Quick Lab – Object Concepts

1. Place a line using the *Line* command on the *Draw* toolbar.
2. Dimension the line using the *SmartDimension* command on the *Dimension* toolbar.
3. Select the dimension and review its properties using the *Properties* command from the *Edit* pull-down menu.
4. Right mouse click over the dimension and select *Drop Dimension to Graphics*. The dimension is dropped to a group.
5. Select the group and then select the *Ungroup* command on the *Change* toolbar. The group is dropped to individual graphic objects.
6. Place a rectangle using the *Rectangle* command on the *Draw* toolbar.
7. Select the rectangle and review its properties using the *Properties* command from the *Edit* pull-down menu.
8. Right mouse click over the rectangle and select the *Convert* command. The rectangle is converted to four lines.
9. Place *Ball Valve.sym*, located in the class *Symbols* directory, in the drawing and zoom into the symbol if necessary.
10. Right mouse click over the symbol and select the *Convert* command. The symbol is converted to a group.
11. Select the group and then select the *Ungroup* command on the *Change* toolbar. The group is dropped to individual graphic objects.