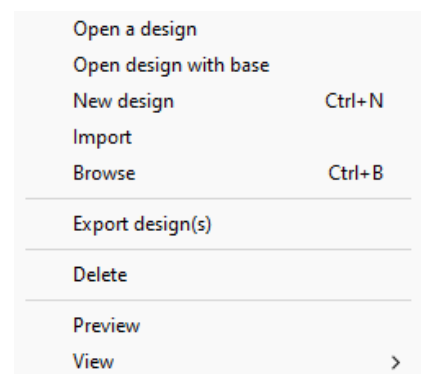
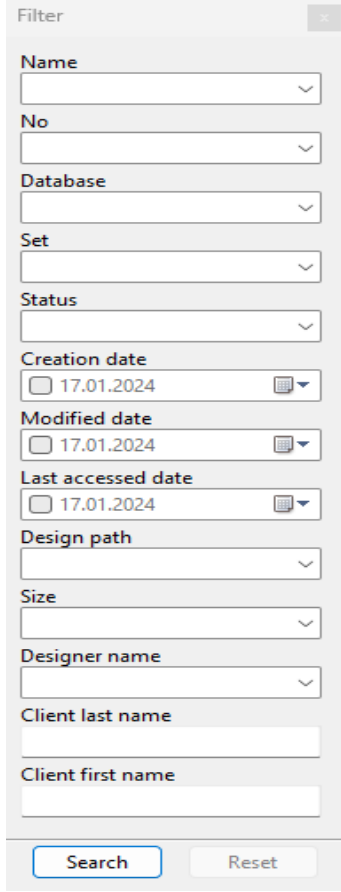
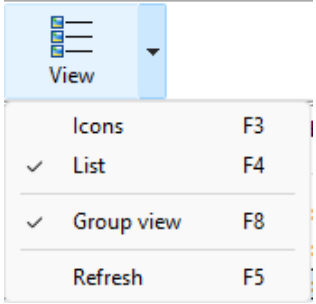


Illustration 18 Pop-up menu of the design selection window in the CAD Decor PRO and CAD Kitchens programs.

| | | |
|--------------|---|---|
| „New design“ | The first function of the top menu is also available from the pop-up menu. It opens a window containing the data for the new project. Once this data has been completed, work on the new project can begin. | |
| „Browse“ | You can edit a project saved in a location other than the working directory using the function available from the top menu and pop-up menu. | |
| „Import“ | Option is available from the top menu and the pop-up menu. This option allows you to open a project from a location other than the working directory and simultaneously copy it to the working directory. | |
| „Preview“ | Button in the top menu and option in the pop-up menu. Activates when you click on a project item in the list (in table view) or its thumbnail (in icon view). Displays its preview (Illustration 14). | |
| „Options“ | Button in the top menu. Opens a window where you can manage project catalogs and autosave options, as well as change studio data. Further information can be found in the sections 3.2,3.3 i3.5 . | |
| „Filter“ | <p>Top menu option. Opens a window where you can search for projects according to the set criteria (Illustration 19). Choices include name, number, date created, modified or last accessed, path or size of the project, designer's name, client's last name or first name. Dates can be selected from the calendar, expanding when you click the button next to the date.. After completing the search data and clicking "Search", the relevant orders will be displayed in the project selection window. To start the search from the beginning, click "Reset" and enter the search data again.</p> |  <p>Illustration 19 „Filter“ window</p> |
| „Recovering“ | <p>The 'Recovering' button can be found on the top menu. It allows users to retrieve any unsaved information in case of a system failure. A window opens with a list of projects that have been saved due to autosave. The recovery procedure is described in section 3.4.</p> | |
| "Delete" | <p>The function is accessible from both the top menu and the pop-up menu. It allows the removal of selected projects from the list and the computer disk.. To delete projects or a directory with projects (which is possible in the group view (Illustration 15), select the relevant element with the left mouse button, select "Delete" from the top or pop-up menu and confirm the operation. The Projects will disappear from the list in the project manager window and from to today's location on the computer disk (they will be moved to the trash).</p> <p>Note that deleting an entire directory will remove it from the list in the manager window, but it will remain in its original location on the disk. Only the projects within the directory will be moved to the trash.</p> | |

| | | |
|----------------------------------|--|---|
| „View“ | The top menu button enables you to switch between tabular and iconic views, as well as to enable group view (with a breakdown by directory of record) and refresh view. |  |
| „Open a design“ | Pop-up menu option. Also available in the lower right corner of the manager projects window and under a right-click double-click. Opens the indicated project. | |
| „Open a design with base“ | This option is available from the pop-up menu in CAD Kitchens and CAD Decor PRO. Causes the opening of the project with simultaneous invocation of the kitchen furniture base selection window (Illustration 21). This allows you to change the kitchen furniture base selected in the project to a different one. | |
| „Export design(s)“ | Creates a ZIP archive containing the designated project or projects and allows you to save it to any location. | |

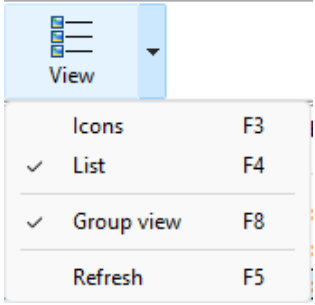


Illustration 20 View control options

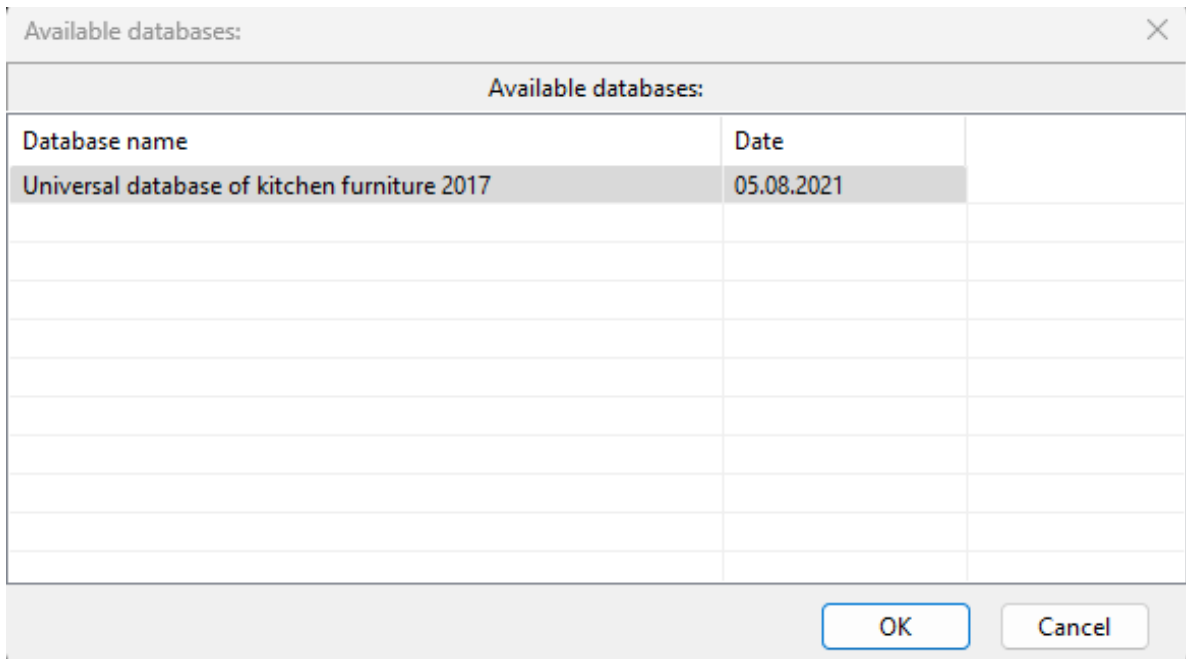


Illustration 21 Kitchen base options

The following sections describe procedures for creating new projects, opening or importing projects from locations outside of the working directory, defining project save directories, and other functions of the project selection window. Subsequent sections provide useful information to help you become familiar with the program.

3. Creating a new project

Creating a new project begins by selecting the **"New design"** option available on the top bar and in the pop-up menu of the project manager. In the newly opened window (Illustration 22), fill in the necessary data. Required items are in bold.

NOTE

Special characters such as (=, ;, * < > / | '~ ` ?) cannot be used in the project name.

Illustration 22 Window "New design details"

In the **"Working folder"** field, you can define a folder for saving completed projects by indicating the path to it on disk - using the **"Define folders"** button (more on this in [section 3.2](#)). If the working directory contains subdirectories, a list of them will be displayed when you expand the **"Subdirectory name"** field (Illustration 23). To create a new subdirectory in the working directory, enter its name here. Subdirectory names can be separated using the separator: . If this field is left blank, the current project will save directly to the working folder.

The data of the designer should be provided in the fields **"Designer name"** and **"Designer ID"**. They are remembered by the program and will be displayed when it is restarted. They can be changed by typing a new one or selecting a previously added name from the drop-down list. If necessary, the designer's data can be deleted. To do this, select the **"Delete designers"** button, then select the item to be removed and click **"Delete"** (Illustration 24).

Illustration 23 Management of designer data

After entering the project data, you can start working with it by clicking the **"New"** button in the lower right corner. You can also return to the project selection window without creating a new document by selecting **"Cancel"**.

3.1. Importing and Opening Existing Projects

The **"Browse"** option allows you to open a project saved in a location other than the default project storage directory. Selecting it from the top bar or from the pop-up menu under the right mouse button opens the **"Select a file"** window (Illustration 25), where you search for the project and click **"Open"**. Design will open, and when you save changes to it, they will be overwritten in the location from which it was opened.

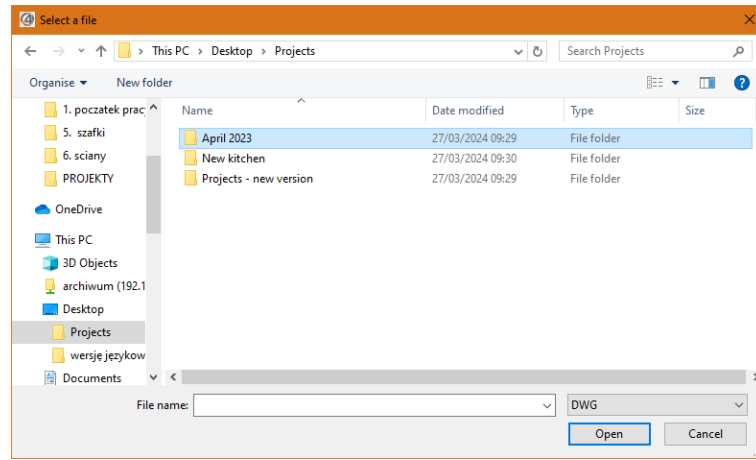



Illustration 24 Select a project do open a from a location other than and the working folder.

After selecting the **"Import"** button, the **"Imported Project Data"** window is launched (Illustration 26). In it, you should indicate the project to be imported by clicking on the button  and searching for its location. In CAD Kitchens and CAD Decor PRO, if the kitchen furniture base, on which the imported project was created Whereas the **"Delete"** option is not present in the program's directory, you can indicate any of your bases, which will henceforth be used when working with this project (Illustration 26). Then confirm the selection with the **"Next"** button. In the next step, you can change the name and other data of the imported project (Illustration 27), and then proceed to work with it by clicking **"Finish"**.

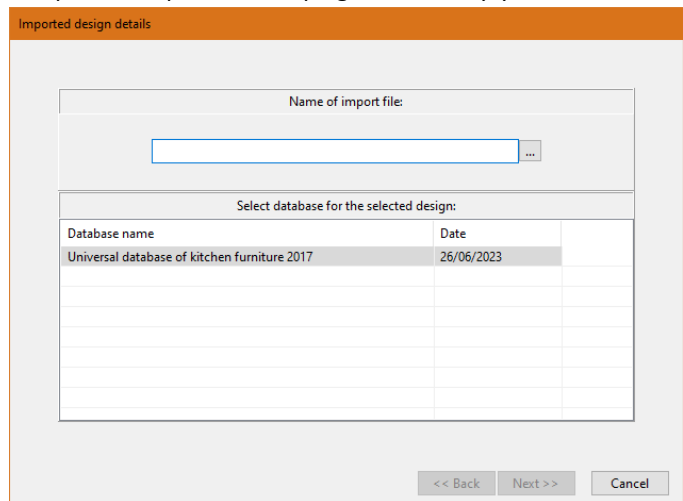


Illustration 25 Importing a project into CAD Decor PRO and CAD Kitchen programs.

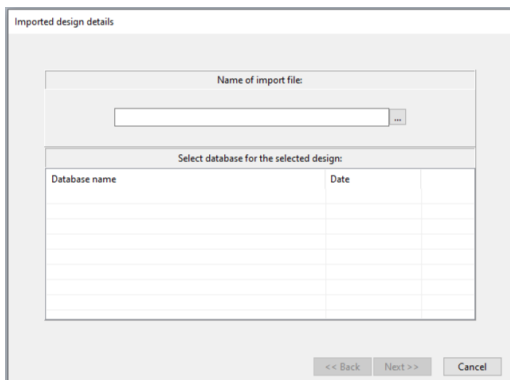


Illustration 26 - Design indicated to be imported in CAD Kitchens or CAD Decor PRO programs

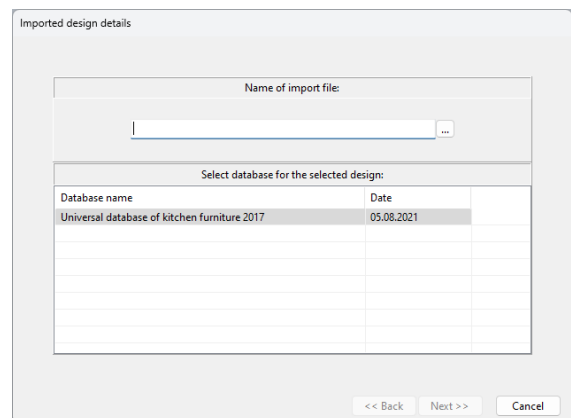


Illustration 27 Design indicated to be imported, program expects ask from confirmation in the CAD Decor program (no kitchen database for selection)

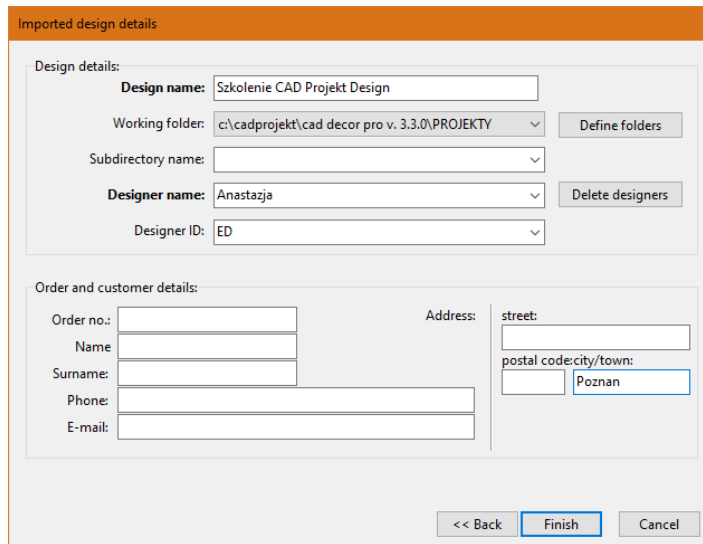


Illustration 28 The next step of importing project - the ability to change the name and other data

3.2. Defining storage directories for the project

You can access the options for managing project save directories in two ways: by selecting the **"Options"** icon from the top menu or the **"Define folders"** button when creating a new project (Illustration 30). In either case, you will see the **"Options"** window open on the **"Design Manager"** tab (Illustration 31). It displays a list of project saving directories. When you click a directory item in the list, you can delete it using the **"Delete"** button (the item will be removed from the list, but the directory and the projects it contains will remain on the computer's disk). You can also add any text to its name - in the field under the directory list (to change the name, click the **"Change"** button). On the other hand, the **"Delete incorrect"** option deletes folders that are repeated or absent from the disk from the list.

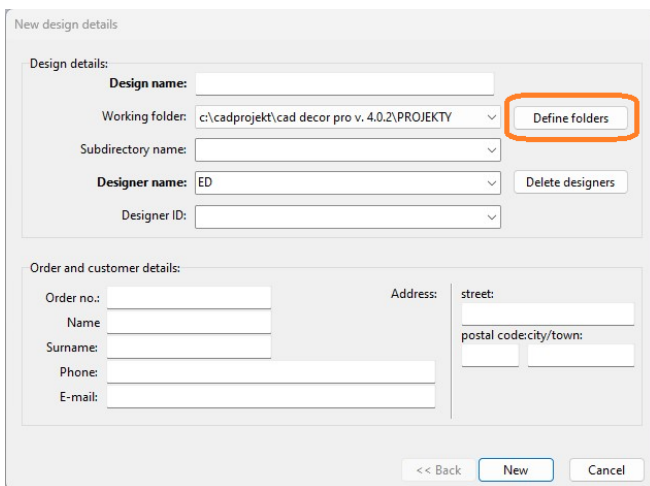


Illustration 29 New design details – define folders

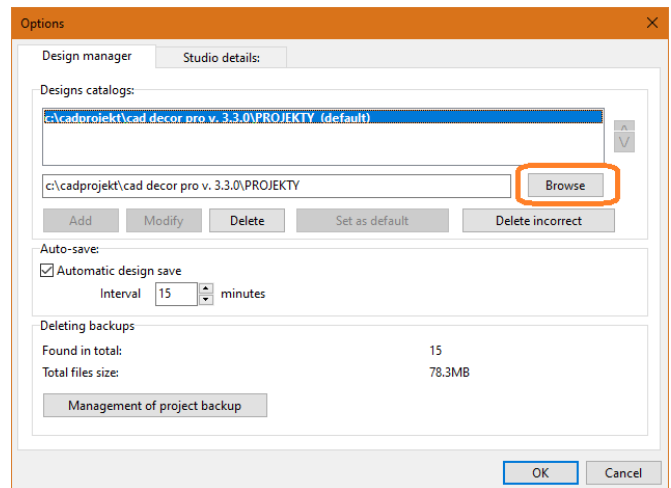


Illustration 30 To add a new directory, select go with the "Browse" button."

A new working directory can be added in two ways. The first option is to type the path to it in the field under the directory list (Illustration 32). At this point, the **"Add"** and **"Modify"** buttons are activated. The first allows you to add a new directory to the list of working directories, creating at the same time a new folder on disk (if a path to a directory that does not yet exist is given). The second allows you to rename a directory present in the list. If no existing folder is selected when you click the **"Modify"** button, the program will ask whether to create a new folder. If approved, a new folder will be created in the specified location. If the location is incorrect, the program will inform you about it.

The second method of adding a working directory to the list is to point to the appropriate folder on your computer's disk. To do this, select the **"Browse"** button (Illustration 33) - the **"Browse for Folder"** window will open, where you should search for a folder, select it and confirm the selection with the **"OK"** button (Illustration 34). The name of the selected folder will appear in the list of **"Designs catalogs"** To define the newly added folder as the default, double-click on it with the left mouse button or, after selecting it, select the **"Set as Default"** button (Illustration 34).

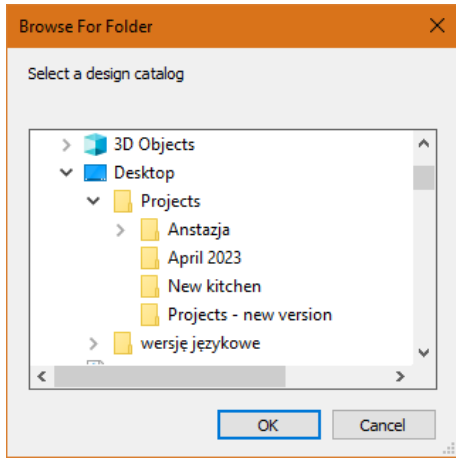


Illustration 31 - Add the directory to the list of working directories.

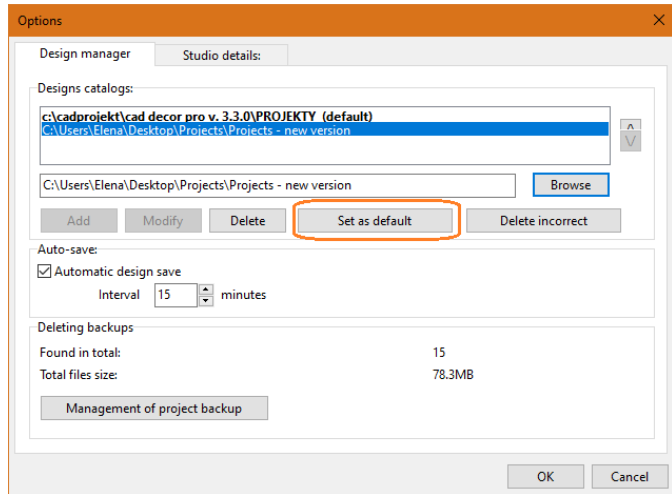




Illustration 32 New directory added to the list of directories for storing projects and the ability to set it as the default directory

Buttons  and  on the right side of the "Options" window are used to set the order in which the folders with projects are displayed in the "New design details" window in the group view display mode (with a division into folders).

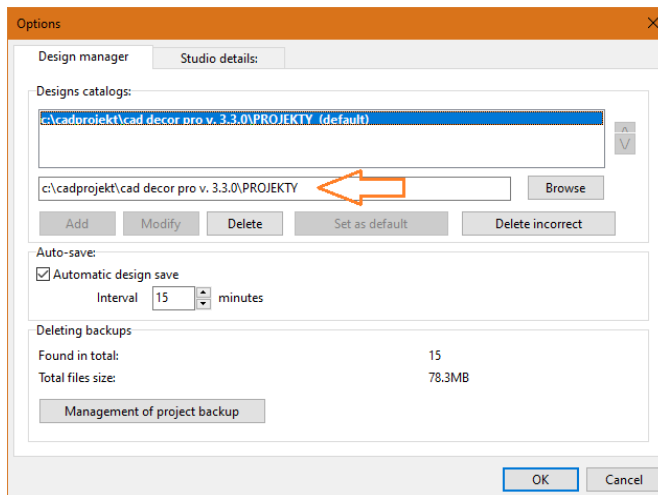


Illustration 33 List of designs storage catalogues and name of new folder entered in the field below the list

4. Managing Autosave Options

Automatic saving of changes protects against loss of unsaved information in case of design failure. By default, it runs every 15 minutes. This frequency can be changed at the bottom of the "Options" window (Illustration 35). At this point, you can also completely disable autosave in a project by unchecking the box "Auto-Save".

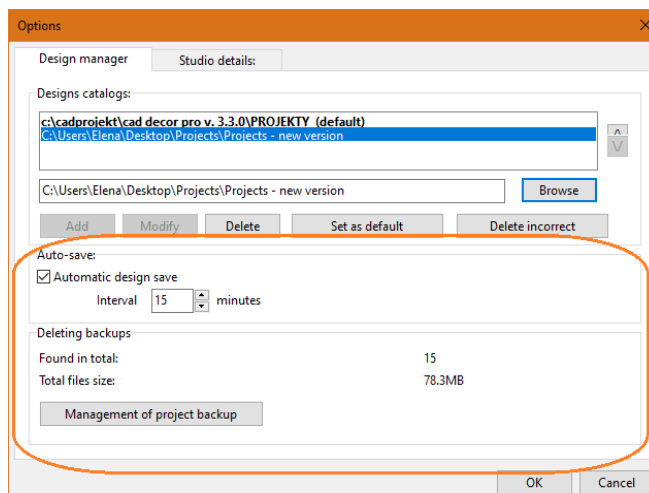


Illustration 34 Ability to set the frequency of autosave and deletion of project backups

It is recommended to use autosave as it allows you to recover your work in case of an unplanned program shutdown. This is because the last autosave state can be recovered using the 'Recovery' function, which is described in the next section.

To change the autosave interval, click the "Options" icon in the project selection window, and then in the "Autosave" panel in the "Options" window, enter the appropriate numerical value by typing it from the keyboard or using the arrows. The maximum interval between autosaves is 240 minutes. The recommended interval is 5 minutes to avoid cumbersome work with the project when saving changes, as starting an autosave causes the program to pause momentarily. To confirm the settings, click "OK."

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The user can save changes to the project independently at any time by selecting the 'Save' icon from the icon menu in the .4CAD environment or using the [Ctrl + S] command on the keyboard, both when working in the CAD environment and in visualization.

4.1. Project recovery

To recover unsaved project changes lost due to a crash, select the "Recover" button in the project selection window. This will open the "Design Recovery" window (Illustration 37). In which, in the list of projects preserved thanks to autosave, indicate with a click the appropriate item (corresponding to the version of the project you want to recover), and then select one of two options: "Restore" or "Restore and Open". Both cause the project to be recovered in the state from the last autosave, the second one additionally opens it directly after approving the operation. Before opening, the program asks for the name of the recovered project. You can keep the default name (name_project_backup) or change it to a different one.

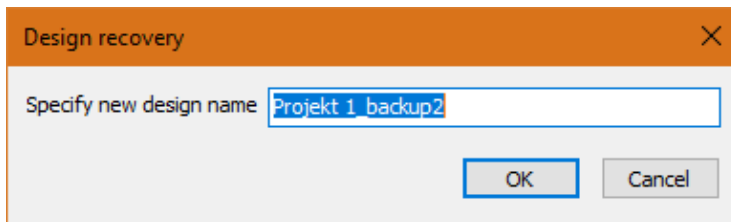
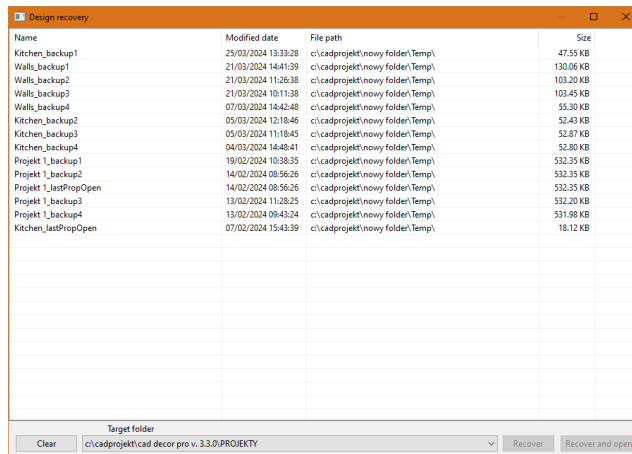


Illustration 35 Renaming the recovered design

4.2. Entering studio data

To add or change design studio data, select the "Options" button in the design selection window, and then switch to the "Studio Details" tab (Illustration 38). To select a company logo, click the "Point to File" button and search for the appropriate JPG or BMP file on disk (Illustration 39). In the "Studio Data" panel, you can enter the company name and contact information (Illustration 40). The provided information and logo will be

visible in programs (CAD Decor PRO and CAD Decor), in lists of tiles, grouts and paints, and the logo will also be visible on the title page of technical documentation.

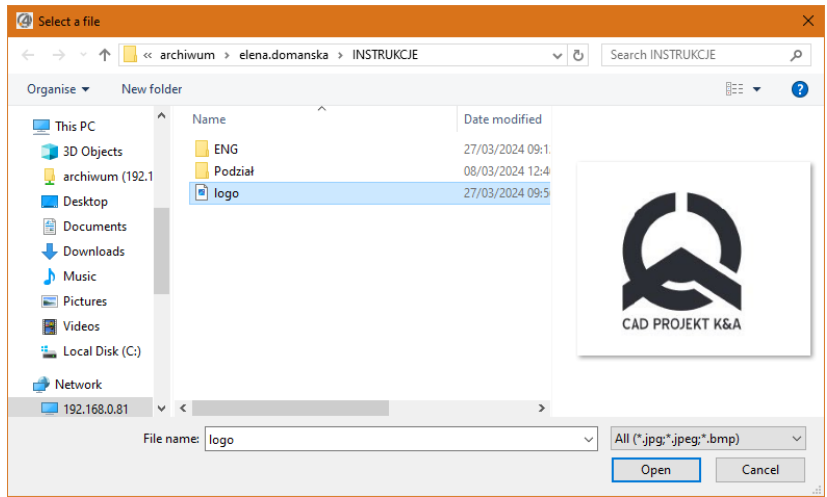


Illustration 37 Search for an image file containing the studio logo.

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The studio's data can be specified or changed at later stages of the project. This can be done by calling the „Project information” function from the 'File' menu in the CAD environment. It is also possible to make changes when generating a tile, grout or paint report, and in CAD Kitchens and CAD Decor PRO, under the „Summery” icon.

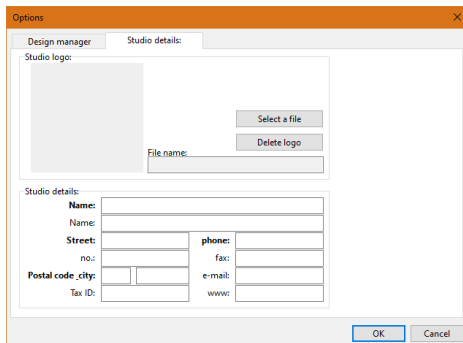


Illustration 38 "Studio Details" tab in the project options window

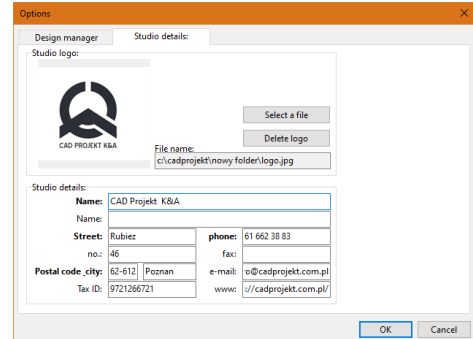


Illustration 39 Studio data completed in options

5. Appearance of the .4CAD environment window

Upon creating or opening a project, the user will be directed to the dot4CAD environment (Illustration 41). For new projects, a wall wizard window will also appear, providing the option to select and customize any of the default room templates. The process for creating walls is outlined in a separate manual. The interface and functions of the .4CAD environment will be discussed below.

In the center of the screen is the drawing space. By default, the background is black (Illustration 41), but you can change it to white (Illustration 42) by selecting "**View**" from the top menu, followed by "**Display Options**" and "**White Background**". With a white background, the line grid displayed by default can make things difficult, but you can customize how the grid is displayed to your preference, as described in [section 7.3](#).

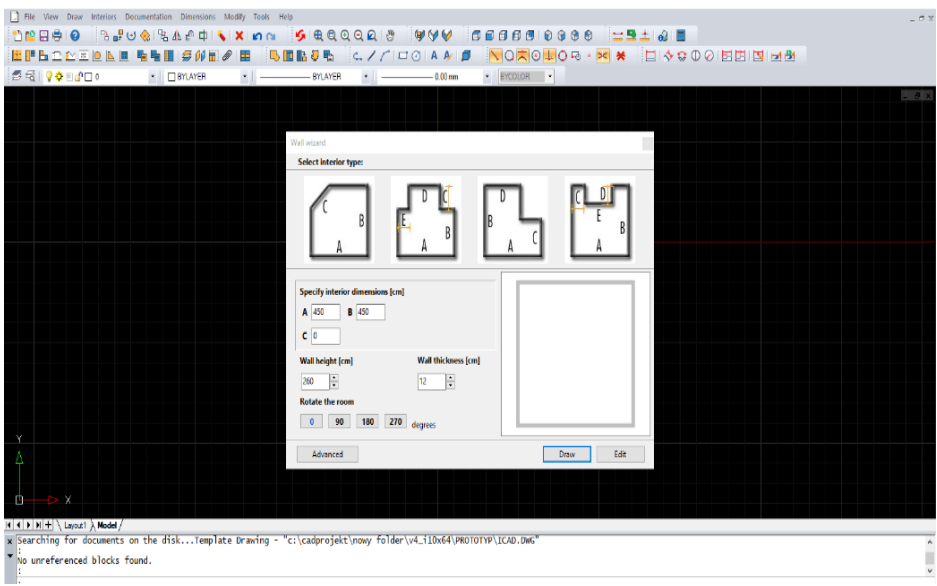


Illustration 40 The .4CAD environment window with the Wall Wizard window open

There are two types of menus at the top of the screen: top, which are the options "**File**", "**View**", "**Draw**", "**Interior**", "**Documentation**", "**Dimensions**", "**Modify**", "**Tools**" and "**Help**", shown below, and the iconic, or movable, toolbars containing thematically grouped functions, shown in [section 5.1](#). Lower still is the "**Entity Properties**" bar (described in [section 5.4](#)). At the bottom of the screen are the movable command bar (Command Bar, described in [section 7.1](#)) and the Model and Layout tab bar (described in [section 7.2](#)), and the status bar (Status Bar, described in [section 7.3](#)).

In the 64-bit version, you can choose the appearance of the program window from several prepared themes. Themes change the colours and small details in the appearance of the window. To change a theme, enter Options by typing the **SETTINGS** command in the command bar and confirming it with the **ENTER** button, and then select the "**Display**" tab (Illustration 43). In the section called *Application Window* you can select a theme from a drop-down list with 12 suggestions. You can also check the "Grayscale Buttons" checkbox in the same section for a more minimalist look.

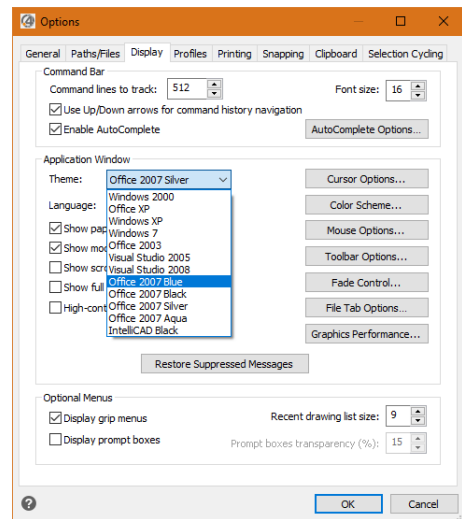


Illustration 41 Selecting a program theme in the Options window on the Display tab

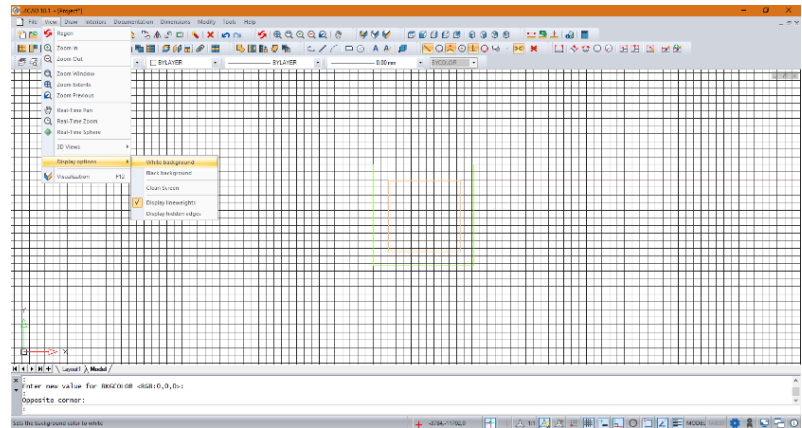
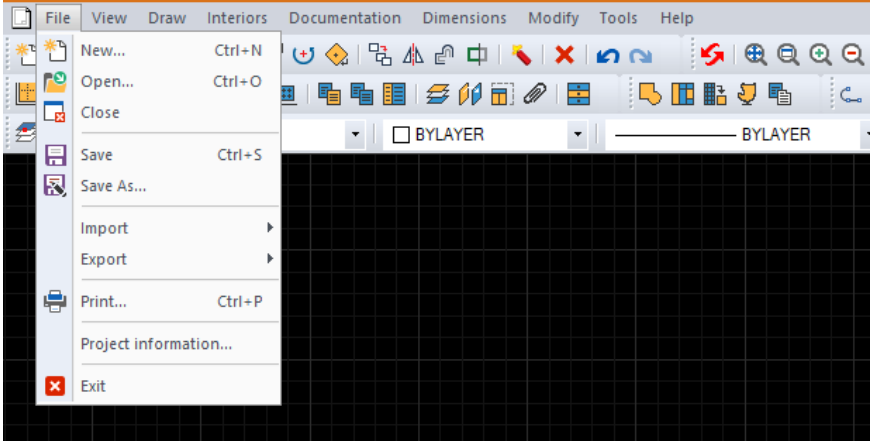
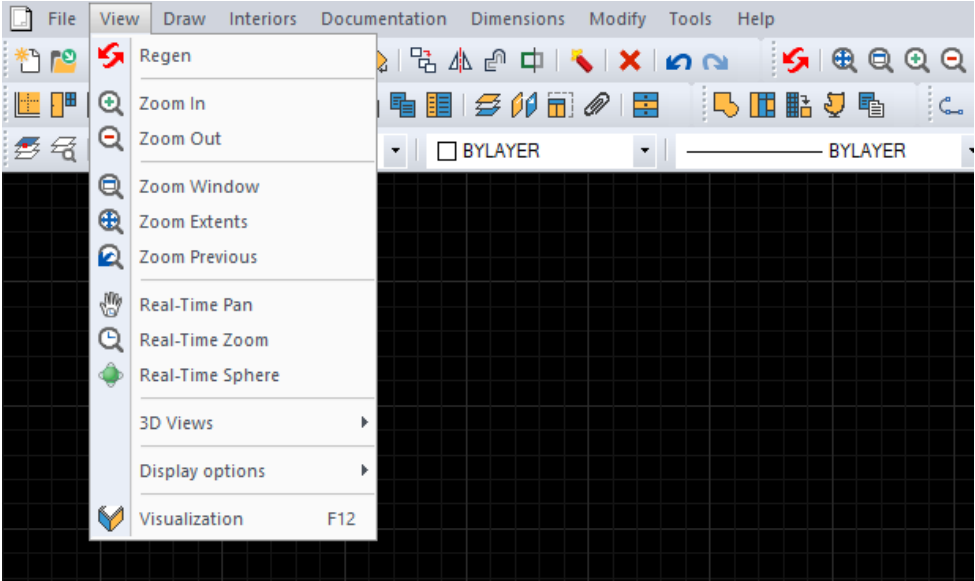


Illustration 42 The appearance of the environment after inserting walls and changing the background color to white

In the 64 bit version of the program (CAD Decor PRO 4.0, CAD Decor 4.0, CAD Kitchens 8.0), you can also open "**Tools Palettes**", containing additional commands for editing and managing the drawing. You can read more about this functionality in [section 6](#).

5.1. Top menu functions

The menu bar at the top of the screen includes the following options.:

| | |
|--|--|
| <p>File (Illustration 44)</p> | <p>The drop-down menu contains commands related to project operation. It enables the creation of a new project or opening an existing one, saving changes to a project, saving a project under a new name, exporting a project to an XML, JPG or PDF file, terminating work with a project or program, printing the current view or editing project data options (and studio data). If this menu is invoked after a project is closed, there are only three options available: creating a project, opening a project and ending work with the program.</p> |
|  <p style="text-align: center;">Illustration 43 Top menu options - the "File" menu when a project is open</p> | |
| <p>View (Illustration 45)</p> | <p>The drop-down menu contains commands related to design display options. It allows you to change the magnification or viewing direction, display the entire drawing or the previous view, zoom in on the selected section (zoom to window), and pan and refresh the view. Additionally, it enables you to display a quick preview of the design in 3D and enter visualization mode.</p> |
|  <p style="text-align: center;">Illustration 44 Options for the top menu of the .ACAD environment, the "View" menu</p> | |
| <p>Draw (Illustration 46)</p> | <p>The drop-down menu contains tools for drawing, such as path, line, arc, rectangle, and circle, as well as options for creating and editing text.</p> |

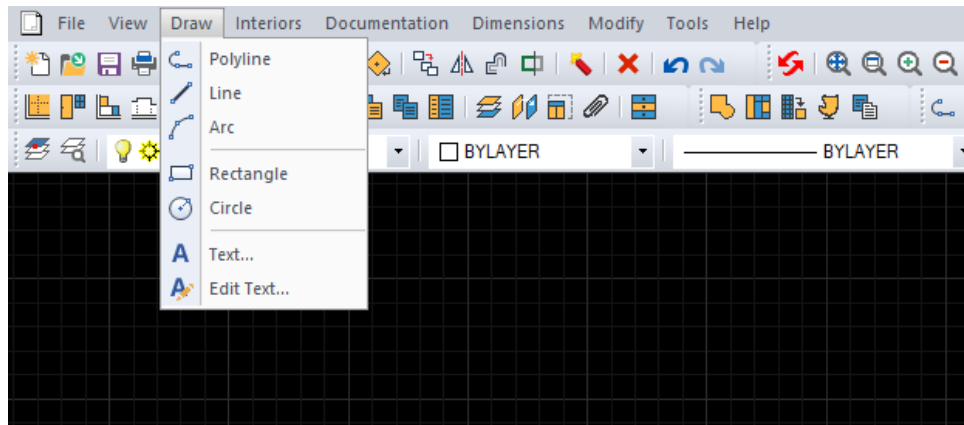


Illustration 45 Top menu options, "Draw" menu

Interiors
(Illustration 47)

The drop-down menu contains options for creating interiors, grouped into sections for creating rooms, inserting and converting 3D models, creating kitchens and closets, and editing and hiding elements.

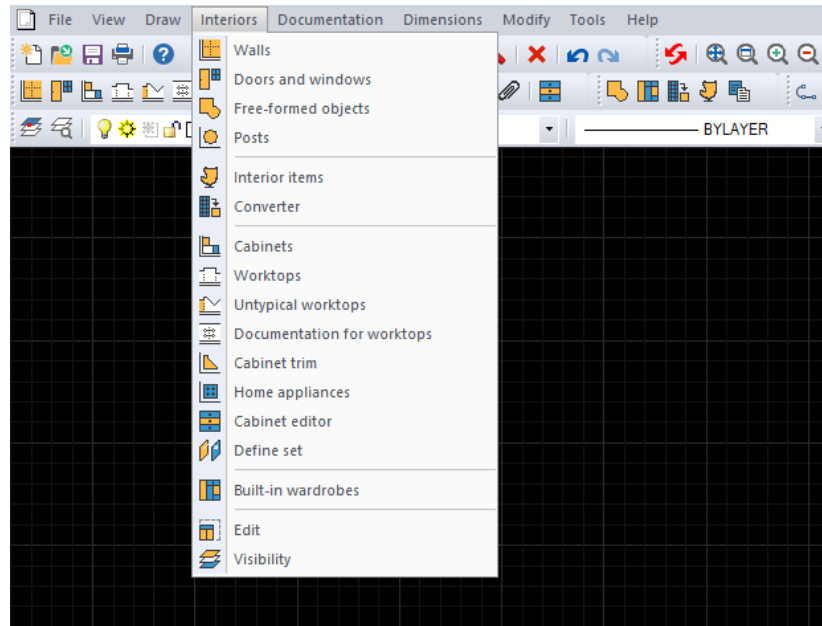


Illustration 46 Top menu options, "Interior" menu

Documentation
(Illustration 48)

The panel contains options relating to documentation, quotations, price lists and their management.

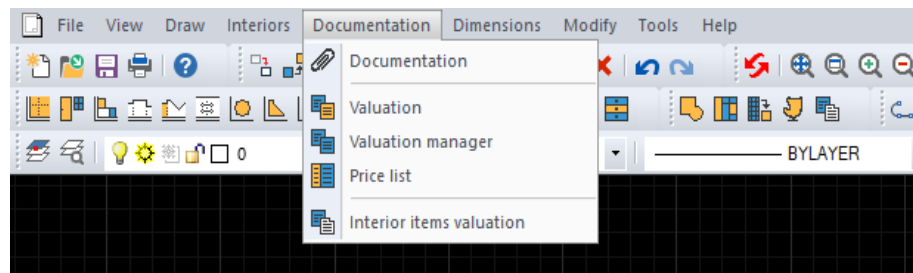


Illustration 47 Top menu options, "Documentation" menu

Dimensions
(Illustration 49)

This is a drop-down menu that includes options for object dimensioning. It corresponds to the icon menu bar with the same name.

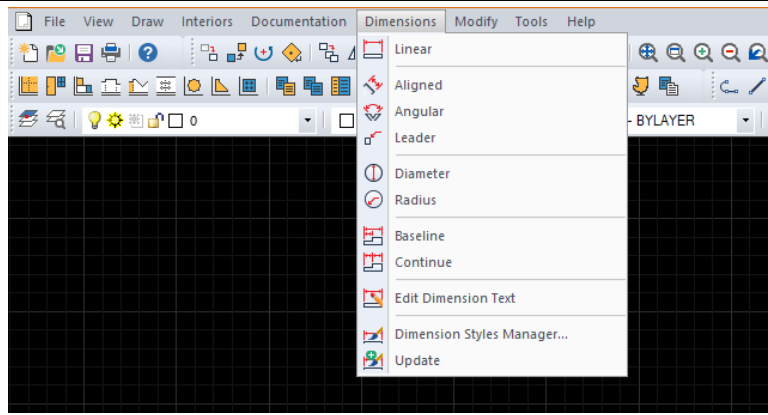


Illustration 48 Top menu options, "Dimensions" menu

Modify
(Illustration 50)

The drop-down menu includes options for performing operations on elements, such as grouping, copying, repositioning, and other transformations that are performed on objects.

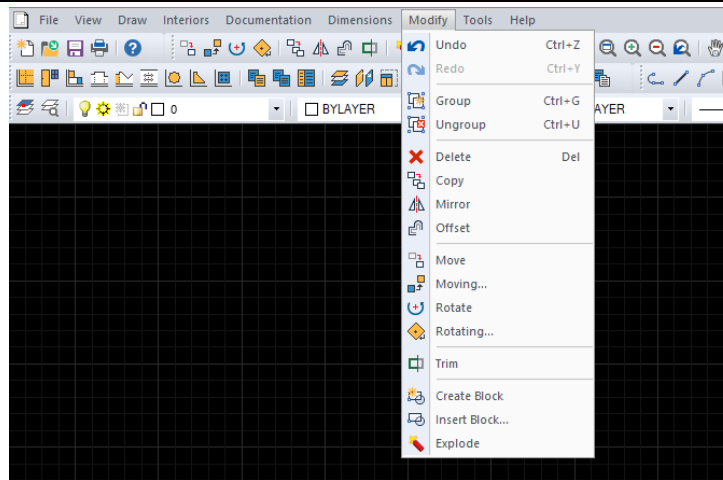


Illustration 49 Top menu options, "Modify" menu

Tools
(Illustration 51)

The menu includes options for layer handling, object snapping, object location (distance and point coordinates), calculations (field and calculator), and object information. Additionally, there are settings for drawing.

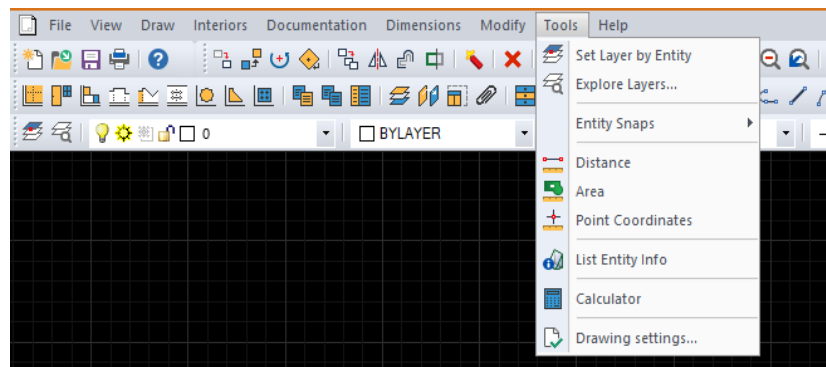


Illustration 50 Top menu options, "Tools" menu

Help
(Illustration 52)

The drop-down menu contains functions to call the IntelliCAD 10.1 help window, activation code entry window, or .4CAD information window (Illustration 53).

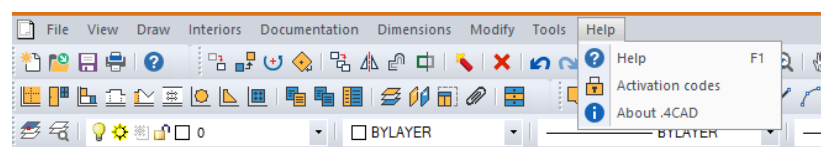


Illustration 51 Top menu options, "Help" menu

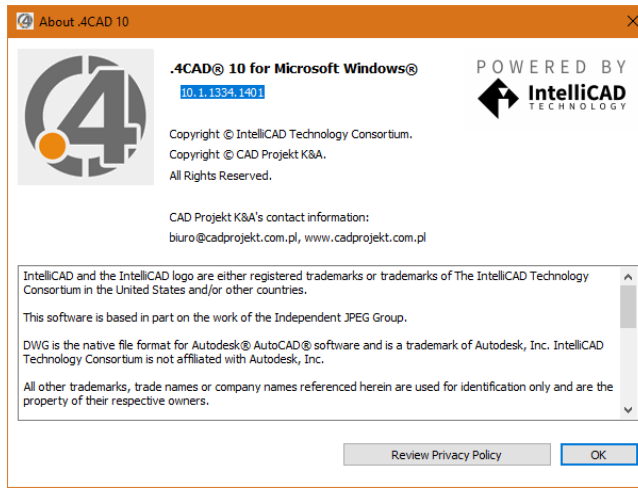


Illustration 52 Information about the CAD environment

5.2. Managing the icon menu in the .ACAD environment

The Icon menu is a helpful feature of the program, enabling users to execute commands with ease using the mouse. To identify the function of a specific icon, simply hover the cursor over it (without clicking) and a label with the function name will appear. The subsequent section displays all available icons.

The icon menu is typically located at the top of the screen, below the top menu. However, it can be moved and hidden to suit personal preferences and enhance the user experience of the program. To move the icon bar, left-click on the 'perforated' line made up of dots (Illustration 54) and then, while holding down the button, drag the bar to the desired location. Release the button when you reach the desired position. To minimize screen space, place the bars side by side in their designated positions: either under the top menu or on the sides of the screen. This is especially useful when working with a widescreen monitor.

Moving the icon bar into the design area will cause a cross to appear in its upper right-hand corner (Illustration 55). If the bar is not needed at the moment, it can be closed. To reopen a closed bar, right-click in the grey area at the top edge of the screen to open a context menu (Illustration 55). Locate the name of the closed bar (it does not have the \surd sign) and left-click on it. The bar will reappear on the screen.



Illustration 53 "Tools" bar, highlighted line for moving

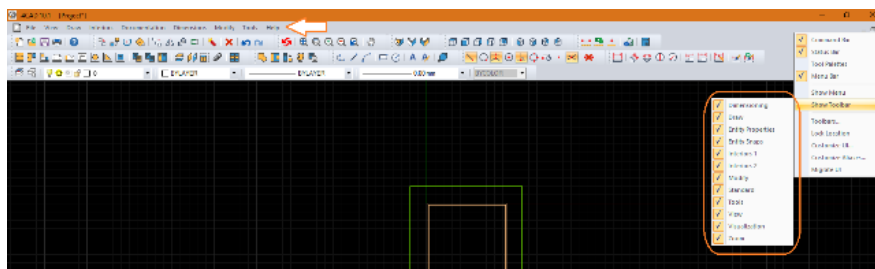


Illustration 54 Manage the visibility of top menu items

The context menu can be used to disable the command bar and status bar by unchecking their positions. The 'Palette Tools' can also be enabled or disabled (see [section 6](#)). The top menu can be customized by selecting the 'Show Menu' option and deselecting the items to be hidden (Illustration 56).

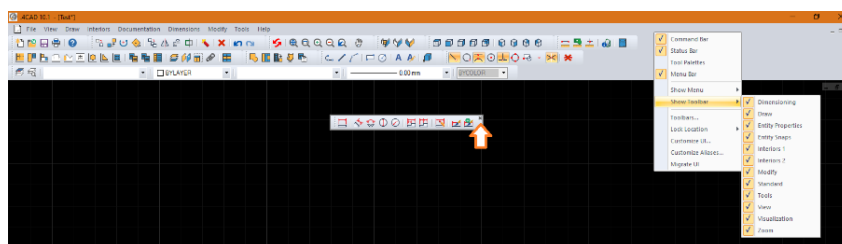


Illustration 55 Toolbar management

5.3. Functions of the Icon Menu in the .4CAD Environment

The icon menu in CAD Decor PRO and CAD Kitchens appears identical. However, there are differences between this menu and the one available in CAD Decor, which are illustrated on the next page (Illustration 57 and 58). The toolbars and icons within them are presented below, arranged according to their layout in CAD Decor PRO and CAD Kitchens. Any icons and functions that are not available in CAD Decor are marked with a '*'.

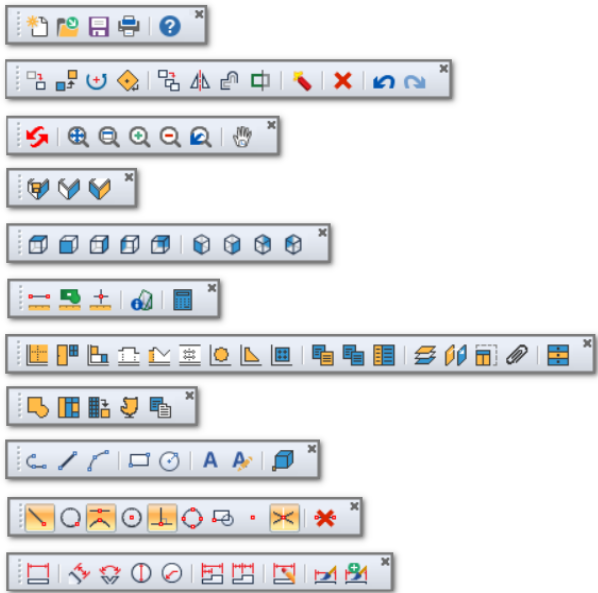


Illustration 56 Icon menu toolbars in CAD Decor PRO and CAD Kitchens

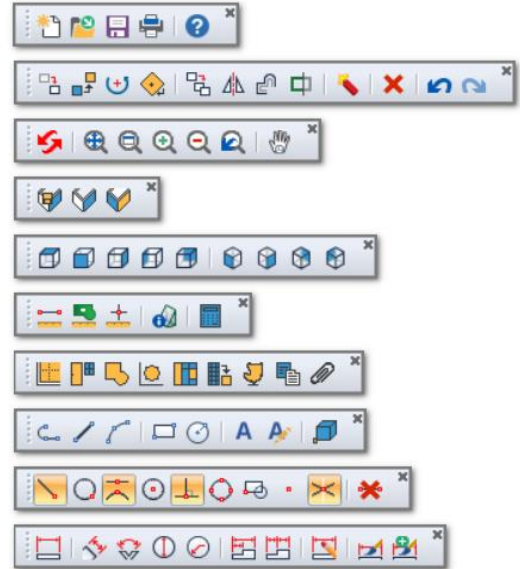


Illustration 57 Icon menu toolbars in CAD Decor

Toolbar
Standard



New

Starting a new project / DWG drawing.



Open

Open a project or DWG drawing saved on disk.



Save

Saving the current project / DWG drawing.



Print...

Printing DWG designs/drawings.



Help

Display of IntelliCAD 10.1 help (also available under the keyboard shortcut **F1**).

Toolbar
Modify



Move

Moving the object based on the two points indicated in the design.



Moving...

Moving an object by a set distance along a selected axis.



Rotate

Rotate the item based on the indicated point and angle.



Rotating...

Rotate an object based on the selected coordinate axis.



Copy

Copying an object any number of times and inserting it in the indicated location.



























Mirror

Mirror the object based on the indicated plane.



Offset

Create copies with parallel offset from the original.

| | | | |
|---|---|---|---|
| |  | Trim | Removing parts of figures cut by other figures. |
| |  | Explode | Exploding objects into their component parts. |
| |  | Delete | Deleting selected objects. |
| |  | Undo | Undoing the last operation performed. |
| |  | Redo | Renewing the last withdrawn operation. |
| Toolbar Zoom |  | Regen | Refresh the project image. |
| |  | Zoom Extents | Showing the entire project. |
| |  | Zoom Windows | Zoom in on the section of the project marked with the area. |
| |  | Zoom In | Zoom in on the project image. |
| |  | Zoom out | Reducing the project image. |
| |  | Zoom Previous | Return to the previous view of the interior |
| |  | Real-Time Pan | Image shift. |
| | Toolbar Visualisation |  | Save interior |
|  | | Load interior | Loading a interior from disk. |
|  | | Visualisation | Transition to visualization. |
| Toolbar View |  | Top | Setting up a vertical top view of the project. |
| |  | Front | Setting the front view of the project. |
| |  | Right Side | Set the project view to the right. |
| |  | Left Side | Setting the project view from the left. |
| |  | Back | Setting the rear view of the project. |
| |  | Aerial, Left Front | Set up the axonometric view of the project from above, left, and front. |
| |  | Aerial, Right front | Setting up the top, right, and front axonometric views of the project. |
| |  | Aerial, Right Rear | Setting up a top, right and rear axonometric view of the project. |
| |  | Aerial, Left Rear | Setting up the top, left and rear axonometric view of the project. |

Toolbar
Tools



| | |
|--------------------------|---|
| Distance | Reading the distance between two points. |
| Area | Reading the area of an object. |
| Point Coordinates | Reading the coordinates of the indicated point on the object. |
| List Entity Info | Displaying information about the object. |
| Calculator | Running the Windows calculator. |

Toolbar
Interior 1

































| | |
|------------------------------------|---|
| Walls | Several ways to draw the walls of a interior. |
| Doors and windows | Inserting doors and windows into the project. |
| Cabinets* | Inserting kitchen furniture from the selected base. |
| Worktops* | Generating Type worktops. |
| Untypical worktops* | Generating non Untypical worktops. |
| Documentation for worktops* | Create and edit technical drawings of worktops. |
| Posts | Drawing posts and arc walls with given parameters. |
| Cabinet trim* | Generate or draw cabinet trim and create custom profiles. |
| Home appliances * | Insert household appliances from manufacturers' databases. |
| Valuation* | Generate a quote for the cabinet set. |
| Valuation manager* | Switching between alternative valuations. |
| Price list* | Manufacturer's price list for kitchen cabinet bases. |
| Visibility | Revealing or hiding selected object classes. |
| Define set* | Swapping patterns, colours, and handles, etc.. |
| Edit* | Edit the selected cabinet from the currently used kitchen base. |
| Documentation | Generate technical documentation for the project. |
| Cabinet Editor* | Open Kitchen Cabinet Database Editor and User Cabinet Editor. |

Toolbar
Interior 2



| | |
|----------------------------|---|
| Free-formed objects | Drawing floors, enclosures, platforms, plinths and ceilings of any shape, as well as 3D text and solids from faces. |
| Build-in wardrobes | Opening the module for designing, editing and pricing wardrobes and shelving's. |
| Converter | Convert 3D models in various formats to DWX. |

| | | | |
|--------------------------------|---|-----------------------------------|--|
| |  | Interior items | Insert 3D models from Interior databases. |
| |  | Interior valuation | Provide a quotation for the equipment required for the project. |
| Toolbar Draw |  | Polyline | Drawing a path from a polyline. |
| |  | Line | Drawing a straight line. |
| |  | Arc | Drawing the arc. |
| |  | Rectangle | Drawing a rectangle (or square). |
| |  | Circle | Drawing a circle. |
| |  | Text | Inserting 2D text into the design. |
| |  | Edit text | Editing the 2D text you entered. |
| |  | Insert block from file | Insert a block from the indicated location on the computer disk. |
| Toolbar Entity snaps |  | End point | Attract the cursor to the endpoint of the indicated object.. |
| |  | Nearest | Attract the cursor to the nearest point of the indicated object. |
| |  | Midpoint | Attract the cursor to the midpoint of the indicated object, such as the center of a segment. |
| |  | Central point | Attract the cursor to the centre point of the indicated arc circle. |
| |  | Perpendicular | Attract the cursor to a point at a right angle. |
| |  | Quadrant | Attract the cursor to the nearest quadrant of the circle. |
| |  | Insertion point | Attract the cursor to the insertion point (base point) of another object. |
| |  | Point | Attract the cursor to a selected point. |
| |  | Intersection point | Attract the cursor to the intersection of two elements, such as two lines or arcs. |
| |  | None (Inactive attraction) | Disable all points of attraction. |
| Pasek Dimensioning |  | Linear | Drawing the dimension in a straight line (vertically or horizontally). |
| |  | Aligned | Drawing a dimension from any angle. |
| |  | Angular | Drawing the dimension of the angle between the lines. |
| |  | Diameter | Dimensioning the diameter of a circle or arc. |

| | | |
|---|--------------------------------|--|
|  | Radius | Dimensioning the radius of a circle or arc. |
|  | Baseline | Drawing dimension lines in the form of a base string. |
|  | Continue | Drawing dimension lines in the form of a serial chain. |
|  | Edit Dimension Text | Quickly modify the descriptions of selected dimension lines. |
|  | Dimension Style Manager | Modify dimensioning style (lines, arrows). |
|  | Apply Style | Application of new style for selected dimension lines. |

5.4. The "Entity Properties" bar under the icon menu

You will find another set of tools in the "Entity Properties" toolbar, located under the icon menu (Illustration 59). The CAD environment offers a set of advanced functions for managing layer properties.



Illustration 58 "The "Entity Properties" bar

NOTE

In the .4CAD environment, layers correspond to the transparent decals used in traditional manual drawing. They help to organize and structure your illustration, which is especially important for complex projects. Each element drawn in the .4CAD environment is assigned to a layer with a specific function (Illustration 60-Illustration 63). Individual parts of 3D models can be drawn on different layers, allowing for different properties to be assigned to them in the visualization. The element being drawn is assigned to the current layer, and users can create new layers for their own objects. **It is recommended** to avoid using the default software layers for personal objects and not to change the software layers for assigned objects.

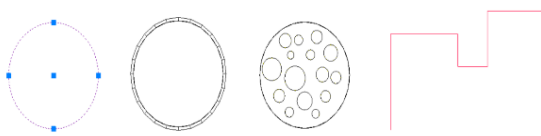


Illustration 59 Selected object belonging to the TECHNICAL_T layer

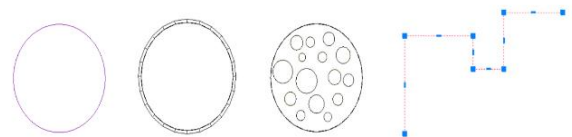


Illustration 60 Selected object belonging to the POLYLINE_T layer

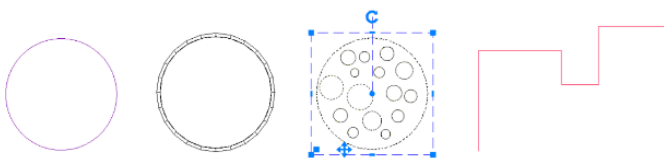


Illustration 61 Selected object belonging to the RESTA-3D layer

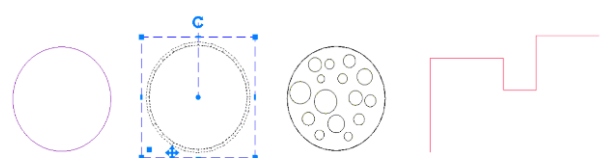


Illustration 62 Selected object belonging to layer PODESTY-3D

The visibility, colour, line type, and thickness of the layers can be managed. Additionally, the layers can be turned on and off, which makes them invisible in the project and on the printout, but they can still be edited and affect the display and printout of visible layers. The layers can also be freeze and thaw, which makes them invisible in the project and on the printout, and they cannot be edited or obscure other layers. The only

layer that cannot be frozen is the current layer. Additionally, layers can be locked and unlocked using the lock/unlock feature. When a layer is locked, it remains visible but cannot be edited, which helps prevent accidental modifications to the drawing.

Modifications to the selected element's layer settings can be made on the fly using the "Entity Properties" bar, while changes to the properties of all layers are made in "Layer Explorer". When you click on an element with the left mouse button, the first field of the "Entity Properties" bar will display information about which layer it is currently assigned to. The available functions are described below.



Set Layer by Entity

Change the current layer to match the layer of the indicated object.



Explore Layer

Opens the "Layer Explorer" (Illustration 64) window, where you can modify all the attributes of the layers in the project.

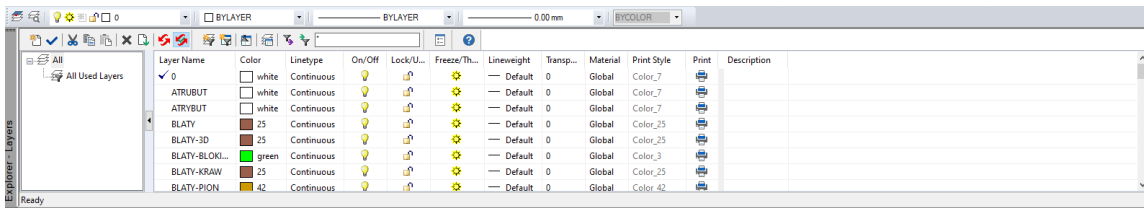


Illustration 63 Layer explorer window

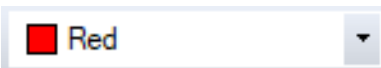


Layer change field

Allows you to assign a drawn element to a layer selected from the drop-down list.

NOTE

It is not recommended to make changes to the default program layers as this could have serious consequences. Doing so would cause the program to no longer recognize a given object as its intended class, resulting in the loss of options assigned to that class of objects. For example, a cabinet would no longer be recognized as a cabinet and a wall would no longer be recognized as a wall.



Color change field

Allows you to change the color of the layers: select the object and choose a color from the drop-down list (Illustration 65) or define your own by clicking the "Select Color..." item (this will then open a new "Color" window with three tabs, shown in the following illustrations (Illustration from 65 to 68).

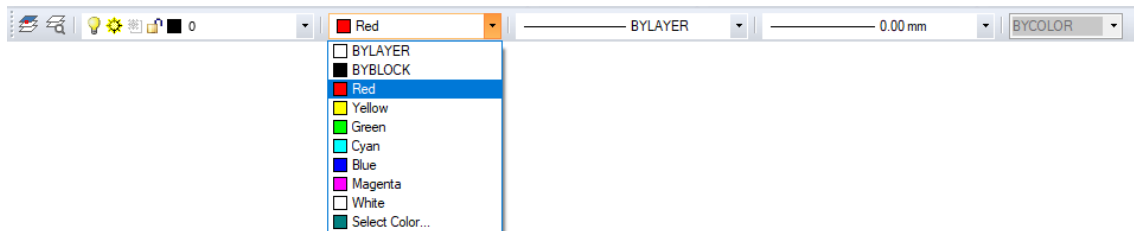


Illustration 64 Color change field - expanded list of colours

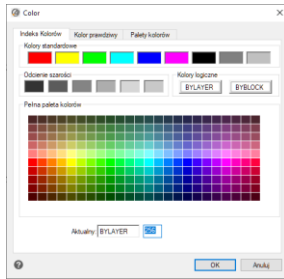


Illustration 65 Layer color selection window - Index Color tab

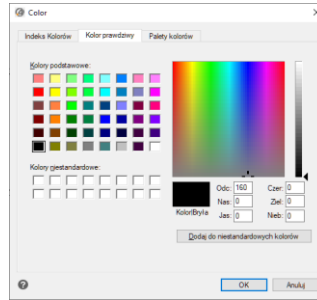


Illustration 66 Layer color selection window - True Color tab

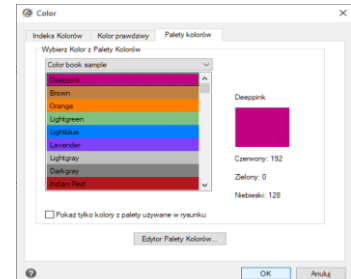
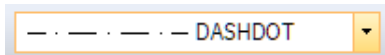


Illustration 67- Layer color selection window - Color Books tab



Line type change field

Allows you to change the line type of an object. There are different styles to choose from (Illustration 69).

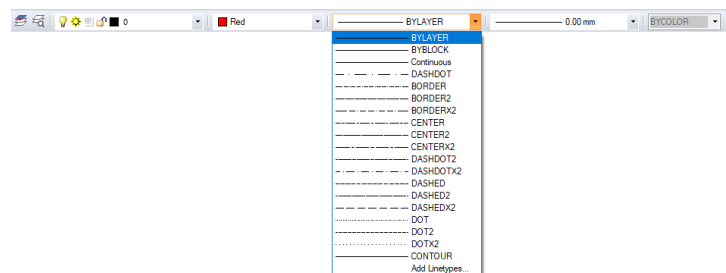
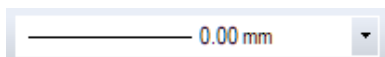


Illustration 69 Expanded list of line type



Field for changing the width of the line

Allows you to change the width of a line, such as to increase visibility on a printout or to meet technical drawing standards.

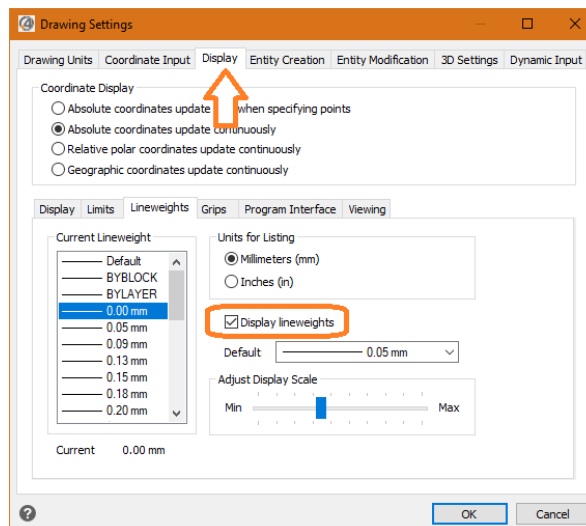


Illustration 68 Manage the line width display in the Drawing Settings window

UWAGA

The program has line width display enabled by default. This function can be enabled or disabled in two ways. The first way is to select 'Drawing Settings' from the 'Tools' menu in the top menu. In the newly opened Drawing Settings window, go to the 'Display' tab and select the options under 'Lineweights'. There is a 'Display Lineweights' checkbox that can be checked or unchecked (Illustration 70). The second way is to use the 'On/Off line width' icon on the status bar. ([See section 7.3](#))

6. Tools Palettes in dot4CAD 10.1

In the 64-bit environment of dot4CAD 10.1, a new way of accessing some existing tools and functions previously unavailable in the main or icon menu of the program has been introduced. We are talking about the " **Tools Palettes** " located by default on the right side of the screen (Illustration 71).

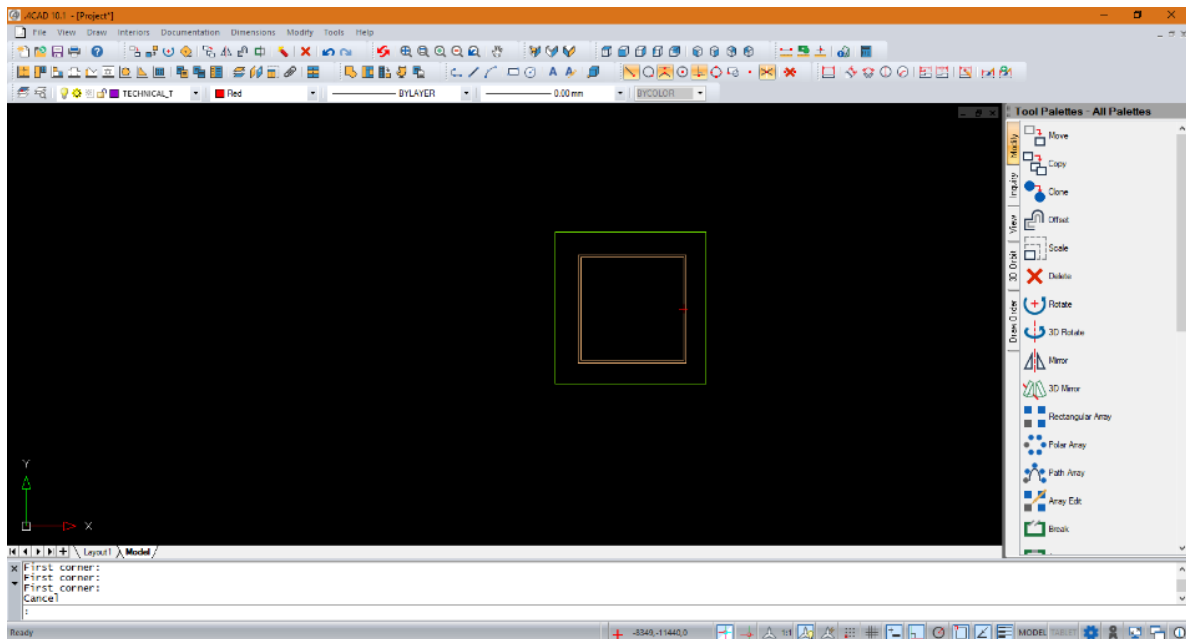


Illustration 70 Program window with Tools Palettes enabled

By combining the concepts of toolbars and ribbons, Tools Palettes enable quick access to drawing tools, object modification, and view changes. The following sections discuss the various palettes.

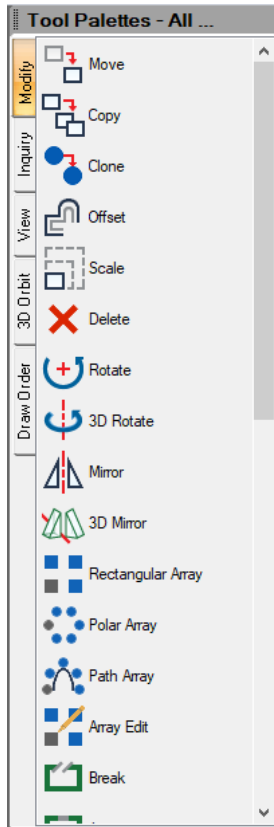


Illustration 71 Modify palette in Tools Palettes

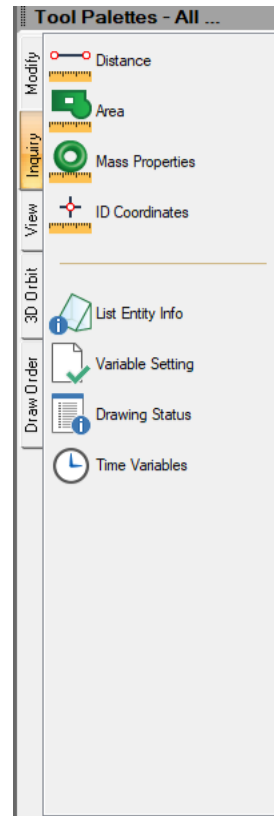


Illustration 72 Palette Inquiry in Tools Palettes

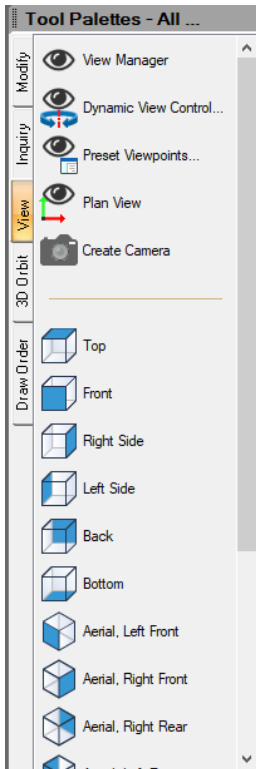


Illustration 73 View palette at Tools Palettes

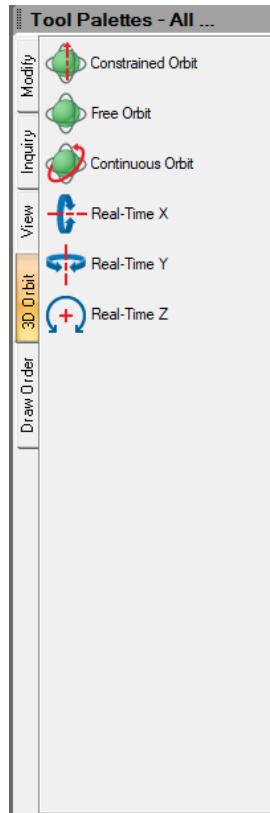


Illustration 74 3D Orbit palette at Tools Palettes

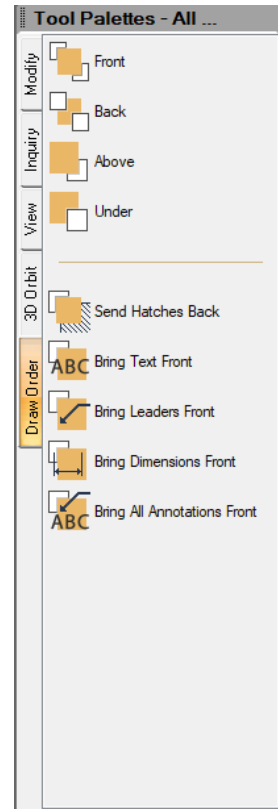

































Illustration 75 Draw Order palette in Tools Palettes

„Modify" palette (Illustration 72)

This palette contains tools, related to object modification, such as in the Modify toolbar (see [section 5.3](#)) and additional tools: Clone, Scale, Mirror3D, Rectangular Array, Polar Array, Path Array, Array Edit, Break, Join, Flatten, Align, Extend, Edit Length, Stretch, Fillet, Chamfer, Edit Polyline, Edit Spline, Edit Text..., Xplode Change, Change Space.

By moving and holding the cursor over the icon of a particular function, you can display a hint describing how it works.









| | | |
|---|--------------------------|---|
|  | Move | Moves the selection. |
|  | Copy | Draws one or more duplicates of the selected object. |
|  | Clone | Create a new object by selecting an existing one. |
|  | Offset | Copies a selection passing through a point or at the specified distance. |
|  | Scale | Resizes the selection, preserving the proportions. |
|  | Delete | Deletes the selection. |
|  | Rotate | Rotates the selection relative to a point. |
|  | 3D Rotate | Rotates the selection relative to the axis. |
|  | Mirror | Mirroring relative to the axis. |
|  | 3D Mirror | Creates a mirror image of an object relative to a plane. |
|  | Rectangular Array | Creates copies of objects in an array with a specified combination of columns and rows. |
|  | Polar Array | Creates copies of objects in a circular array around a central point. |
|  | Path Array | Creates copies of objects evenly in an array along a path or part of a path. |
|  | Array Edit | Edits objects in the array and source objects. |
|  | Break | Interrupts a linear object at a specific point. |
|  | Join | Combines collinear objects into one.. |
|  | Trim | Cuts off parts of the selection using other objects as a form. |
|  | Flatten | Sets the selection level and changes the thickness to zero. |
|  | Align | Matches the selected object with other objects. |
|  | Extend | Extends the selection until it intersects with the specified object. |
|  | Edit length | Edits the length of the selection. |
|  | Stretch | Stretches or displaces the selection without breaking the connections. |
|  | Fillet | The smooth arc connects the sides after breaking the corner.. |
|  | Chamfer | The angled line connects the sides, breaking the corner. |
|  | Edit Polyline | Edits the properties of the polyline. |
|  | Edit Spline | Edit a spline or polyline that is fitted into a spline (smooth curve passing through a sequence of indicated points). |
|  | Edit Text... | Edits the content of text objects. |

| | | |
|---|---------------------|---|
|  | Explode | Separates complex objects into the next, simpler level of components. |
|  | Xplode | Separates a compound object into its components. |
|  | Change | Changes the properties of the selection, including height. |
|  | Change Space | Converts selected objects to a different area. |

Palette "Inquiry" (Illustration 73)

This palette contains tools related to obtaining information about project elements and working with variables. Some of the same as in the Modify toolbar and additional tools.













By moving and holding the cursor over the icon of a particular function, you can display a hint describing how it works.








| | | |
|---|-------------------------|---|
|  | Distance | Calculates the distance between two points. |
|  | Area | Calculates the area inside a closed object. |
|  | Mass Properties | Calculates and displays mass properties of regions or solids. |
|  | ID Coordinates | Specifies the X, Y and Z coordinates of the selected point. |
|  | List Entity Info | Displays information about the selected object. |
|  | Variable Setting | Specifies the value of the variable, which can then be changed as needed. |
|  | Drawing Status | Lists the current status of the drawing. |
|  | Time Variables | Lists information about time-related variables. |

Palette "View" (Illustration 74)

This palette contains tools, related to view management, perspective changes and camera control. Tools like those in the View toolbar are present here (see section 5.3) and additional tools.

By moving and holding the cursor over the icon of a particular function, you can display a hint describing how it works.







| | | |
|---|--------------------------------|---|
|  | View Manager | Displays the View Manager window. |
|  | Dynamic view control... | Brings up the real-time observation point control dialogue box. |
|  | Present viewpoints... | Opens the Present Viewpoints dialog box. |
|  | Plan view | Shows the top view of the specified local coordinate system. |
|  | Create Camera | Creates a camera view in the model area. |
|  | Top | Top view. |
|  | Front | Front view. |
|  | Right Side | View from the right. |
|  | Left Side | View from the left. |
|  | Back | Back view. |
|  | Bottom | Bottom view. |
|  | Aerial, Left Front | Top view from left front. |

| | | |
|---|-----------------------------|---------------------------------------|
|  | Aerial,, Right Front | Top view from right front. |
|  | Aerial, Right Rear | Top view from the right rear side. |
|  | Aerial,, Left Rear | Top view from the left rear. |
|  | Aerial, Left Front | Bottom view from the front left. |
|  | Aerial, Right Front | Bottom view from right front. |
|  | Aerial, Right Rear | Bottom view from the right rear side. |
|  | Aerial,, Left Rear | Bottom view from left rear. |

"3D Orbit" palette (Illustration 75)

This palette contains tools, related to rotating objects in 3D.










By moving and holding the cursor over the icon of a particular function, you can display a hint describing how it works

| | | |
|---|--------------------------|--|
|  | Constrained Orbit | Rotates the view in a three-dimensional orbit bounded horizontally and vertically. |
|  | Free Orbit | Rotates view in free 3d orbit without limiting rotation. |
|  | Continuous Orbit | Rotates 3D view with continuous motion. |
|  | Real-Time X | Real-time cylindrical X rotation. |
|  | Real-Time Y | Real-time cylindrical Y rotation. |
|  | Real-Time Z | Real-time cylindrical Z rotation. |

Palette "Draw Order" (Illustration 76)

This palette contains tools, related to determining the order in which elements are displayed in the drawing.

By moving and holding the cursor over the icon of a particular function, you can display a hint describing how it works

| | | |
|---|------------------------------------|---|
|  | Front | Change the display order of objects to be on the front. |
|  | Back | Change the display order of objects to be at the back. |
|  | Above | Change objects to be above the selected object. |
|  | Under | Change objects to be below the selected object. |
|  | Send Hatches Back | Change the order of the hatching display to be on the back side. |
|  | Bring Text Front | Change the order of text display to be on top. |
|  | Bring Leaders Front | Change the display order of the reference lines to be on top. |
|  | Bring Dimensions Front | Change the order in which the dimensions are displayed so that they are on top. |
|  | Bring All Annotations Front | Change the display order of all description objects to be on top. Change the display order of all description objects to be on top. |

You can enable or disable the Palette Tools by right-clicking (PPM) in the grey area at the top edge of the screen -> a context menu will expand (Illustration 55), in which you should find the name "Tool Palettes" and left-click (LPM). Enabling Tool Palettes means that a checkmark appears next to the name.√. Palette tools can be minimized using the "_" button or closed using the "x" button.

7. dot4CAD Toolbars

These are elements of the .4CAD environment that make working with the project easier. The first, **Command Bar** is used to issue commands to the program using the keyboard, as well as to display prompts to the user. The second tabbed bar, **Model and Layout** allow you to switch between a 3D drawing and a 2D projection and create new tabs, while the third **Status Bar**,-displays information about the position of the cursor and allows you to change various drawing settings. The functions available in them and how to manage them are described in the following subsections.

7.1. Command Bar

It is used to enter keyboard commands and read program prompts. When working with the project, look for and follow the notations that appear in it. These include hints on the next steps of the selected function, command prompts when typing, and keyboard shortcut prompts, which are shown in blue. The command bar can be moved, closed and opened, just like the toolbars.

It can also be freely stretched (its size depends on the DPI). To change the position of the toolbar, use the drag-and-drop method, i.e. click with the left mouse button on its grey frame on the left of the screen, hold down the button and move the mouse, releasing the button when you have reached the desired position. To stretch the bar, place the cursor on its edge and when the double-headed arrow appears, click on it with the left mouse button and move the mouse in the desired direction, keeping the button pressed. Below is the command bar when stationary in its default position at the bottom of the screen (Illustration 77) and when moved up, below the toolbar (Illustration 76).

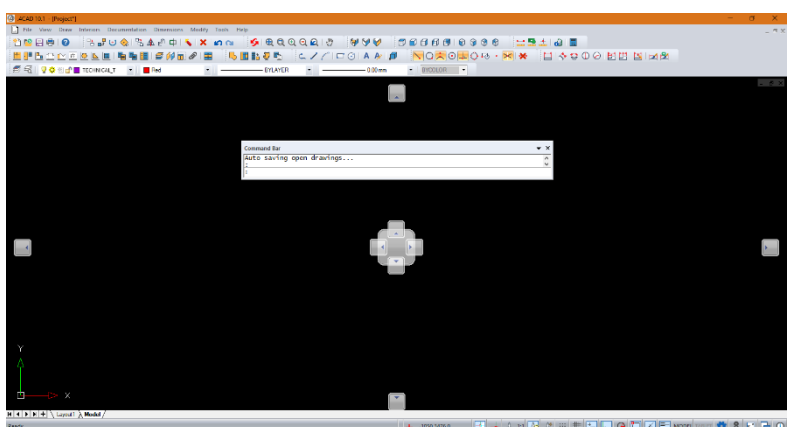


Illustration 76 Indication of possible docking locations when Standard docking style is selected

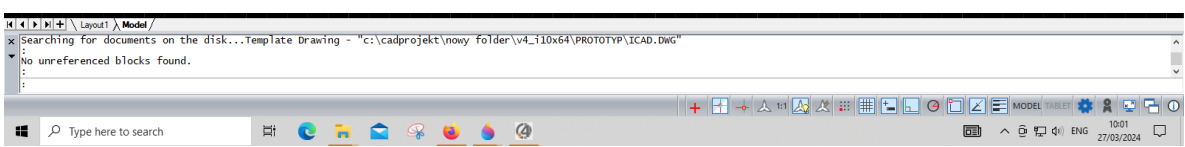


Illustration 77 Default position of the command bar at the bottom of the screen

Right-clicking the Command bar brings up a shortcut menu where you can select '**Standard Docking Style**'. If you enable this, arrows will appear on the screen as you move the toolbar, suggesting where to dock it (Illustration 78). You can also move the toolbar around the drawing area without docking it to a specific edge.

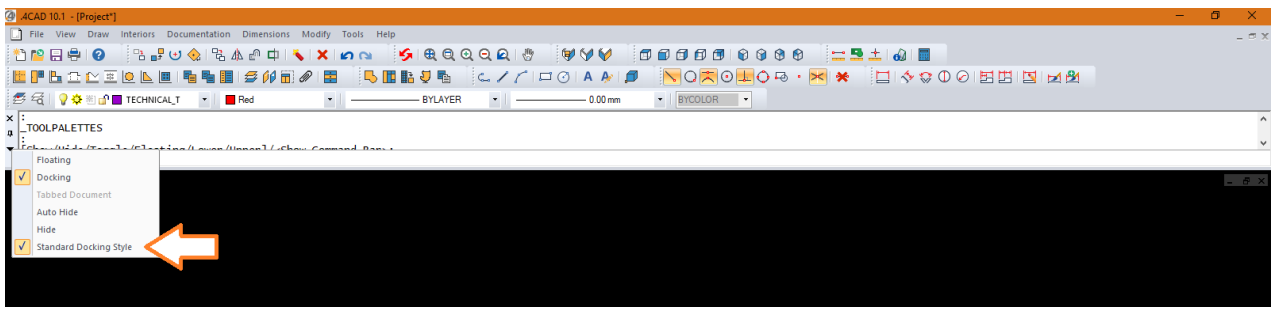


Illustration 78 Command bar docked under icon menu, Standard docking style option checked

7.2. Model and Layout tab

In this bar, located at the bottom edge of the screen, directly below the drawing area, by default there are "**Layout1**" and "**Model**" tabs. By default, the "**Model**" tab is active. The first displays a two-dimensional sheet (Layout), the equivalent of a sheet of paper, on which you can create model viewports, for example, to represent a detail. The second, displays the three-dimensional space in which the model is created (e.g., a piece of equipment or a room design). The name of the currently used tab is displayed in bold (Illustration 79). You can add new sheets, give them their own names and move them right or left, as well as delete them (Illustration 80). This is the only toolbar of the .ACAD environment that cannot be hidden. You can read more about the use of sheets and the creation of viewports in the IntelliCAD Help under **[F1]**.

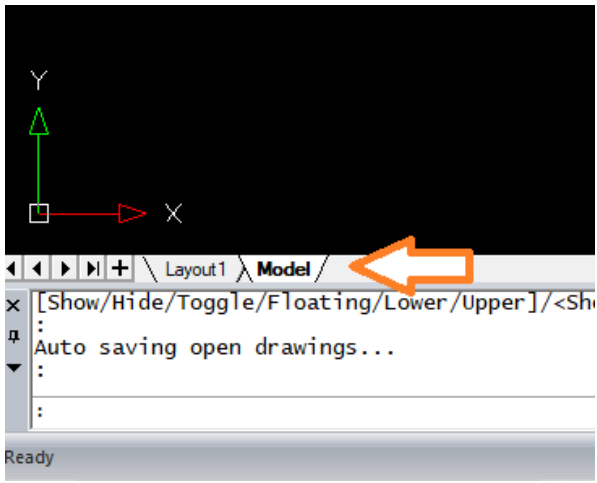


Illustration 79 Model and Layout tool bar

Two pop-up menus under the right mouse button are available for the model/sheets switching bar. If you click on the Model tab, the menu, shown below (Illustration 81), unfolds. On the other hand, by double-clicking with the left mouse button in the grey space of the bar, the name of the layout can be changed.

When you right-click the Layout tab, an expanded menu appears.

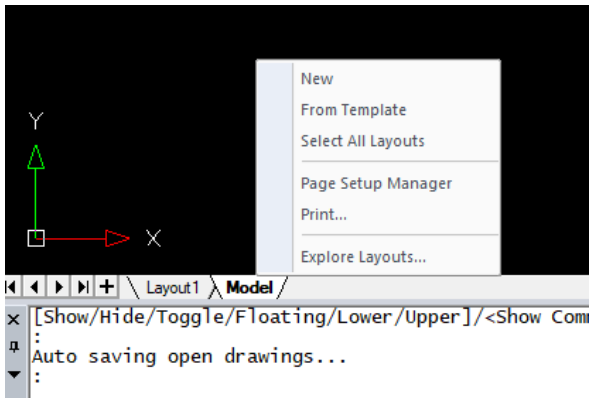


Illustration 80 Adding a new tab

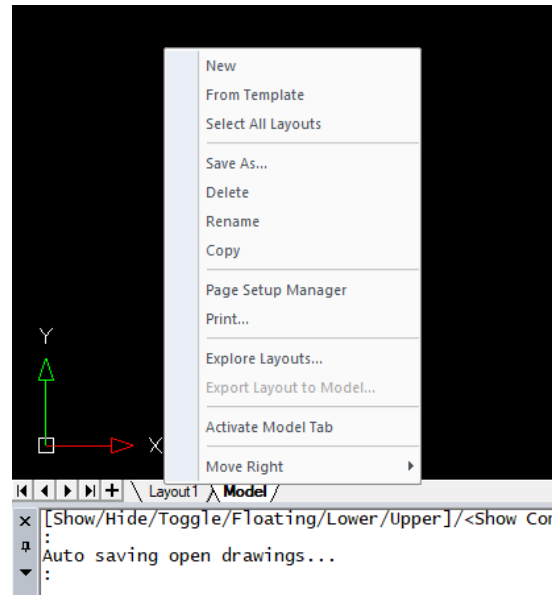


Illustration 81 Menu Layout

7.3. Status Bar

This is a grey bar at the bottom of the screen, showing cursor coordinates, the name of the current layer and information, regarding selected IntelliCAD commands and tools. To hide or expose the items displayed on the Status Bar, right-click on an empty space of the bar - a context menu will expand, where you can add or remove a check mark next to the selected items (Illustration 82). The entire Status Bar can be hidden by using the menu mentioned in the box above to control the visibility of IntelliCAD's bars, accessible from the command bar and the model and sheet tab toggle bar.

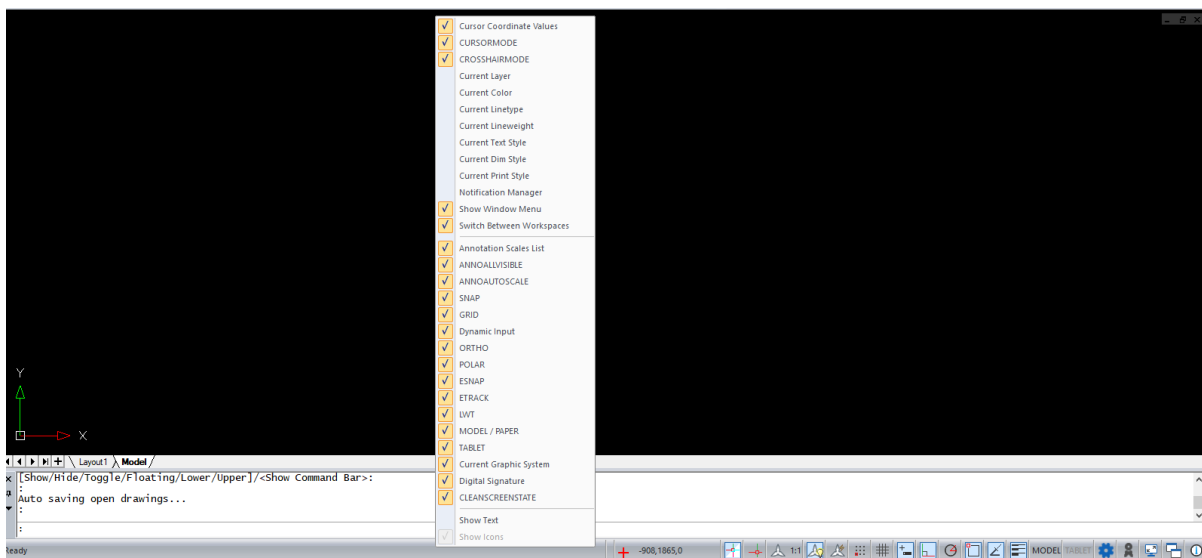


Illustration 83 Status bar and context menu

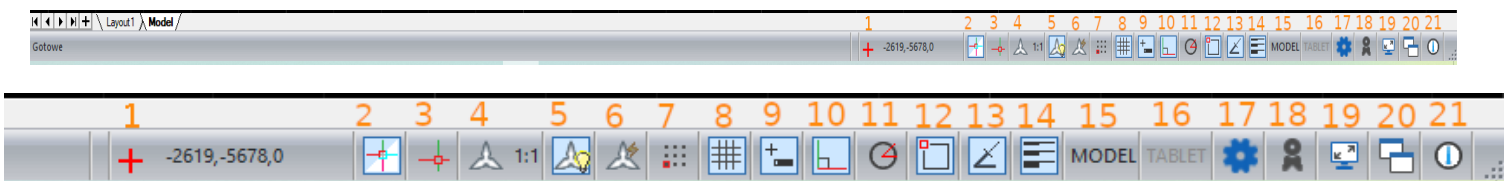


Illustration 82 Status bar menu

Below is a description of each field in the status bar. For ease of reference, they are shown in the illustrations with consecutive numbers in orange:

1. **Drawing Coordinates** (in the X, Y, Z axes) determines the position of the cursor (the entry shown in the default status bar view) (Illustration 81). If you right-click, you can select the type of units.

2. **XOR Cursor On/Off** -activation and deactivation of the XOR cursor display option.

3. **Gun Sight Crosshairs On/Off** – determines how the cursor is displayed in the program.

4. **Annotation Scales List** – Allows you to set the scale. The program has a built-in list of scales. You can add your own or modify the currently existing one.

5. **Annotation Visibility On/Off**– option concerning the display of descriptions in the program.

6. **Automatic Annotation On/Off**– option concerning the display of descriptions in the program.

7. **Snap On/Off** - Snap options - By default, drawing is done in one-unit increments. To enable or disable this function, double-click on the snap options. This option is visible in standard view.).

8. **Grid On/Off** - The reference grid is set with points 500 mm apart by default. You can turn the grid's visibility on or off by clicking the left mouse button (LPM), and access its settings by clicking the right mouse button (Illustration 84). An option is visible in the default status bar view.

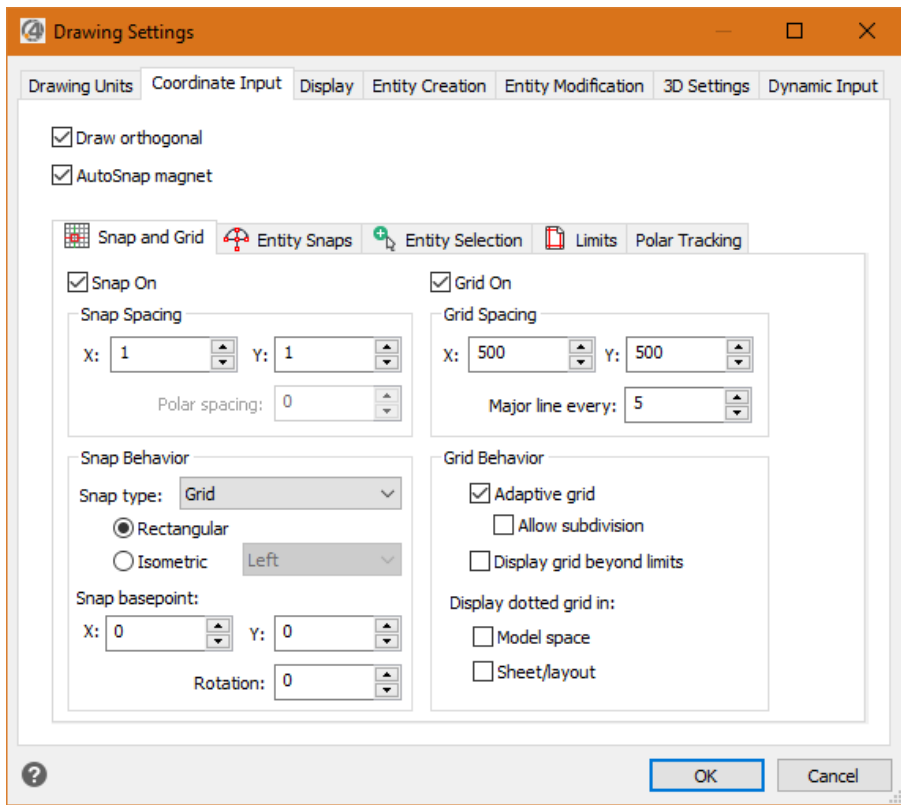


Illustration 84 Settings of the Grid in the program

9. **W Dynamic Input on/Off** – Activates or deactivates the dynamic input option in the program.

10. **Orthogonal** – activates/deactivates options, this is one of the options for entering coordinates.

11. **Polar Tracking On/Off** - one option from the coordinate input, right-clicking shows more options (Illustration 85 and Illustration 86).

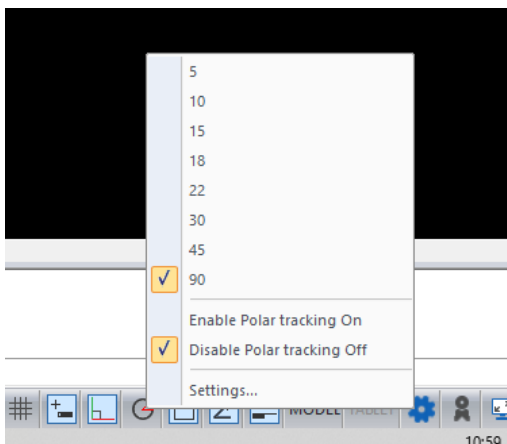


Illustration 85 Options Polar Tracking.

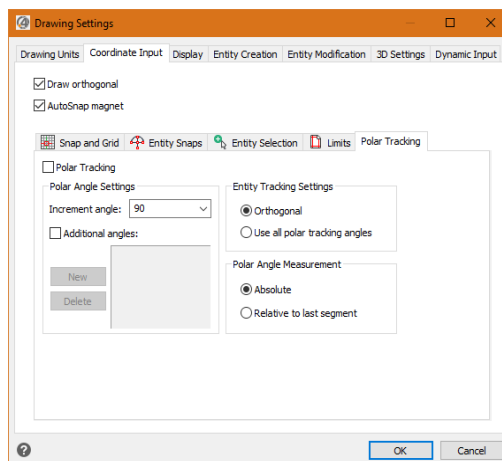


Illustration 86 Polar Tracking settings

12. **Entity Snap Settings**—snap option settings.

13. **Entity Snap Tracking On/Off**- activates or deactivates the option to snap objects. When you right-click, you can select one of the options.

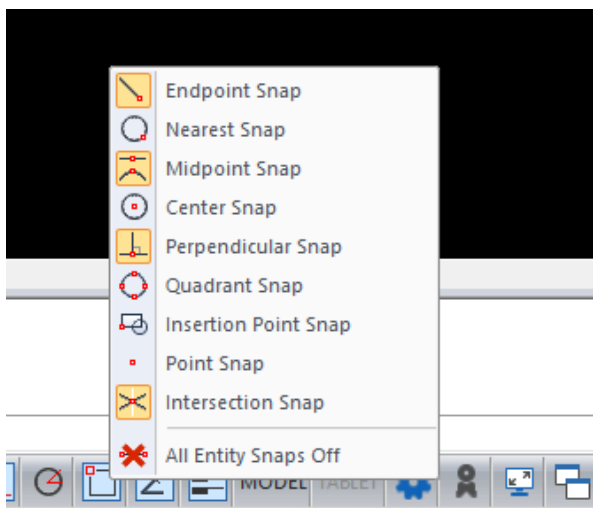


Illustration 87 Snap options

14. **Lineweight on/Off** – possibility to activate/deactivate the line, when you click the right mouse button, more options are shown.

15. **Model or Paper Space**— switching between Model and Layout tabs.

16. **Tablet On/Off** - enabling the drawing tablet reader. Option visible in the default status bar view.

17. **Switch between Workspaces**— the ability to move between workspaces.

18. **Digital Signature Status**- the ability to add an electronic signature, to open the window, click on the icon using the left mouse button.

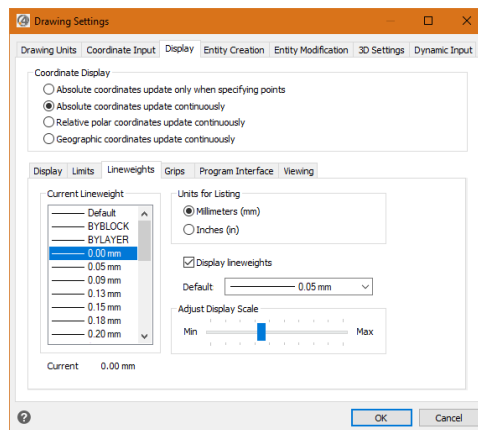


Illustration 88 Option to change line width

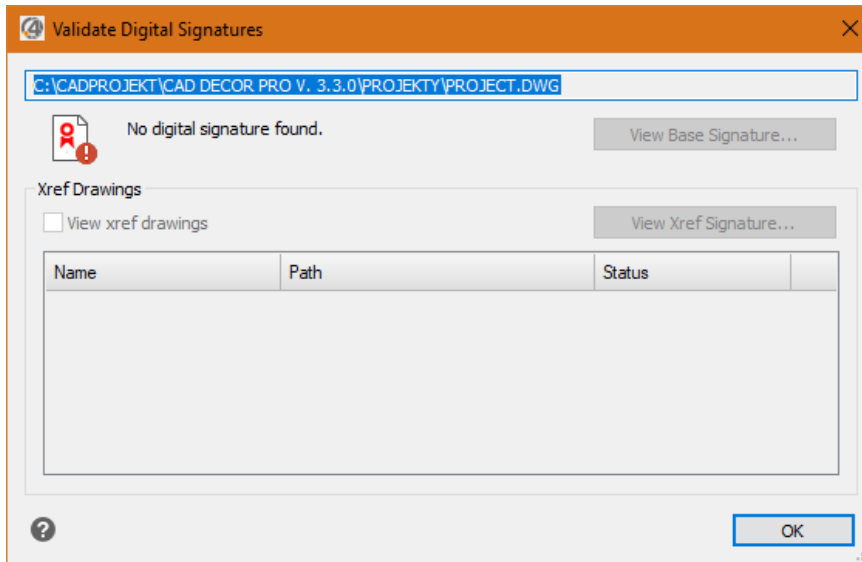


Illustration 89 Digital Signature

19. Clear screen on/Off—organizes the program screen, allows you to hide the icons of the top menu and the Model/Layout bar.

20. Show Window Menu—displays menus and allows personalization of the status bar view (Illustration 90).

21. Switch Graphics Device—option to select graphics devices.

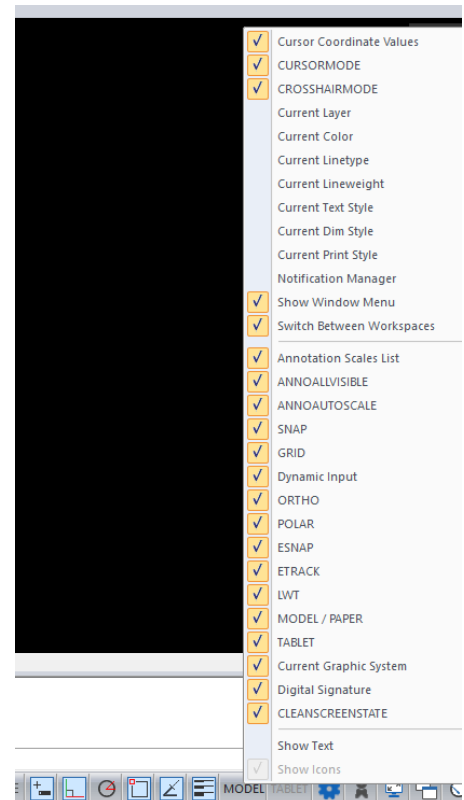


Illustration 90 Customization options for the status bar

8. Additional information

8.1. Instructional videos

- Launching the program and completing registration codes
- Project management - adding projects from outside
- Setting autosave and project recovery
- Export / import of projects
- My first project - THE SITUATION ROOM
- My first project - BATHROOM
- My first project - KUCHNIA
- New CAD environment 64 bit in CAD Decor PRO 4 0, CAD Decor 4 0, CAD Kitchens 8 0

8.2. Keyboard shortcuts

The document compares keyboard shortcuts in the .4CAD and visualization environments and lists the most frequently used commands in versions up to 3.X/7.X and version 4.X/8.X (both 34 and 64 bit versions of the environment). Find the document at: : <https://www.cadprojekt.com.pl/zasoby/pdf/opisy-techniczne/shortcuts-4-0-8-0-eng.pdf>

This document provides an overview of keyboard shortcuts and commonly used commands in the .4CAD environment for visualization. The shortcuts and commands can be issued using either the mouse or keyboard. It can be accessed at: <https://www.cadprojekt.com.pl/zasoby/pdf/opisy-techniczne/shortcuts-4-0-8-0-64bit-eng.pdf>

In the above list, LPM and RMB stand for left and right mouse buttons, respectively. A command notation with a + sign (e.g. [Ctrl] + [Z]) indicates that both keys should be pressed simultaneously, while a notation with a >> symbol (e.g. [E] >> [Enter] or [Space]) means that you should first type E and then press [Enter] or the space bar.

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