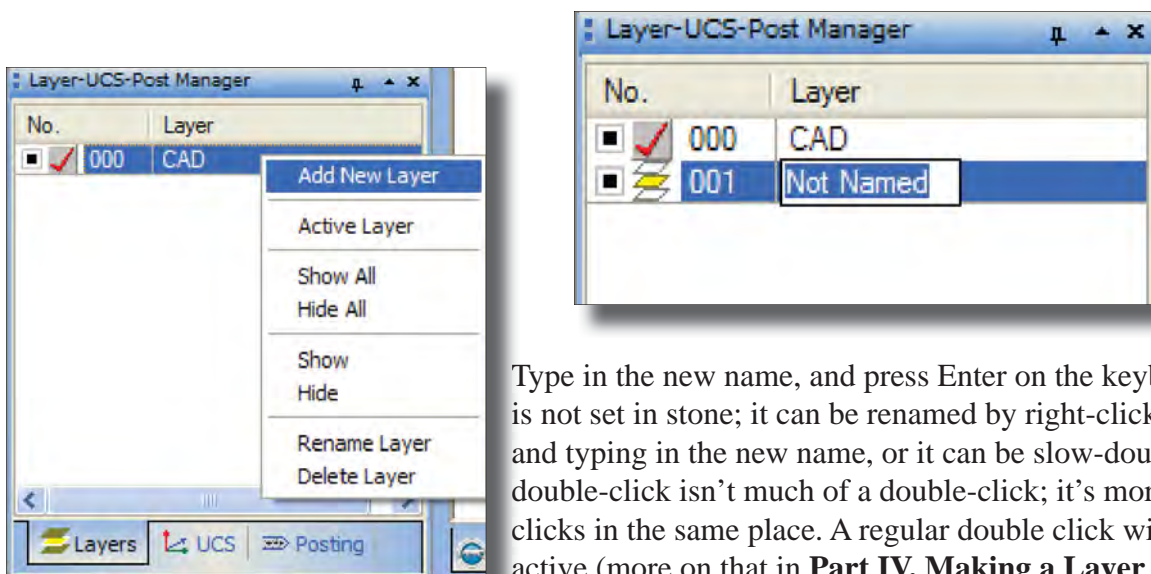


## FAQ #11: How do I use layers?

Layers in BobCAD-CAM exist to add a level of organization to drawings. All drawings start with one default layer named CAD, and the user has the ability to add, delete and rename layers, and well as render all entities on a given layer visible or invisible in a single mouse click. This FAQ covers most aspects of layer use so it has several parts that the user may want to skip to get to the issue that needs clarification.

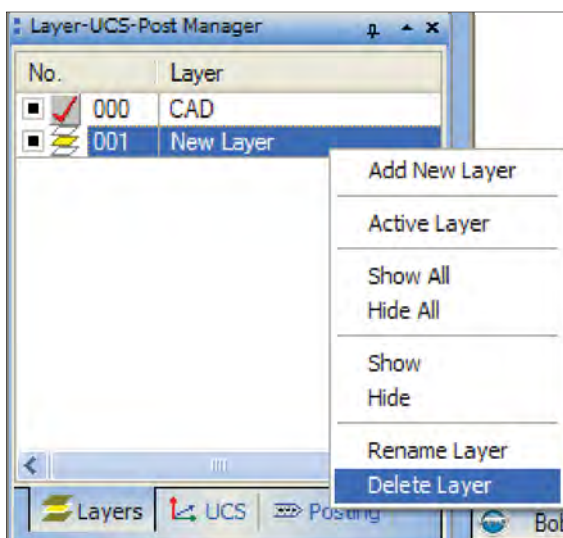
### Part I. Adding, Deleting, and Renaming Layers

To add a new layer to the drawing, right-click in the **Layer-UCS-Post Manager** and choose **Add New Layer**. The new layer will be added and will be ready for the user to type in a name for it.



Type in the new name, and press Enter on the keyboard. The name itself is not set in stone; it can be renamed by right-clicking on it in the list and typing in the new name, or it can be slow-double-clicked on. A slow double-click isn't much of a double-click; it's more like two normal clicks in the same place. A regular double click will make the new layer active (more on that in **Part IV. Making a Layer Active**).

BobCAD-CAM does not use the name of the layers internally except for when importing and exporting them from/to outside file formats. The number next to the layer name in the illustrations on this page is automatically assigned by the system and is what it uses to keep them separate. This way it is also possible to have several layers with the same name, should this be desired.

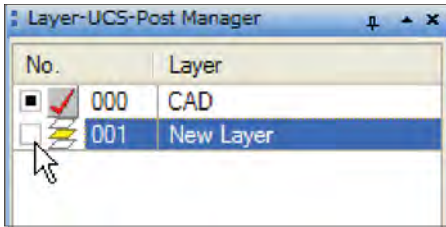


To delete a layer, make sure it has no entities on it first and then right-click on it to choose **Delete Layer**. The active layer cannot be deleted, nor can a layer that is not empty.

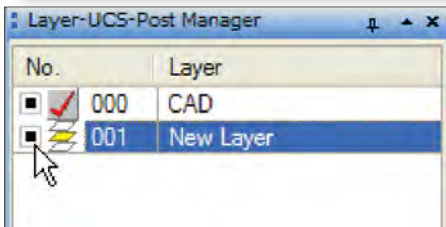
## Part II. Hiding and Unhiding Layers

BobCAD-CAM has included the ability to easily hide or unhide whole layers.

**NOTE!** The active layer cannot be made invisible, but an invisible layer *can* be made active. New entities drawn will immediately disappear when this is the case. If drawn entities simply will not show up in the **Workspace**, check to see if the active layer is hidden.



New layers will be visible by default. To hide all of the entities on a layer, simply click on the small square to the far left on the layer name to clear it.




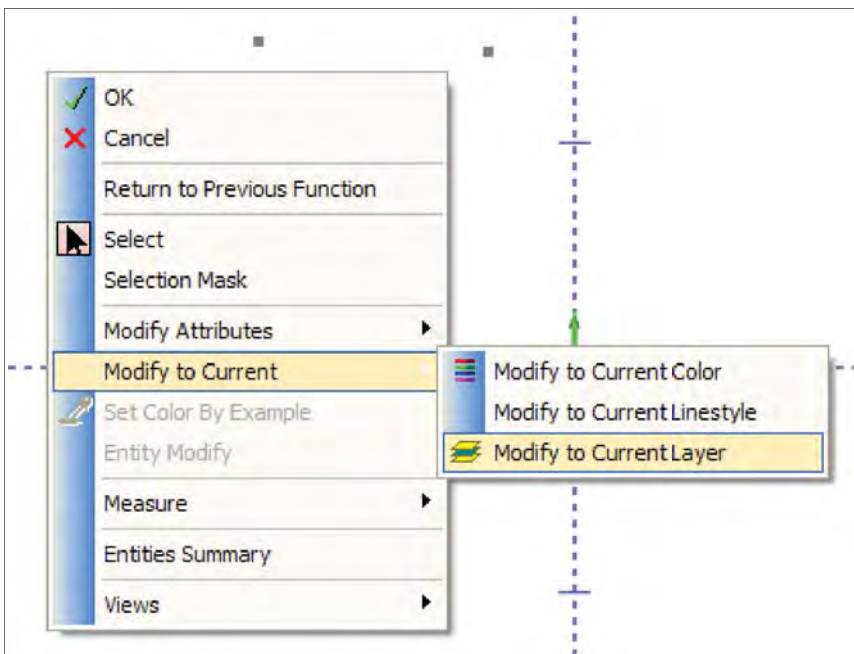
If a layer is not visible, click the small square to the far left of the layer name to fill it in. All of the entities not separately hidden on the layer will be made visible again.

## Part III. Adding, Removing, and Moving Entities from a Layer

To remove an entity from a layer it must either be moved to another layer as above or deleted. There are three ways to move an entity to another layer.


**1. Modify to Current Layer:** This method will change all highlighted entities to be on the layer that is active now.

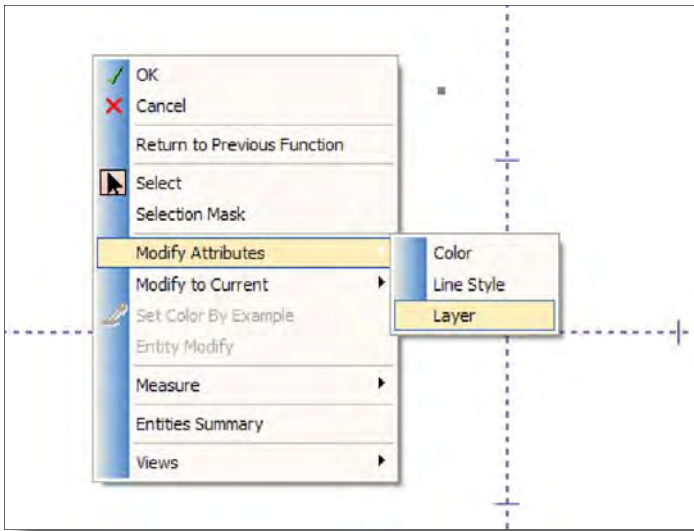
Turn on selection mode by clicking on the  icon on the toolbar. Click on the entity(ies) in the **Workspace** that need to be moved to the layer that is currently active.



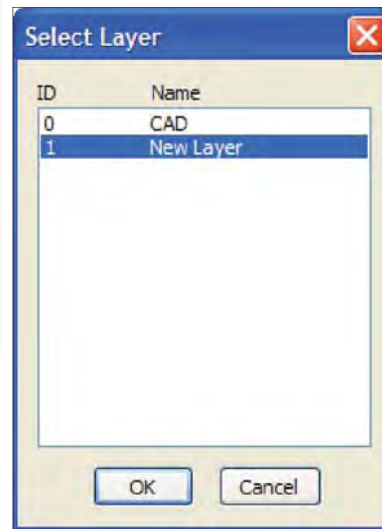
When all of the entities to switch over are highlighted, right-click anywhere in the **Workspace** and a menu will pop up. Go to **Modify to Current** and select **Modify to Current Layer**. The entities will be moved from whichever layer they are on to the layer that is currently active.

**2. Modify Attributes:** This method will change all of the highlighted entities to be on any given layer in the drawing.


Turn on selection mode by clicking on the  icon on the toolbar. Click on the entity(ies) in the **Workspace** that need to be moved to another layer.

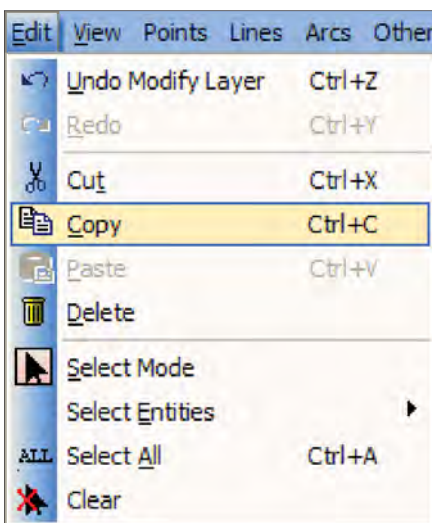


When all of the entities to switch over are highlighted, right-click anywhere in the **Workspace** and a menu will pop up. Go to **Modify Attributes**, and choose **Layer** from the fly-out menu.

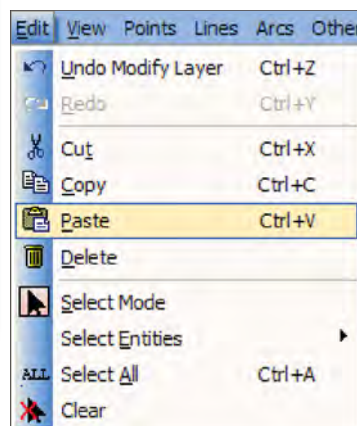


A box will appear with all of the layers in the drawing listed. Click on the layer desired and then on **OK**. The entities will now all be on that layer.

**3. The Copy(or Cut)/Paste Method:** Turn on selection mode by clicking on the  icon on the toolbar. Click on the entity(ies) in the **Workspace** that need to be moved or copied to another layer.

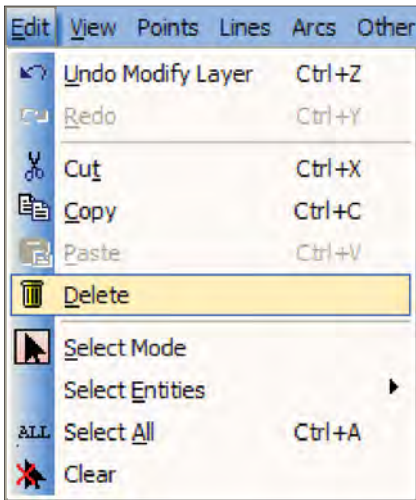


When all of the entities to switch over are highlighted, click on **Edit** in the main menu and then on **Copy** if copies of the entities need to be made on the new layer, or **Cut** if they need to be moved instead.



Make the new layer active in the **Layer-UCS-Post Manager**, and the return to **Edit** and choose **Paste**. The entities will appear on the new layer.

The fourth method to remove entities from the current layer is to simply delete them from the drawing entirely. To do that, turn on selection mode by clicking on the icon on the toolbar. Click on the entity(ies) in the **Workspace** that need to be deleted.



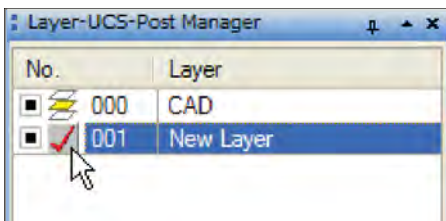
When they are highlighted, either go to **Edit** in the main menu and choose **Delete**, click the delete icon on the toolbar, or press the DEL (Delete) key on the keyboard.



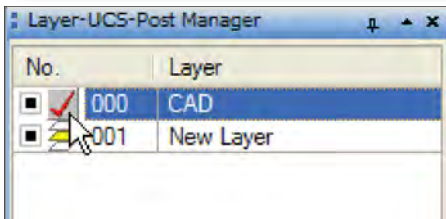
*BobCAD-CAM's Delete icon*

#### Part IV. Making a Layer Active

To make a layer active means that all new entities drawn will automatically be added to that layer. There must always be exactly one active layer. By default in all new drawings the CAD layer is set active as that is the *only* layer.



To make a layer active, left-click with the mouse on the Active button, 2nd from left next to the layer name. The icon will change to a check mark and all new entities will be drawn on that layer. Conversely, using a regular double-click on the layer name will also make the layer active.



To deactivate a layer, there must be another layer available to make active. Simply make another layer active and the current one will deactivate automatically.