Tips and Tricks

OT Draw 3D · Updated October 2026

Handy features that are easy to miss. For every shortcut, see File › Keyboard and Mouse.

Drawing

Back to Select	Press **Space** at any time to put the tool down and go back to Select. Anything you were halfway through placing is dropped.
Changed your mind?	Press **Esc** while placing a new object to throw it away. Press it during a move, resize or turn and the object goes back where it was.
One dimension after another	With **Continuous Drawing** ticked in the Dimension panel (it is on to begin with), the tool stays in hand after each dimension so you can carry straight on. Press **Esc** or **Space** when you are done.
Finishing a handrail	The last point you placed is marked in magenta. Click it again, or press **Enter**, to finish the rail there. (This is with **Automatically create new points** ticked - the Handrail starts that way.)
Turn it before you put it down	While placing an object, the **arrow keys** turn it. Once it is down, they nudge it instead.
Type a height on a wall	Placing a grabrail point or a fitting on a wall? Just type the height and press **Enter** - there is no box to click into first.
Your own tool defaults	Select an object set up the way you like it, then choose **File › Save Current as Default**. Every new one of that tool starts the same, from now on. **Reset Tool Defaults** puts it back.
Defaults for today	Changes you make straight after placing an object carry over to the next one, until you close the app.

Walls

Close the room, or stop	When drawing a **Wall Chain**, click the first point (marked in magenta) to close it into a room. Click the last point again, or press **Enter**, to leave it open.
Exact wall lengths	While drawing a Wall Chain, point the way the wall should run, type its length and press **Enter**. The corner goes in exactly that far along.
One wall, or the whole room	**Click** a wall to select just that wall - to delete it, colour it or link it on its own. **Double-click** to select the whole chain - to move, turn or flip the room in one go.
Reshape a room	With walls of a chain selected, drag a **white corner** to move it, or double-click it to take the corner out. Click the **+** in the middle of a wall to split it, or drag the + to split it and pull the new corner out.
Hide Walls	To work inside a room, turn on the small **cube icon** on the canvas's row in the Canvas List (left of the bin). The walls nearest you are hidden on that canvas only. It appears on 3D and side views once there are two or more walls.
Remove Shared Lines	Objects pushed flush together (a stair against a winder, say) show a seam line where they meet. Select them and click **Remove Shared Lines** on the top bar, next to Group. Pull them apart and the lines come back. Walls in one chain are joined for you.

Selecting and editing

Select All	Press **Ctrl + A**, or choose **File › Select All**, to select everything on the current canvas.
Select All like this	Select one object, then choose **File › Select All like this** to pick up every object of the same kind on the canvas - every dimension, every handrail, every ramp.
The Shift key	**Shift + click** adds an object to the selection, or takes it back out. **Shift + drag** keeps a move to one direction. **Shift + right-drag** pans. On a trackpad, **Shift + two-finger swipe** pans in 3D.
Grouping	Select two or more objects and click **Group Selection** on the top bar. Click any part and the whole group is selected, and it moves as one. Select the group and the same button reads **Ungroup Selection**.
Copy the view as a picture	With nothing selected, **Ctrl + C** copies the view as an image, ready to paste into an email or a report.

The view

Grid and ground	Press **G** to show or hide the grid, and **R** to show or hide the ground.
Align to Grid, quickly	Press **A** to turn Align to Grid off for a fiddly placement, and **A** again to turn it back on at the spacing you had.
Look straight at a face	Click a face of the cube to make it the work plane; click the same face again to look square at it. In 3D, **W** steps the work plane through Top, Front and Right.
Lost the drawing?	Press **Home** to zoom so the whole drawing fills the view.
Pan without dropping the tool	**Middle-drag** (hold the wheel down) pans in every view, with any tool in hand.
Mouse buttons your way	Choose what right-drag, Shift + right-drag and middle-drag do in **File › Preferences** - Orbit, Pan or Vertical Shift.
Rename a canvas	**Double-click** a canvas name in the Canvas List to rename it.

Photos, saving and sharing

Match a photo	Use **Insert Photo** in the PHOTO card on the left, then **Match Photo** to line the 3D view up with it - for drawing over a picture of the site.
Print to scale	In **File › Export to Image**, give each canvas a **Scale** (1:20, 1:50...) and choose PDF to get it on paper at true size. **Copy to Clipboard** pastes into Word at that scale too.
Recent Projects	**File › Recent Projects...** shows the drawings you have opened lately, with a picture of each.
Clicked Don't Save?	A copy is kept for 7 days. Find it in **File › Recover Unsaved Work...**