penpot

Penpot Playbook

A guide for UI/UX designers and teams using Penpot (2025)

FOSS UNITED

Introduction

Penpot is an open-source design and prototyping platform for cross-functional teams. It supports browser-based design collaboration, self-hosting, and real-time editing.

Get started designing or prototyping immediately with no installation needed.

Self-host for full data control.

help.penpot.app/user-guide/introduction

Interface

Understand Penpot's user interface to navigate efficiently.

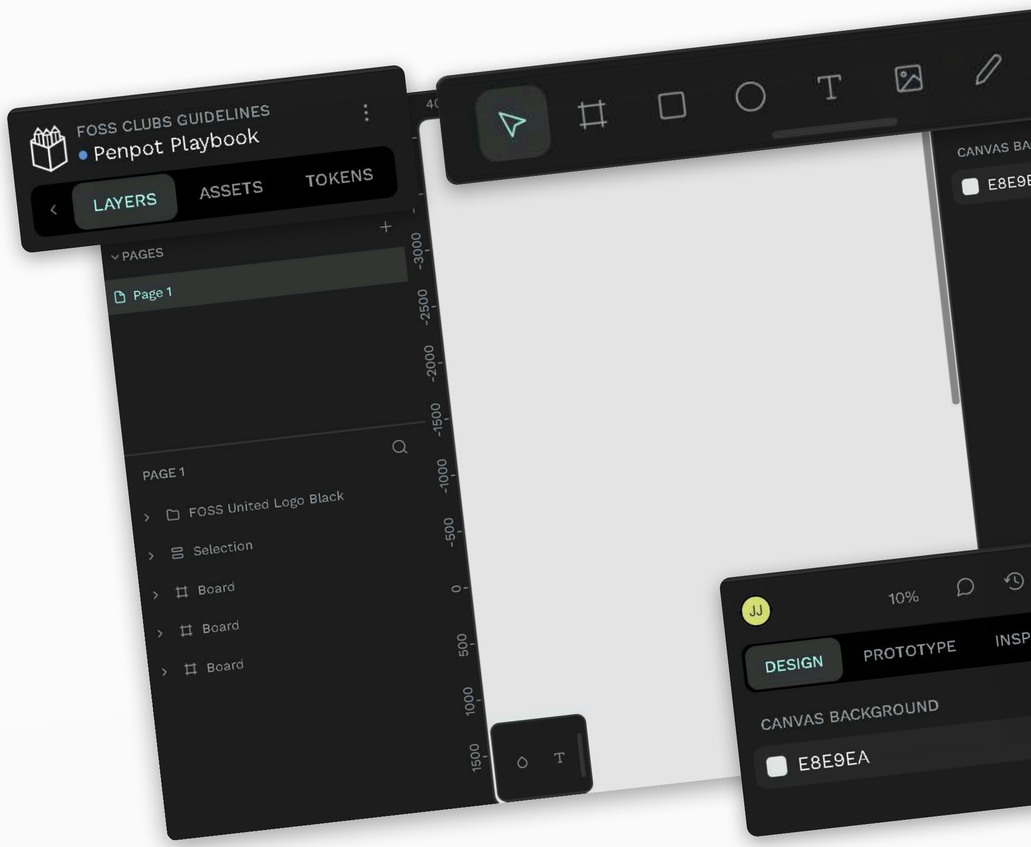
Toolbar: Contains selection, shapes, text, components, and hand tools.

Layer Panel: Organize and manage elements on your board.

Inspector Panel: Modify styles, layout, and properties.

View Controls: Zoom, fit, and pan around your canvas.

help.penpot.app/user-guide/the-interface



Workspace Basics

Use grids, guides, and rulers for precise layouts.

Enable rulers and guides for consistent spacing.

Use square, column, or row guides for responsive layout planning.

Snap elements to guides and grids for cleaner alignment.

help.penpot.app/user-guide/workspace-basics

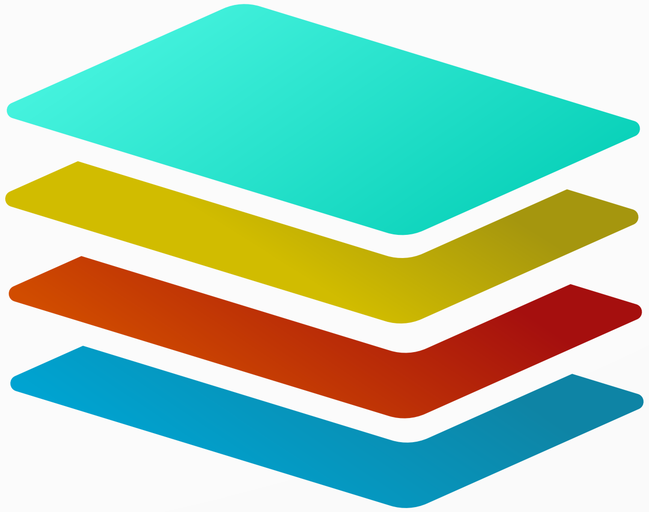
Layer Basics

Efficient layer management is crucial for scalable designs.

Use pages to segment your design flow.

Group, duplicate, and mask elements to maintain structure.

Leverage the alignment tools for visual balance.



help.penpot.app/user-guide/layer-basics

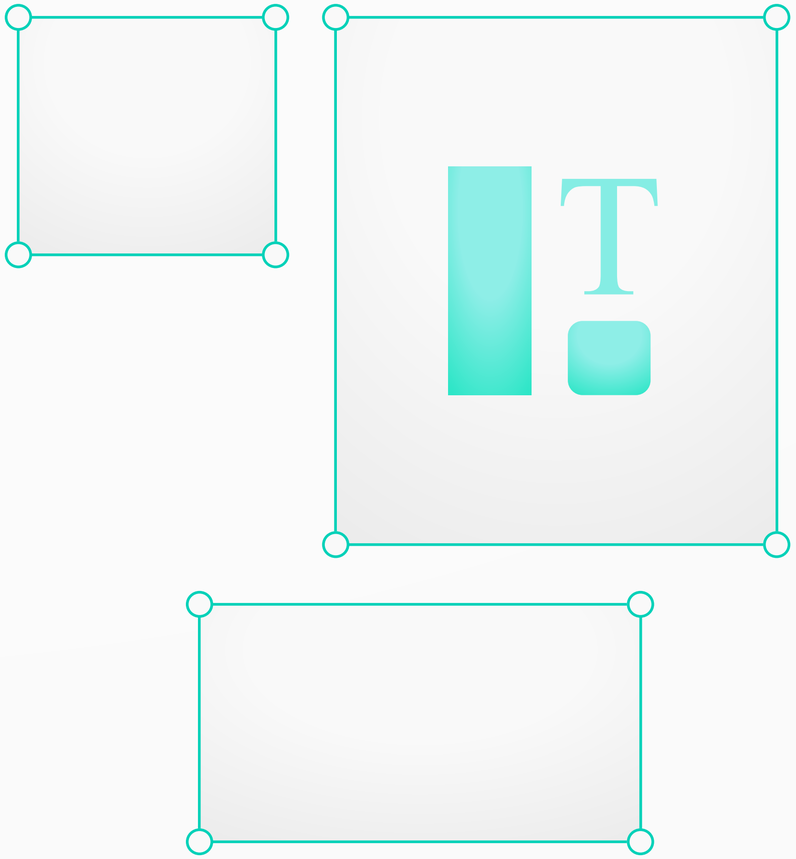
Objects

Core design elements: shapes, text, and boards.

Add shapes (rectangles, ellipses, polygons).

Insert text blocks with custom fonts and alignment.

Create and resize boards (frames) to design screens or components.



help.penpot.app/user-guide/objects

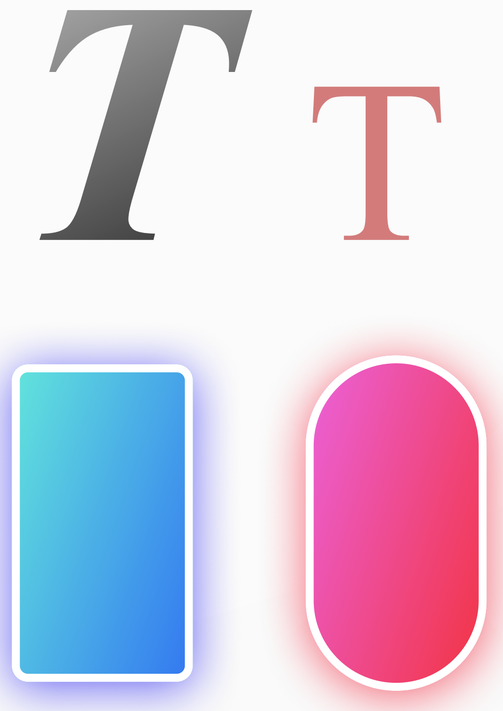
Styling

Customize how your objects look.

Apply fills, borders, shadows, blurs, and gradients.

Adjust border radius, opacity, and layering (Z-index).

Save and reuse style presets for consistency.



help.penpot.app/user-guide/styling

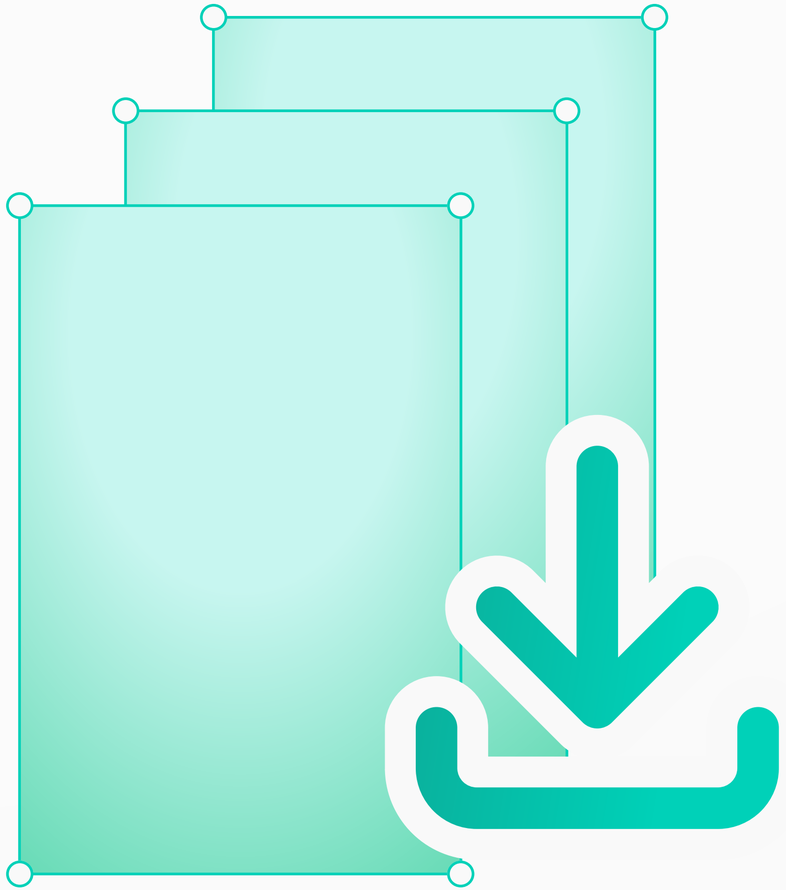
Exporting Objects

Export designs for review or development.

Select elements to export in PNG, SVG, or PDF formats.

Export entire boards or individual layers.

Configure DPI and background options.



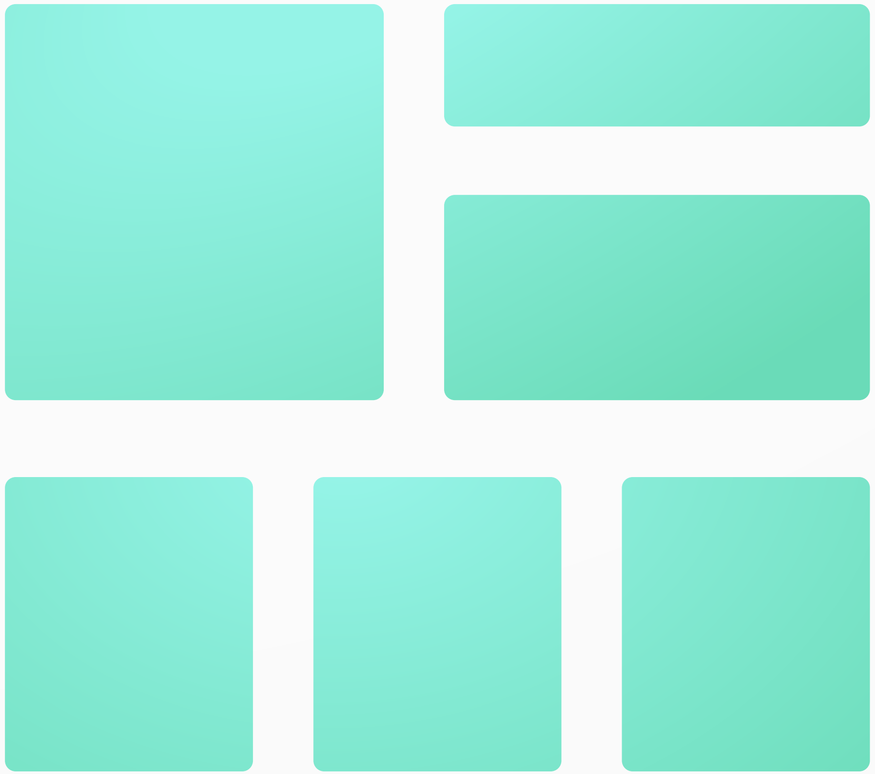
help.penpot.app/user-guide/exporting

Flexible Layouts

Create adaptive and responsive designs using modern layout techniques.

Flex Layout: Arrange elements directionally (row/column) with spacing.

Grid Layout: Use CSS Grid-like rows and columns for advanced positioning.



help.penpot.app/user-guide/flexible-layouts/

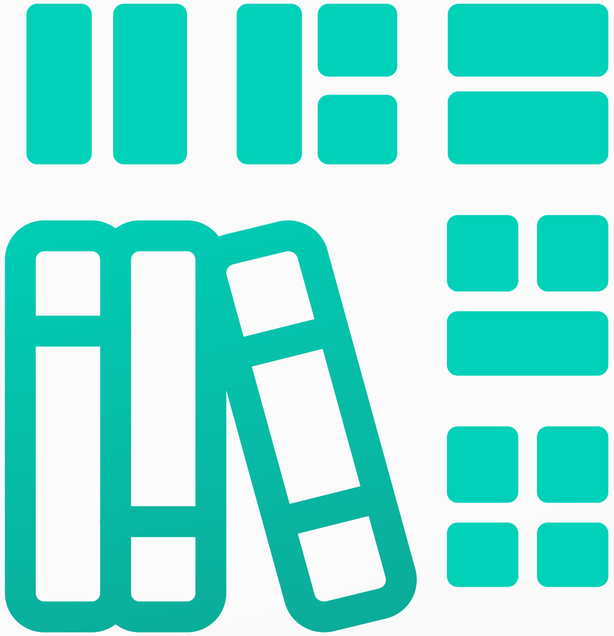
Asset Libraries

Centralize your design assets for team-wide consistency.

Create shared libraries of styles and components.

Import/export libraries between projects.

Use libraries for faster prototyping and consistency



help.penpot.app/user-guide/libraries

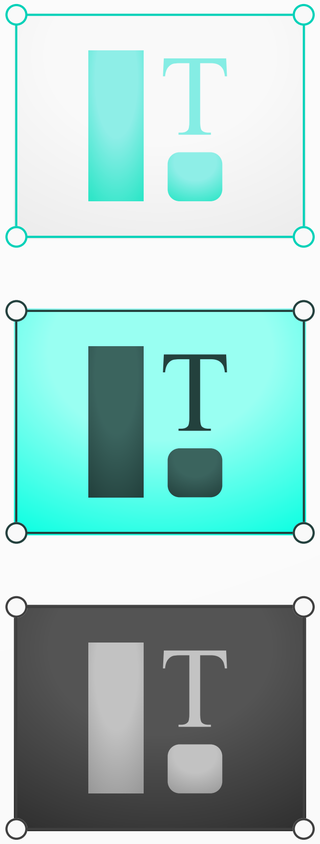
Design Tokens

Bridge design and development with tokens.

Define reusable values for colors, spacing, font sizes, radii, etc.

Export tokens to use in code (JSON, CSS, SCSS, etc.).

Maintain visual consistency and scalability.



help.penpot.app/user-guide/design-tokens

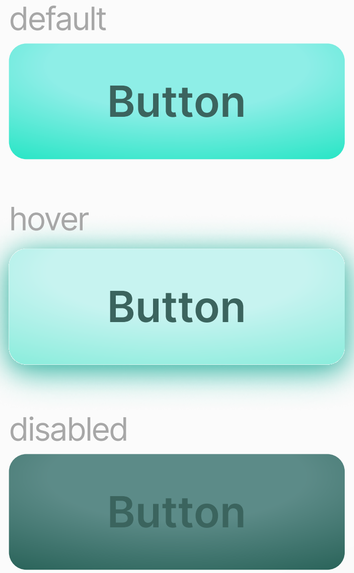
Components

Make your designs modular and reusable.

Convert elements to components (Cmd/Ctrl + K).

Create variants for states like hover or disabled.

Update all instances by editing the master component.



help.penpot.app/user-guide/components

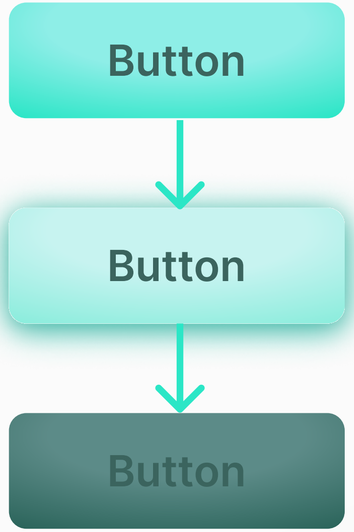
Prototyping

Simulate interactions and flows.

Add links between boards or components.

Configure triggers (on click, hover, drag) and animations.

Build realistic prototypes for demos and testing.



help.penpot.app/user-guide/prototyping

View Mode

Present and preview designs interactively.

Click View Mode to simulate user experience.

Navigate between screens, test interactions.

Share links to specific boards or flows.

help.penpot.app/user-guide/view-mode

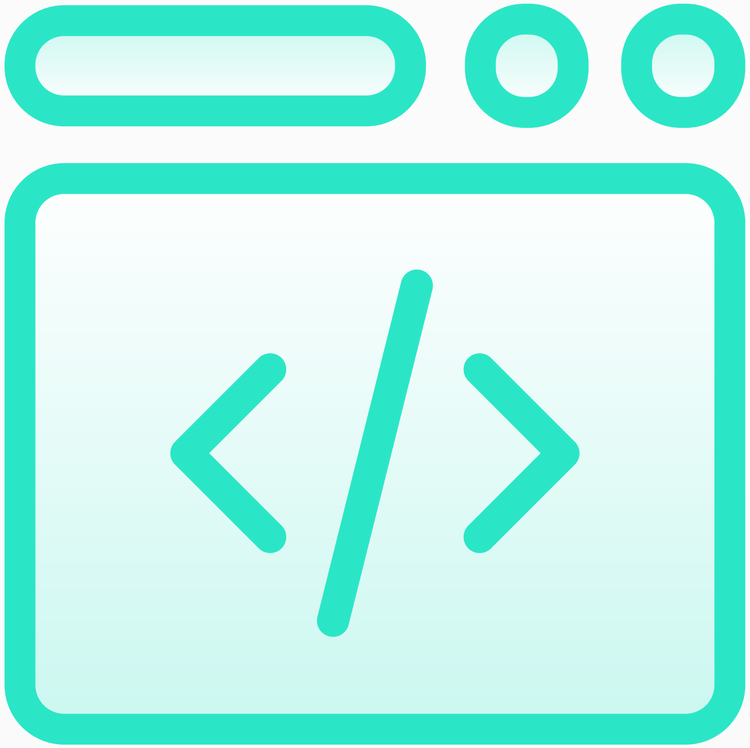
Inspect Designs

Enable developer handoff with live code previews.

Inspect elements to view spacing, fonts, colors, and CSS.

Copy generated code (HTML, CSS, SVG).

Export assets and tokens for development.



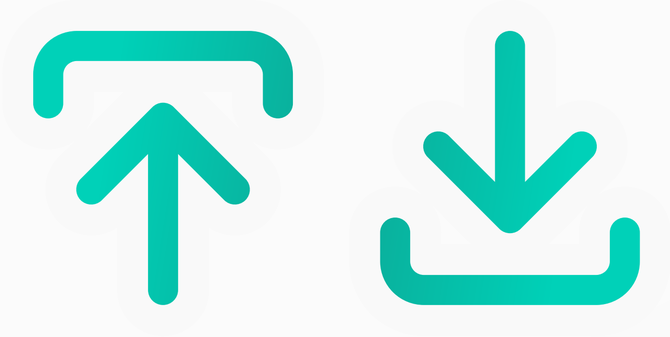
help.penpot.app/user-guide/inspect

Import/Export Files

Work with files across different platforms.

Import designs from SVG, PDF, or other design tools.

Export entire projects as Penpot files for backup or sharing.



help.penpot.app/user-guide/import-export

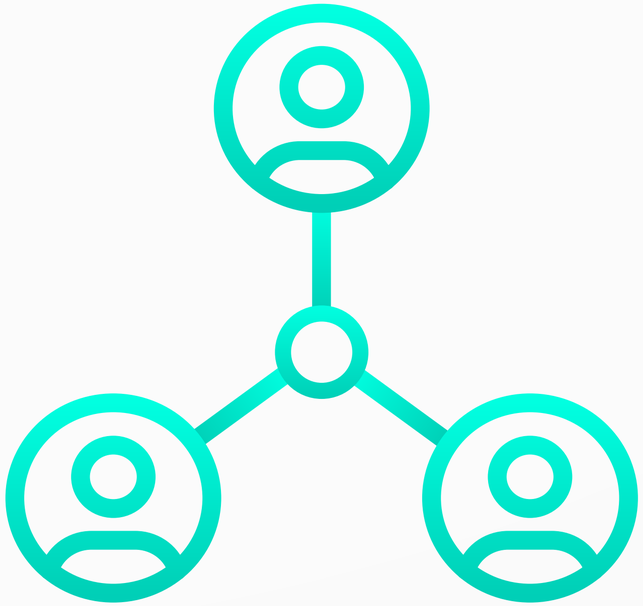
Teams

Collaborate in real-time and manage access.

Invite members to your workspace.

Set viewer/editor roles and board permissions.

Use comments for asynchronous collaboration.



help.penpot.app/user-guide/teams

Custom Fonts

Use your brand's typefaces in designs.

Upload custom fonts through the dashboard.

Apply fonts globally via text styles or tokens.

FONTS

FONTS

FONTS

help.penpot.app/user-guide/custom-fonts

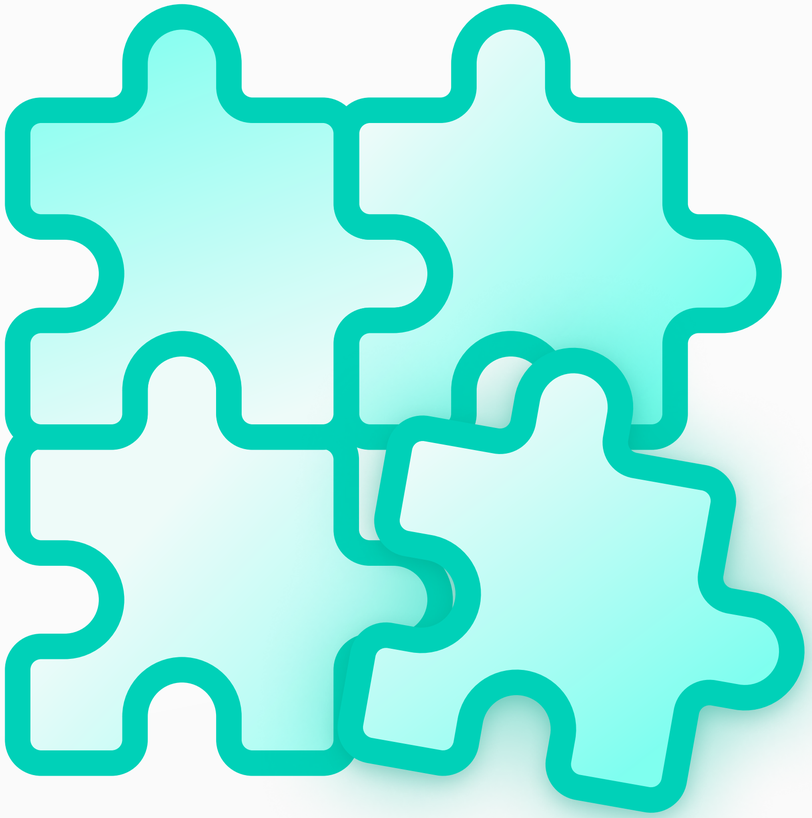
Plugins

Extend Penpot with community or custom tools.

Browse the plugin catalog for added functionality.

Use tools like design token exporters or component syncers.

Install or build your own plugins with JavaScript.



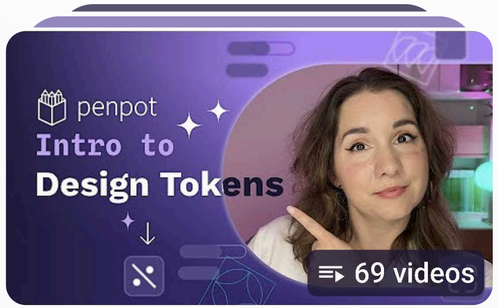
help.penpot.app/user-guide/plugins

Further Learning

For advanced topics, troubleshooting, and video walkthroughs, refer to
the Full Penpot User Guide or
check the Penpot Blog.

help.penpot.app/user-guide

penpot.app/blog



Penpot Tutorials Playlist

https://katb.in/sogitiwuqiz