

# surveyor<sup>+</sup>pad

User Guide

# Tool Bar Key

The image shows a software interface with a grid canvas. On the left is a vertical tool bar with icons for various functions. On the right is a panel with numerical results. At the top, there are labels for the project name and a series of menu items. The canvas itself is a large grid with a small drawing of a road.

**Project Name**  
Hurst Road @ 44%

**Menu Items:**  
Project Library  
Zoom Extents/Fit to Screen  
Undo  
Redo  
Grid On/Off  
90 Degree Snap  
Snap to Grid  
Snap to Endpoint  
Export

**Tool Bar Keys:**  
Drag/Move  
Rotate  
Eraser  
Freehand Line  
Quill/Handwriting  
Straight Line  
Add Text  
Dimension Arrows  
Area Calculator  
Distance Calculator  
Delete  
Change Colour  
Line Type  
Line Thickness  
Import

**Canvas Settings**  
X=Horizontal Distance  
Y = Vertical Distance

**Area Calculator Results**  
113.55 sq m

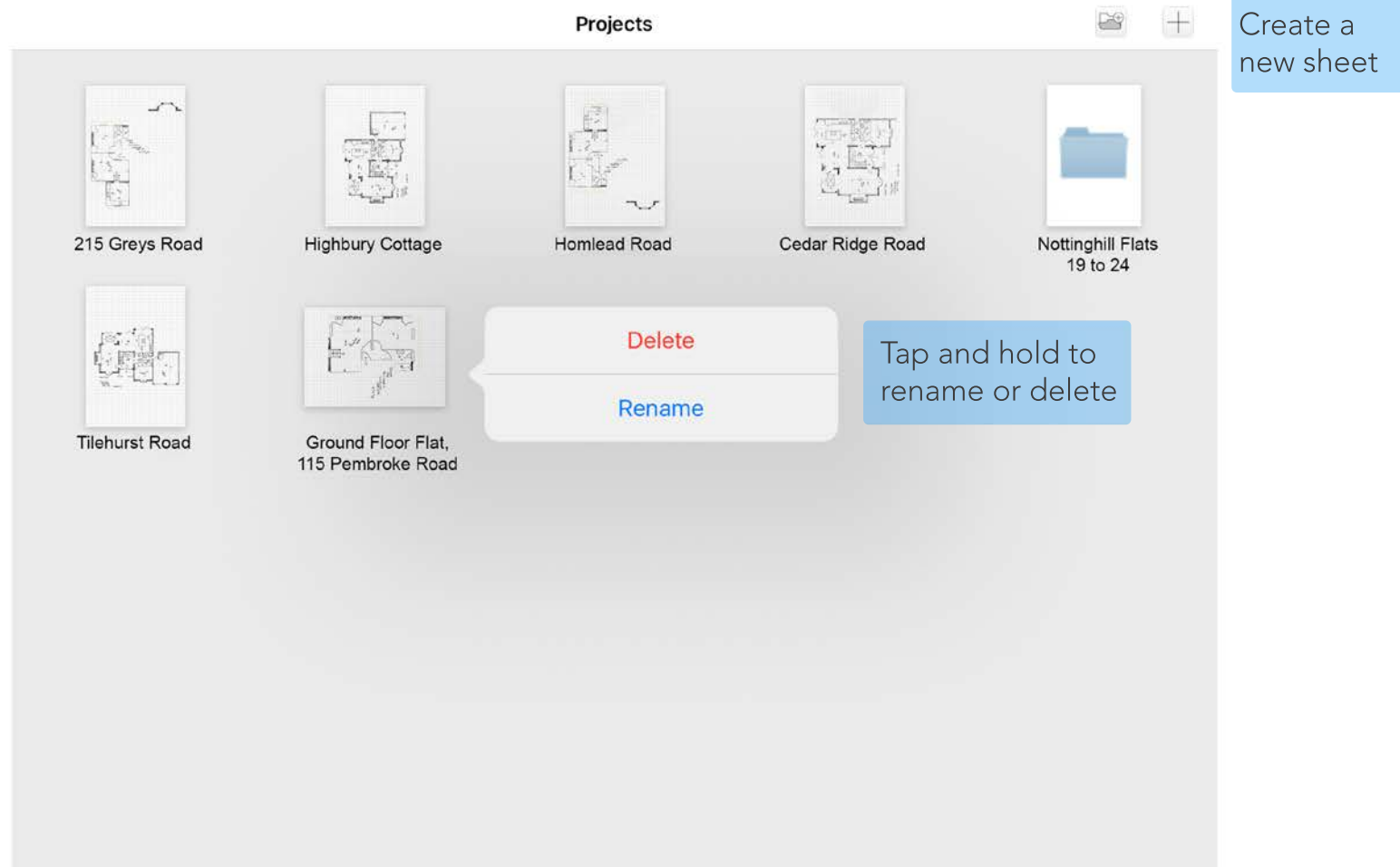
**Distance Calculator Results**  
47.67 m

**Canvas Data:**  
X 0.00 m  
Y 0.00 m

# Project Library

All projects will be saved in your project library

Create a new folder\*

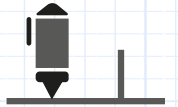


\*It is not currently possible to create a folder and then drag or copy existing projects into the folder, first create a folder and then create a project(s) from within the folder. You can add multiple projects or new sheets within each folder once it has been created.

# Q&A's

## Q: How do I draw straight lines for the walls, windows and similar linear features?

A: Use the "Straight-line" tool; with this selected the "Snap to grid", "Snap to endpoint" and "90 Degree snap" are all selected as default, which makes it quick and easy to draw one straight line and join it to another. Depending on the level of detail you are working at and the grid settings applied, you may need to zoom in to pick up certain endpoints where other endpoints are in close proximity.



## Q: How do I sketch freehand, for example for the arc of a door, a semi-circle bay window or a spiral staircase?

A: Use the freehand tool; with this tool, the snap to grid and 90-degree snap are automatically deactivated, however endpoint snap is still activated so you can pick up the endpoint of each previous line quickly and easily.



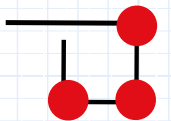
## Q: How can I write freehand text and sketch small details on features like sinks and hobs?

A: Use the "Quill/Handwriting" tool; with this tool, all snaps are deactivated so you can write and sketch freehand with no interference from the software. Use this tool to write notes on your App and add extra detail.



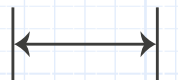
## Q: Can I draw straight lines at an angle?

A: Yes, you can turn off the "90-Degree snap" and draw straight lines at an angle.



## Q: Is there a quick way to add dimension arrows to my sketch?

A: Yes, you can use the "Dimension arrow" tool and write the dimensions next to it, or you can draw your dimension arrows manually as you would do when using pen and paper.



**Q: I need to draw reduced headroom with a dotted line. Is there a dotted/dashed line option?**

A: Yes, you can do this using the "Line type" tool and also change the thickness/colour using the "Line thickness" and "Change colour" tool.

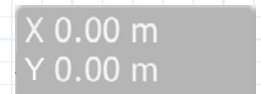


**Q: Can I draw continuous straight lines in different directions?**

A: No, once you have completed a straight line in a certain direction and wish, for example, to draw another straight line at right angles to the previous line then you should lift your finger. The tool will pick up the endpoint and you can draw in the new direction.

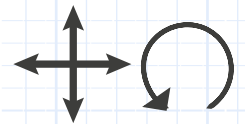
**Q: How can I see what distance the line I am drawing is?**

A: The grey box in the top right-hand corner of the screen shows the horizontal and vertical dimensions (X and Y) of your line.



**Q: Can I move and copy any feature I have sketched?**

A: Yes, you can move/drag anything you have sketched using the "Drag/Move" tool, then you can rotate those features using the "Rotate" tool below it. There is no copy function in Version 1 of the App. Tap the screen and drag to select multiple lines at the same time.



**Q: Can I quickly delete multiple lines without having to use the eraser tool?**

A: Yes, you can always use the undo tool or the delete tool, which is a quick alternative where you just pick the lines you wish to delete. Tap the screen and drag to select multiple lines at the same time.



**Q: Can I add text on using the keyboard?**

A: Yes, there is a text feature "Add Text", you can edit the font in the settings menu. However, we have designed Surveyorpad to be a sketching app and believe you will find it quicker and easier adding hand-written notes using the "Quill/Handwriting" tool as you would if you were using a pen and paper.



**Q: Can I import images into my drawing and mark them up?**

A: Yes, you can use the "Import" tool to import an image or an existing plan into the App. The functionality of this feature is quite limited in Version 1, however we will be developing this for future versions of the App, as well as introducing a commonly used symbols import, sinks, hobs, toilets etc.



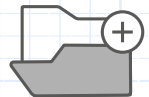
**Q: A horizontal and vertical cross hair appear on my screen when I draw, what are these for and can they be switched off?**

A: The cross hairs are switched on by default and are to help line-up features on your sketch. We would strongly recommend that you keep them switched on but they can be toggled off in the "Canvas Settings" menu.



**Q: Can I drag and drop projects in project folders I have created?**

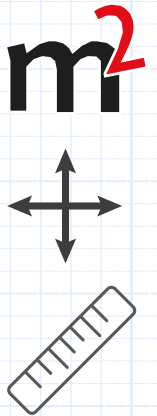
A: This functionality is not currently available in version 1 but it is something we are working on. Currently you can only create a folder and then create canvas pages within that folder.





**Q: How can I calculate the approximate area of my sketch or the distance of a series of lines?**

A: Mark out the area you want to include using the “area calculator”, select the tool and then touch the screen to add a node, add additional nodes and you will notice the nodes are joined by a line; be sure to zoom in/out to add them precisely and finish where you started to complete the shape you need the area for. The area is then displayed in the top right-hand corner of the screen in the grey box. This area shape can then be moved to the side of your plan using the “Drag/Move” tool if required. The distance tool works in the same way and will calculate the combined distance between the nodes you mark on the screen.



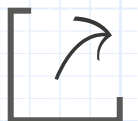
**Q: How can I change the scale of the canvas?**

A: Each time you create a new canvas you are given various options relating to paper size, scale and units. Once you have started a drawing you can change the units and grid division in the settings menu. Tip: Be careful changing the units and scale settings once you have started a drawing, as the dimensions you have written may not match the scale of the canvas.



**Q: If I export to PDF is it a vector, scalable PDF?**

A: Yes, you can export to PDF or JPEG and then share via email or any means you choose. It will export with or without the grid, depending on whether this function is on or off when you export. The PDF option is a vector image and can be scaled to any size.



We would love to hear from you, so if you have any questions or queries regarding Surveyorpad, please contact us via [www.surveyorpad.com](http://www.surveyorpad.com)

We aim to respond to all enquires within 24-48 hours.

