QUICK START
USER MANUAL

CNC

CABINOTCH®

CUT LIST

ESTIMATES

ELEVATIONS
& FLOOR PLANS

PHOTOREALISTIC
3D

KCD Software

Our powerful yet easy-to-use software simplifies and expedites your design and delivery of customized cabinets, doors, and closets. From concept through production, KCD gives you the software you need to save time, reduce errors, increase productivity, and help customers understand your design.

NOTE: *For additional on-line help, go to KCDsoftware.com and visit our video tutorials and How-To's.*

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Welcome to the KCD community and thank you for purchasing or renting KCD Software. The step-by-step procedures in this user manual will get you started; if you need more details, please visit our online How-To's and video tutorials or call us at 1-508-760-1140. We're always pleased to hear from our customers. Let's begin by describing the main KCD Software sceen.
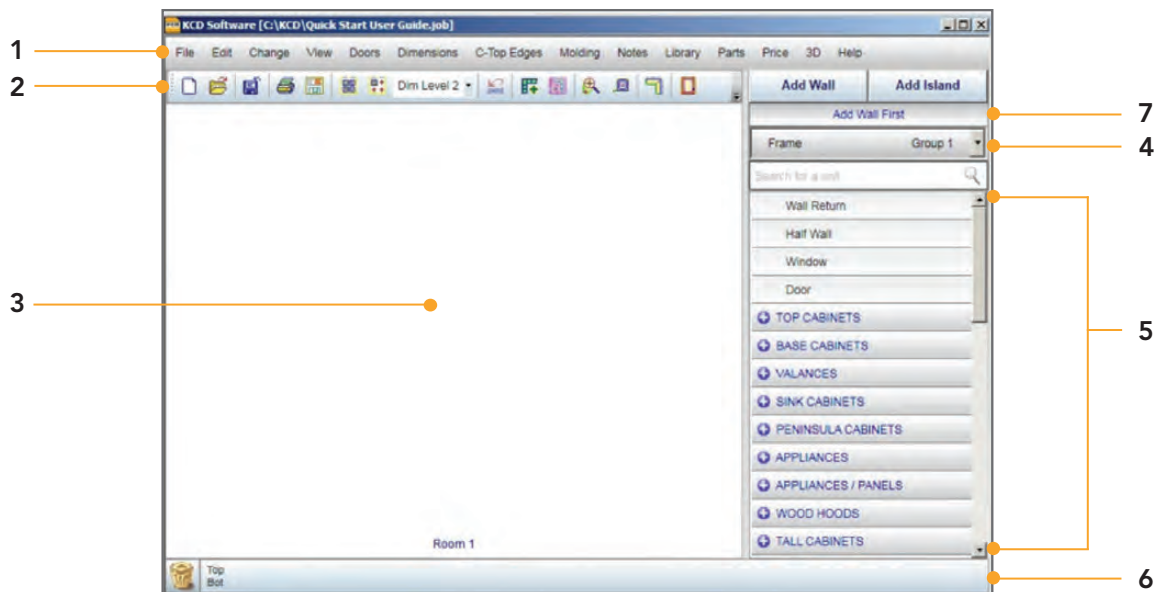
1. **Menu Bar** – Selections from the menu bar give you access to more detailed commands.

2. **Tool Bar** – Quick access to common commands and tools.

3. **Workspace** – Area in which projects are built. Several different views are available for this area, including floor plan, elevation, and 3-D.

4. **Library** – Drop down menu to select current library set, including frame, frameless, overlay frame, closet, Cabinotch® and accessories.

5. **Units Menu** – Contains all the elements of your selected design library.

6. **Open Space Locator Bar** – Amount of open space (in blue) to the left or right side of an existing unit at the Top and Bottom of a wall. It also indicates where the space begins.

7. **Information Box** – Size and/or angle of units and walls. This value changes as you drag a unit or wall to size or place. Also displays useful information for using KCD Software, such as "Add Wall First."

KCD Software comes with several libraries, including frame and frameless cabinets and closets. Each library is pre-set with shop standards. For example, for the frame library, the standards include default measurements for height and depth of cabinets, distance from the floor to the top of the top cabinets, and kick space.
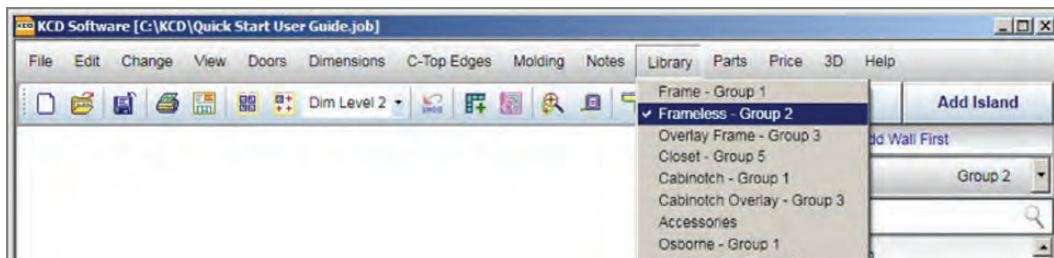
Frame and overlay frame cabinets differ on how the doors overlay the cabinets. In frame the doors are sized from the opening (door lip). The door is larger or smaller than the opening by a fixed value. For example, a 12 by 20 opening might have a 12½ by 20½ door (with ¼" lip).

In overlay frame or frameless, the doors are sized from the outside edges of the cabinet. The doors have reveals, which are the amount of cabinet frame or box that is exposed when the door is closed. For example, a 21 by 30 cabinet might have a 20½ by 29½ door (with ¼" reveals).

TO SELECT A LIBRARY:

1. Click on Library in the menu bar.

2. Select the library you want. A checkmark appears beside your selection and the menu closes.

THE LIBRARIES INCLUDE:
- **Frame** – Elements for designing face frame cabinetry.
- **Frameless** – Elements for designing European, or frameless, cabinetry.

- **Overlay Frame** – Elements for designing overlay frame cabinetry.
- **Closet** – Elements for designing closet cabinetry.
- **Cabinotch**® – Elements for designing cabinetry using direct-to-Cabinotch Innovative Solutions production. Available in KCD's Cabinet Professional, Cabinet/Closet Professional, and higher software levels only.
- **Accessories** – Items to enhance the look of your design, such as housewares, office equipment, lighting, furniture, and architectural features. You cannot change shop standards for accessories.

NOTE: Each library uses a default color group and texture group. However, you can change colors as briefly described in Chapter 6 and textures as briefly described in Chapter 10. For more details, go to KCDSoftware.com and visit our online video tutorials and How-To's.

You should set standards and defaults before you begin your project. You may want to scroll through the entire list of standards to see the many choices available.
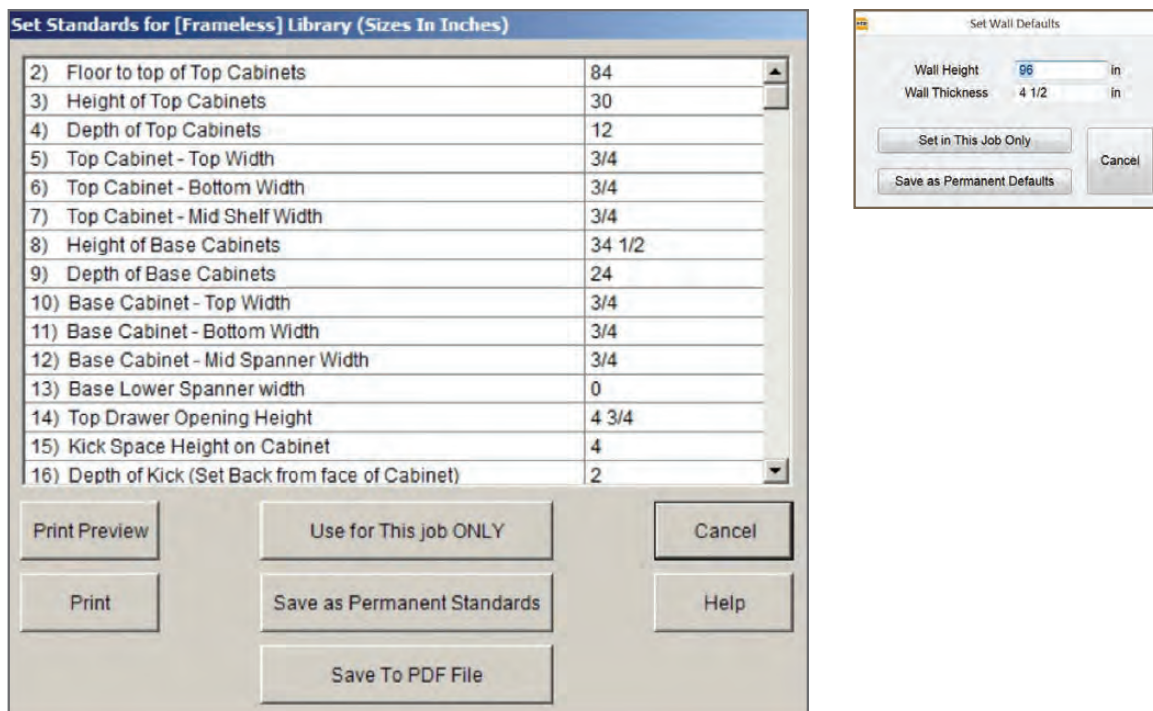
1. In the Menu Bar, choose Change > Set Shop Standards.

2. Select the value you would like to change and enter the new value. You can scroll through the menu using either the up and down arrow keys or the scroll bar.

3. Click Use for This Job ONLY or click Save as Permanent Standards if you want every new job to use the same standards.

4. In the Menu Bar, choose Change > Set Wall Defaults.

5. Enter new values.

6. Click Use for This Job ONLY or click Save as Permanent Standards if you want every new job to use the same standards.
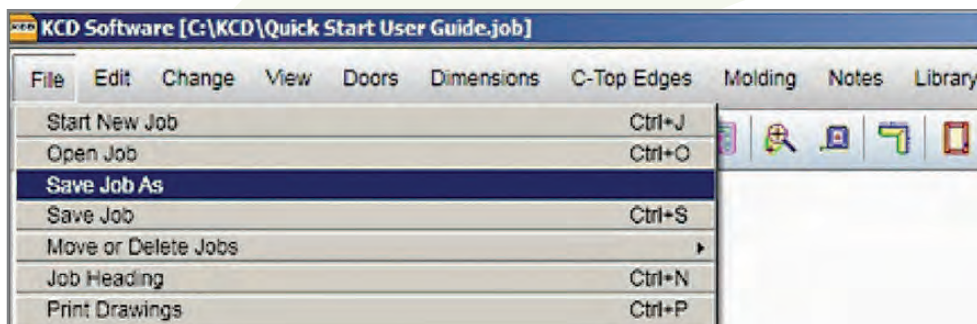
SAVING YOUR WORK

1. In the Menu Bar, click File.

2. Either:
   - If this is your first time saving, click Save Job As.
   - If you have saved this project before, click Save Job.

NOTE: Be sure to note the location where you saved the project.

DELETING PARTS OF YOUR DESIGN

To delete parts of a design from the workspace (walls, windows, cabinets, and so on), drag the object to the trash bin in the lower left corner of the window and release.

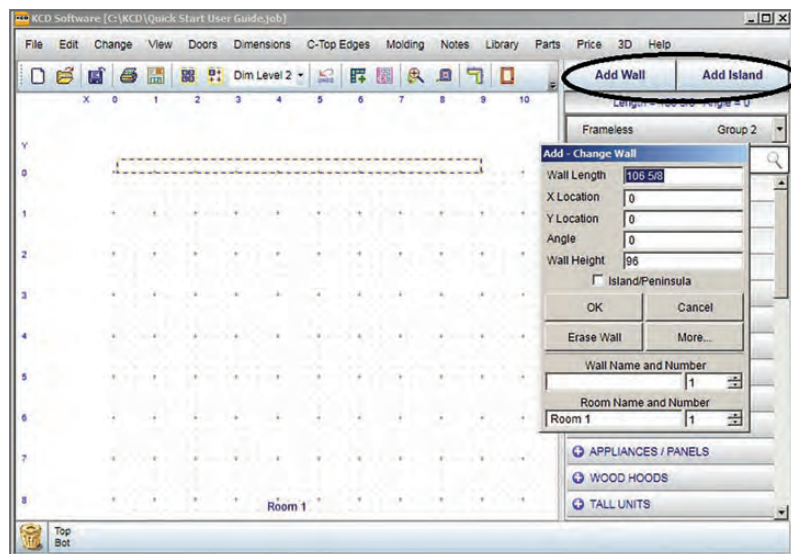You can retrieve an object from the trash bin during the same session by selecting Edit > UnDo.

DELETING AN ENTIRE JOB

1. Select File > Move or Delete Jobs > Delete Job from Disk.

2. Select the file you want to delete.

3. Click OK.

4. Click Yes.

Once you have set your shop standards, you are ready to begin defining the room by adding walls to your project workspace.

ADDING A WALL

1. Click Add Wall. A grid appears. (This is your workspace.)

2. Place your cursor anywhere on the grid and hold down the mouse button to drag a wall into place. Look in the top right hand Information Box for sizing information as you move the mouse.

3. Release your mouse. The Add-Change Wall menu appears. You may change any number in the menu to customize your wall settings.

4. When your numbers are right, click OK.

NOTE: *When creating a drawing, it's best to leave one side open. If you create a closed box, the extra wall will block you from seeing the room in 3D.*

NOTE: The back of the wall is the side with the dimension line on it. You cannot place cabinets on the back of a wall. You can place cabinets in back of an island or peninsula (see Chapter 8, page 12).

NOTE: To toggle between the floor plan and elevation view, press the Space Bar twice or double click anywhere in the unused workspace. When re-positioning or angling walls you *must* be in the floor plan view.

ADDING A SECOND WALL

1. Click Add Wall.

2. Place your cursor approximately where you want the wall and drag to the length you want. The Add-Change Wall menu appears.

3. Click OK.

4. The second wall will snap into position, attached to the first wall.

SWITCHING BETWEEN WALLS

When a wall (or island/peninsula) is placed on the project workspace, it is assigned a number. Numbers are assigned in the order that walls are created.

To select a wall, either:

- Click on the wall so that it turns gray.

- Type a wall number to activate a particular wall.

CHANGING THE ANGLE OF A WALL

1. In the floor plan view, place the cursor on one end of the wall.

2. Hold down the mouse button (the mouse pointer will turn into cross arrows).

3. Drag the end of the wall to change its angle on the grid and release the mouse button.

While dragging, look in the upper right hand Information Box of the screen for the wall angle information (see circled area in the screenshot below).

ADDING AN ISLAND OR PENINSULA

Islands and peninsulas operate the same as walls (including positioning and angling), with a few exceptions. They are represented on the floor plan by a dotted line. The most notable difference from a wall is that cabinetry can be placed on both the front and back of an island or peninsula.

1. Click Add Island.

2. Place your mouse pointer anywhere on the grid and hold down the mouse button to drag the island or peninsula into place. (If your line is close to a wall, it will snap into place as a peninsula, not an island.)

3. Release your mouse. The Add-Change Wall menu appears. You can change any number in the menu to customize your island or peninsula settings.

4. Click OK. For activating the back wall of an island/peninsula, see Chapter 8.
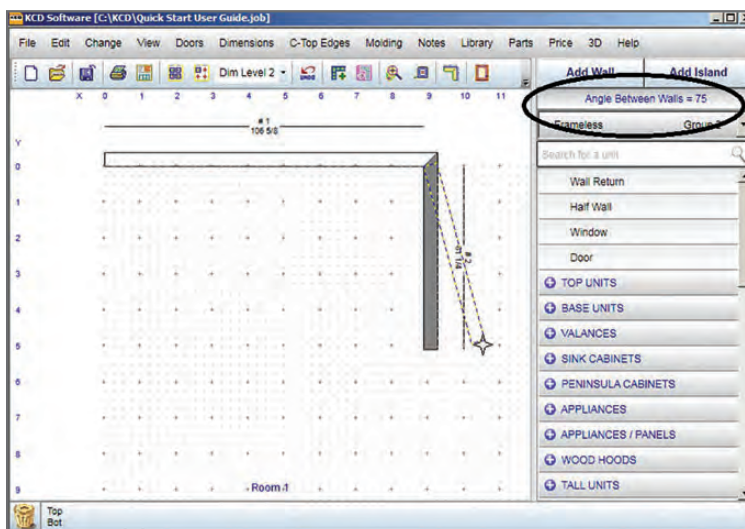
Once a wall is added, you can modify it at any time by changing settings such as height, length, thickness, and color at the Add-Change Wall menu.

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1. Place the mouse pointer on any wall or island/peninsula and double click. The Add-Change Wall menu appears.

2. Click the More button to see the full menu shown here.

3. To change a value, click the value to be changed and type in the new value.

4. Click on OK to apply the change(s).

Wall Length – Length of wall, island, or peninsula.

X Location – The higher the X value the farther from the left side of the grid.

Y Location – The higher the Y value the farther from the top of the grid.

Angle – The wall's angle.

Wall Height – Height of the wall from floor to ceiling.

Island/Peninsula – Change from a wall to an island/peninsula or back again: click on the box to add a checkmark (create island/peninsula) or remove a checkmark (create a wall).

Less/More – This button hides/reveals additional fields located below the Room Name and Number fields.

Wall Name & Number – Label for the current wall. You can cycle though the walls within the room by using the up and down arrows next to the number box.

Room Name & Number – Label for the current room. If you change the room number, the wall and any units attached to it will be added to the room indicated.

Flip Wall 180 Degrees – Flips the wall with all its units, while maintaining its position within the workspace. You may need to flip a wall after moving it from one side of the workspace to the opposite side.

Change Length on – Which end of the wall will extend or retract with a change in length.

Thickness – Thickness of wall.

Top/Base # Depth – The distance that a cabinet can be located from the wall and still show on the elevation view. Cabinets located outside this limit do not appear in the elevation view.

Change Wall Color – Click Change Wall Color; select the color you prefer; then click Set the Color. The wall color may show clearest in elevation and 3D views.

Edit Wall Shape – When you click Edit Wall Shape, the view automatically changes to elevation. Select the shape you prefer, then click Apply.

Windows and doors can be added on the floor plan but it may be easier to see what you are doing in elevation view. To switch views, either press the Space Bar twice or double click anywhere in the unused workspace.

1. Select the wall where you want to enter a window or door to make the wall active (it appears shaded).

2. In the Units Menu, double click on Window or Door.

3. Click anywhere on the active wall to bring up the outline of a window or door. A menu appears where you can change all the specifications, including width, height, location, and style (for example, double hung or sliding).

4. To change the location, first select one of the choices under Locate From. For example, to locate a window a certain distance from the left wall, select L to L (measures the distance from the left wall to the left edge of the window) or L to C (measures the distance from the left wall to the center of the window).
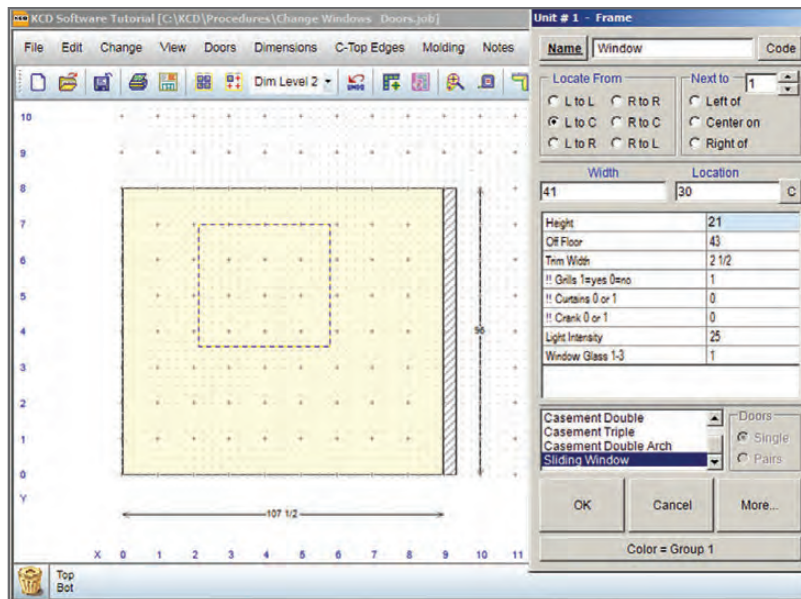
5. Enter the distance in the Location box or select C (next to the Location box) to center the window or door on the wall.

6. Click OK.

Once you have placed and sized your wall(s) and located windows and doors, you are ready to add cabinets.

The library you selected earlier (frame, frameless, overlay, closet, Cabinotch®) determines which units are available. Units are placed on the active (shaded) wall.

> **NOTE**: *The steps below for adding a cabinet will work for other types of units, such as refrigerators and stoves.*

### ADDING A CABINET TO A WALL OR ISLAND/PENINSULA

NOTE: Unit numbers are assigned by the software in the order in which the units are added to the design. In the screenshot at the far right, unit #2 is circled.

1. Select the wall (or the dotted line of the island/peninsula) where you want to add a cabinet to make the wall active.

2. Click on the category of cabinet on the Units Menu (for example, Base Cabinets) or click the ± button to expand the list.

3. Click on the type of cabinet you want (for example, Base 4 Drawer).

4. Drag the outline of the cabinet to the desired size on the wall you selected.

5. Release the mouse. The Add Unit menu appears. From here you can customize sizes and other specifications, including color.

6. When your changes are complete, click OK.

ACTIVATING THE BACK WALL OF AN ISLAND/PENINSULA

Cabinets can be placed on both sides of an island/peninsula. It is easiest to work in elevation view. To toggle from front to back of the island/peninsula:

• Click the right mouse button to activate the back of the island.

• Click the left mouse button to activate the front of the island.
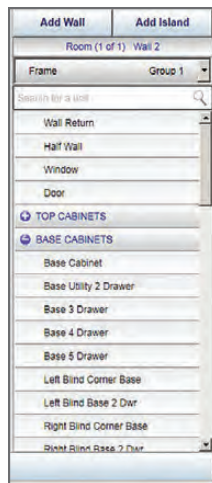
REPOSITIONING A CABINET

You can reposition cabinets and other units (like refrigerators) from either the floor plan or elevation views.

1. Place the cursor on the cabinet number.

2. Drag the cabinet to the new location and drop it into place by releasing the mouse button.
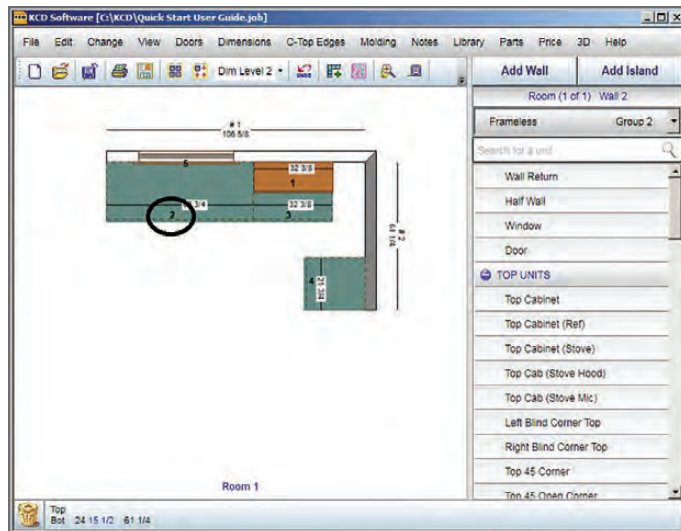
Cabinets and other units are easily customized. Once you have placed cabinets on a wall, you may customize their doors, change their color or texture, and add handles, pulls, and hinges. Working in elevation view makes it easier to see your changes.

CUSTOMIZING EXISTING CABINET

1. Double click on the cabinet's number to open the menu.

2. Select the value(s) to be changed and type in the new value(s), including the color.

3. Click OK and the changes will be applied.

The screenshot below is an example. The values change depending on the type of unit.

NOTE: Parameters preceded by "!!" can be toggled between 0 and the shop standard by double clicking on the "!!".
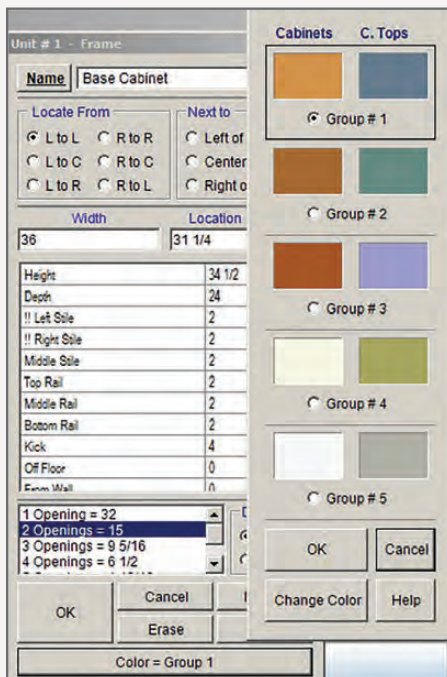

NOTE: To create a door pair (two facing doors opening to one space), choose *Doors > Change 1 Door* and select *Door Pair*. In door pairs, changes applied to one of the pair are automatically applied to the other door in the pair.

CHANGE ALL CABINET DOORS

Cabinets are shown with default doors but you can customize them at any time.

1. From the Menu Bar, choose Doors > Change Doors on this job.

2. The door style menu appears.

3. Choose a category of door (including square panel, flat, arch panel, and glass) from the two drop down menus on the top right.

4. Drag the door you want from the right side of the menu to the Doors on This Job section on the left.

5. Drop the selected door style on the Top Door, Drawer Front, or Base Door picture by releasing the mouse.

6. Click Set in This Room or click All Rooms if you want the selected door style(s) to apply to all rooms in the project.
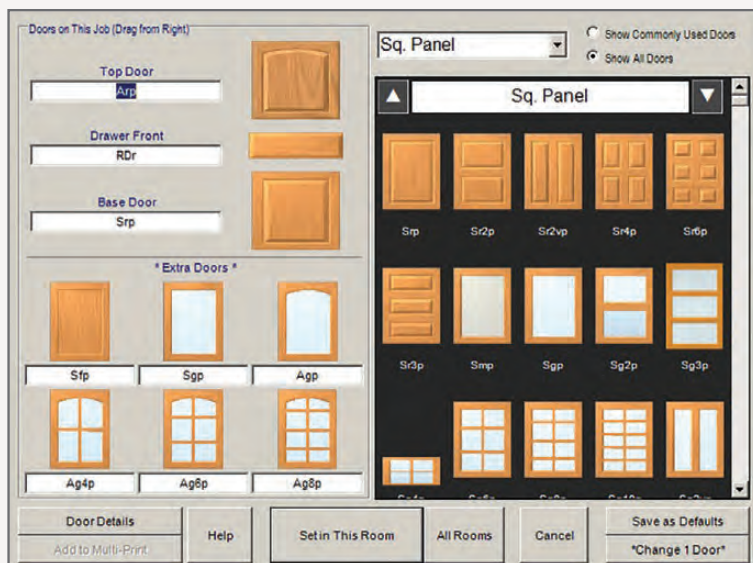
CHANGE DOORS ON ONE CABINET

You have two choices for changing the doors on one cabinet: using the Main Menu or using the short-cut.

Using the Main Menu:

1. Choose Doors > Change 1 Door and a menu appears.

2. Enter the Unit # of the cabinet to be changed.

3. Enter the Opening #. Openings (drawers, doors) are numbered from top left to bottom right of each cabinet.

4. Select a door type from the Loaded Doors list.

5. Click Make Change.

6. Click Close.

NOTE: *Extra Doors are used when changing one door and Extra Handles are used when changing one handle. Drag your selection from the right to the left, and drop it on one of the available extra door or handle spaces.*
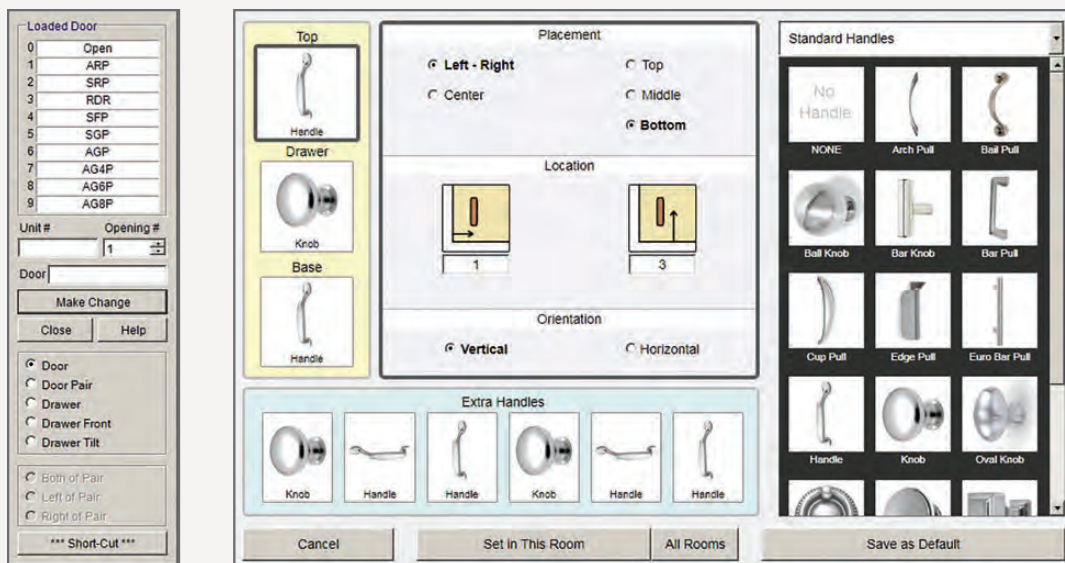
Using the shortcut:

1. Place the cursor on the cabinet door to be changed.

2. Hold down the Ctrl key and click the mouse. Each click will cycle you though door styles you placed in the Doors on This Job and Extra Doors sections, plus one additional selection of No Door.

3. Release the Ctrl key to apply the door you want.

ADDING HANDLES TO CABINET DOORS

1. From the Menu Bar, choose Doors > Add Handles & Hinges to open the handles menu.

2. Drag the handle you want from the right to the Top, Drawer, or Base handle on the left.

3. Select placement, location, and orientation as appropriate.

4. Click Set in This Room or click All Rooms.

CHANGING CABINET DOOR HANDLES

You can change the style and position of a single handle from within the elevation view (not the floor plan view).

To change the handle style:

1. Place the cursor on the handle to be changed.

2. Hold down the Shift key and right-click the mouse.

3. Each click cycles through vertical, horizontal, and knob handles, as well as no handle.

4. Release the Shift key.

To change the handle position:

1. Place the cursor on the handle to be changed.

2. Hold down the Shift key.

3. Click on the new position where you want the handle.

4. Release the Shift key. The handles and hinges both move to the new position.

NOTE: There are 9 positions for door handles: top, middle, and bottom on the vertical; and left, center, and right on the horizontal. There are 6 positions for drawers: top, middle, and bottom on the center; and dual knobs or handles. For example:

CHANGING HINGES

Hinges are defined by dotted lines, which show how a cabinet door will open. The door opens from the wide end of the dotted lines.

1. To change the hinge placement, place the mouse pointer on the dotted line for the hinge.

2. Hold down the Ctrl key and right-click on the side of the door where you want the hinge.

NOTE: The handles do *not* change position.

KCD Software lets you work quickly in 2D, moving back and forth easily between floor plan and elevation views. Viewing your designs in 3D makes it easy to refine your details and present realistic drawings to clients.

Wall selected for elevation view
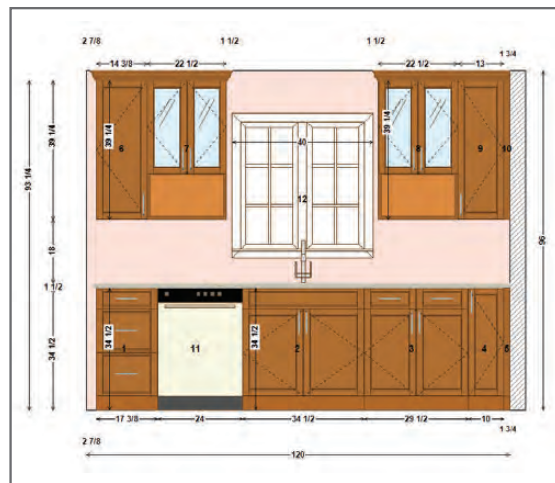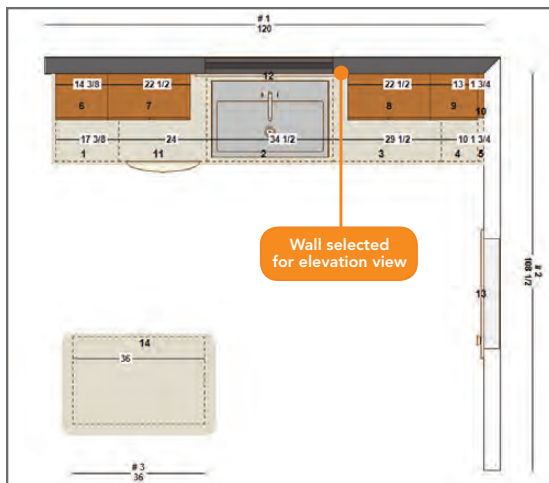
CHANGING BETWEEN 2D VIEWS

To switch from floor plan to elevation view:

1. Select the wall you would like to see in elevation view by clicking on it (it turns gray)

2. Double click anywhere in the unused portion of the workspace or press the Space Bar twice.

To switch from elevation to floor plan view:

1. Double click anywhere in the unused portion of the workspace or press the Space Bar twice.

   Both floor plan and elevation views are considered 2D (two-dimensional).

To view your design in three-dimensions, select **3D** on the main menu and wait a moment while your design renders. Then, using your mouse, touchscreen, touchpad, or the buttons shown in the 3D window on page 19, you can MOVE Camera (change your view of the room), MOVE Picture (change the placement of the image in the workspace), or Zoom (increase/decrease the picture).

| MOTION	MOUSE	TOUCH PAD	TOUCH SCREEN	MENU BUTTONS
MOVE Camera	Left button drag	• Place your cursor over the image.	Touch + drag	"Move Camera" (6 buttons)
MOVE Picture	Right button drag	• May act like a Mouse or like a TouchScreen.	• Hold Touch (2 sec.) + drag • *Or* Two finger drag	"Move Picture" (4 buttons)
Zoom	Mouse Wheel	• Menu buttons are always available as backup.	Two finger pinch	"Zoom Picture" 2 buttons

Select **2D** when you are ready to return to your elevation or floor plan view.

TIPS FOR CREATING A REALISTIC 3D VIEW

Please keep these tips in mind to create the most realistic 3D view:

• Start your perspective at eye level: Move Camera up or down until it is at normal eye level (rather than far below or above).

• Center: Move Picture left or right to center it in the workspace.

• Fill the workspace: Zoom Picture Size until the room fills the workspace. Generally, rooms look best between 100 and 300.

• Unblock view: Options lets you temporarily Hide From Drawing any walls or units that are blocking the view you want to feature. Click on the items you want to hide, then click Hide and Redraw.

• Fix lighting: Options lets you change the Room Brightness. Select brightness you want, then click Hide and Redraw.

When you change textures or materials, you might change the type of wood or color used in a cabinet or the material (Formica, stone, granite) used on a countertop, or the color of a wall.
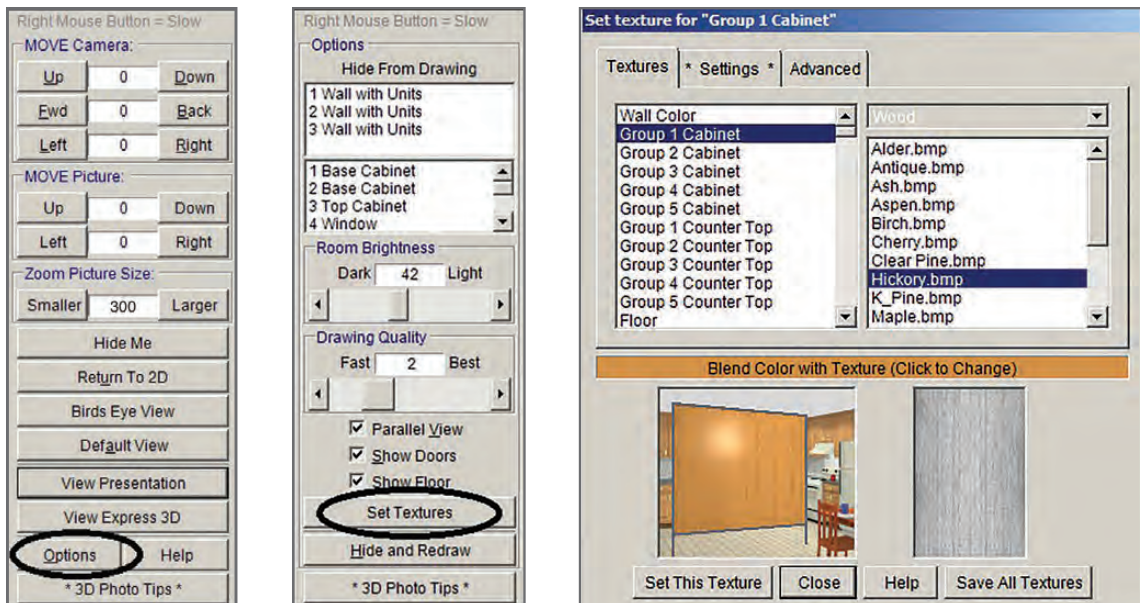
1. From within the 3D menu, click on the Options button.

2. From the Options menu, click on Set Textures.

3. From the Textures box, click on the item to be customized (in this case, we clicked on Group 1 Cabinet).

4. Click on the material (in this case, Wood).

5. Click on the texture type (in this case, Hickory).

6. If you want to change the color or shade (for example, to darken the hickory):
   • Click Blend Color with Texture.
   • Make your selection.
   • Click Set this Color.
   • Click Close.

7. Click Set This Texture, then Close to apply the changes.

NOTE: *You may not see Blend Color with Texture. If you see Replace Color with Texture, then the texture is applied "as is"; color cannot be added.*

To print a 3D view of a project, **you must first have the 3D view on the screen** (not an elevation or floor plan view) when you go to Print. From the main menu select 3D. Your job will display in 3D. You can move your image around to your preferred 3D view.

PRINTING VIEWS

To print your desired views:

1. Click 3D on the Main Menu if you haven't yet.

2. Choose File > Print Drawings to open the Print menu.

3. Choose 1 or More Views by clicking on and highlighting the item(s) to be printed (deselect views the same way). (Elevation #1 equals wall or island #1 and so on). All highlighted views are printed when you click Print.

Choose 1 or More Views – The item(s) to be printed. Select view(s) to highlight or remove highlight. All highlighted views are printed.

Options – Items to be included in print. A checkmark includes that item on the print, for example a check next to Show Doors adds doors to the print.

Dimensions – The measurements (length, width, depth, overlay) of cabinets, walls, windows, doors, etc., from None (no measurements shown) to Level #4 (all inside and outside measurements shown). Dimensions will print even if they are not shown on screen.
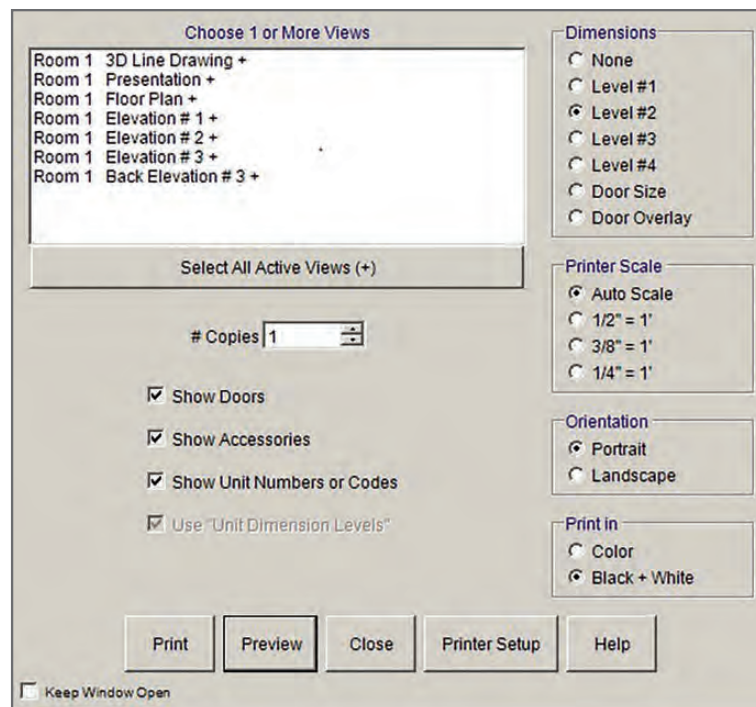
Printer Scale – The scale of the print. Auto scale fits the whole page. If the selected scale does not fit on the page, only a portion of the design will print.

Orientation – The orientation of the print on the page, Landscape or Portrait.

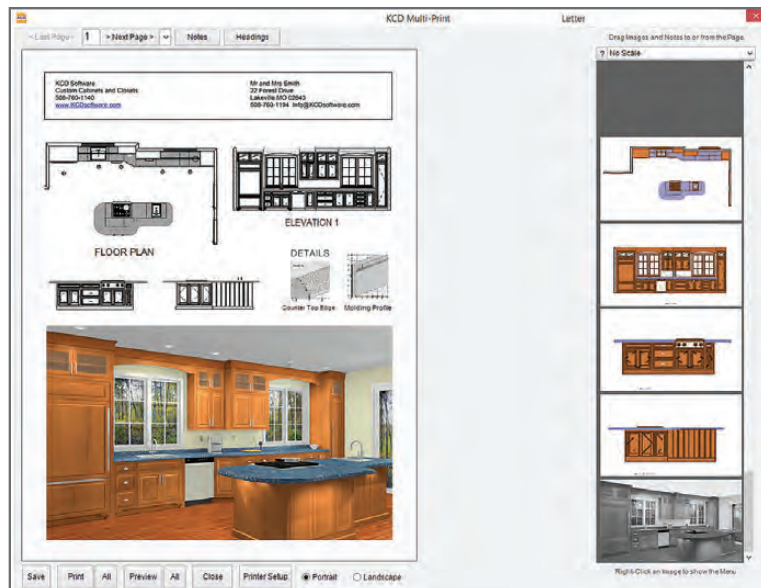**Color or Black & White** – Prints the view in color or black and white.

NOTE: *Your design may contain walls with no units on them.*
The + symbol after a view in the Print *menu denotes a wall with units.*
Select All Active Views will highlight only views with units.
To include an inactive view, click on the inactive view you want to add to the list.

PRINTING A PAGE OF IMAGES (MULTI-PRINT)

In 3D view, you can also print multiple images to a single page as either .jpg or .pdf files.

1. Go to the image (floor plan, elevation, 3D) that you want to print.

2. Choose File > Add this Drawing to Multi-Print.

3. If you want to add a picture from within KCD Software (including 2D pictures) or from another computer location:

   • Choose File > Import Picture into Multi-Print.

   • Select the picture you want to add (it must be .bmp, .jpg, or similar format, not .pdf).

   • Click OK.

4. Choose File > Print Multi-Print Drawing.

5. A draft of the multi-print drawing appears onscreen.

6. On the right side of the screen are images and notes you can drag *onto* the page that you will print.

7. On the left side of the screen are images and notes you can drag *off* the page that you will print.

8. When you are satisfied, click Print to print.

TO RE-SIZE AN IMAGE:

ENLARGE – Hold down the Shift key and Left-click on the image multiple times or use the scroll wheel.

REDUCE – Hold down the Shift key and Right-click on the image multiple times or use the scroll wheel.

Drag and drop images back and forth to lay out your Multi-Print.