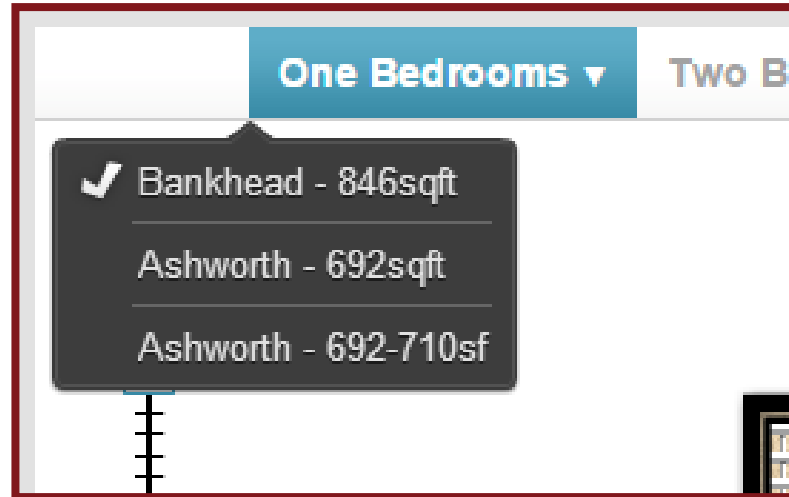
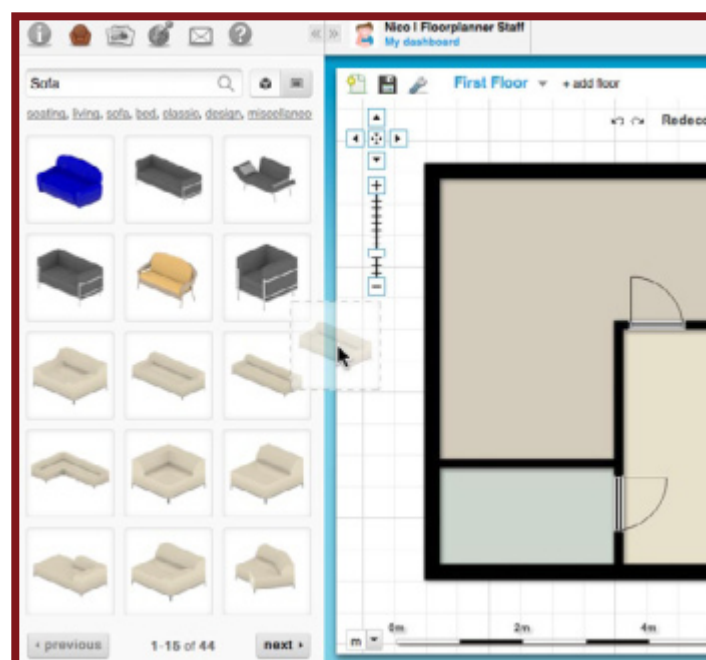


# Guide to Using the Floor Planner Tool

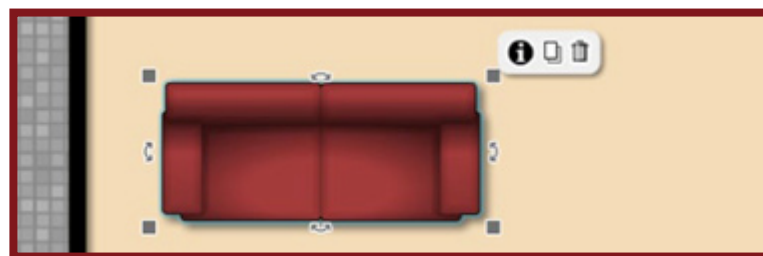
**Choosing a Floor Plan.** To choose a floor plan, click on the dropdown menu of your preferred apartment size, then select the floor plan of your choice. \*Feel free to contact the leasing center if you are unsure which floor plan is available at The Commons.



**Adding Objects.** To add an object to your preferred floor plan, click on an item from the library and drag it onto the floor plan.

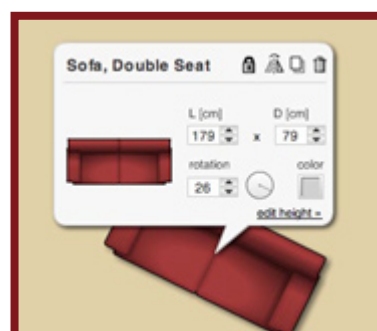


**Scale.** To customize the size of your item, select the placed object and stretch it with the square handles on the corners or enter the dimensions of the object in the property menu.



**Rotate.** To rotate your item, select the placed object and rotate it to your desired angle with the 'curved bow' handles or fill out the rotational degrees in the property menu.

**Mirror, Copy or Delete.** To mirror, copy, or delete your item, select the placed object and, on property menu, choose the appropriate icon for the function you desire.



**Edit Height.** To edit the item's height, click the "edit height" link and set the appropriate height or elevation.

