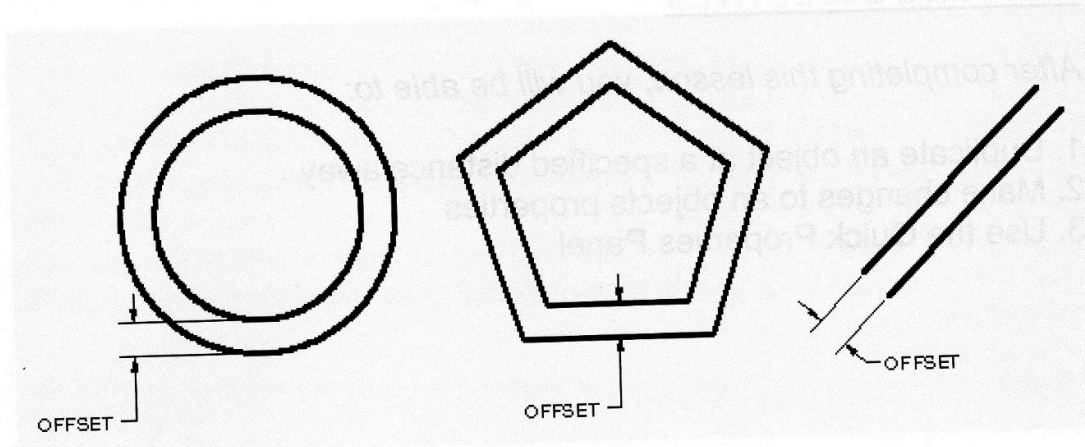


OFFSET

The **OFFSET** command duplicates an object parallel to the original object at a specified distance. You can offset Lines, Arcs, Circles, Ellipses, 2D Polylines and Splines. You may duplicate the original object or assign the offset copy to another layer.

Examples of Offset objects.



HOW TO USE THE OFFSET COMMAND:

METHOD 1

(Duplicate the Original Object)

1. Select the **OFFSET** command using one of the following:

Ribbon = Home tab / Modify panel / 

or

Keyboard = Offset <enter>

2. Command: `_offset`
Current settings: Erase source=No Layer=Source OFFSETGAPTYPE=0
Specify offset distance or [Through/Erase/Layer] <Through>: **type the offset distance or select Erase or Layer. (see options on the next page)**
3. Select object to offset or <Exit/Undo>: **select the object to offset.**
4. Specify point on side to offset or [Exit/Multiple/Undo]<Exit>: **Select which side of the original you want the duplicate to appear by placing your cursor and clicking. (See options on the next page)**
5. Select object to offset or [Exit/Undo]<Exit>: **Press <enter> to stop.**

OFFSET....continued

METHOD 2

(Duplicate original object but assign the Offset copy to a different layer)

To automatically place the offset copy on a different layer than the original you must first change the “current” layer to the layer you want the offset copy to be placed on.

1. Select the layer that you want the offset copy placed on from the list of layers.
2. Select the OFFSET command (refer to previous page)
3. Command: `_offset`
Current settings: Erase source=No Layer=Source OFFSETGAPTYPE=0
Specify offset distance or [Through/Erase/Layer] <Through>: **type L <enter>**
4. Enter layer option for offset objects [Current/Source] <Source>: **select C <enter>**
5. Specify offset distance or [Through/Erase/Layer] <Through>: **type the offset dist <enter>**
6. Select object to offset or [Exit/Undo] <Exit>: **select the object to offset.**
7. Specify point on side to offset or [Exit/Multiple/Undo]<Exit>: **Select which side of the object you want the duplicate to appear by placing your cursor and clicking. (See options below)**
8. Select object to offset or [Exit/Undo]<Exit>: **Press <enter> to stop.**

OPTIONS:

Through: Creates an object passing through a specified point.

Erase: Erases the source object after it is offset.

Layer: Determines whether offset objects are created on the current layer or on the layer of the source object. Select Layer and then select current or source. (Source is the default)

Multiple: Turns on the multiple offset mode, which allows you to continue creating duplicates of the original without re-selecting the original.


Exit: Exits the Offset command.

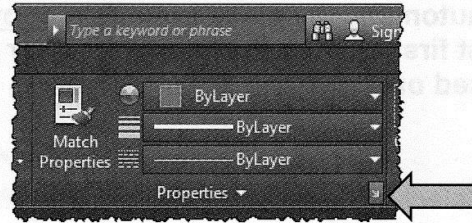
Undo: Removes the previous offset copy.

PROPERTIES PALETTE

The **Properties Palette**, shown below, makes it possible to change an object's properties. You simply open the Properties Palette, select an object and you can change any of the properties that are listed.

How to open the Properties Palette:

- Ribbon** = Home tab / Properties panel / 
- or
- Keyboard** = Ctrl + 1



(An example of how to use the Properties Palette is on the next page.)

Close Palette
To close the Palette click on the "X" or press Ctrl + 1

Auto-Hide feature
(Click On and Off here)
The Palette will collapse into a vertical bar if ON. It will reactivate if you pass the cursor over the gray bar.

Multiple selected objects list
If you have selected multiple objects, select individually from this drop down list.

Move
To move, click and drag the title bar to a new location.

Resize
To resize, click and drag an edge.

General	
Color	ByLayer
Layer	OBJECT LINE
Linetype	ByLayer
Linetype scale	1.000
Plot style	ByColor
Lineweight	ByLayer
Transparency	ByLayer
Hyperlink	
Thickness	0.000

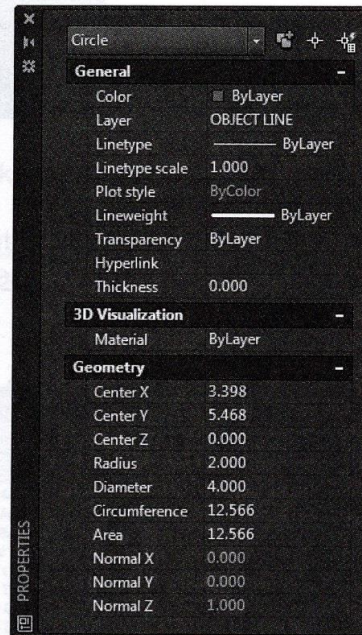
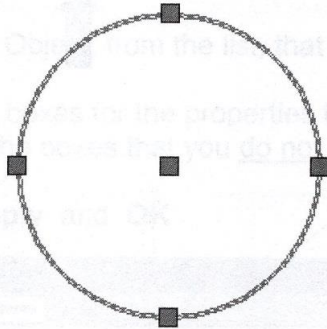
3D Visualization	
Material	ByLayer

Geometry	
Center X	2.026
Center Y	6.199
Center Z	0.000
Radius	0.526
Diameter	1.053
Circumference	3.307
Area	0.870
Normal X	0.000
Normal Y	0.000
Normal Z	1.000

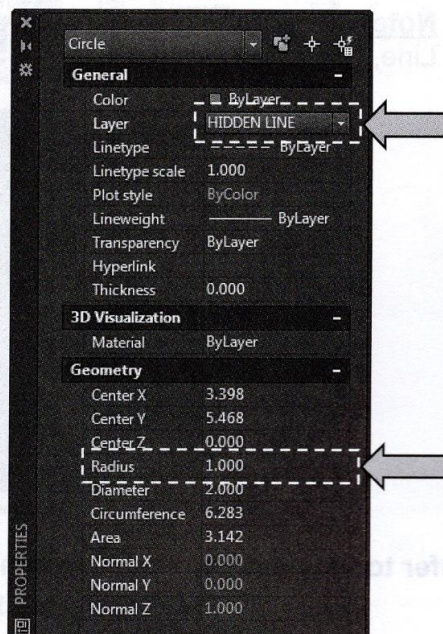
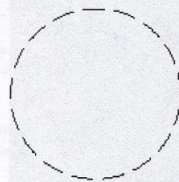
PROPERTIES PALETTE....continued

Example of editing an object using the Properties Palette

1. Draw a 2.00 Radius circle.
2. Open the Properties Palette and select the Circle. (*The Properties for the Circle should appear. You may change any of the properties listed in the Properties Palette for this object. When you press <enter> the circle will change.*)



3. Highlight and change the "Radius" to 1.00 and the "Layer" to HIDDEN LINE <enter>. *The Circle got smaller and the Layer changed as shown below.*



QUICK PROPERTIES PANEL

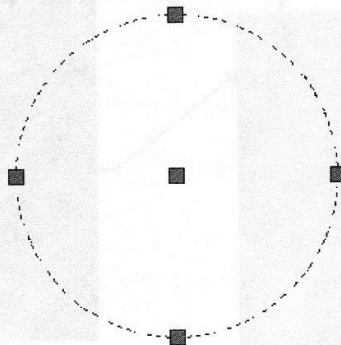
The Quick Properties Panel, shown below, will only appear if you have it set to ON. The Quick Properties Panel displays fewer properties and appears when you click once on an object. You may make changes to the objects properties using Quick Properties just as you would using the Properties Palette. (AutoCAD is just giving you another option)

How to turn Quick Properties Panel On or OFF.

Select the **Quick Properties** button on the status bar.

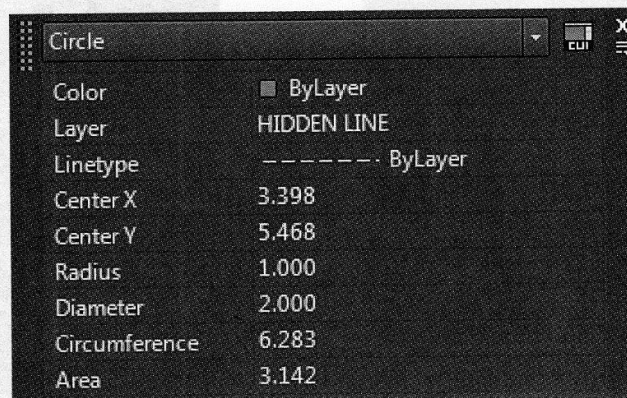


1. Select an object



2. The Quick Properties box appears.

Note: The list depends on the type of object you have selected, such as; Circle, Line, Rectangle, etc.

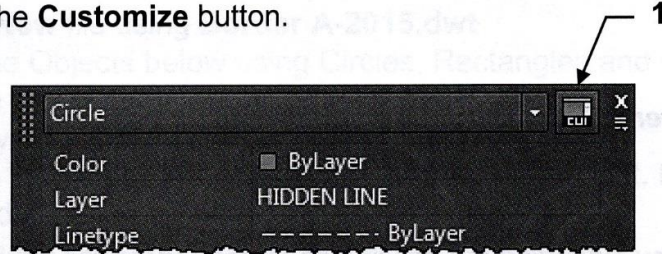


Refer to the next page to “Customize” the Quick Properties Panel.

CUSTOMIZING THE QUICK PROPERTIES PANEL

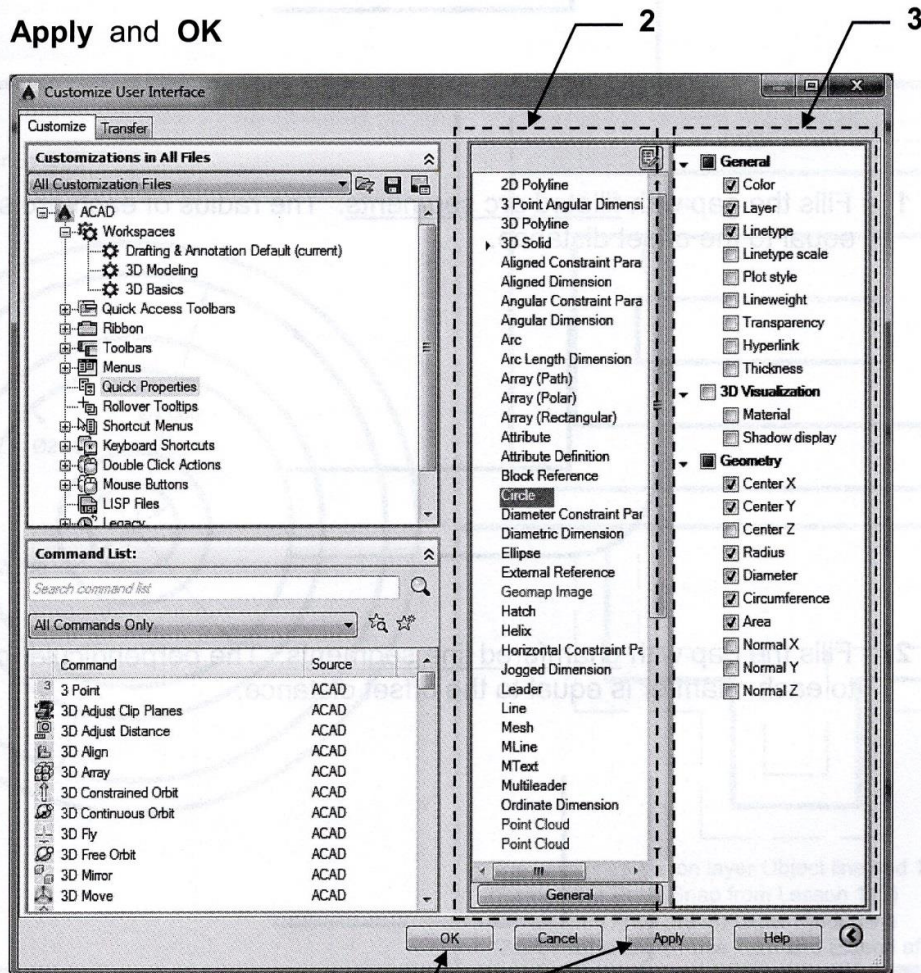
You may add or remove properties from the Quick Properties Panel. And it is easy.

1. Select the **Customize** button.



2. Select the Object, from the list, that you would like to customize.
3. Check the boxes for the properties that you want to appear. Uncheck the boxes that you do not want to appear.

4. Select **Apply** and **OK**



Note: The customizing is saved to the computer not the drawing file.

OFFSETGAPTYPE

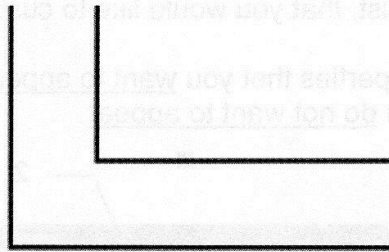
When you offset a closed 2D object, such as a rectangle, to create a **larger** object it results in potential gaps between the segments. The **offsetgaptype** system variable controls how these gaps are closed.

To set the offsetgaptype:

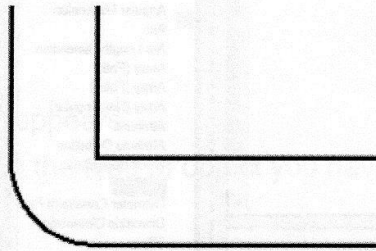
Type: **offsetgaptype <enter>**

Enter one of the following:

0 = Fills the gap by extending the polyline segments. (default setting)



1 = Fills the gap with filleted arc segments. The radius of each arc segment is equal to the offset distance.



2 = Fills the gap with chamfered line segments. The perpendicular distance to each chamfer is equal to the offset distance.

