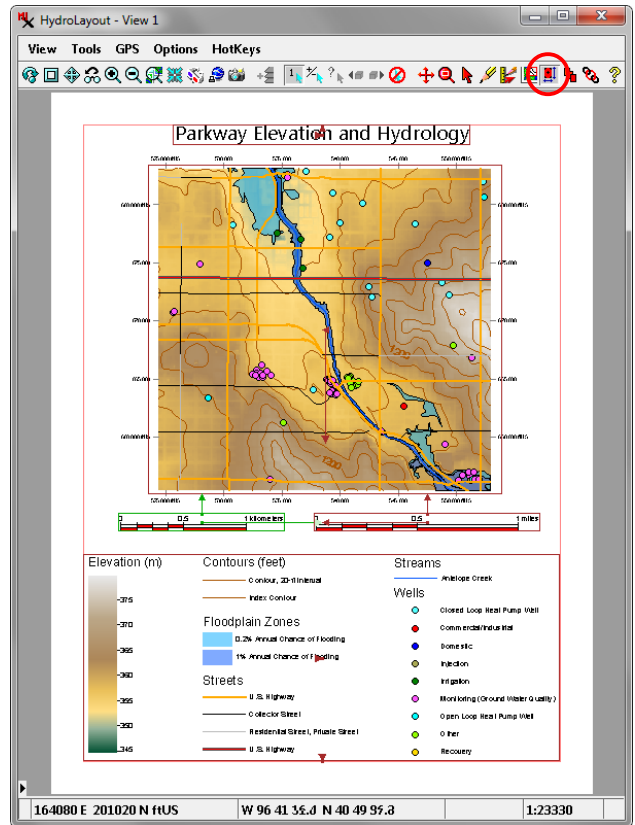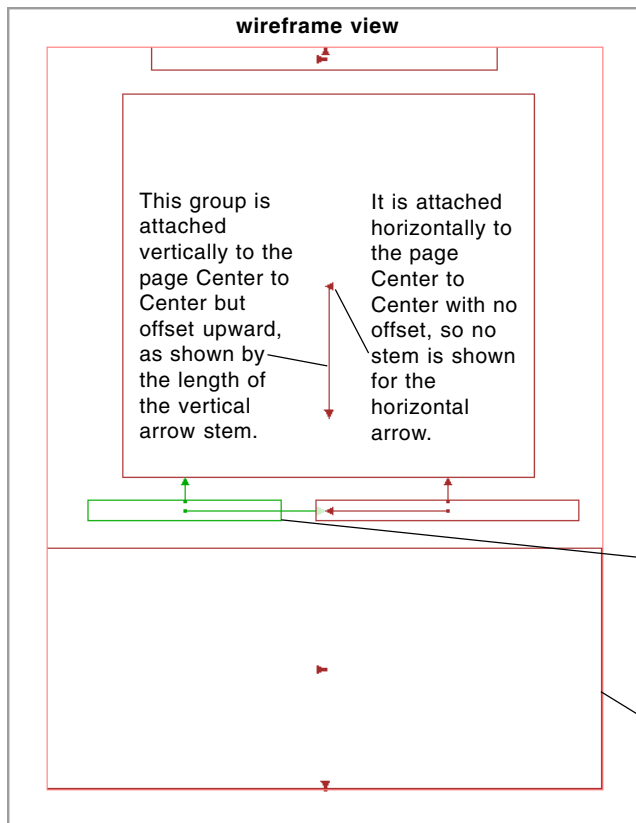microimages.com

Placement Tool for Map Layouts

The Layout Placement tool provides a graphic means of changing the position and attachment settings of all groups in a page layout. When this tool is activated in the View window toolbar, each group is outlined with a placement box, and arrows show the horizontal and vertical attachments for each group. The Group Settings window also opens to show the settings for the active group. You can make any group active by left-clicking (pointing hand cursor shown) inside its placement box in the View; the open Group Settings window automatically updates to show the information for the currently active group. The graphics for the active group are shown in the graphic tool primary color, and those for the other groups are shown in the graphic tool inactive color. These colors can be set by choosing the Colors option from the View window's Options menu. The placement graphic colors are dimmed where their elements pass beneath the placement box of an overlying group.

Group Attachments

The attachment arrows point from the attachment location on the group (center or edge) to the location it is attached to (center or edge of the page, a page margin, or the center or edge of another group). The length of the arrow stem indicates the amount of offset between these attachment locations. If there is little or no offset, only the arrowhead of the attachment graphic is shown. You can drag an arrowhead (double-arrow cursor shown) to change the element the group is attached to (*e.g.*, from

wireframe view

This group is attached vertically to the page Center to Center but offset upward, as shown by the length of the vertical arrow stem.

It is attached horizontally to the page Center to Center with no offset, so no stem is shown for the horizontal arrow.

In a complex layout it may be difficult to see the placement tool graphics along with the group contents. Right-clicking anywhere in the view opens a menu from which you can choose a *Wireframe View* toggle option; this option hides the group content, leaving only the placement boxes and attachment arrows visible (as illustrated to the left). The *Show only "active" group attachments* menu option shows attachment arrows only for the active group. The *Solid* option adds a color fill to each placement box.

Redraw
■ Wireframe View
⌐ Solid
⌐ Show only "active" group attachments
■ Lock Scale

the page center to the edge of another group) as an alternative to using the Placement controls in the Group Settings window. When you attach groups to each other, you can move all of the attached groups at once rather than having to move them individually.

(continued)

Horizontal
Attach to Page
Location Center to Center Offset -47.9 Width 66.3

Vertical
Attach to pkwygp
Location Top to Bottom Offset 8.0 Height 7.0

Horizontal
Attach to Page
Location Center to Center Offset 0.0 Width 190.0

Vertical
Attach to Margin
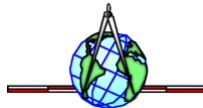Location Bottom to Bottom Offset 0.0 Height 82.4

The *kilometers* scalebar group is attached horizontally to the page Center to Center but with an offset. It is attached vertically Top to Bottom to the map group above it.

The *Legend* group is attached horizontally to the page Center to Center, and vertically Bottom to Bottom to the page margin.

Repositioning Groups

Left-click and drag within the active placement box to reposition the group and any attached groups. You can also use the arrow keys on the keyboard to nudge the group and any attached groups in the indicated direction (the View window must have focus in order for the arrow keys to work). If you hold down the <shift> key while dragging or using the arrow keys, only the active group is repositioned; any attached groups remain in their original positions. When you change a group position using the placement tool, the placement settings in the Group Settings window are automatically updated to show the new position.

If you make settings changes in the Group Settings window and then select a different group with the Placement tool before pressing the Apply or OK button, you are prompted whether to apply the changes. A toggle on the Group Settings window lets you *Automatically apply changes when switch groups* using the placement tool (see the Technical Guide entitled *Settings for Groups in Layouts*).

Hot Keys and the Placement Tool

Certain keyboard shortcuts ("hot keys") that normally apply in the View window are repurposed when the Placement tool is active (see the HotKeys menu on the View window). The arrow keys are one example, being used to nudge the active group in the Placement tool rather than scrolling the View. In addition, the <Enter>, <Return>, and <space> keys all simply redraw the View when the Placement tool is active.

Resizing a Group

If you turn off the *Lock Scale* toggle option on the right mouse-button menu for a group, you can drag the edge of the group to resize it. Otherwise the size and scale of the group cannot be changed with the placement tool. This menu option has the same effect as turning the *Lock size in Layout Placement tool* toggle on/off on the Group Settings window's Placement tabbed panel.