Window Wall

Position on a Double Line Wall shape to create a wall with windows. When you drop the shape, Visio prompts you to set the window wall's custom properties (wall thickness, reference line offset, mullion width, mullion height, number of mullions, glass location). To automatically match the window wall's angle and thickness to those set for another wall, use the Align To/Match Wall button on the Wall Utility toolbar. To change the custom properties at another time, right-click the shape, then choose Set Window Wall Properties.

To change the wall length, drag a side selection handle. Mullions are spaced evenly along the length of the wall. To connect the shape to other shapes, glue its connection points to connection points or endpoints on the other shapes.

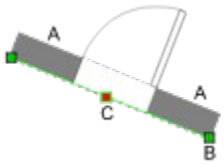
Note: Building shapes are designed to work with an architectural scale. Base your drawing on a template, or set a custom scale using the File > Page Setup command.

Double Line Wall

Represents an exterior, interior, or custom wall. To change the wall thickness or the reference line offset, right-click the shape then choose Set Wall Dimensions.
To change the appearance of all wall shapes in a drawing, right-click a wall, then choose a reference line style.
To create a room outline, drag guides from the rulers to outline the precise dimensions of the room, then drag Double Line Walls onto the guides. To lengthen a wall, drag an endpoint. As you add Double Line Wall shapes to the room, glue their endpoints together to form rough corners. To create a smooth corner, use the Join Walls button on the Wall Utility toolbar. To create a T-joint between two walls, use the Move To Wall or Extend To Wall buttons on the Wall Utility toolbar. To match one wall's properties to another's, use the Align To/Match Wall button on the Wall Utility toolbar.

Angle Wall Opening

Position directly on angled wall shapes. When you drop the shape on the page, Visio prompts you for the thickness and width of the shape. Choose the thickness that matches the wall shapes you drop these shapes onto. To set the dimensions at any other time, right-click the shape. The Custom option unlocks selection handles so that you can resize the shape manually. Glue the shape endpoints to the wall's connection points to match the angle of the wall. Note: Building shapes are designed to work with an architectural scale. Base your drawing on a template or set a scale using the Size & Scale command.



A Angled wall shape.
B Glue endpoints to wall shape connection points.
C Drag to reposition the door or window on the wall.

Windows and Doors

Position on a Double Line Wall shape to add a window or door. When you drop the shape on the page, Visio prompts you for the thickness, reference line offset, and width of the shape. Choose the settings that match the wall you drop these shapes on. To automatically match the window's or door's angle and thickness to those set for a wall, use the Align To/Match Wall button on the Wall Utility toolbar.
To set the dimension at any other time, right-click the shape, then choose Set <shape> Properties. The Size Manually option allows you to resize the shape manually.
To change the direction a door opens, right-click the door, then choose Reverse Opening.

Upward Stairs

The shape's aspect ratio is locked. To resize proportionally, drag any selection handle.
Note: Building shapes are designed to work with an architectural scale. Base your drawing on a template or set a custom scale using the File > Page Setup command.

Deck

Represents deck sections. The board pattern in this shape remains vertical in relation to the drawing, even if you rotate the shape. To resize proportionally, drag a corner selection handle. To change the length or width, drag a side selection handle.
Note: Building shapes are designed to work with an architectural scale. Base your drawing on a template or set a custom scale using the File > Page Setup command.

Stair Direction

To indicate the direction of a stairway, position on top of the stair shape. Tip: To rotate the arrow 90 degrees to the left or right, press Ctrl+L or Ctrl+R, respectively.
Note: Space Planning shapes are designed to work with an architectural scale. Base your drawing on a template or set a custom scale using the File > Page Setup command.

Corner Handrail

Use this shape to show the clearance required for a standard handrail. To change handrail length, drag an endpoint.
Note: Space Planning shapes are designed to work with an architectural scale. Base your drawing on a template or set a custom scale using the File > Page Setup command.

Garden Window

Position this shape on an outside wall against a window shape to create a greenhouse-style garden window. To resize proportionally, drag a corner selection handle. To change the width or depth, drag a side selection handle.
Note: Building shapes are designed to work with an architectural scale. Base your drawing on a template or set a custom scale using the File > Page Setup command.

Landing

Represents a turn or break in a stairway or ramp. Position between stair or ramp shapes. To resize proportionally, drag a corner selection handle. To widen or lengthen, drag a side selection handle.
Note: Space Planning shapes are designed to work with an architectural scale. Base your drawing on a template or set a custom scale using the File > Page Setup command.

Spiral Staircase

The shape's aspect ratio is locked. To resize proportionally, drag any selection handle.
Note: Building shapes are designed to work with an architectural scale. Base your drawing on a template or set a custom scale using the File > Page Setup command.

Pilaster

Position the Pilaster on a Double Line Wall shape or a Corner Pilaster at the corner intersection of two walls. To specify if the pilaster appears on the interior or exterior of the wall, right-click the shape. To connect the shape to other shapes, glue its connection points to endpoints on the other shapes.
When you drop the shape, Visio prompts you to set the wall's custom properties (wall thickness, reference line offset, pilaster width, pilaster height). To change these properties at another time, right-click the shape, then choose Set Pilaster Properties.
Note: Building shapes are designed to work with an architectural scale. Base your drawing on a template, or set a custom scale using the File > Page Setup command.

Fireplace

To resize proportionally, drag a corner selection handle. To change the length or width, drag a side selection handle.
Note: Building shapes are designed to work with an architectural scale. Base your drawing on a template or set a custom scale using the File > Page Setup command.

Room Measurements

Displays rectangular dimensions of a room. Add to the drawing, then resize to match the perimeter of the room, or group of rooms. To resize proportionally, drag a corner selection handle. To change the length or width, drag a side selection handle. The text field updates to show the current shape dimensions. To move the text, drag the control handle . To change the "Room" label, select the shape, then type.
Note: Building shapes are designed to work with an architectural scale. Base your drawing on a template or set a custom scale using the File > Page Setup command.

Stove

To resize proportionally, drag a selection handle.
Note: Building shapes are designed to work with an architectural scale. Base your drawing on a template or set a custom scale using the File > Page Setup command.

Premade Wall Shape

Represents a wall of interior, exterior, or custom-defined thickness. To set the wall thickness for a specific shape, right-click the shape. To add a selection handle to the center of the shape (or a control handle , in the case of the Premade Room), so you can set the wall thickness manually, choose the Custom option. To lengthen the wall, drag an endpoint. Tip: To keep the wall straight while dragging an endpoint, hold down the Shift key. To resize the Premade Room, drag a selection handle.
Default wall thicknesses match the current drawing page's default settings. To change the default wall thickness settings for a page, make sure no shapes are selected, then right-click the drawing page. (New defaults do not affect shapes you resized individually.)
To create a corner, glue a wall shape's endpoints to a corner shape's connection points .
Note: Building shapes are designed to work with an architectural scale. Base your drawing on a template or set a custom scale using the File > Page Setup command.

Stair Section

Duplicate this shape or use it with landing or corner step shapes to create a floor-to-floor stairway. To change the tread width, drag the control handle .
Tip: To duplicate a shape, select the shape, then press the Ctrl key as you drag a copy of the shape away from the original.
Note: Building shapes are designed to work with an architectural scale. Base your drawing on a template or set a custom scale using the File > Page Setup command.

Patio

To resize proportionally, drag a corner selection handle. To change the length or width, drag a side selection handle.
This shape's fill pattern has a maximum size. To create a patio larger than the maximum size, add multiple patio shapes and align them side by side. Tip: To duplicate a shape, select the shape, then press the Ctrl key as you drag a copy of the shape away from the original.
Note: Building shapes are designed to work with an architectural scale. Base your drawing on a template or set a custom scale using the File > Page Setup command.

Right Corner

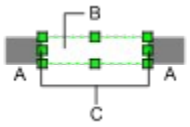
To create a square corner, position this shape between two perpendicular wall shapes and glue wall endpoints to this shape's connection points . When you drop the shape on the page, Visio prompts you for the corner width and length. Choose the settings that match those of the wall shapes on the drawing page. To set the corner dimensions at any other time, right-click the shape, then choose Set Corner Dimensions. The Custom option unlocks selection handles so that you can resize the shape manually. Note: Building shapes are designed to work with an architectural scale. Base your drawing on a template or set a scale using the Size & Scale command.

Angle Corner

To create a corner of any angle, position this shape between two wall shapes and glue wall endpoints to this shape's connection point . When you drop the shape on the page, Visio prompts you for the corner width and length. Choose the settings that match those of the wall shapes on the drawing page. To set the corner dimensions at any other time, right-click the shape, then choose Set Corner Dimensions. The Custom option unlocks selection handles so that you can resize the shape manually.
To change the corner angles, drag the control handles .
Note: Building shapes are designed to work with an architectural scale. Base your drawing on a template or set a custom scale using the File > Page Setup command.

Wall Opening

Position directly on a wall shape to add an opening, such as a pass-through doorway. When you drop the shape on the page, Visio prompts you for the thickness of the wall opening. Choose the setting that matches the wall shape you drop this shape onto. To set the thickness at any other time, right-click the shape, then choose Set Opening Thickness. The Custom option unlocks selection handles so that you can resize the shape manually.
Note: Building shapes are designed to work with an architectural scale. Base your drawing on a template or set a custom scale using the File > Page Setup command.



A Wall shape.
B Wall opening shape.
C Drag to change the width of the opening.

Wall Opening

Position directly on a wall shape to add a window or door. When you drop the shape on the page, Visio prompts you for the thickness and width of the shape. Choose the thickness that matches the wall shapes you drop these shapes on. To set the dimensions at any other time, right-click the shape, then choose Set <shape> Dimensions. The Custom option unlocks selection handles so that you can resize the shape manually.
Note: Building shapes are designed to work with an architectural scale. Base your drawing on a template or set a custom scale using the File > Page Setup command.

Circular Column

To specify the column's material as concrete or steel, right-click the shape. To resize proportionally, drag a corner selection handle. To change length or width, drag a side selection handle.
Note: Building shapes are designed to work with an architectural scale. Base your drawing on a template, or set a custom scale using the File > Page Setup command.

Driveway

To resize proportionally, drag a corner selection handle. To change the length or width, drag a side selection handle.
Note: Building shapes are designed to work with an architectural scale. Base your drawing on a template or set a custom scale using the File > Page Setup command.

Rectangular Column

To specify the column's material as concrete, steel, or wood, right-click the shape. To resize proportionally, drag a corner selection handle. To change length or width, drag a side selection handle. Note: Building shapes are designed to work with an architectural scale. Base your drawing on a template, or set a custom scale using the File > Page Setup command.

Socket Outlet

Represents a standard electrical symbol for an in-wall outlet. To specify the outlet type, right-click the shape. The shape is locked against resizing.

Wall Light

Represents the standard electrical symbol for a wall-mounted luminaire. Position next to a wall shape. Use the connection points to display diagrammatic connection wires.

Light Bar

Represents the standard electrical symbol for a wall-mounted multi-lamp luminaire. The shape is locked against resizing. Use connection points to display diagrammatic connection wires.

Detector

Represents the standard electrical symbol for a ceiling mounted smoke or heat detector. To specify the detector type, right-click the shape.

Ceiling Fan

Represents the standard electrical symbol for a ceiling mounted fan. The shape is locked against resizing.

Wiring Outlet

Represents the standard electrical symbol for a wiring outlet. The shape is locked against resizing.

Emergency Sign

Represent the standard electrical symbol for an illuminated emergency sign. To resize the shape, drag a selection handle.

Emergency Lighting

Represents a standard electrical symbol for emergency lighting. The shape is locked against resizing.

Fire Alarm

Represents a standard electrical symbol for a fire alarm. The shape is locked against resizing.

Switch

Represents the standard electrical symbols for a dimmer or other switch. To set the switch type for the Switches shape, right-click the shape.

Earth

Represents a standard electrical symbol for indicating the point at which earthing rods are located. The shape is locked against resizing.

Modular Fluorescent

Represents the standard electrical symbol for a modular fluorescent fitting.
To set a standard or custom size, right-click the shape, then choose Set Light Size. The Custom option unlocks selection handles so that you can resize the shape manually. To indicate an integral inverter pack, right-click the shape, then choose With Inverter.

Electrical Panel

Represents the standard electrical symbol for an electrical panel. Position next to wall shapes. To resize the shape, drag a selection handle.

Ceiling Luminaire

Represents standard electrical symbols for ceiling mounted luminaires. Use the connection points to connect diagrammatic connection wires to switch locations.

Batten Fluorescent

Represents the standard electrical symbol for a batten fluorescent fitting with single-, double-, or triple-lamp configuration. To change the number of fluorescent lamps, right-click the shape.

Thermostat

Represents the standard electrical symbol for a thermostat. Position next to a wall shape. The line extending from the shape should be positioned between the wall and the shape. If necessary, rotate the shape into position.

Wiring Outlet

Represents the standard electrical symbol for a wiring outlet. To set the Telecom Outlet shape to a Telephone Outlet or Computer Data Outlet shape, right-click the Telecom Outlet shape.

Outdoor Lighting

Represents the standard electrical symbol for an outdoor lighting fixture. To switch between a standard and Bollard configuration, right-click the shape.

Doorbell Component

Position next to wall shapes. To rotate the shape, right-click the shape.

Service Panels

Represents the standard electrical symbol for an electrical panel. Position next to wall shapes. To change panel type, right-click the shape. To resize the panel, drag a selection handle.

Outlet

Represents the standard electrical symbol for an in-wall or floor outlet. To change the outlet type on the Socket Outlet shape or Switch And Outlets shape, right-click the shape.

Fire Pull

Represents the standard electrical symbol for a fire pull. Position next to wall shapes.

Detector

Represents the standard electrical symbol for a smoke detector. Place next to a wall shape. If necessary, rotate the shape into position.

Landscape Lighting

Represents the standard electrical symbol for an outdoor lighting fixture. Use connection points to display diagrammatic connection wires.

Surface Mount Fluorescent

Represents the standard electrical symbol for a modular fluorescent fitting. To change the light size, right-click the shape.

Main Control

Represents the standard electrical symbol for a main control or the intake for a primary power service. To resize the shape proportionally, drag a selection handle.

Troffer Fluorescent

Represents the standard electrical symbol for a troffer fluorescent fitting with single-, double-, or triple-lamp configuration. To change lamp configuration and length, right-click the shape.

Light Bar

Represents a wall-mounted multi-lamp light. To set the number of lights on the bar, right-click the shape and choose from 1 to 8 lights. The lights are distributed evenly along the length of the bar. Change the length of the bar to change the distance between each light bulb. Change the width of the bar to change the size of the light bulbs.

Wall Light

Represents the standard electrical symbol for a wall-mounted light fixture. Position next to a wall shape. Use the connection points ⊠ to display diagrammatic connection wires.

Ceiling Fixtures

Represents standard electrical symbols for ceiling mounted fixtures. Use the connection points to connect diagrammatic connection wires to switch locations.

Hold Open Unit

Represents the standard electrical symbol for an electromagnetic door hold-open unit. The shape is locked against resizing.

Thermostat

Represents the standard electrical symbol for a thermostat. The shape is locked against resizing.

Door Hold

Represents the standard electrical symbol for a magnetic door hold. Position next to a wall shape behind a door.