# **Facility Signs**

Including over 60 items the facility signs library offers a range of graphics for use with restrooms in and out of the work place. Each of the items are available in 3 formats; MacDraft, Illustrator and PDF, each of which are fully scalable vector drawn graphics making them completely editable and usable in almost any situation.

## Dragging & Dropping using the MacDraft Library palette:

When you want to use a symbol or graphic stored in a library in a MacDraft document, you can retrieve items for use by the following:

#### To drag and drop an item from the library:

- 1. Click the required item in the library to select it.
- 2. Holding down the mouse button, drag the item over the MacDraft document window.
- 3. Release the mouse button.
  - A copy of the item will be placed in the MacDraft document.

### To drag and drop an item from the library (UNSCALED):

- 1. Click the required item in the library to select it.
- 2. Holding down the mouse button, drag the item over the MacDraft document window.
- 3. Press the Shift key while dragging the item.
- 4. Release the mouse button.

An unscaled copy of the item will be placed in the MacDraft document.

#### To drag and drop an item into the library palette:

- 1. Select the Library you wish to copy the item to in the Library palette.
- 2. Select the object or group in the MacDraft document that you want to put into the library.
- 3. Hold down the Command key.
- 4. Whilst holding the Command key down, drag the selection to the Library palette window.

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# A SELECTION OF THE AVAILABLE ITEMS

