

Sketchup Basics

- Download Sketchup model from Dropbox to desktop
- Open Sketchup.com
- Go to “Products”
- Hit “Start Modeling”
- Create account (it’s free)
- Start modeling (can always follow the “start tour”)
- Ok on Privacy Notice
- Check box on Terms - hit ok
- Hit folder icon (upper left hand of screen between “Untitled” and “Saved”)
- Select “Open”
- Select “Sketchup”
- Select “Add Model”
- Drag and drop model from desktop or select “Browse”
- Select “Open” bottom right
- Pallet Screens on left and right of screen to manipulate model:
 - Left of Screen - Center:
 - Arrow - select (default)
 - Tape Measure - to measure spaces
 - Two Arrows chasing each other - Expands
 - Orbit - rotates 3D
 - Hand - pan
 - Magnifying glass - zoom in / out
 - Magnifying glass inside box - zoom window
 - Magnifying glass w/ three arrows - zoom extents
 - Right of Screen - Center:
 - 3 stacked pages - Layers
 - Expand pallet - turn on or off layers
 - Movie ‘Action’ board - Views: GET OUT OF JAIL
 - Select the assigned views to move to those settings. Works well if you find yourself inside the model and can’t figure out where you are. Easy Button ;)
- Notes:
 - The Instructor icon works well for hints and tips
 - Center wheel of mouse zooms in and out
 - When zooming in and out...the arrow (select) icon determines where you zoom in and out
 - Holding the left mouse button down while moving the mouse pans



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