Cut & Paste “Selections”  
(Required for Quick Graphics of Acad Files)

Sometimes it may be necessary to create a “Quick-Graphic” for your customer or to complete a project. If you are not familiar with cutting and pasting, here is a quick & brief summary on how to do this:

1.) Find the object or subject you would like to print, such as:
   Acad Block, a portion of the drawing, or The Entire Drawing.

2.) Select that item by using the “Cut Icon”, from Acad, or if you prefer by “Alt Print Screen” (on keyboard).

Example: We wanted the left side of a building in NYC, on 6th Ave (Acad drawing Shown)

3.) Simply “Paste” that item into your word or Excel document.

Hopefully this will clarify some of the confusion about how easy it can be to do a quick cut & paste for reference documents, to get to a customer. Obviously if the project requires “Advanced Editing” such as resizing, an exact scale, the Acad drawing should be converted into a more precise drawing program.

This Example is just to show how flexible Acad can be when it comes to getting a customer a quick sketch that can be “Emailed” for the customer to look at.