



# Floorplanner

## Drawing Manual

# Floorplanner Drawing Manual

Floorplanner lets you easily create interactive floorplans and publish them online. This manual explains the floorplanner drawing tool. For details on the Dashboard pages, we direct you to our [Floorplanner PRO Manual](#).

Typical users of the floorplanner drawing tool are real estate agents or companies providing drawing services for real estate agents. But the tool is also very useful for any professional designing, planning, or managing spaces.



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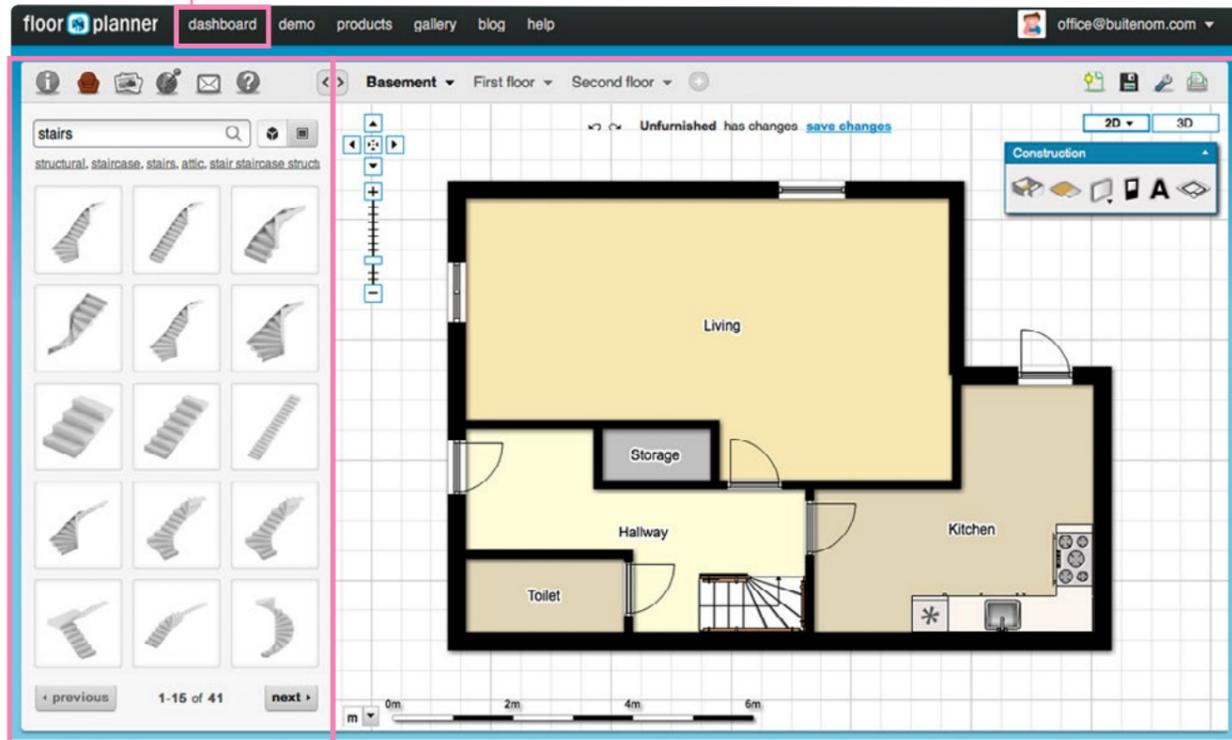
# How to draw a floor plan

## 1 Overview

An overview of your screen when you're editing a project.

### To your Dashboard

Go to your dashboard to manage your projects, styles and account. (see our Back-End Manual)



### Sidebar menu

From here you can:

- [Furnish your plan](#)
- [Export your plan](#)
- [Add a description](#)
- [Add media objects](#)
- [Set your location](#)
- [Share your plan](#)
- [Find the help pages](#)

### Drawing interface

See next page or jump quickly to:

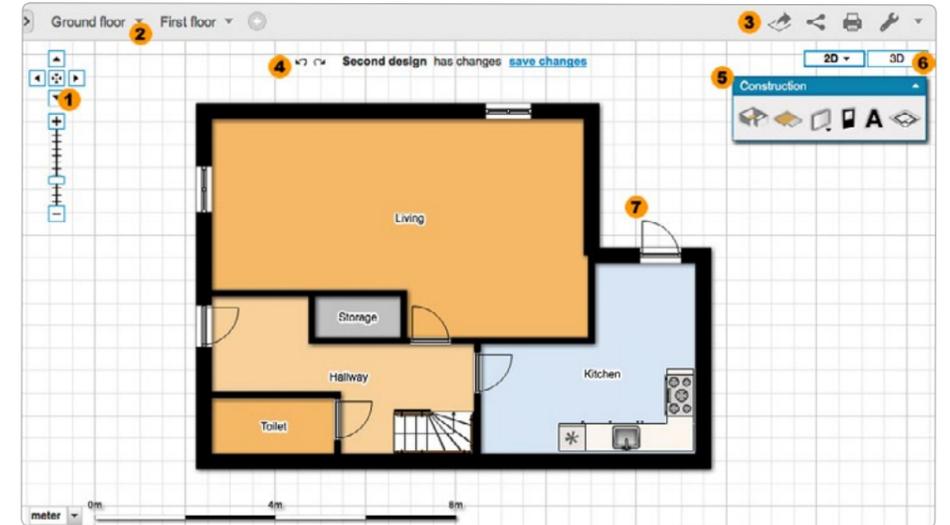
- [How to draw rooms](#)
- [Drawing surfaces](#)
- [How to rotate plans](#)
- [How to trace existing drawing](#)
- [Good tips for drawing plans](#)

# How to draw a floor plan

## 1 Overview

### Drawing Interface

1. Zoom in/out, pan
2. Floors and designs
3. Export, Print, Share, Save and Settings
4. Undo / Redo / Save
5. Construction menu
6. Switch 2D and 3D
7. Drawing space



### Property Menus

The floor plan is constructed out of several elements: spaces, walls, lines, doors, windows, surfaces and interior objects.

Each of the used elements can be edited through their own property menu. By clicking on an element the menu appears.

### Features - Property Menus

- Open advanced Property Menu
- Remove element
- Enter name or choose from pull down menu
- Adjust texture and color
- Copy element
- Rotate element
- Rotation doors / windows
- Mirror element
- Lock element
- Set height and elevation

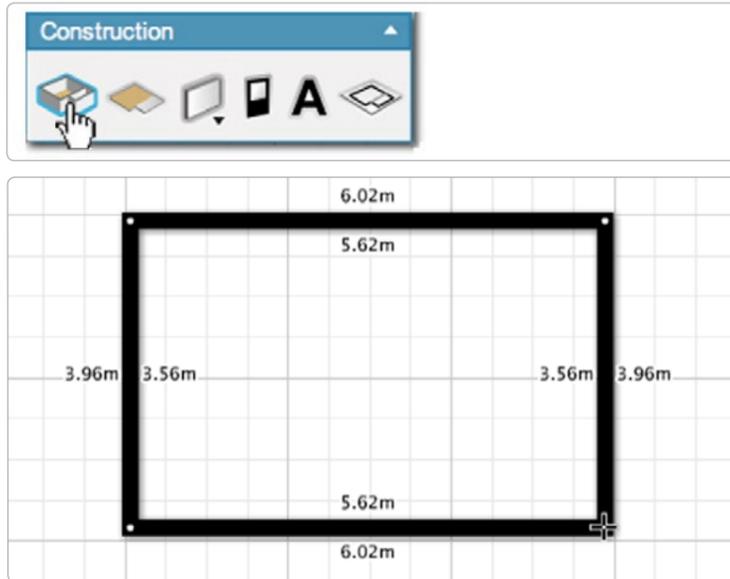


# How to draw a floor plan

## 2.1 Rooms

Rooms are drawn as one rectangular space, **not** by connecting separate walls. The room can then be adjusted to the desired shape and size. A complete floor plan can be constructed by adding extra rooms.

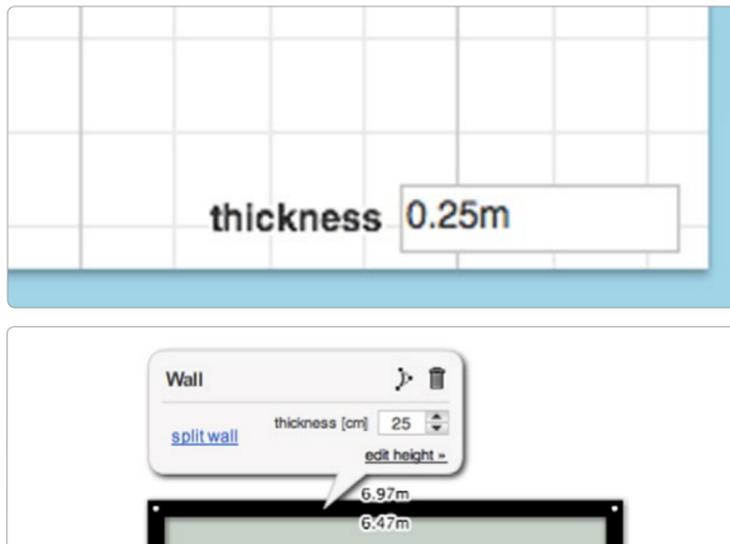
### Draw a room



- Choose 'draw room' button in the construction menu:
- Click in the drawing field once for the first corner, drag the mouse to the right size and click again to set the second floor.

*Tip: You can also type in the exact sizes in the small menu that appears.*

### Set wall thickness



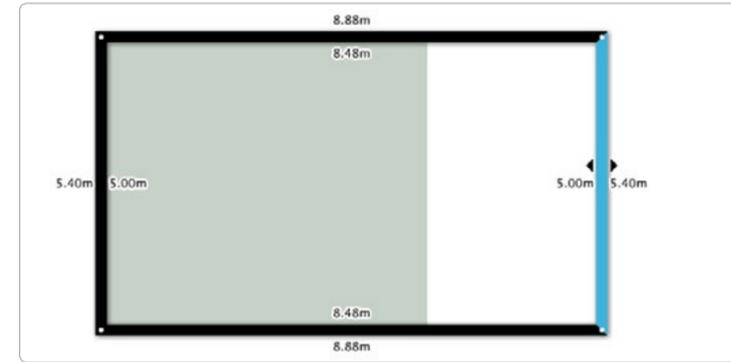
- For new rooms and walls**
- Notice a text input appear in the left bottom corner. Don't click it, just directly type the desired thickness followed by Enter. Rooms you draw will have this wall thickness.

- Per separate Wall – already drawn**
- Click on the wall. The property menu appears. Adjust the thickness in the menu

# How to draw a floor plan

## 2.1 Rooms

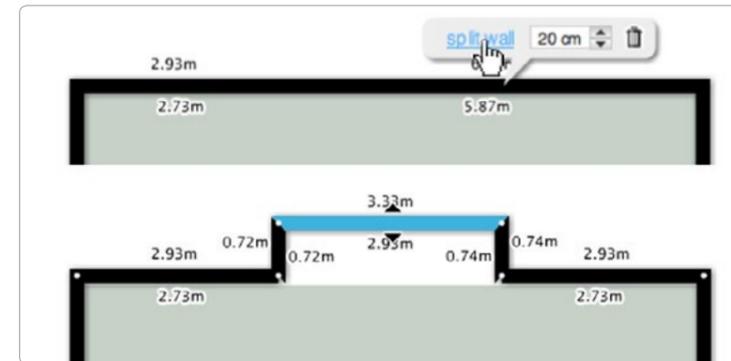
### Adjust shape and size of a room



#### Move walls

Hold down the left mouse button on the wall and drag this to the right location.

*Tip: zoom in for more precise measurements.*

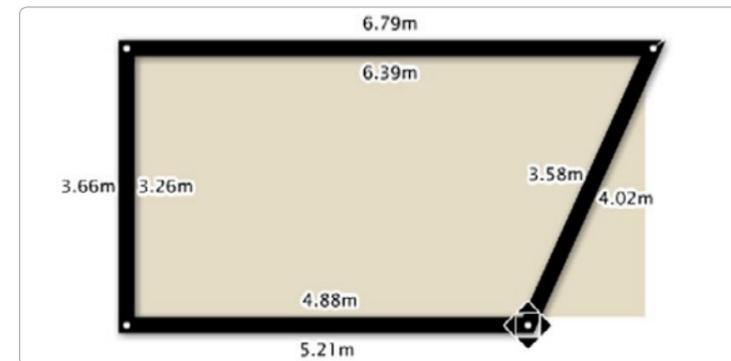


#### Adjust the shape of a room

Create a L- or T-shaped room.

- Add an extra point in the wall:
- Click on the wall
- Choose 'split' from the menu, the wall is now split into two parts.

-Drag the cornerpoint to the right location.



#### Move corners

Hold down the left mouse button on the corner and drag this to the right location.

*N.B. Only horizontal and vertical walls can be dragged. Other walls can be moved by adjusting the corners, not by dragging the whole wall.*

Keep splitting walls, dragging walls and corners until the room has the desired shape and size.

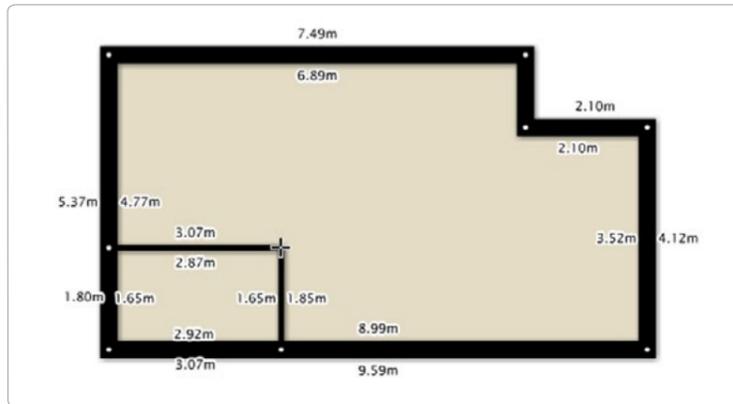
# How to draw a floor plan

## 2.1 Rooms

### Add Rooms



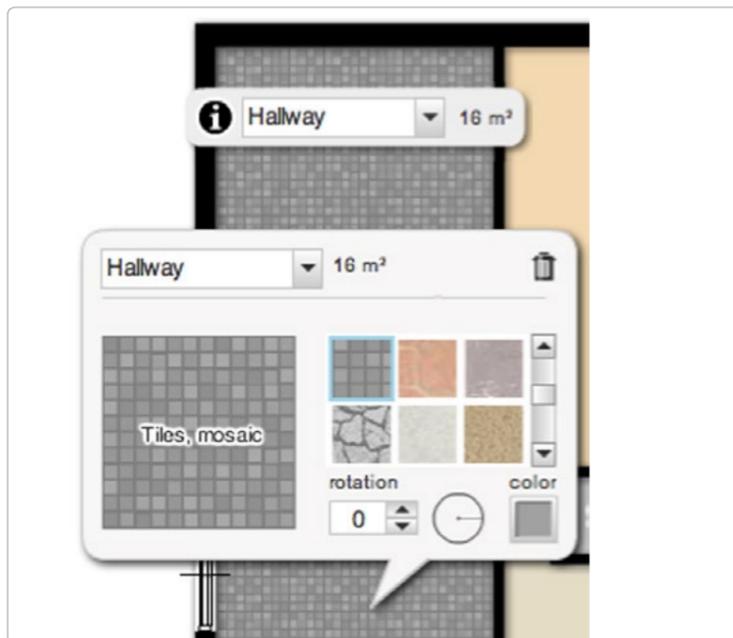
Choose 'draw room' button in the construction menu.



Click on an existing corner and drag the new room to the right size. The new room can be drawn 'inside' or 'next to' the existing room.

*Tip: Start by drawing the large space of the floor plan and fill this in with the smaller separate rooms.*

### Adjust the property of a room



Click once inside the room for the small property menu  
 - i-button for the extended menu  
 - Name the room: choose from pull down menu or enter a custom name.

Press "i" or Double click the room for the extended menu to:

- Name the room
- Adjust the pattern of the floor
- Adjust the color of the floor
- Remove the floor

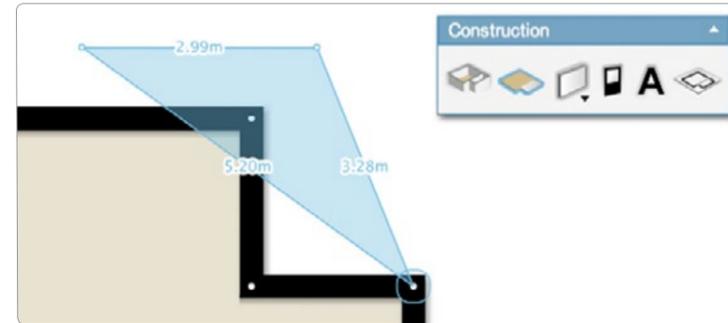
# How to draw a floor plan

## 2.2 Surfaces

### Draw a surface



-Choose 'draw surface' button in the construction menu,



-Click in the drawing field once for the first corner and click again for every new corner,

-Close the surface by clicking the first corner again or use 'ESC'

### Adjust the shape of a surface

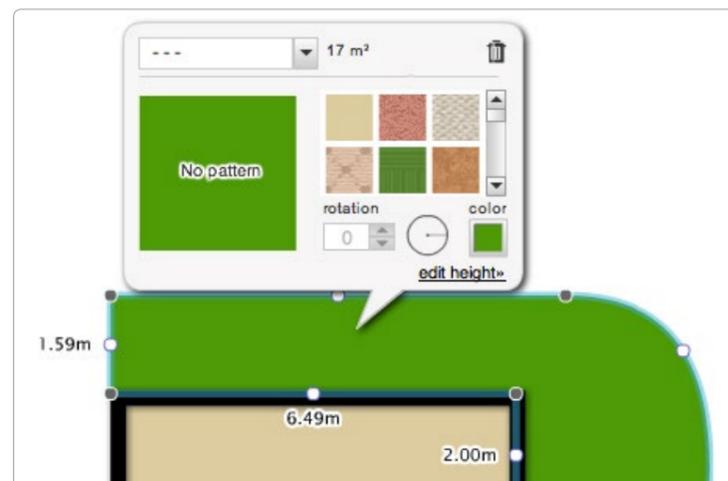


- Drag the corners to the right place.

- Curve the sides of the surface by dragging the white dot in the middle of the side.

- Add a corner to the surface by clicking the right mouse button and choose 'split' from the menu.

### Adjust the properties of a surface



Click in the surface once for the small property menu  
 - i-button for the extended menu  
 - Name the surface: choose from pull down menu or enter a custom name

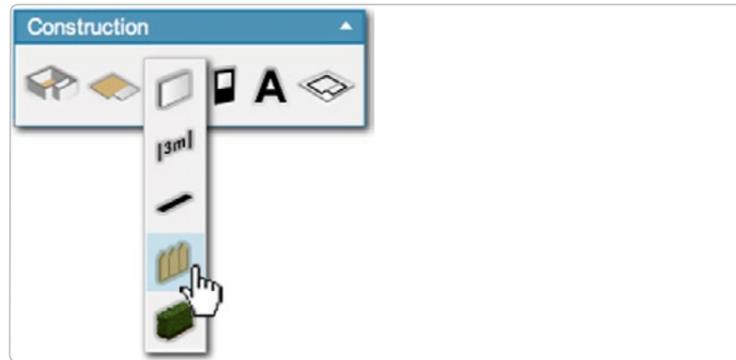
Double-click for the extended menu  
 - Name the surface  
 - Adjust the pattern of the surface  
 - Adjust the color of the surface  
 - Remove the surface by clicking the bin symbol  
 -Set the elevation of the surface with *edit height*. (see page 22)

# How to draw a floor plan

## 2.3 Lines, individual walls, etc.

How to draw individual walls, lines, dimensions, and fences.

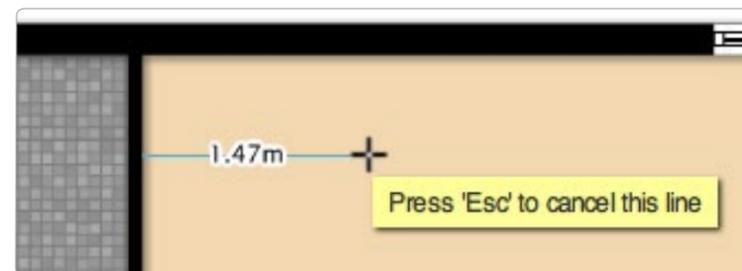
### Lines



Click on the 3rd button in the construction menu, and choose one of the icons. You can create walls, lines, dimensions, fences or hedges.

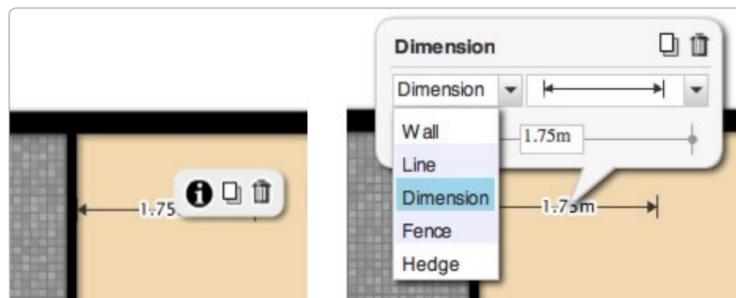
Click in the drawing space and draw a line.

End the line by clicking the right mouse button or 'Esc'.



*N.B. If you want to draw a line object with a specific length, type the desired length ( i.e. 6.5 ) followed by Enter, directly after you create the first point of the line.*

### Change the line type



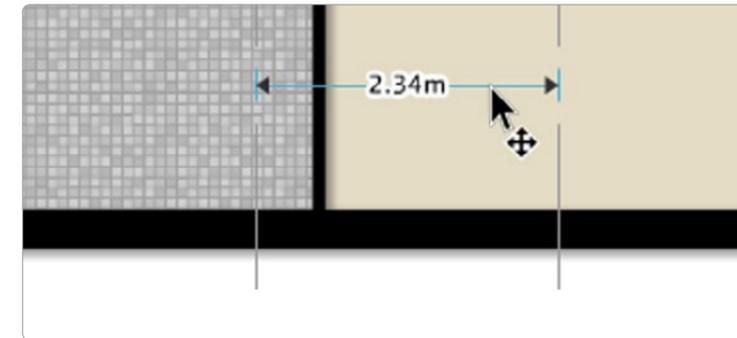
Double-click the line for the property menu. Here you can further specify the type and appearance of the line objects. Also for walls hedges and fences you can change the height and thickness.

*N.B. Individual walls drawn with this tool will snap to room corners, but do not merge with room walls or form rooms when enclosing a space. They are meant for stand-alone walls, banisters and low walls.*

# How to draw a floor plan

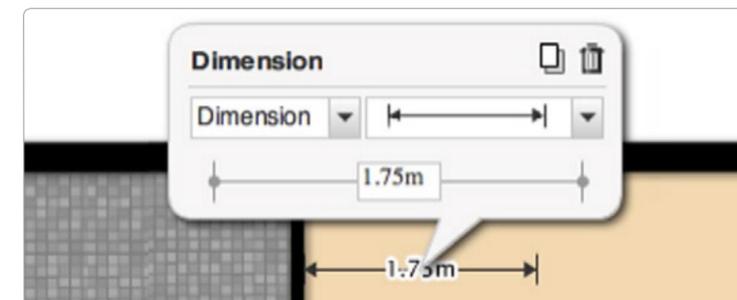
## 2.3 Lines, individual walls, etc.

### Moving line objects



Lines can be moved with the right mouse button. You can move the corner or the entire line.

### Dimensions



With dimensions you can type a custom size in the textbox. This will overwrite the automatically generated dimension. You can toggle dimensions on or off in the 2D options.

# How to draw a floor plan

## 2.4 Doors and windows

### Adding doors and windows



Click on the button 'Doors and windows' in the construction menu. A list of doors and windows will appear in the sidebar.

Choose the right item from the library.

Drag this to the right place.

*N.B. Doors and windows can only be placed on a wall. You can switch between 3D and 2D top view with these buttons:*



### Dimension and direction



Size and direction of the doors and windows can be changed in the property menu of the placed item.

*Tip: Duplicate!*  
If a special door or window exists a number of times in a plan; change the properties only once and then use the duplicate icon.

### Height settings

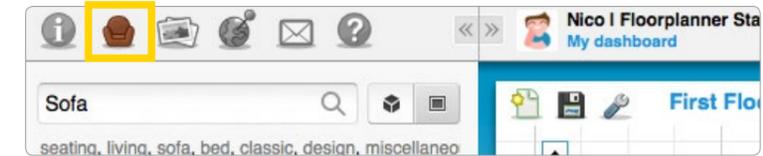


Click "edit height" to change the height and elevation of a door or window. Elevation is the distance to the floor. Click 3D to view the result. See *Height options*, on page 14 for an example.

# How to draw a floor plan

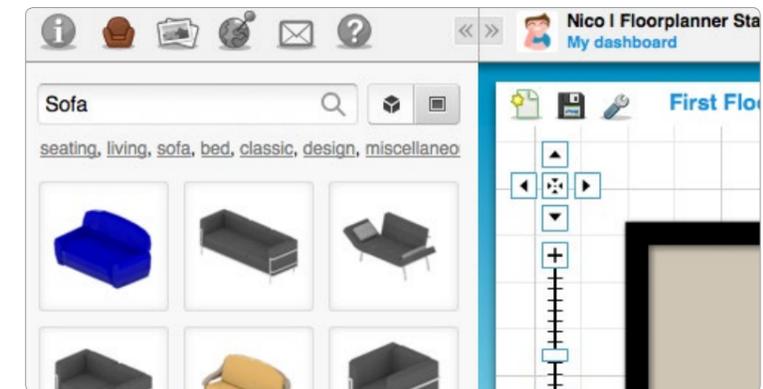
## 2.5 Furniture and objects

### Finding (structural) objects and furniture



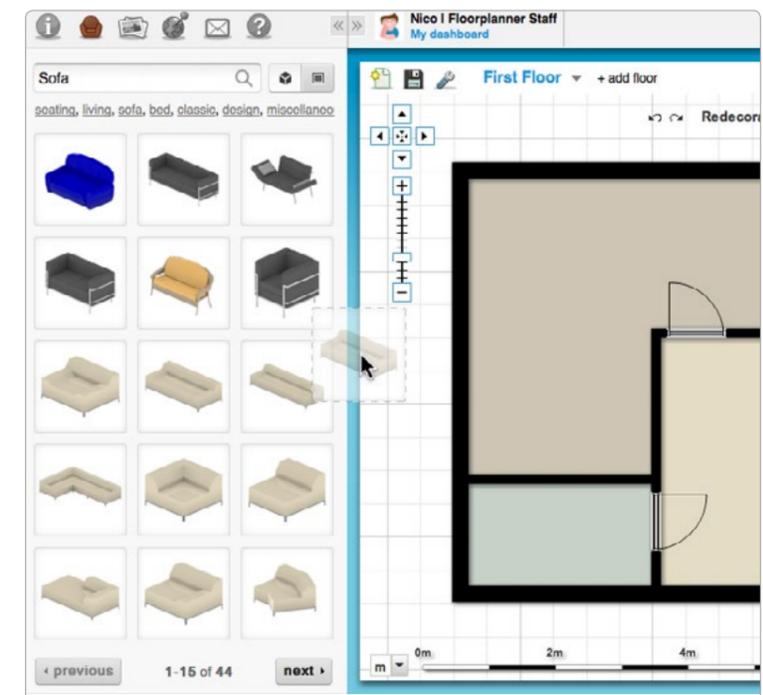
### The Library

Select the armchair icon to get the furniture library.



### Finding objects

Use the search bar in the top left to find any item you need. For instance type in "Sofa". The sidebar will fill up with various pieces of furniture. Notice that also some keywords appear below the search bar that might help you find new items.



### Adding objects

Click on an item from the list on top of your plan and drag it into your workfield. It will directly show up as a topview in your plan.

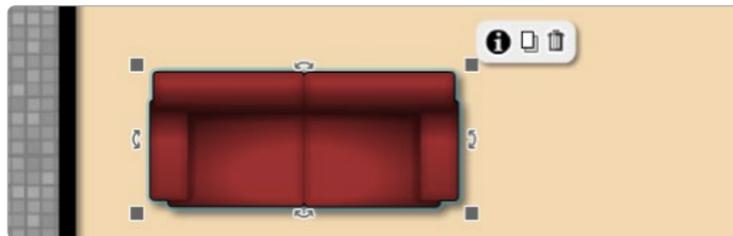
*NB: At the bottom you can navigate to more search results. If you don't see them, try making your browser window larger. You can switch between 3D and 2D top view with these buttons:*



# How to draw a floor plan

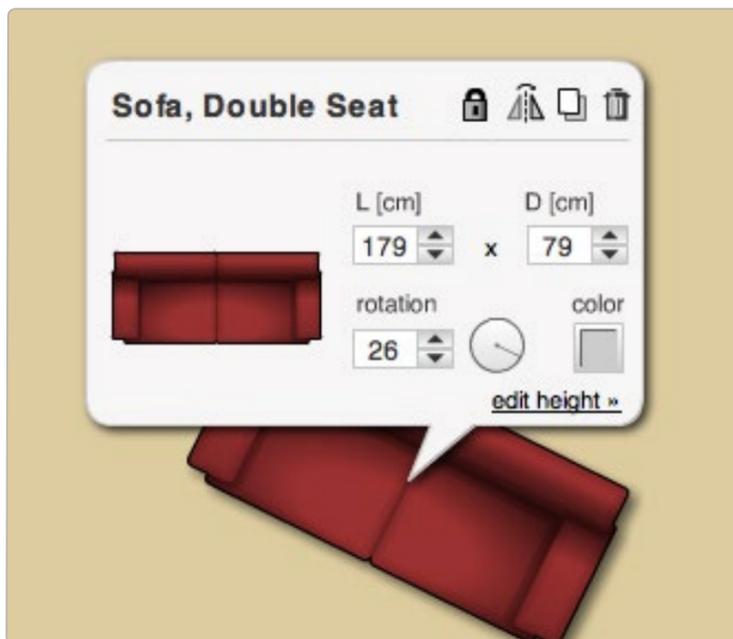
## 2.5 Furniture and objects

### Changing objects and furniture



#### Scale

Click on the placed object  
Stretch the object to the right size with the handles on the corners  
Or fill out the right size in the property menu of the object. You can also change the color and height of the object.

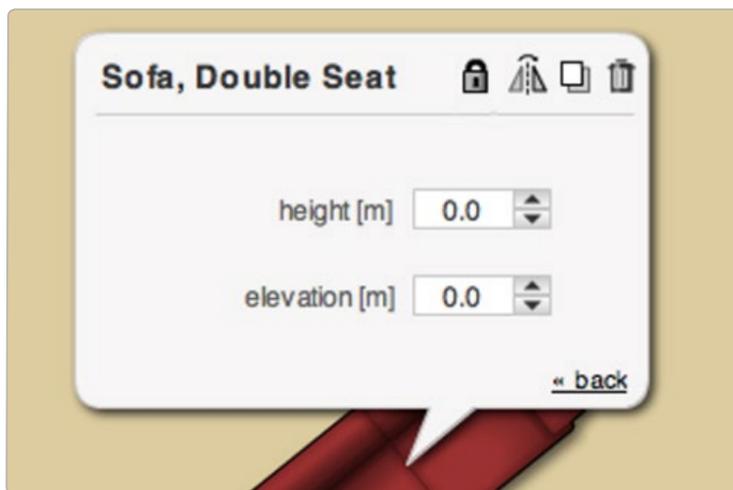


#### Rotate

Click on the placed object.  
Rotate the object to the right direction with the 'curved bow' handles on the sides.  
Or fill out the rotational degrees in the property menu of the object.

#### Mirror, copy or delete

Select the placed object.  
Go to the property menu and choose the right icon.



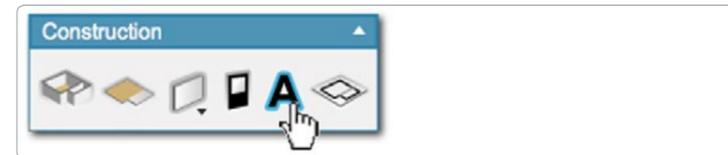
#### Edit Height

Click this link to set the height or elevation of an element. See an example on the [Height options. \(p22\)](#)

# How to draw a floor plan

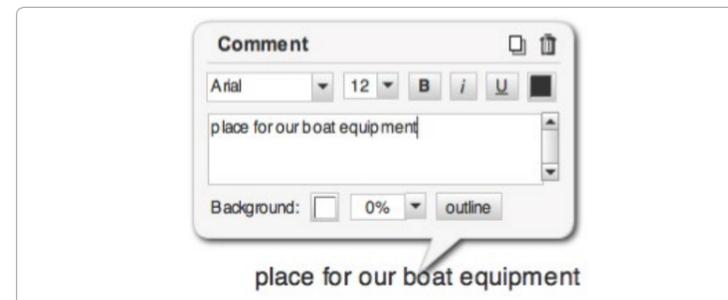
## 2.6 Text and comments

### Adding text or comments to a floor plan



Click on the 'command' button in the construction menu.

Click in the drawing space and type.



Change in the property menu of the text format.

*TIP: Change the background or outline of the comment to make it stand out from the background.*

### Naming spaces



Click on a room

Type the name of the roomtype or choose a name in the list.

*N.B. this text will always be placed in the center of the room.*

# How to draw a floor plan

## 2.7 Tracing an existing drawing

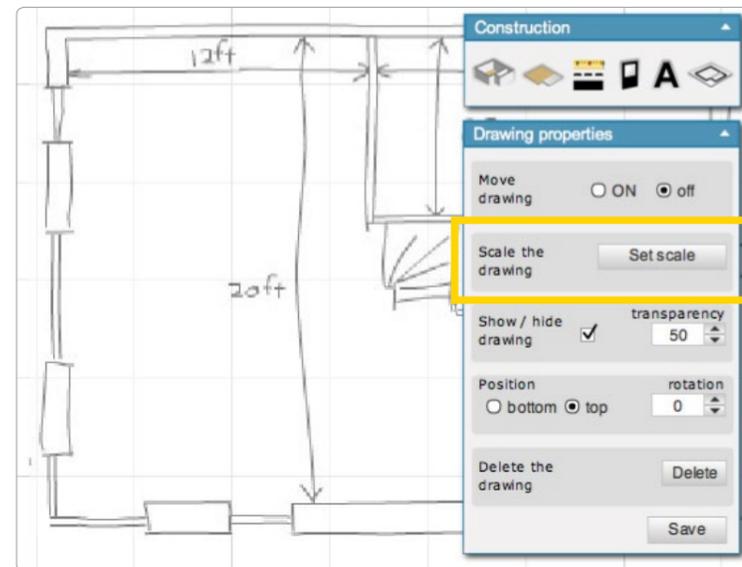
Do you already have a drawing or a sketch of the floor plan on scale? Upload this drawing to trace it. It can help you draw a floorplan much quicker. For each floor you can upload a different drawing. (jpg-, png- or gif files).

### Scale drawing



To get the right view the drawing has to be scaled.

Click on the 'drawing properties' in the construction menu. Choose 'Set scale'.

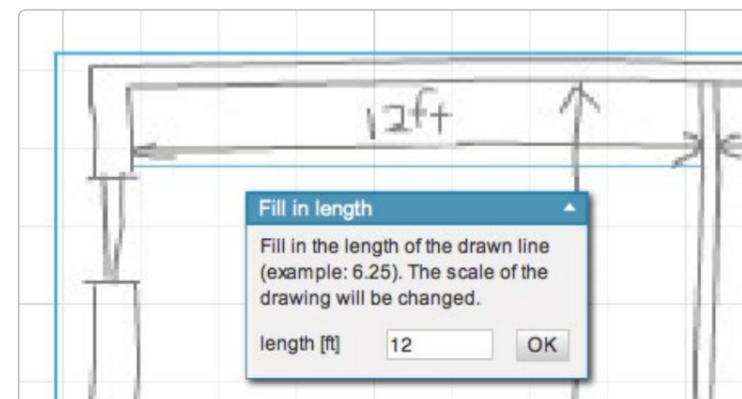


Determine the scale of the drawing by drawing a line of which you know the length (like a long wall). Fill in the length of the drawn line in the menu that appears (bottom picture). The scale of the drawing will be changed.

*N.B. ALWAYS close the property menu of the drawing before starting to work on the floorplan.*

Tracing a drawing:

Draw the floorplan on top of the uploaded drawing. Add rooms, doors and objects.



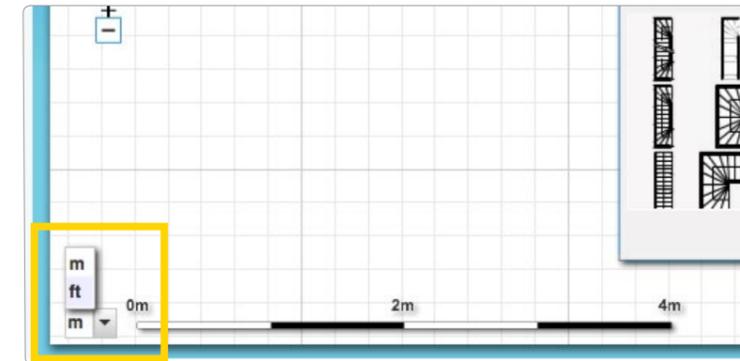
When the floorplan is finished the underlying image can be hidden. Open the 'drawing properties' Uncheck the box 'show/hide drawing' and save the settings.

# How to draw a floor plan

## 2.8 Units and View options

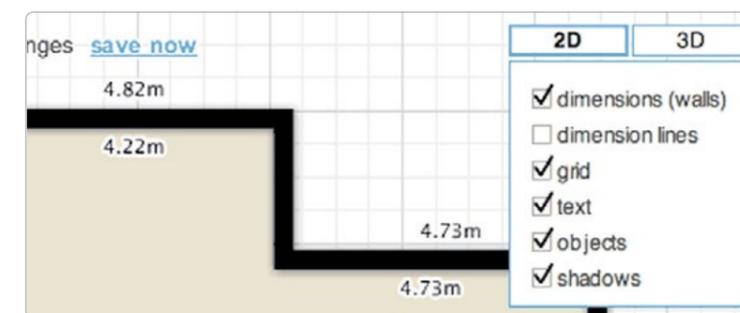
Before you start drawing a plan, it is recommended that you are working with the right units.

### Setting the Units



In the bottom left to the scalebar you see a selection box with "m" or "ft", with which you set your unit system to meters or feet. If you click on it, notice that the grid and scale bar also have changed.

### View options



Change your view options for 2D or 3D in this menu. The settings will also apply for prints and exported images, except the grid.

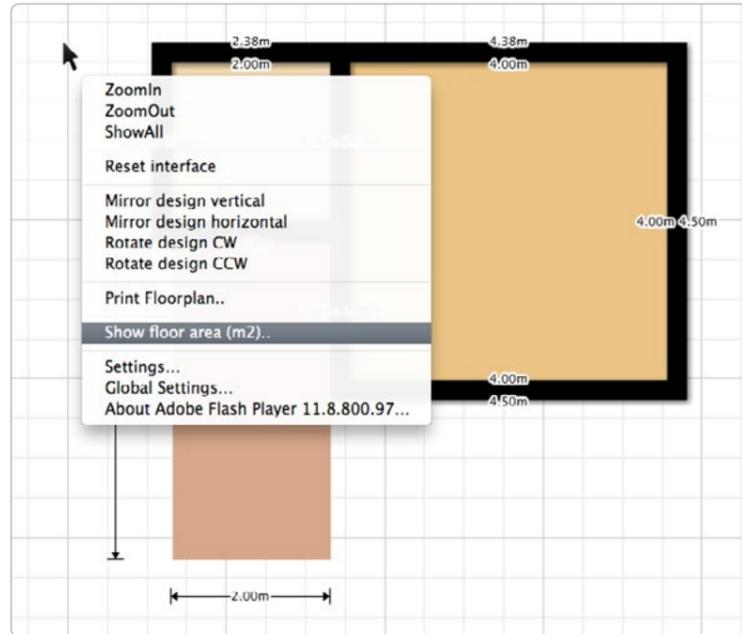


You can set the grid size in the Settings menu.

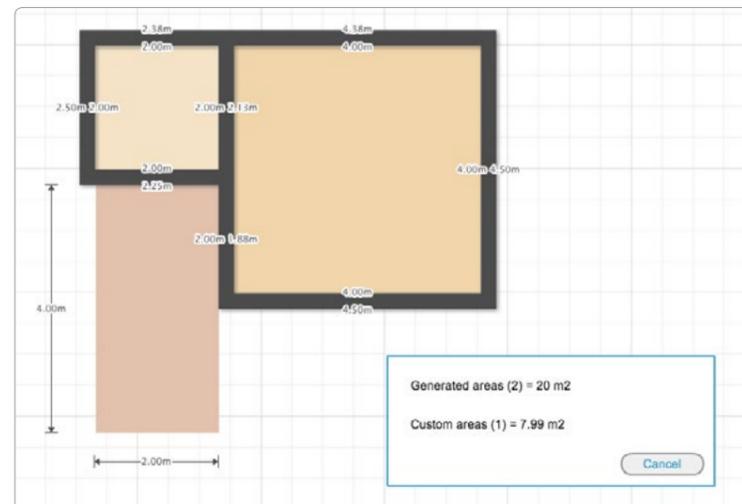
# How to draw a floor plan

## 2.8 Units and View options

### Total Area Size



To get the total area size of your plan, right-click on an empty spot in your drawing area. Click the option “Show floor area (m2)...”



This will show the total area size of the auto-generated rooms, and also the total of the custom made areas, drawn with the 2nd construction icon.

# How to draw a floor plan

## 3.1 Saving and renaming designs

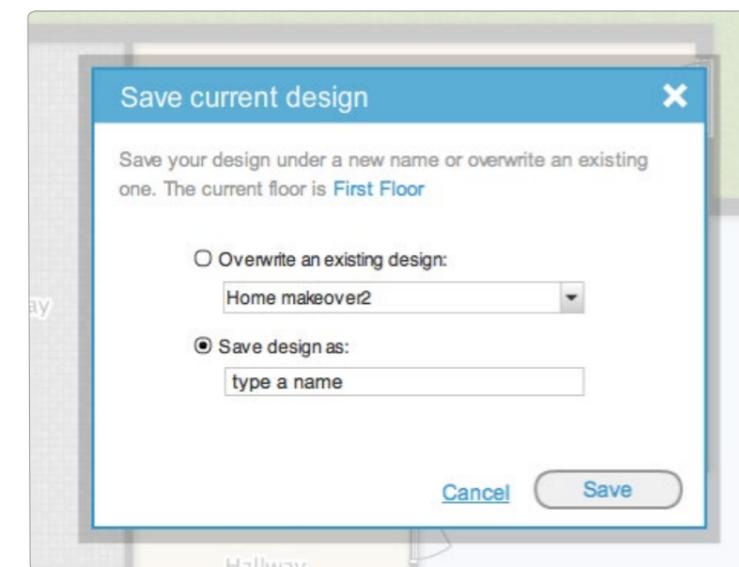
Floorplanner has an automatic save function. We do however recommend to save your design regular to prevent the loss of work.

### Quick save function

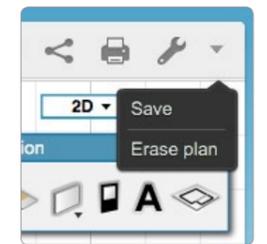


Click on the link ‘save now’ at the top of the drawing space.

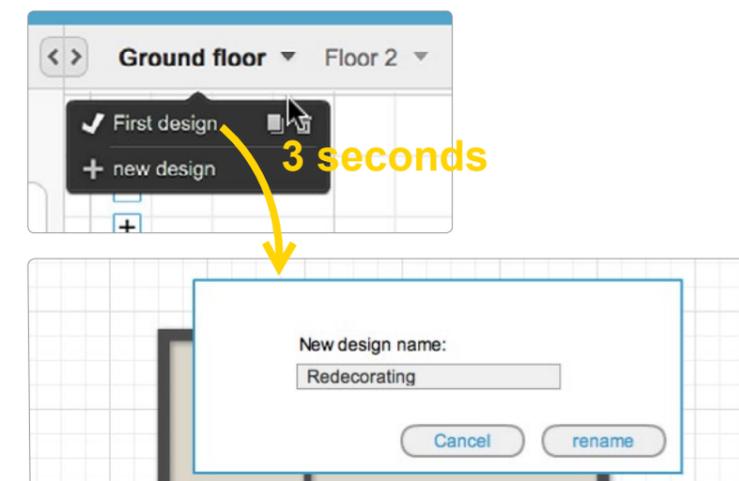
### Save as a new design



Find “Save” in the top right:



### Renaming design names



To rename a design, press your mousebutton on the currently active design and hold it for 3 seconds. A menu will appear to type a new name.

# How to draw a floor plan

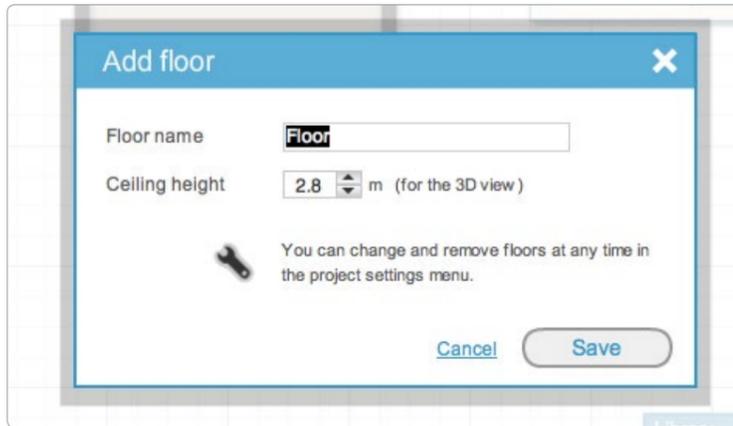
## 3.2 Adding the next floor

The number of floors is set when creating a new project. Switch between the floors by clicking the floor tabs on top of the drawing space.

### Adding an extra floor

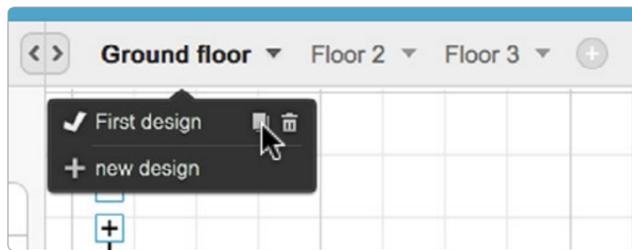


Already working in a project and an extra floor is needed? Click “add floor“ in the top bar.

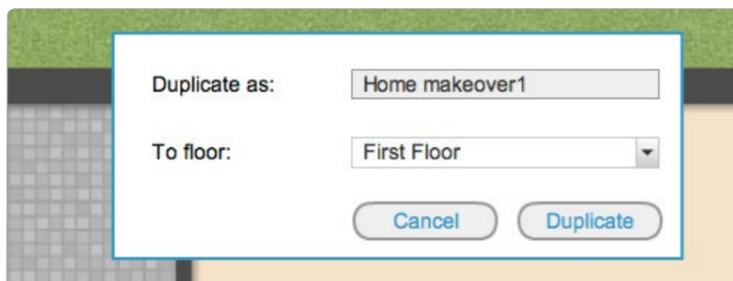


A small menu appears where you can name the floor and set the floor height.

### Copy a plan to another floor



You can copy designs from one floor to another.  
-Click on the floor tab on which the original plan is drawn.  
-Choose the icon ‘duplicate’ behind the name of the saved plan.  
-A menu appears where you can save the plan to a floor of your choice.



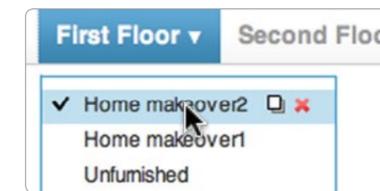
*Tip: Start by drawing the parts that are similar ( exterior walls, supporting walls, stairs etc.) on the several floors. Then copy it to the next floor. Afterwards, add the parts that are typical for each floor.*

# How to draw a floor plan

## 3.3 Managing floors and designs

More lay outs of the same floor helps to show all the different options of a house. Per floor multiple designs of a floor can be saved.

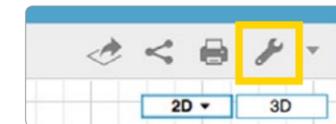
### Creating multiple Floor designs



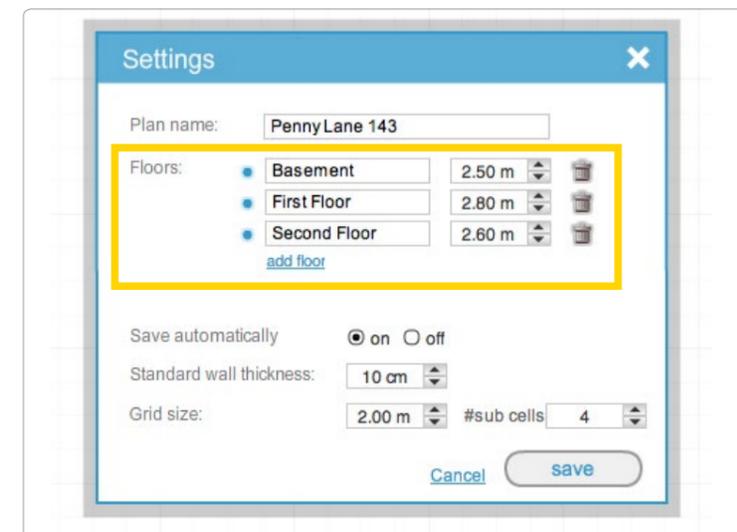
A floor can have multiple designs. This can help you play with various layouts. Either duplicate your design or save it under a different name.



### Managing your floors



You can manage your floors in the Settings of your plan. Click ‘Settings’ (top toolbar, 4th icon)



Here you can name floors and set the floor height. In this menu you can also delete entire floors (with the trash bin) and change the floor sequence by dragging them with the blue dot on the left.

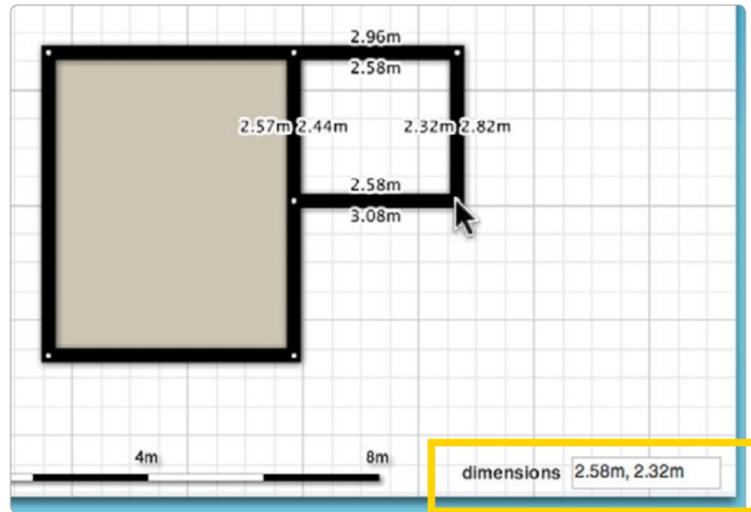
*NB: Changing the floor height will reset all custom heights and elevations of the walls in this floor, so it's smart to set this right before you start drawing your plan.*

# How to draw a floor plan

## 4.1 Advanced floorplanning

Some extra features with walls and rooms are explained below.

### Dimension input box



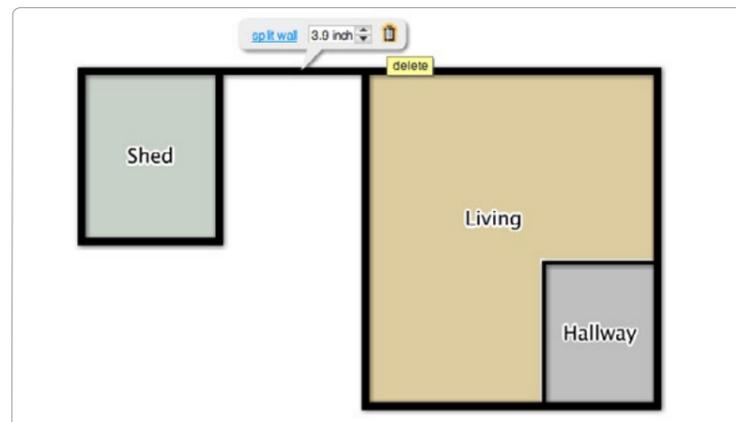
Notice that when you start drawing a room, dimension or wall, a small input box appears in the bottom right. Don't try to click it, just type the dimensions you want, after clicking the first point. Separate dimensions by "," and press "Enter".

### Create separate buildings

Rooms in the floorplanner are always attached to each other.

After drawing the first room, every room is drawn from an existing corner point.

To create a separate building (garage, gazebo, barn etc.), use an extra 'temporary wall'.



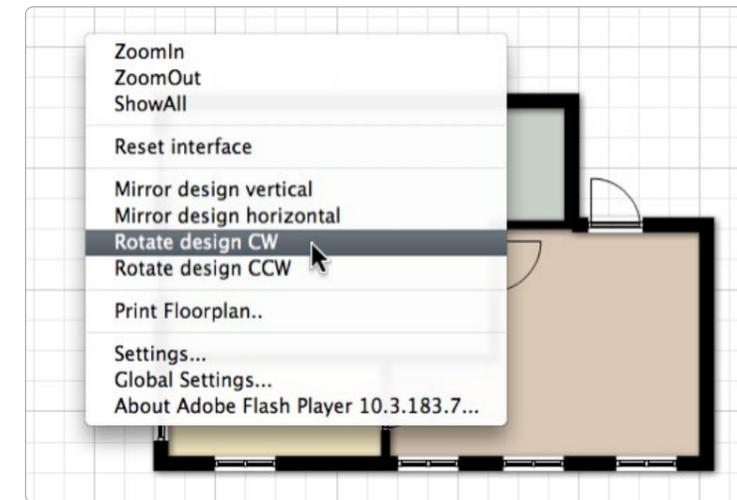
This temporary wall is drawn with the room tool from an existing corner. Make sure this "room" is only a wall by keeping the 2nd point orthagonal to the existing corner. From the 2nd corner you can draw a separate building. Delete the temporary wall and move the walls of the separate room to the right location.

# How to draw a floor plan

## 4.2 Rotating and mirroring plans

Our right-click menu holds some useful functions.

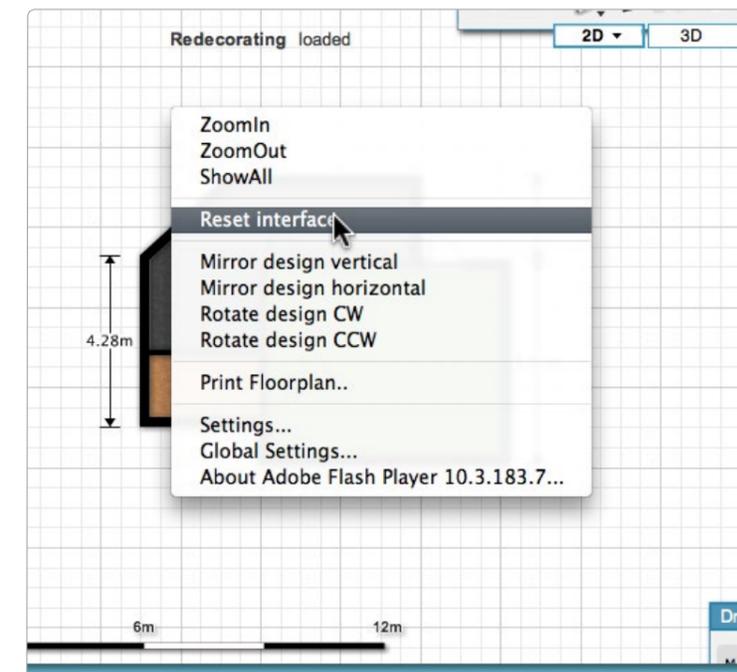
### Right mouse menu



It sometimes happens that you drew your layout in a different way than you want to present it. You don't have to start over, you can rotate 90 degrees clockwise or counterclockwise.

Also you can mirror your plan in this menu

### Lost you menu's



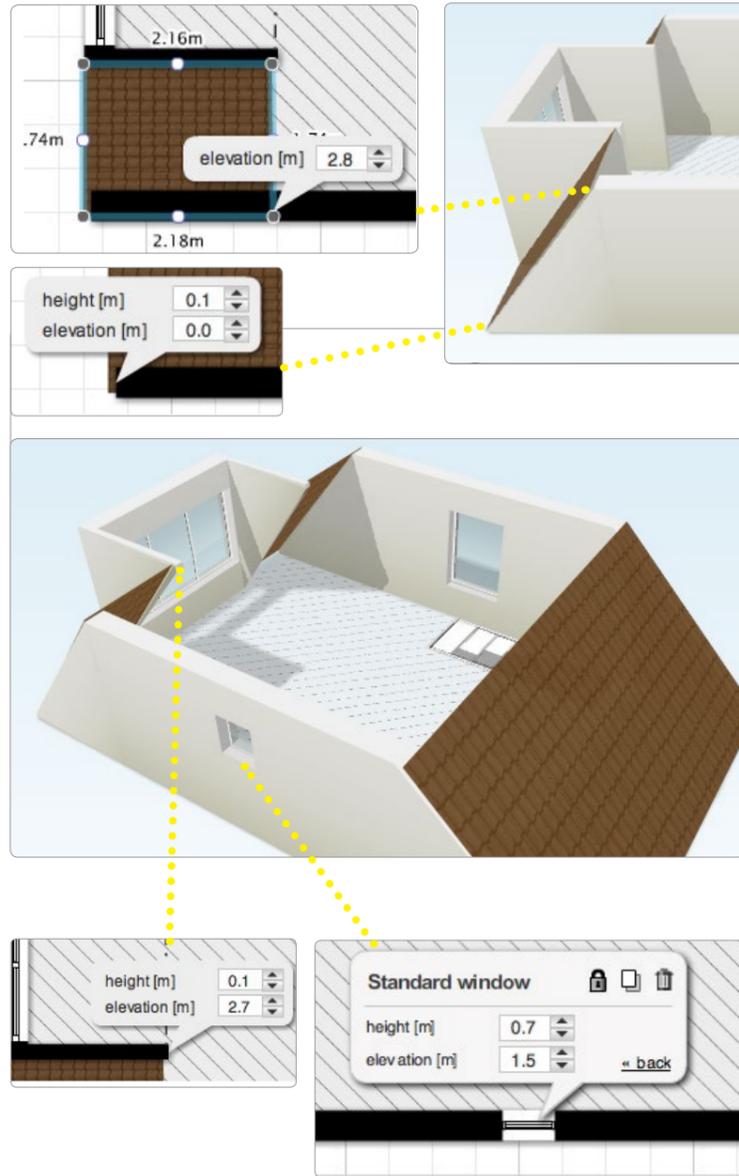
In the same menu retrieve your tool menus if can't find them anymore. Choose "Reset interface"

# How to draw a floor plan

## 4.3 Height options

Walls, surfaces, doors, windows and furniture all have the option to change height and elevation. In the property menu, click *edit height*. It allows you to create roofs, split level plans etc. The possibilities are best described in an example.

### Example: Creating an attic



For surfaces like roofs, draw them manually, then click the surface once so it highlights, then click a corner to set the elevation. You can also set the height of the whole surface with *edit height* in the floor properties.

For walls, you can set the elevation and height of the entire wall (both points) or of one corner point. Here the height of the corner point is set to 0.1 to create a sloped wall.

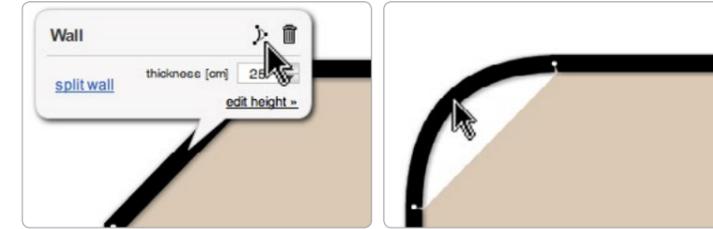
*NB: to reset all heights of walls and corners, adjust the floor height in the Settings menu.*

*NB: Setting the height of a wall creates a wall “jump” at the corners, while setting the height of a wall corner creates a sloped wall.*

For doors, windows and furniture height and elevation can be accessed with *edit height* in the properties menu.

# How to draw a floor plan

## 4.4 Curved walls

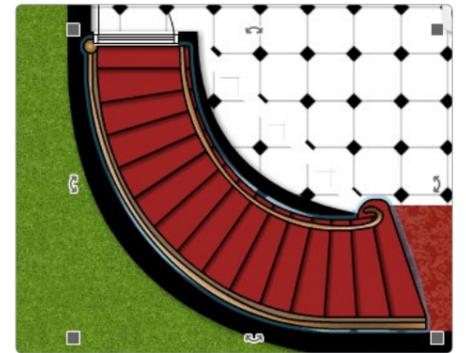


If you have a curved wall somewhere in your building, first draw a straight wall with corner points on the same place as where the curve begins. Then click on a wall to get the wall properties menu. Click on the curve wall icon. Then drag your cursor until your curve has the right shape and click again.

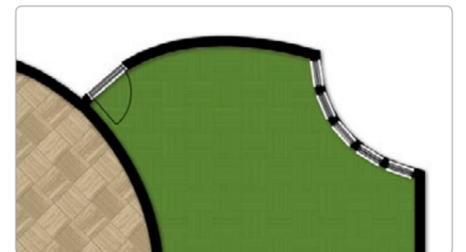
### Examples



You can create a sloped curved wall by setting the height of one of the endpoints. This is particularly interesting for walls that go along a stairway.



You can place doors and windows on curved walls just as on a normal wall. Just Make sure they aren't too broad otherwise they run off the curve.



# How to draw a floor plan

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## 4.5 Drawing tips & tricks

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### 5 STEPS TO A COMPLETE FLOOR PLAN

1. **Examine the quality of the base material.**
2. **Start by drawing the rooms, start with the big spaces, and finish with the small closets.**
3. **Adjust the thickness of the walls.**
4. **Add doors, windows, stair and other structural elements.**
5. **Finish the drawing with floor patterns, comments and measurements.**

### **BASE MATERIAL**

If you added a drawing, make sure it has the right scale and has a convenient orientation. Before drawing anything, scale the drawing correctly and rotate it so the sketch has a horizontal orientation and most walls are either horizontal or vertical. Then start tracing the rooms.

### **BE CLEVER WHEN BUILDING UP YOUR PLAN**

Start with the big spaces and end with the smallest ones. Start drawing the exterior walls, and follow with the interior spaces....

This will limit the amount of times you have to adjust the wall thickness.

Also you can save time by duplicating your plan to the next floor at the right time.

### **MULTIPLE FLOORS**

Often the basic structure of the floors are similar. Copying the structure that is similar to the next floor can save you a lot of work. So start by drawing the structures that are similar ( exterior walls, supporting walls, stairs etc.) on the several floors. Then copy it to the next floor. Afterwards, add the structures that are typical for each floor.

### **SAVE YOUR WORK REGULARLY!**

### **SOLVE DRAWING ERRORS**

When editing a floor plan it may happen that the room surface doesn't fill out nicely up to the walls. this can be resolved by dragging walls slightly out of position and back into position. Also make sure walls do not overlap each other. If they do, drag the white dots white your mouse onto each other to resolve this.

### **WOOPS, I MADE A MISTAKE**

If something goes wrong, you can undo this error by clicking the undo arrow, left of the designname. (Or press CTRL + Z)

# How to draw a floor plan

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## 4.6 Shortcuts

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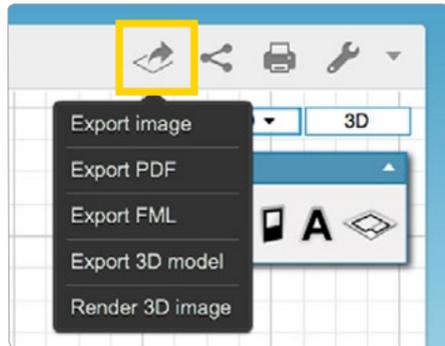
| <b>Function</b>         | <b>Keys (PC/MAC)</b> | <b>Context</b>                        |
|-------------------------|----------------------|---------------------------------------|
| Undo                    | CTRL + Z / CMD + Z   | always                                |
| Remove object           | DELETE               | when object is selected               |
| Split wall              | hold CTRL/CMD        | when cursor is over wall              |
| End a drawing action    | ESC                  | when drawing rooms, surfaces or lines |
| Exit a menu             | ESC                  | when a menu is selected               |
| Turn Snap Off           | hold S               | while drawing lines or surfaces       |
| Move Furniture          | ARROW KEYS           | when object is selected               |
| Select multiple objects | hold SHIFT           | while selecting furniture             |
| Scale from center       | hold SHIFT+CMD+ALT   | while dragging object scaleboxes      |

# How to draw a floor plan

## 5.1 Export and Printing floorplans

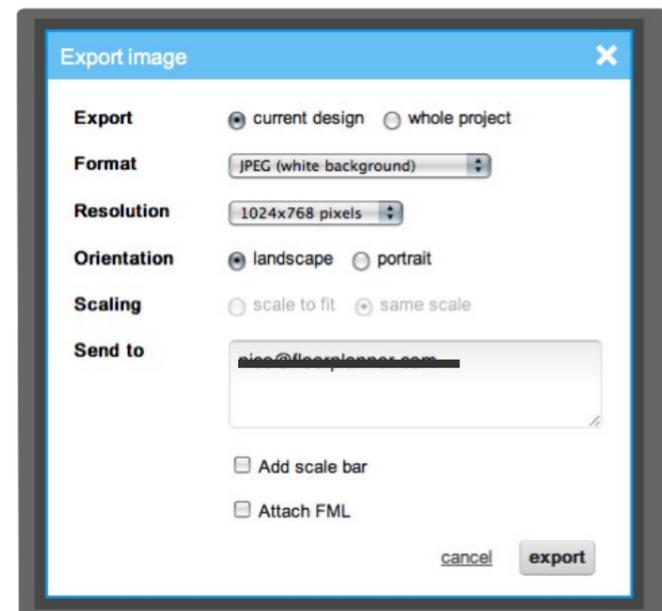
Plans can be exported from within a project or from the project options on your projects overview.

### Exporting plans



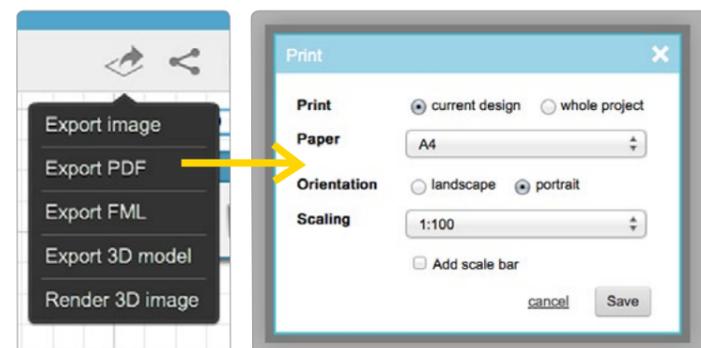
Click on the “Export” icon in the right side of the top bar. You can choose between Image, PDF, FML, 3D model or 3D Rendering.

*NB: For Free accounts, only Export Image and Export PDF is available, and only for a low resolution.*



If you choose to export your plan as an image you can either export the currently active design or the whole plan. They will be mailed to the address you fill in.

There is also the ability to export your plan in a 3D format. We have a format you can import in Sketchup or an STL format which you can import a couple of other 3D editors, like Blender.



For exported PDF's there's also the option to export all designs. Furthermore you can select a scale in which your plan appears.

*NB: Scaling options are only available for Plus and Pro accounts.*

# How to draw a floor plan

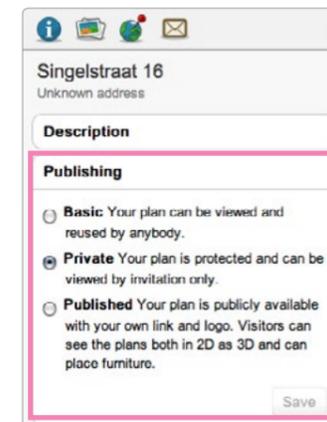
## 5.2 Publishing Plans

The published status of a plan has 3 options: Public, Private or Published. The *publish mode* is used to present a plan in a website, or to other people directly. After publishing, a plan has a couple of options for presentation. Publishing plans and the Private option is not available for Free accounts.

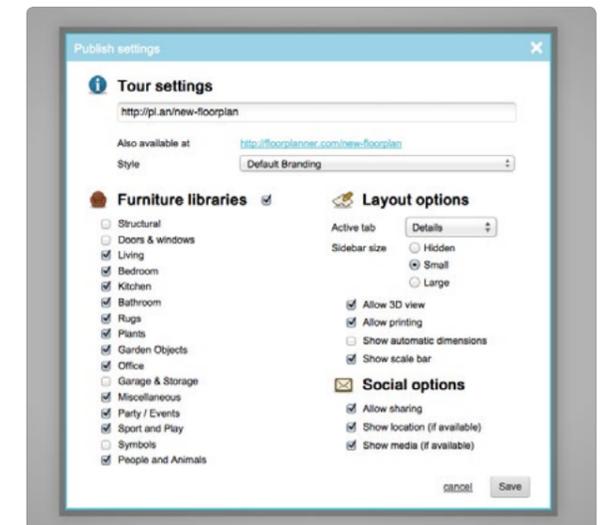
### How to publish

To publish a plan, open your plan from the Dashboard or Projects tab and do the following:

- 1: Click “Publishing” in the sidebar
- 2: Selected “Published” for publish options



- 3: Setup the options a visitor will have on your published plan and choose a name for your plan.



### Export options

A published plan you can [embed](#) in a website, or you can give up a weblink to give access to a plan:

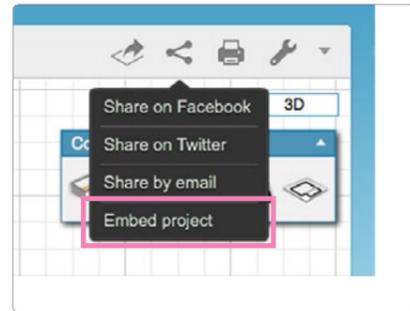
<http://floorplanner.com/yourplanname> OR  
<http://yoursubdomain/floorplanner.com/yourplanname>

# How to draw a floor plan

## 5.3 Embedding in a Website

After a plan is published you can get an html code in the export options with which you can add an interactive plan to your website. Here's a small explanation on how it is done.

### Embed code



### How to embed

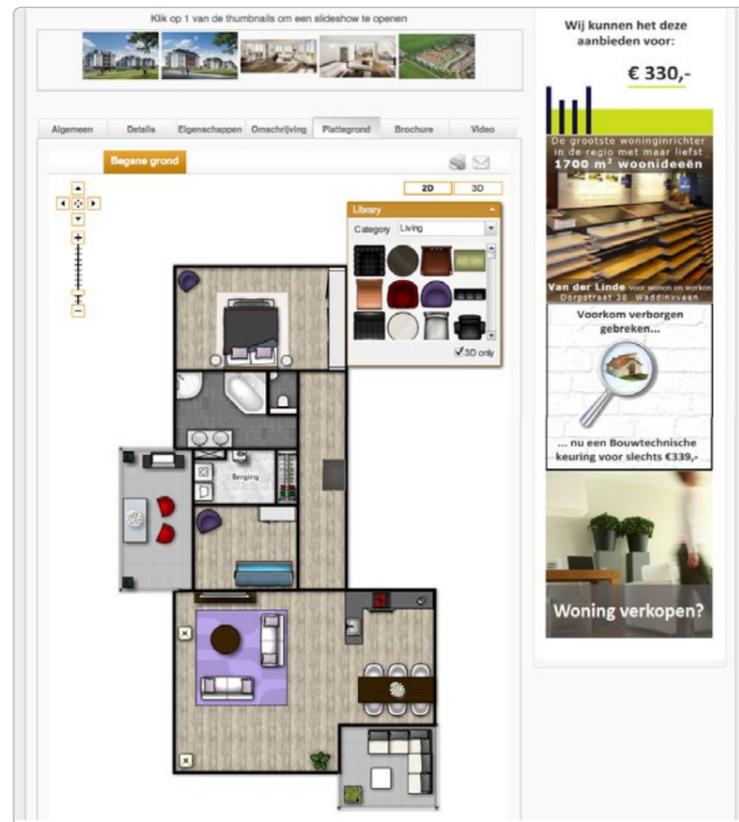
After publishing, Click in the topbar and select "Embed project". You see an html code which you can paste it into the html page of your website.

```
<iframe frameborder="0" height="400" scrolling="no" src="http://yoursubdomain.floorplanner.com/projects/19680610-projecttitle/embed" width="100%"></iframe>
```

Paste it somewhere in between the <body></body> tags in the html file of your website. You can change or add parameters like the height and width to fit into your own layout.

The appearance, for instance the colors of the menus are determined in the style in which you published it. (see our [Floorplanner Back-End Manual](#))

### Example of a Floorplan embedded in a website



# How to draw a floor plan

## 5.4 Adding media

You can add **photos, videos or 360 degrees pictures** to your plan to give some extra insights on you property to visitors. This is extremely valuable when publishing a plan on a website.



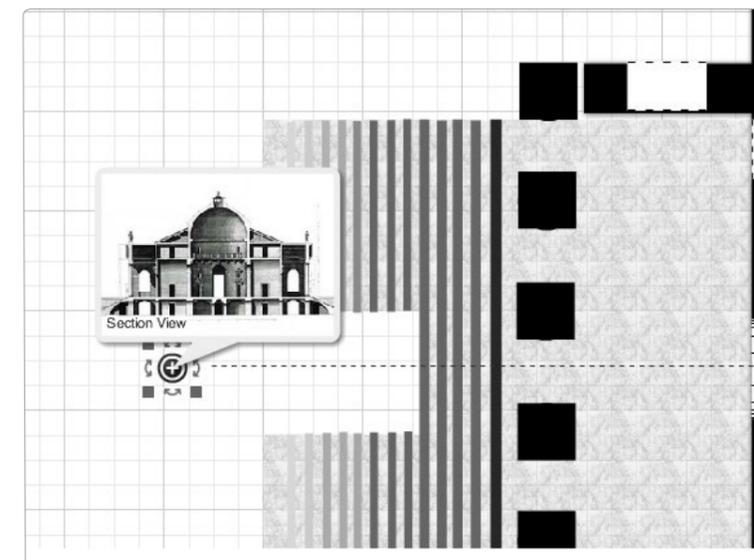
In the sidebar, click the media icon to upload a media item from your computer into your plan.

Click *Add photo or video* to get a menu where you can either browse to an image on your computer or add a URL that links directly to the picture, movie or other media.

Press "Place" to get a + symbol in your plan that you can drag to place where the visual media is taken.

Also removing or changing the media items can be done in the sidebar. To remove a + symbol in your plan, click it and hit DELETE or BACKSPACE on your keyboard.

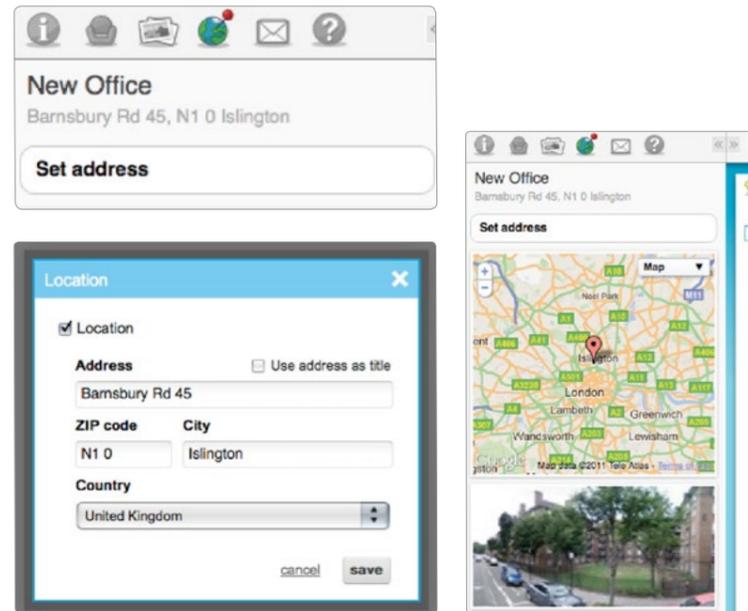
When a plan is published your visitor will see the media in the sidebar and when selecting the + icons in your plan.



# How to draw a floor plan

## 5.5 Adding a Location

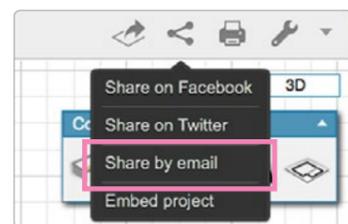
Adding a **location** to your plan lets people find your real estate more easily. This is extremely valuable when putting your property for sale online, because potential customers will search for houses in a certain district or will want to know where to find it if they stumble upon plan somewhere.



In the sidebar, click the location icon to add an address to your plan. Choose set address for the Location menu.



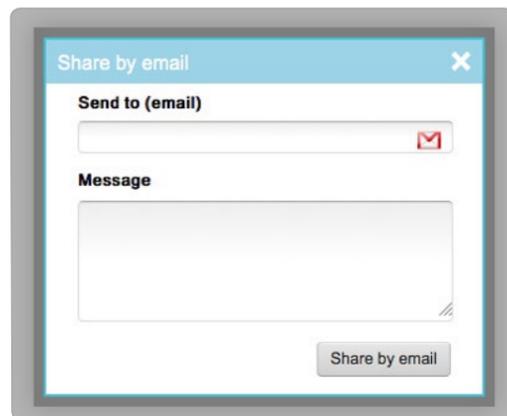
## 5.6 Sharing options



Sharing your plan is one of the most easy and valuable things of floorplanner.

Great to get feedback or to promote your property to your connections directly.

There are options to mail your plan to anyone you know, but also put in on Facebook or Twitter.



If you still have any questions, feel free to contact us at [support@floorplanner.com](mailto:support@floorplanner.com) or use [our forum](#).