



2020 Design
Quick Start User Guide

2020spaces.com/2020Design

Navigating the Interface

Here are the main components of the 2020 Design interface and how to navigate through them.

Accessing the Program

Complete the following steps to access 2020 Design:

1. Double-click the **2020 Design** icon on the desktop.



2. When 2020 Design opens, click the **Maximize** button  in the upper-right corner to expand the window to its maximum size.

Main Screen Components

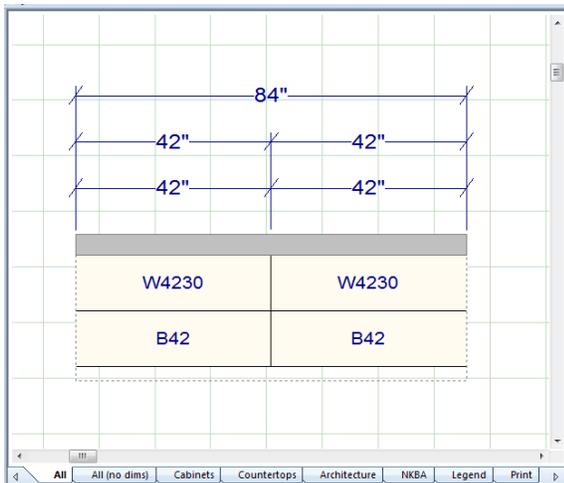
The main area of the 2020 Design user interface is called the Work area.

The Work area can display the following subareas:

- ▶ **Floor Plan:** Used to create a design.
- ▶ **Elevation area:** Used to add one or several wall elevations.
- ▶ **Items list:** Used to list items with or without their prices and miscellaneous items (with or without images).
- ▶ **Drawing:** Used to create presentation documents for sales.

Floor Plan Area

The Floor Plan area is where you draw walls and place items on the design. This area is displayed by default the first time you access 2020 Design.



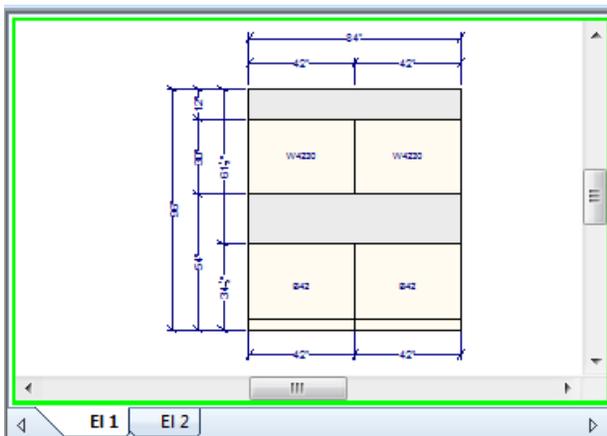
Elevation Area

You can display the following items in an Elevation area: a wall/construction line, a specific section of a design (for example, an island), or one or more items viewed from the side (left or right).

Use the Elevation area to stack cabinets, place items vertically, create wall cut-outs, and to raise or lower items on a wall. You can also view a specific area in elevation, such as an island, and edit the item as needed.

A side elevation allows you to see a base, wall, or tall cabinet from the side (left or right) and to modify these components with the edit commands.

To add an elevation, select one or more placement zones (press the **CTRL** key to select multiple placement zones), and then **double-click in the placement zone**.



Items List

The **Items** list displays the items on your design in a list format. When you access 2020 Design for the first time, the **Items** list is not displayed.

To display the **Items** list, point away from any item or dimension in the Work area, right-click, and select **Show Item List**. To switch back to the plan, click show design or close the window.

ITEMS							
#	Qty	Usercode	Manuf Code	Type	Catalog	Price	Finished Side
1	1	B42	B42	🔗	SAMPLE_E_1	\$470.00	Left
2	1	B42	B42	🔗	SAMPLE_E_1	\$470.00	Right
3	1	W4230	W4230	🔗	SAMPLE_E_1	\$223.00	Left
4	1	W4230	W4230	🔗	SAMPLE_E_1	\$223.00	Right
PRICES							
						Total selected price: \$470.00	
						Total price: \$1,386.00	

Qty	Catalog	User Code
<input type="text"/>	SMPL_CT_1 - CDM - Ter	<input type="text"/>

Finished Side
NONE

Items | Calculated Items | Accessories_Extra Cost | Comments

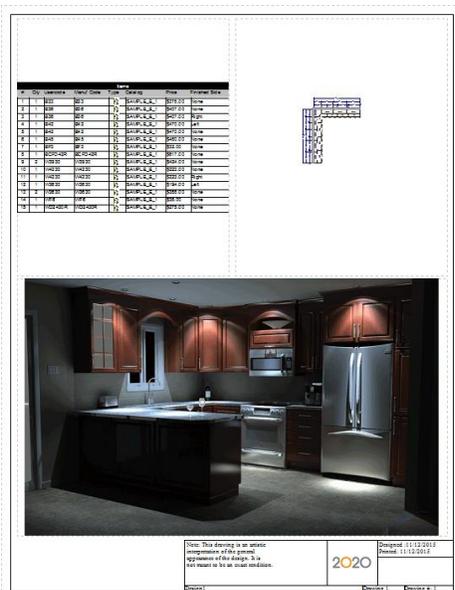
Drawing Layout

The **Drawing Layout** allows you to create design presentations that you can print or show to your customers.

Drawing Layouts can include various components, such as the customer's plan, elevations, an **Items** list, renderings, item images, and your company logo.

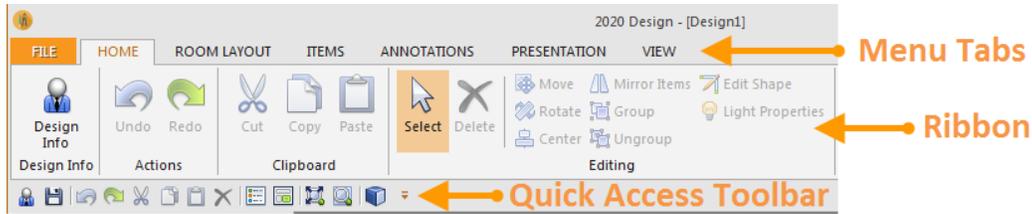
When you access 2020 Design for the first time, the **Drawing Layout** is not displayed.

To create a Drawing Layout, point away from any item or dimension in the Work area, right-click, and then select **Show Drawing Layout**.



Command Buttons

Command buttons are located in the Quick Access toolbar, the Ribbon bar, and the Work Area toolbar. Command buttons allow you to perform tasks quickly.



To customize the Quick Access toolbar, point to any Ribbon bar tab or button or anywhere on the Quick Access toolbar, right-click, and select **Customize Quick Access Toolbar**.

The following table provides a brief description of the *most widely used* command buttons on the Ribbon bar and the Quick Access Toolbar.

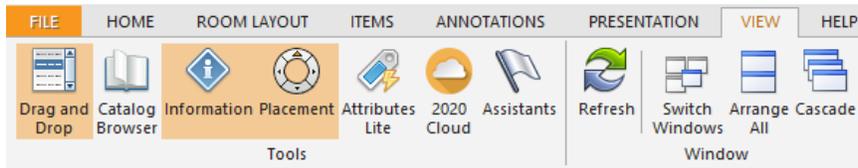
Command	Description
 New	New: creates a new design or quote. Accessible via FILE, New or by pressing CTRL+N.
 Open	Open: opens a design or quote in the Items list. Accessible via FILE, Open or by pressing CTRL+O.
 Save	Save: saves a design or quote. Accessible via FILE, Save or by pressing CTRL+S.
 Print	Print: prints the Floor Plan, Elevation, Items list or Drawing layout. Accessible via FILE, Print or by pressing CTRL+P.
 Design Info	Design Info: allows you to enter design and customer information. Accessible via HOME, Design Info.
 Undo	Undo: cancels the previous action(s). Accessible via HOME, Undo or by pressing CTRL+Z.
 Redo	Redo: recreates the previously cancelled action(s). Accessible via HOME, Redo or by pressing CTRL+Y.
 Select	Select: allows you to select items and cancels the Zoom mode. Accessible via HOME, Select or by pressing ESC.

Command	Description
 Zoom In/Out	Zoom In/Out: zooms in or out on a specific portion of a design. Select the button and then click repeatedly to zoom in or right-click to zoom out on the portion of the design that you want to view. Accessible via HOME, Zoom In/Out or by rotating the mouse wheel button forward/backward.
 Fit to Window	Fit to Window: displays the entire design at its maximum size within a window. Accessible via HOME, Fit to Window or by double-clicking the wheel button.
 Zoom Region	Zoom Region: enlarges a selected region. Accessible via HOME, Zoom Region.
 Continuous	Continuous: draws walls in a free and continuous manner. Accessible via ROOM LAYOUT, Continuous.
 Continuous	Continuous: draws construction lines in a free and continuous manner. Accessible via ROOM LAYOUT, Continuous.
 Add Elevation	Add Elevation: adds Elevation areas of selected placement zone(s) on the plan. Accessible via ROOM LAYOUT, Add Elevation or by double-clicking in the placement zone.
 Countertop Wizard	Countertop Wizard: draws countertops, backsplashes, and edges through a design wizard. Accessible via ITEMS, Countertop Wizard.
 Openings and Obstacles	Openings and Obstacles: adds windows, doors, doorways, obstacles, reserved areas, pass-through, etc. Accessible via ROOM LAYOUT, Openings and Obstacles.
 Plumbing Fixtures	Plumbing Fixtures: adds sinks, baths, toilets, showers, lavatories, etc. Accessible via ITEMS, Plumbing Fixtures.
 Appliances	Appliances: adds refrigerators, ranges, hoods, dishwashers, cooktops, etc. Accessible via ITEMS, Appliances.
 Add-Ons	Add-Ons: adds attachments to items such as glass doors, plate racks, and spice racks. Accessible via ITEMS, Add-Ons or by pressing CTRL+H.
 Accessories & Extra Costs	Accessories & Extra Costs: adds non-graphic costs to designs, such as demolition costs and electrician fees. Accessible via ITEMS, Accessories & Extra Costs.
 Countertop and Trims	Countertop and Trims: adds moldings, toe kicks, countertops, backsplashes, soffits, and edges automatically and in a few steps. Accessible via ITEMS, Countertop and Trims.

Command	Description
	Styles & Pricing: allows you to change the door/drawer styles, pull styles, door colors, and finishes for your renderings; also lets you choose cost/sell rates, discounts, surcharges, and price levels for your reports. Accessible via ITEMS, Styles & Pricing.
	Perspective View: displays a perspective view of a design that you can save and/or print. Accessible via PRESENTATION, Perspective View.
	Front View: displays an elevation or front view of a wall or construction line that you can save and/or print. Accessible via PRESENTATION, Front View.
	Top View: displays a top view of a design that you can save and/or print. Accessible via PRESENTATION, Top View.
	Isometric View: displays an isometric view of a design that you can save and/or print. Accessible via PRESENTATION, Isometric View.
	Reports: generates reports, such as quotes, contracts, cost/sell reports, and cabinet lists. Accessible via PRESENTATION, Reports.
	Refresh: refreshes the current view after you modify something on a plan or rendering. Accessible via VIEW, Refresh or by pressing F5.
	Assistants: displays/hides the Design Assistants box, which is used to verify whether your design conforms to the NKBA rules. Accessible via VIEW, Assistants or by pressing CTRL+1.
	Drag and Drop: displays/hides the Drag and Drop list, which is used to add or replace items on a design. Accessible via VIEW, Drag and Drop.
	Information: displays/hides the Information box, which displays the space available on a wall/construction line, information on items in the Work area, a 3D image of the selected item in the Drag and Drop list, and action tips or short instructions on the next step to follow after you perform certain commands. Accessible via VIEW, Information.
	Placement: displays/hides the Placement box, which helps you quickly place objects with the Place tab, move or copy objects with the Move button, and enter dimension values with the Coords tab. Accessible via VIEW, Placement.

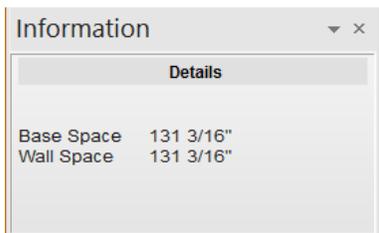
Information Box

To display or hide the **Information** box, click the **Information** button in the **VIEW** ribbon.

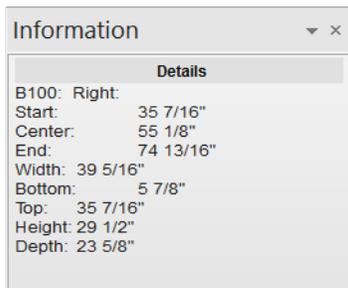


The **Information** box displays the following information:

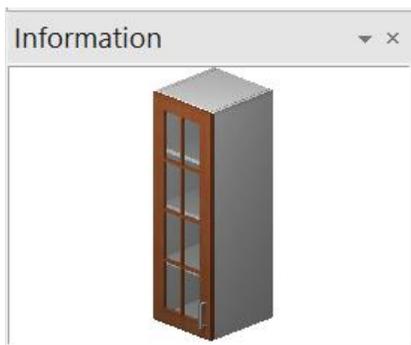
- ▶ The space available on a wall/construction line when you select the item or point to a placement zone and pause for a few seconds



- ▶ The information for items in the Work area when you select the item or point to the item and pause for a few seconds



- ▶ A 3D image of the item that you select in the **Drag & Drop** list

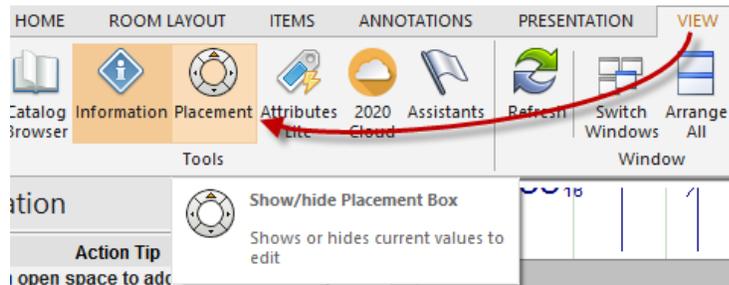


- ▶ Action tips or short instructions on the next step to follow after you perform certain commands



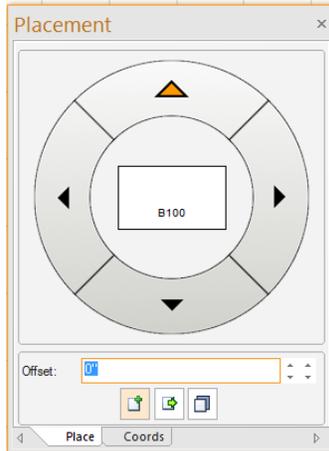
Placement Box

Click the **Placement** button in the **VIEW** ribbon to display or hide the **Placement** box.



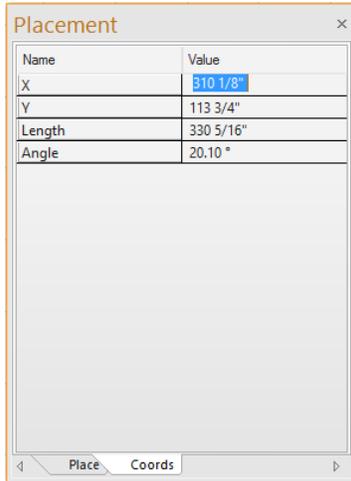
Use the **Placement** box to complete the following tasks:

- ▶ Quickly place objects with the **Place** tab or the **Place** button .



- ▶ Move or copy objects with the **Move** button  or the **Copy** button .

- ▶ Enter values in the **Coords** tab to indicate the location on the Work area (Floor Plan or Elevation) of an item added from the **Drag & Drop** list or the **Place** menu.

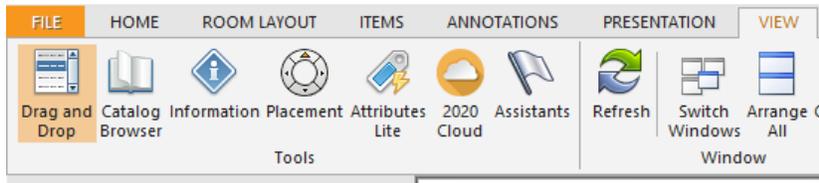


The image shows a software dialog box titled "Placement" with a close button (X) in the top right corner. The dialog contains a table with two columns: "Name" and "Value". The table has four rows of data. Below the table is a large empty rectangular area. At the bottom of the dialog, there are two tabs: "Place" and "Coords", with "Coords" being the active tab. The "Coords" tab contains a left-pointing arrow and a right-pointing arrow.

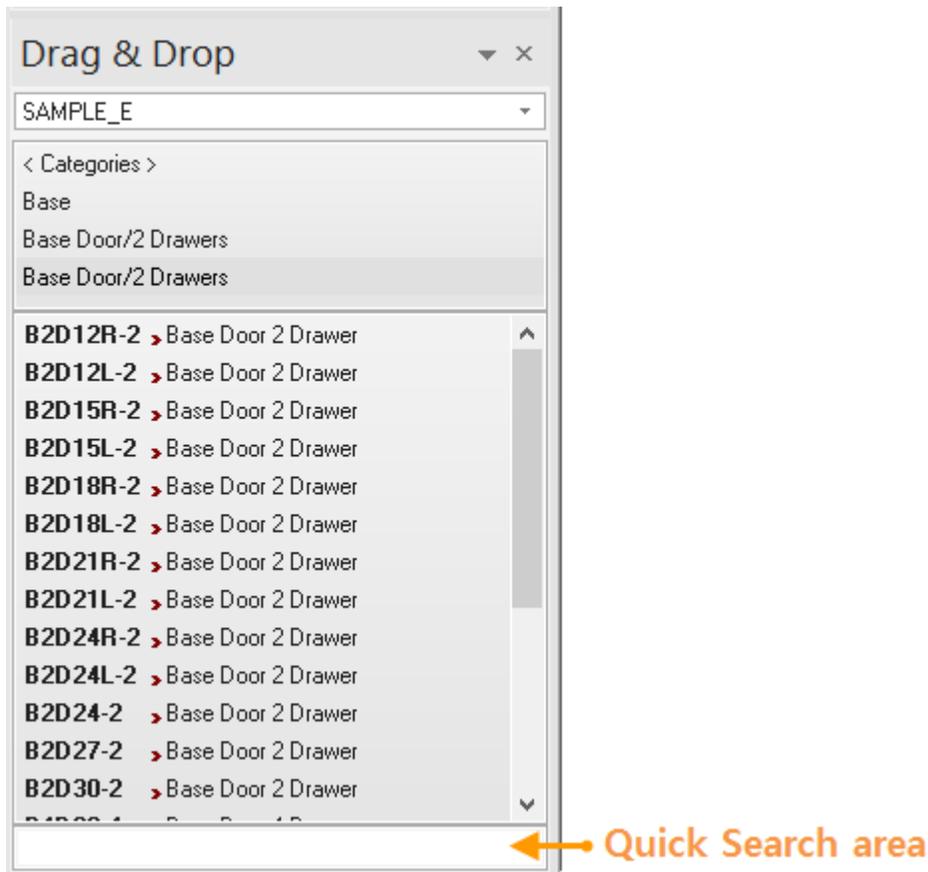
Name	Value
X	310 1/8"
Y	113 3/4"
Length	330 5/16"
Angle	20.10 °

Drag & Drop List

Click the **Drag and Drop** button in the **VIEW** ribbon to display or hide the **Drag & Drop** list.



Use the **Drag and Drop** list to place items on the Floor Plan, Elevation, or Items list.



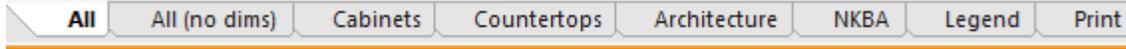
You can add several **Drag & Drop** lists and customize them. For example, you might have one showing base cabinets and one showing bathroom accessories.

You can also type codes in the **Quick Search area**¹ to list items whose nomenclature begins with the same code. When you find the item that you want, select it to display its catalog location in the **History of Selection area**.

¹ To search an item starting by a character, press the space bar twice.

Display Tabs

The tabs located under the Floor Plan area allow you to view your design in various display settings. Select the tab that corresponds to the information that you want to display. For example, to view your plan without dimensions, select the **All (no dims)** tab.



To customize the settings for a particular Floor Plan display tab, select the tab first and then double-click in an empty area of the Floor Plan. To customize the settings for a particular Elevation area tab, select the tab first and then double-click in an empty area of the Elevation area.

Work Area Toolbar

The Work Area toolbar is located in the bottom-right corner of the 2020 Design interface. The buttons in the Work Area toolbar include **In-Out/Up-Down**, **Area Snap**, **Item Snap**, **Collision**, **Ortho**, and **Link**.



In-Out/Up-Down

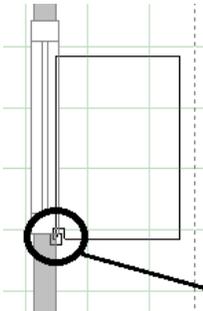
When **In-Out/Up-Down**  is disabled (off), you can ignore the current In-Out and Up-Down values of an item. When **In-Out/Up-Down** is enabled (on) and you apply the **Duplicate** and **Move** commands to an item, the In-Out and Up-Down values are maintained.

Area Snap

Area Snap  restricts the movement of the pointer to intervals that you define. When **Area Snap** is enabled (on), the pointer seems to snap to an invisible rectangular grid. Snap is useful for specifying precise points with the arrow keys or the pointer.

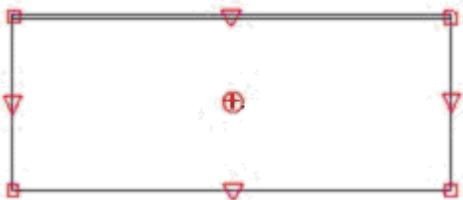
Item Snap

When **Item Snap**  is enabled and you move, rotate, or drag one item near another item, **snap points** appear, as shown in the following figure.



If you click while these points are visible, the items snap together and the points disappear. The Snap Spacing default is 3 inches. This means that when you move one item within 3 inches of another item on the Floor Plan or Elevation area and click once, the items automatically snap. This feature eliminates the need to precisely place items on the plan.

The following figure provides an example of snap points on an item.



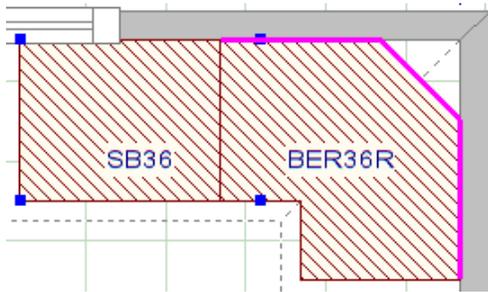
When **Item Snap** is disabled, the snap points on items are not visible when you move, drag, or rotate items. Also, items do not snap no matter how closely you place them.

To disable this feature temporarily, press the **SHIFT** key until you position (click) the item in the Work area.

Collision

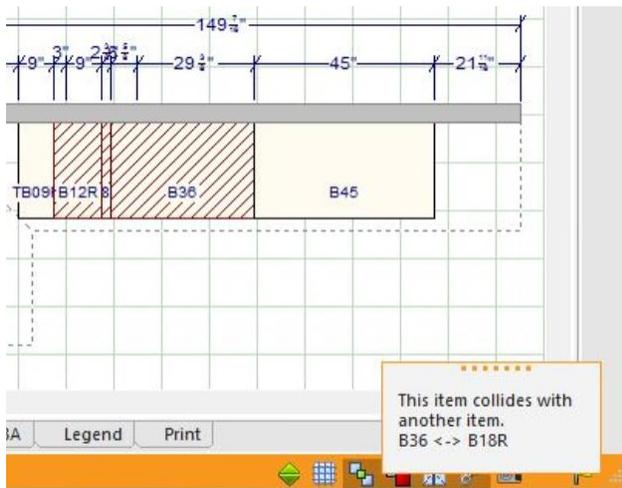
When **Collision**  is enabled, items with the same placement height cannot overlap on the Floor Plan or Elevation area. When you move an item on the drawing, the item will not collide with other items.

To disable this feature temporarily, press the **CTRL** key until you position (click) the item in the Work area. When items collide, they are displayed with the hatch pattern shown in the following figure.



Display User Codes of Items in Collision

When the cursor moves over the colliding items, a pop-up displays the collided items and user codes in the lower right corner.



Ortho

When **Ortho**  is enabled and you draw walls, lines, and shapes, the pointer is limited to increments of 45-degrees.

Link

When **Link**  is enabled and you edit (e.g., stretch) a wall or construction line, or a line or shape that is attached to one of these components, the components remain linked to the edited component.

If **Link** is disabled and you edit a wall or construction line, or a line or shape that is attached to one of these components, the components detach from the edited component.

Zooming In/Out

Click in the Work area where you want to zoom and then complete one of the following steps:

- ▶ rotate the wheel button backward to zoom out
- ▶ rotate the wheel button forward to zoom in
- ▶ double-click the wheel button to fit to window



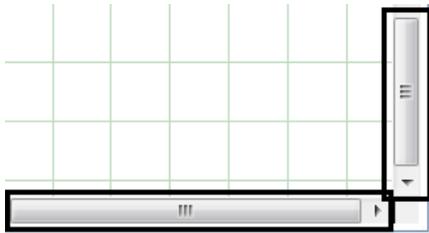
Alternatively, you can click one of the Zoom buttons in the **HOME** ribbon and then click in the Work area where you want to zoom.



Scrolling through a Design

To scroll through a design, click and hold the wheel button on the Floor Plan or Elevation area and move the design in any direction.

Alternatively, you can use the scroll bars and arrows located at the bottom and right side of the Work area.



Keyboard Shortcuts

The following table provides a list of keyboard shortcuts that can be used in place of mouse commands.

Shortcut	Command
CTRL+A	Select all
CTRL+B	Place openings and obstacles
CTRL+C	Copy
CTRL+D	Place miscellaneous items
CTRL+E	Place countertops
CTRL+H	Place add-ons or attachments
CTRL+K	Add an Elevation area
CTRL+L	Incremental save
CTRL+N	New file (design or quote)
CTRL+O	Open file (design or quote)
CTRL+P	Print
☼CTRL+S	Save
CTRL+T	Place cabinets
CTRL+V	Paste
CTRL+W	Draw walls
CTRL+X	Cut
CTRL+Y	Redo
CTRL+Z	Undo
CTRL+TAB	Next window
CTRL+1	Assistants
CTRL+0	Fit to window
F1	Help
F5	Refresh
ESC	Stop adding walls or stop the refresh process in the rendering module

☼ Always a good practice to save often.

In **YELLOW** most commonly used keyboard shortcuts.

Drawing and Editing Walls

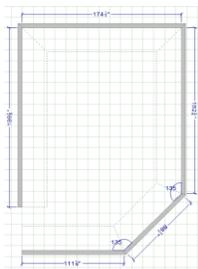
Notes: When you draw walls, combine mouse and keyboard functions to draw plans with greater efficiency.

Draw walls clockwise to ensure that the dimensions inside the room are accurate.

Before you begin drawing your walls, enable **Ortho**  in the Work Area toolbar. (See **Navigating the Interface** for more information regarding this command.)

Drawing Walls and Entering Dimensions

Now you are ready to draw the wall layout shown in the following figure.



Complete the following steps to draw your walls:

1. If the **Placement** box is not open, in the **VIEW** ribbon, select **Placement**.

2. In the **ROOM LAYOUT** ribbon, click the **Continuous** button .

3. Click in the bottom-left portion of the grid.

4. Move the mouse up and **release it**.

Note: Do not move the mouse while manually entering dimensions in the **Placement** box. If you do, the values that you enter in the **Placement** box will change.

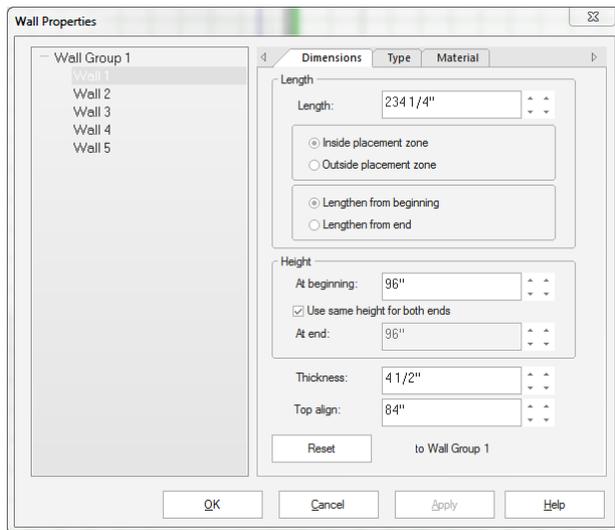
5. Type **wall length** and press **Enter**.
6. Move the mouse to the right and release it.
7. Type **next wall length** and press **Enter**.
8. Continue until all walls are in place
9. Press **ESC** to stop adding walls.
10. Double-click the wheel button to fit the drawing to the Work area window.
11. Save your drawing.

Editing Walls

Modifying Wall Properties

To modify wall properties such as the length, height, and texture, you can use the **Wall Properties** dialog box. Complete the following steps to edit walls with this method:

1. Point to the gray portion of the wall and double-click.
2. In the **Dimensions** tab of the **Wall Properties** dialog box, you can change the **Length, Height, Thickness** and click **Apply**. If you want to edit all the walls at once, select the **Wall Group**.



Adding Openings & Obstacles

With the walls now drawn, the first items to place in your design are openings and obstacles, such as doors, windows, cut-outs, and reserved areas. In this module, you will place such items using the **Basic Window** command and the **Opening and Obstacles** command.

Placing a Window

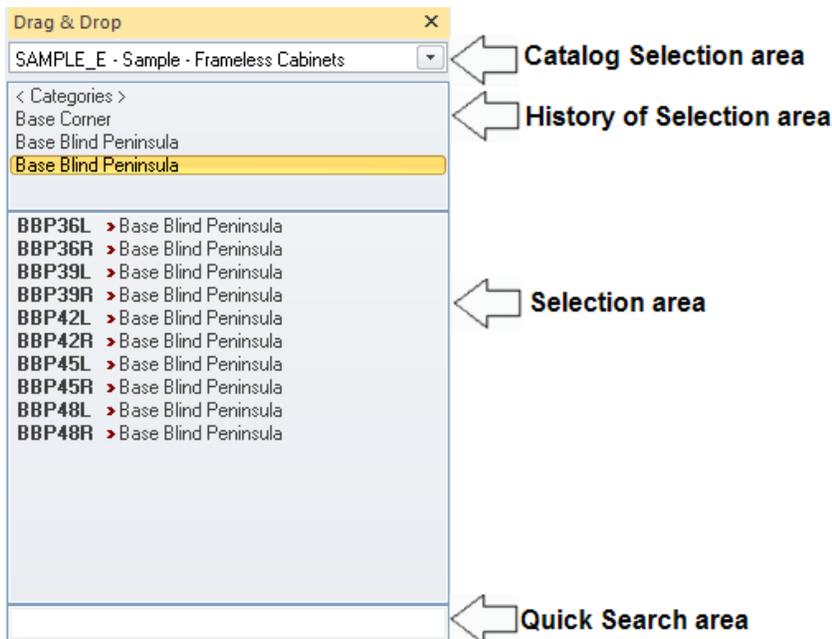
Complete the following steps to place a window using the **Openings and Obstacles** command:

1. In the **ROOM LAYOUT** ribbon, click the **Openings and Obstacles** button.
2. In the **Openings & Obstacles** dialog box, select the **ROOM** catalog.
3. Point to the **Windows** category and double-click.

Placing Base Cabinets

2020 Design contains many manufacturer catalogs (spec books converted into an electronic format) that you can use to design kitchens and bathrooms for your clients. Once installed, you can access these catalogs from the **Drag & Drop** list.

The **Drag & Drop** list contains four areas: Catalog Selection, History of Selection, Selection, and Quick Search, as shown in the following figure.



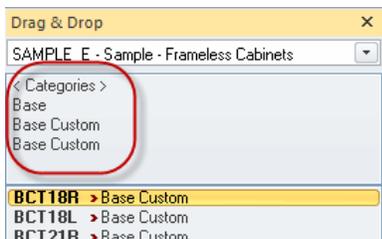
The **Catalog Selection area** is where you select the catalogs that you will use to design plans. Click the arrow to view the list of available catalogs.

In the **Selection area**, double-click the item categories and subcategories until you reach the item that you want to place. Items that can be placed are identified with a red angle bracket, as shown in the following figure.

BC1V-R > Base Custom

When you see the item that you want, drag it onto the plan.

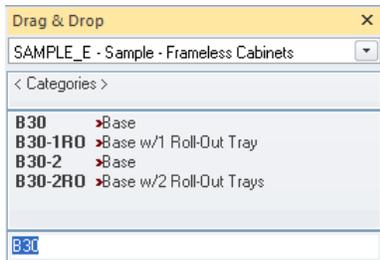
The **History of Selection area** indicates where you are within the catalog. You can double-click one of the categories to return to a previous category. You can also double-click **<Categories>** to return to the root of the catalog (the table of contents).



To save time, you can enter the item code in the **Quick Search area**. You must enter at least the first three (3) characters of the code to display the corresponding items.

The codes will be unfamiliar when you first begin using the catalogs, but with practice, you will get there! Until then, you can refer to the hard copy of the manufacturers' catalogs.

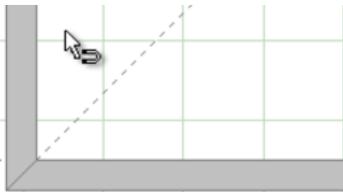
Try it now. In the **Quick Search** area, type **B30**.



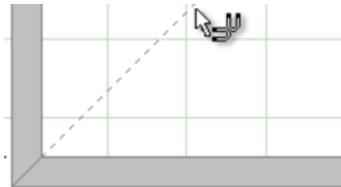
When you find the item that you want to place, select it. The **History of Selection** area displays the item's location within the catalog.

Select **B30** in the **Selection** area to see its location within the catalog and display its preview image in the **Information** box. Drag the item onto the plan.

Note: When you drag an item to a placement zone and you see the pointers shown in the following figures, the item can be placed.



On a vertical or horizontal wall



Diagonally in a corner (double-magnet pointer)

Placing Corner Cabinets

After drawing the walls and placing the windows, doors, and obstacles on the plan, the next items to place are the base corner cabinets, the sink base, and the appliances. These items have predefined dimensions and specific locations in a kitchen.

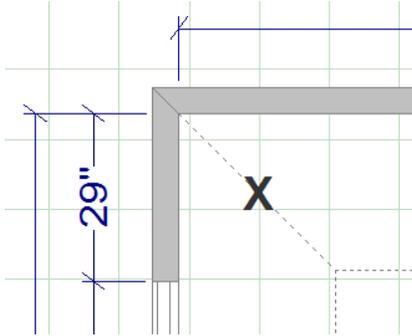
Corner cabinets are obviously placed in corners, and the sink base is usually centered under a window and near plumbing access. The location of the appliances is often determined by similar factors. Also, once you have placed these items, it will be easier to determine the space available to place the remaining cabinets.

Let's start by placing base corner cabinets.

Placing a Base Corner 90°

Complete the following steps to place a base corner cabinet:

1. In the **Drag & Drop** list, select the catalog **SAMPLE_F**.
2. In the **Selection area**, select **Base Corner, Base Corner 90o FHD, Base Corner " " " w/LSusan**.
3. Drag **BCFD33L-LS** to the diagonal line in the upper-left corner of the plan.



Note: Because this is a corner cabinet, you do not need to click a second time to set the item in the corner. 2020 Design automatically positions it for you.

Placing a Sink Base

The sink base is often one of the first cabinets to place on the plan. Most designers center the sink base under the main window of the kitchen. If you place valences or cabinets above a sink base, make sure to leave enough clearance above the sink to allow users to work with ease.

Before you determine the width of the sink base, make sure you have the customer's sink specifications (dimensions and installation location) and access to plumbing.

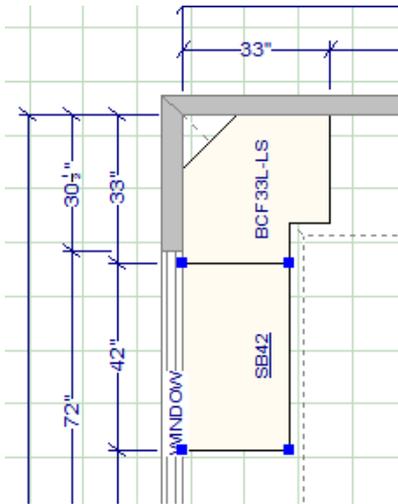
Complete the following steps to place a sink base:

1. In the **Drag & Drop** list, double-click **<Categories>**, **Base, Sink Base, Sink Base Standard**, and then select model **SB42**.

Alternatively, you can type **SB42** in the **Quick Search area**.

2. Drag **SB42** to the placement zone of the left wall in front of the window.
3. In the **Add-Ons** tab of the **Attributes** dialog box, select **NONE** and click **OK**.

- When you see the sink base near the cabinet, click to set the sink base.

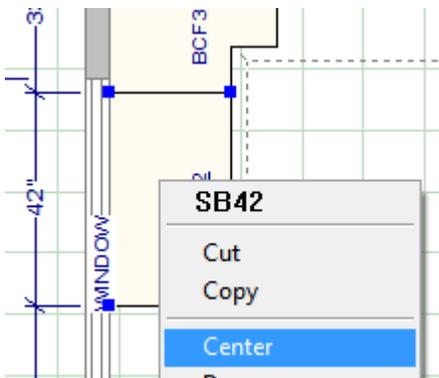


Centering the Sink Base on the Window

Complete the following steps to center the sink base beneath the window:

Note: Since our actual sink base is already centered, change the width to 30 inches to complete the following task.

- Point to the sink base, right-click, point to the **SB30** and then select **Center**.



- Click on the window and press **Enter**.
- Press **CTRL+Z** twice to recover the SB42.
- Save the design.

Placing Appliances

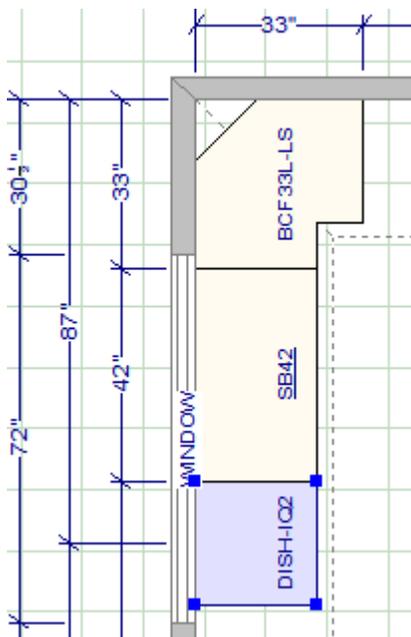
Before you place appliances, make sure you have the client's appliance specifications (dimensions and installation requirements). The dimensions and installation requirements vary from one model to another and must be measured to ensure that the design is functional. Also, do not forget to verify the electrical and plumbing access.

You must place appliances at the beginning of the design process and respect the work triangle guidelines. After placing the appliances, you will have a better idea of how much space is available for the cabinets.

Dishwasher

Complete the following steps to add a dishwasher:

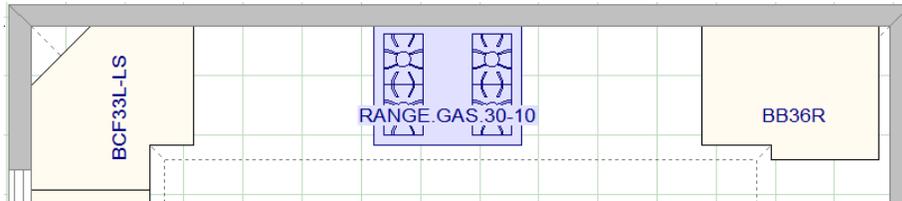
1. In the **Drag and Drop** list, select the **ROOM_APP** catalog.
2. Select **Dishwashers**.
3. Drag **DISH-IQ2** to the left wall and to the left of the sink base (**SB42**).
4. When the dishwasher is against the sink base, click to set it.



Range

Complete the following steps to add a range:

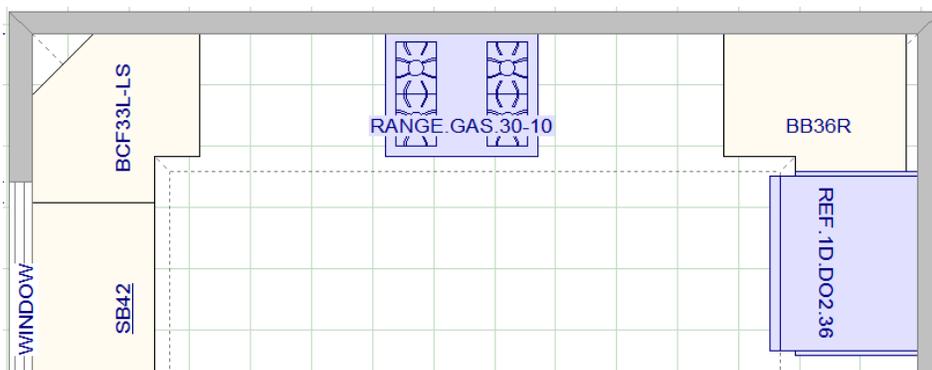
1. In the **Quick Search** area, type **RANGE.GAS.36-2**.
2. Drag **RANGE.GAS.30-10** to the placement zone of the top wall.
3. Release the mouse completely.
4. Enter **69.5** in the **Wall left** field of the **Placement** box and press **Enter**.



Refrigerator

Complete the following steps to add a refrigerator:

1. In the **Quick Search** area, type **REF.1D.DO2.36**.
2. Drag **REF.1D.DO2.36** to the placement zone of the right wall.
3. Adjust the hinge as you want and click **OK**.
4. Place the refrigerator against the corner cabinet and click to set it.



Placing Wall Cabinets

Next, you will place the wall cabinets in your design.

Changing the Top Alignment of the Wall Cabinets

Complete the following steps to change the top alignment of the wall cabinets:

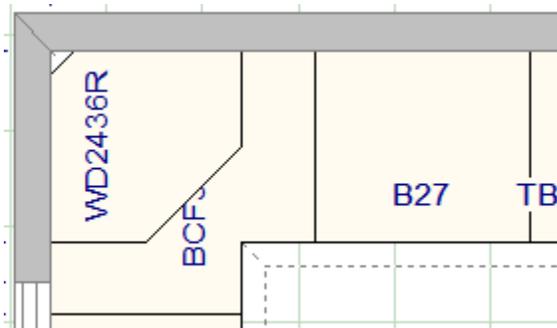
1. Right-click in the center of the plan and select **Global Attributes**, or click **Global Attributes** in the **Items** ribbon.

2. In the left pane of the **Attributes** dialog box, select **All catalogs**.
3. In the **Design** tab, change **Top align** to 90", and click **OK**.

Placing a Corner Wall Cabinet

Complete the following steps to place a corner wall cabinet:

1. Confirm that the **SAMPLE_E** catalog is still selected in the **Drag and Drop** list.
2. Type **WD2436R** in the **Quick Search** area of the **Drag & Drop** list.
3. Drag **WD2436R** to the upper-left corner of the plan.
4. If necessary, change the label direction for the base corner and **WD2436R** so that you can see both labels when the upper cabinet is placed.



Placing Fillers

Place fillers at the end of the design process to fill small vacant spaces and to provide enough clearance to properly open cabinet doors and drawers.

Placing Fillers Between Cabinets

Complete the following steps to place a filler between cabinets:

1. In the **Drag and Drop** list quick search area, type **BF3**.
2. Zoom on the range.
3. Drag a filler between the cabinets. The filler is automatically trimmed to the correct width.

Adding Countertops and Finish Items

In this module, you will add countertops and finish items to your design.

Drawing Countertops & Trims Automatically

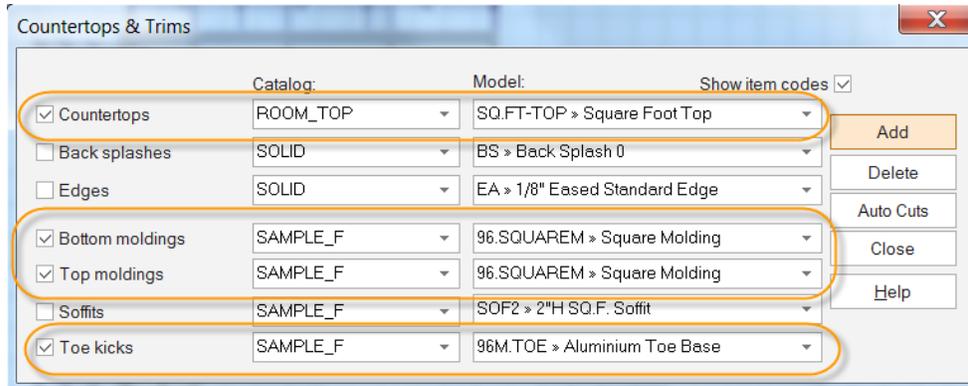
You will use the **ITEMS** ribbon to draw countertops, moldings, and toe kicks automatically, and then you will use the **Drag and Drop** list to stack top moldings.

Complete the following steps to add countertops and trims:

1. In the **ITEMS** ribbon, click the **Countertop and Trims** button:



2. In the left column of the **Countertops & Trims** dialog box, select the **Countertops, Bottom moldings, Top moldings, and Toe kicks** check boxes.
3. Select the Countertops Catalog **ROOM_TOP** and the Model **SQ.FT-TOP**.
4. Select the Bottom moldings and Top moldings Catalog **SAMPLE_F** (the same catalog that you used for the cabinets in your design) and the Model **96.SQUAREM**.
5. Select the Toe kicks Catalog **SAMPLE_F** and the Model **96M.TOE**.



6. Click **Add**.

Note: Once trims are added on the plan, the following color scheme is used:

red = countertops **green** = top moldings
cyan = toe kicks **blue** = bottom moldings
yellow = soffits

Changing Cabinet and Countertop Colors

In this module, you will use **Global Attributes** to change cabinet and countertop colors.

Changing the Color of Items in the Design

Note: If you chose **Species Premium** in the **Styles & Pricing** dialog box (see page **Error! Bookmark not defined.**), do not choose the colors and textures of your cabinets in **Global Attributes**.

Complete the following steps to change cabinet and countertop colors using **Global Attributes**:

1. In the **ITEMS** ribbon, click the **Global Attributes** button, or point to an empty space in the plan, right-click, and choose **Global Attributes**.
2. In the left column of the **Attributes** dialog box, select **All catalogs**.
3. In the **Textures** tab, click the rectangle to the right of **Countertop texture**.
4. In the **Textures** dialog box, select a texture and then click **OK**.
5. In the **Textures** tab of the **Attributes** dialog box, click the rectangle to the right of **Door texture**.

Notes: When you choose a *wood* texture, make sure **Door** or **Vert door** appears at the end of the texture's name.

The texture you select here will be applied to all the cabinets in the design.

6. Choose a door texture, a coating and then click **OK**.
7. Save the design.

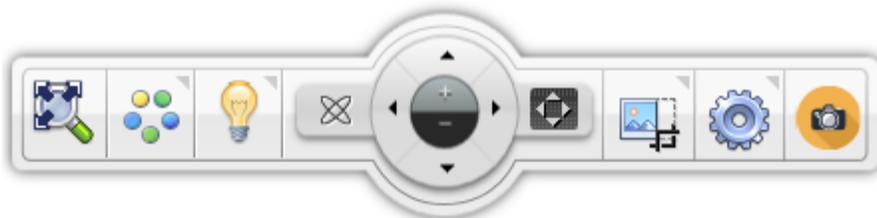
Producing Renderings and Reports

Starting with V11.7, you can launch multiple HQ renderings while working on your design. This increases efficiency, since you can work on other tasks while your rendering(s) is/are completed. To start a rendering process, open the kit file you want.

Because all customers want to see a preview of their future project, 2020 Design offers four types of renderings: Front View, Isometric View, Top View, and Perspective View. All use the **Render Dashboard**.

Render Dashboard

The Render Dashboard appears at the bottom of the Rendering Module.



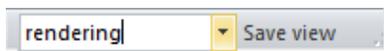
The following table describes each command in the Render Dashboard.

Tool	Description
	Fit to Window: resizes the rendering to fit the 2020 Rendering Module window.
	Textures/Display Settings: assigns a texture color to floors, ceilings, backgrounds; shows or hides design items; defines item display attributes.
	Light Effects: changes sun, ceiling, and overall rendering scene light effects. Note: If you use Ceiling Light, do not use any Scene Light, and vice versa.
	Orbit: rotates the rendering up/down or left/right with the arrow buttons.
	Zoom In/Zoom Out: zooms the rendering in/out based on current rendering orbit, pan, and camera position.
	Orbit/Pan: rotates or moves the rendering in the direction of the arrow.
	Pan: moves the rendering up/down or left/right with the arrow buttons.
	Clipping: clips part of the rendering or an object and changes the camera angle.
	View Mode/Quality: assigns a hidden line, wireframe, color, or texture view mode; a view quality; and highest lighting quality.
	Launches a high quality rendering. ² At a first launch, a single-time message dialog is displayed to let you know that a rendering was launched. You need to click Got it. Each subsequent time you click this icon, a new HQ rendering is launched and you can choose any of the launched HQ renderings by clicking this icon in the Windows taskbar.

Saving a View

Complete the following steps to save a rendering at the design level without physically saving it in a graphic format and reuse it later:

1. In the field located at the bottom-right of the Rendering Module, type **rendering**.



2. Click **Save view** to the right of the field or press **Enter**.
3. To display this rendering in the future, click the **View** menu in the 2020 Rendering Module, choose **Named Views**, and select the named view.

Alternatively, you can open the rendering in 2020 Design. In the **PRESENTATION** ribbon, select the rendering from the **Named Views** list.

² **Note:** If you change your mind after the rendering process has begun, press **ESC** to cancel the process.