

Visio Café Update

July 8th, 2003

Content

- **New Shape Features**
- **Using Drawing Scales**
- **Using Snap and Glue**
- **Templates**

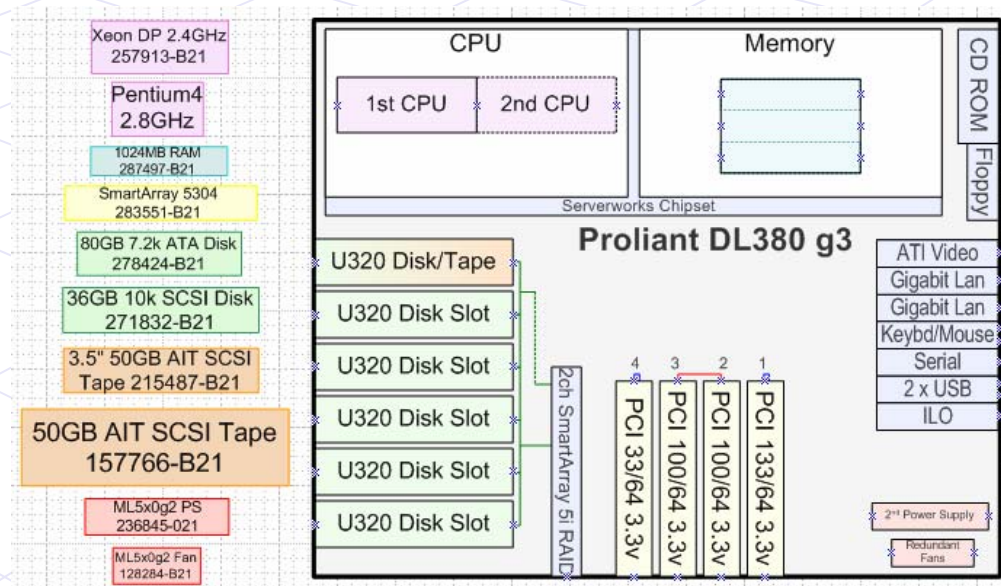
New Shape Features

- **New Logical Shapes are color and size keyed**
- **Some shapes contain multiple properties to choose from**
- **Shapes automatically change to match the property selection**
- **Shapes with multiple properties have Double-Click and Right-Click methods to modify properties**
- **New Logical shapes now include the part numbers**

New Shape Features

(Cont)

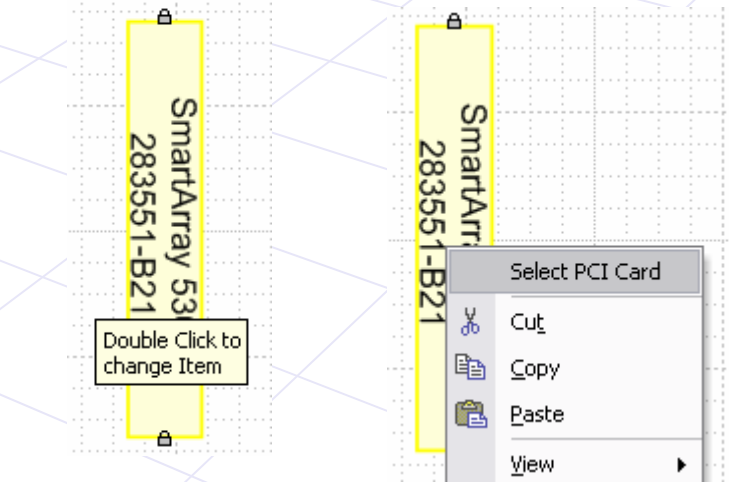
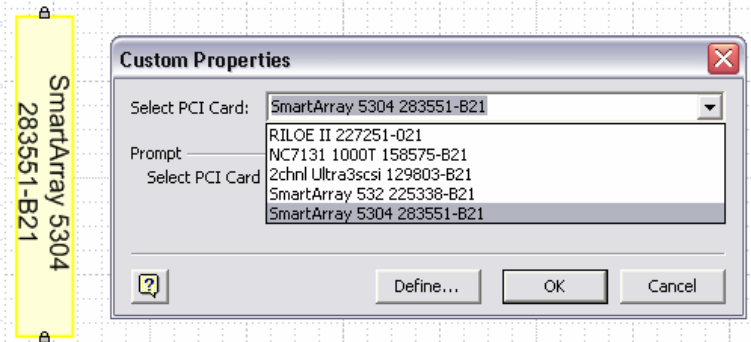
- Color and size keyed Logical shapes
- If the color and size don't match, it is the wrong shape.



New Shape Features

(Cont)

- Custom Properties are included in some shapes for selection of different types of a specific shape
- Double-Click and Right Click methods to change shape properties



Using Visio Café Shapes Effectively

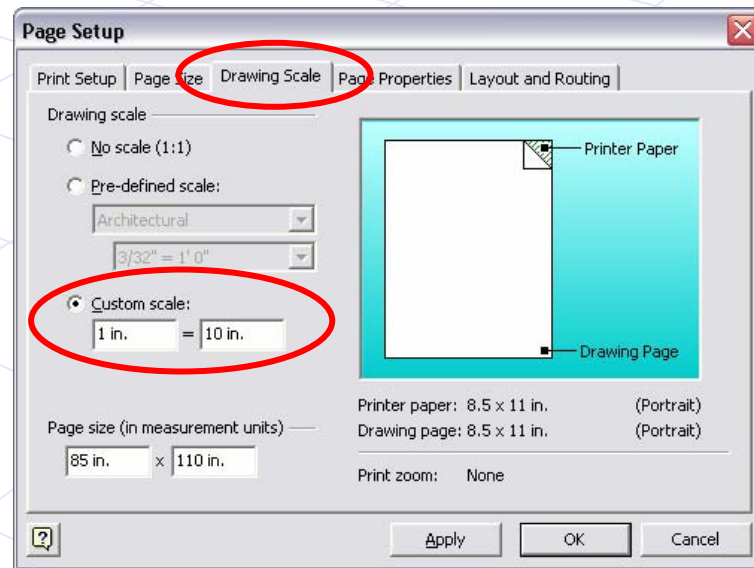
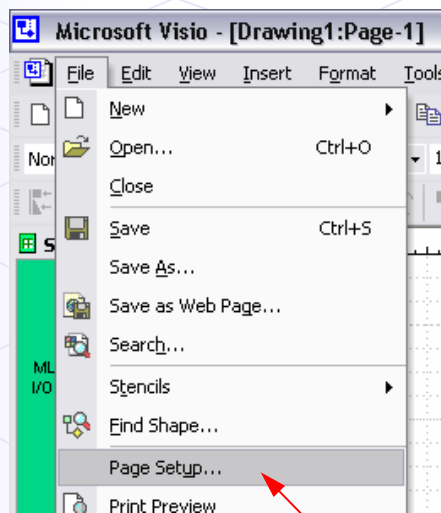
- **Drawing Scale plays an major role for drawing layouts**
- **Shape “snap” behavior depends on Visio settings and certain settings may cause unexpected results**
- **Templates are consistent starting points - very valuable for consistent designs**

Drawing Scales

- Use Drawing Scales to change how everything fits on the page
- Avoid stretching or scaling shapes to fit the page
- Dropping in new shapes from the Stencil will no longer fit or snap correctly to Scaled/Stretched shapes
- Scaled/Stretched shapes will make performing revisions to a drawing more difficult and time consuming

Drawing Scales (Cont)

- Before starting a layout, change the Drawing Scale through Page Setup... (unless you started by using a scaled template file)
- Try a 1=10 scale and change it later to suit the size of your drawing layout as needed



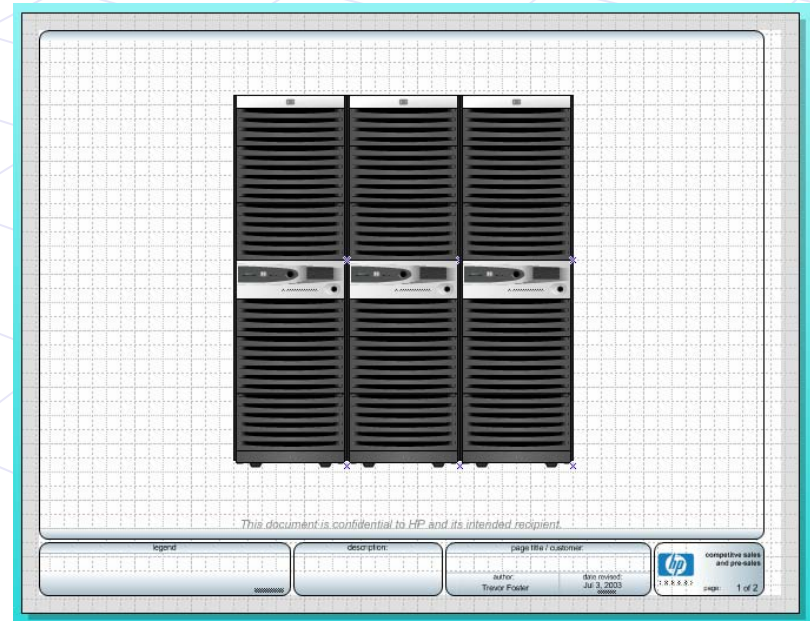
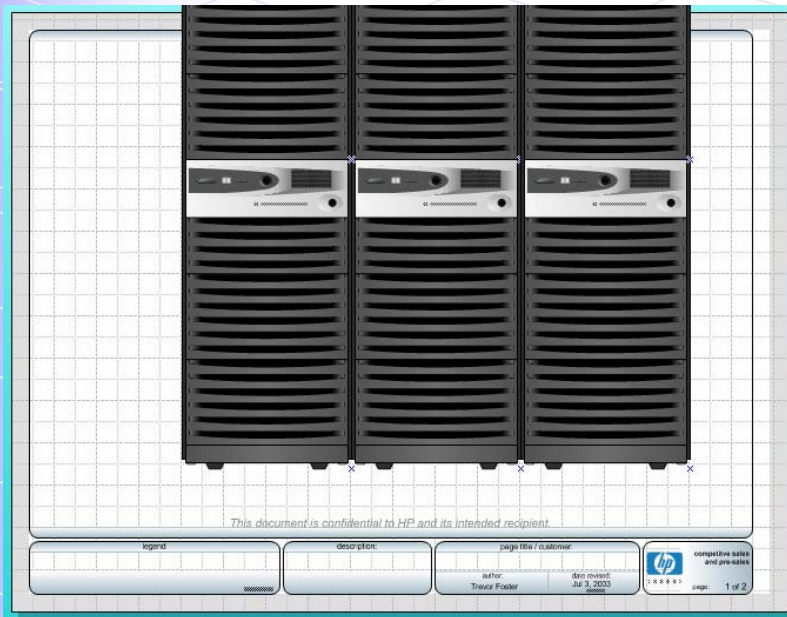
Drawing Scales (Cont)

- **Drawing Scales to Avoid:**
 - No Scale 1:1
(Default for a Blank Visio Drawing)
 - Custom Scale 1=1
- **Drawing Scales to Use:**
 - 1=2 and higher
- **Some older shapes do not behave or look correct at low or very large scales (1:50+)**

Drawing Scales (Cont)

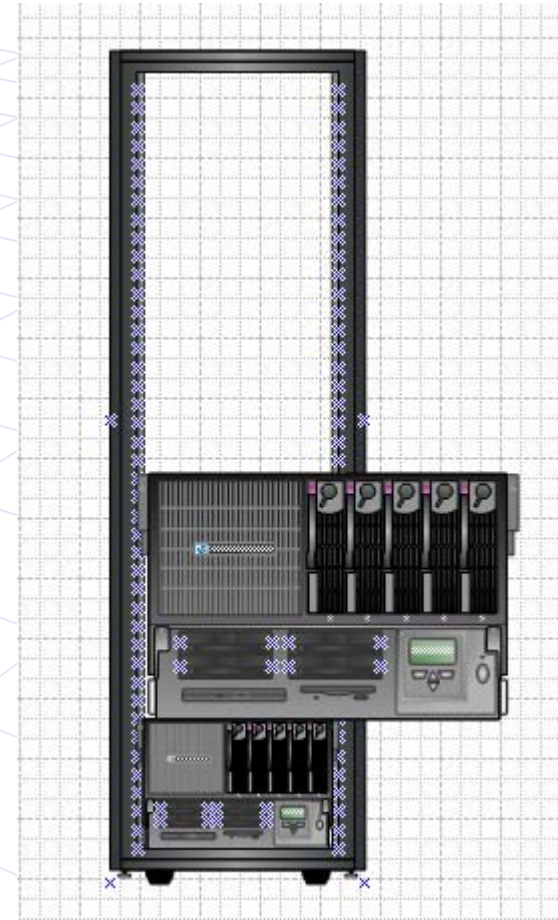
Layout Example

- Started with 1=10 for a rack layout
- Layout doesn't fit
- Increased drawing scale to 1=15
- Layout fits without scaling the shapes



Drawing Scales (Cont)

- Example of a diagram done previously with the shapes scaled to fit the page. Now when adding some more servers from the stencil, the new shapes being dropped from a stencil do not fit and have to be scaled
- Avoid scaling shapes, use Drawing Scales instead



Drawing Scales (Cont)

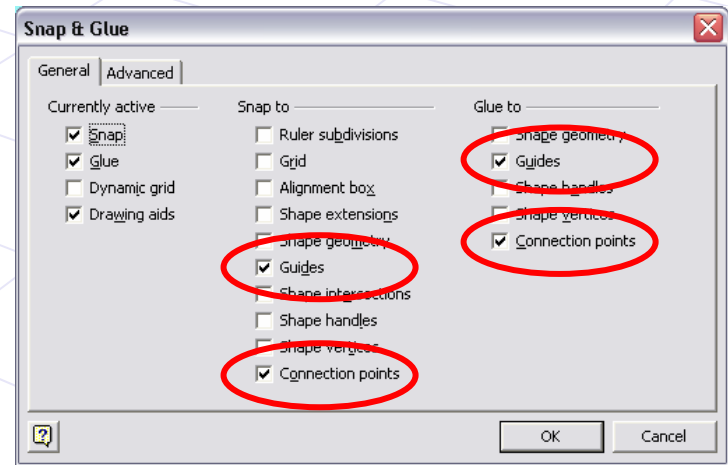
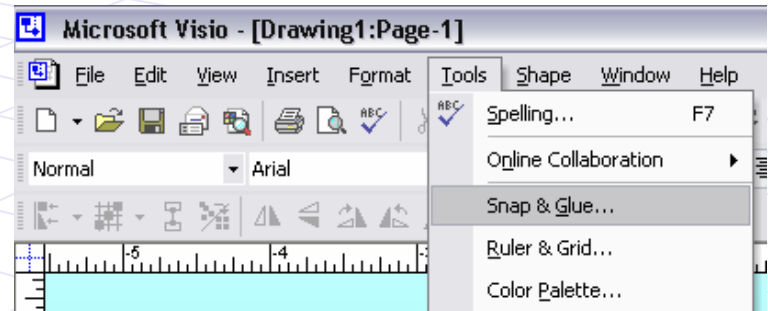
- **Big Question: Can I create different scales on each page? YES!**
 - Visio drawings with multiple pages can have a different drawing scale set for each page. Example of use:
 - Page 1 - Rack view of Servers at 1:15
 - Page 2 - Front view of Server at 1:10
 - Page 3 - Logical view of a Server at 1:4

Drawing Scales (Cont)

- Don't force layouts all onto one page, use multiple pages and scales instead
 - Easy to change, update and add to later
- Scales can be changed at any time with no affect to the shapes
- If you run out of room on a page, just make your drawing scale bigger
eg. go from 1:10 to 1:12
- Although not recommended, Drawing scales can be in decimal values
eg. 1:2.5 1:10.25

Snapping Shapes

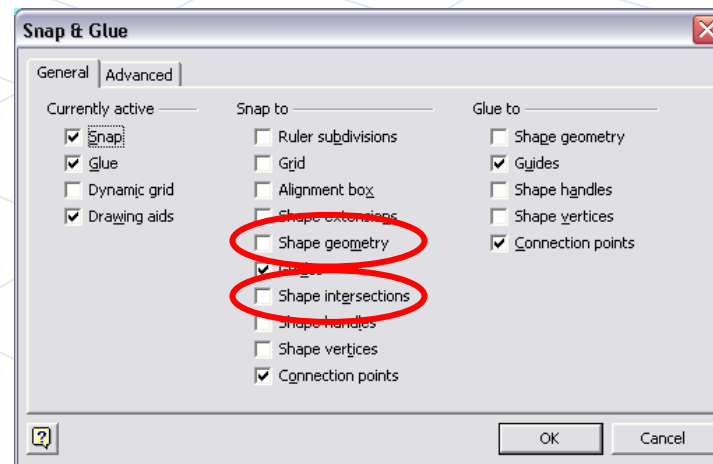
- Many Shapes are designed to “Snap” into other shapes
- Ensure your Snap and Glue settings are set correctly
- Having too many “Snap to” settings will interfere with some shape snap functionality
- Recommended Snap and Glue settings are shown to the right (glue to Guides optional)



Snapping Shapes (Cont)

- “Snap to” settings that cause issues:
 - Shape Geometry and Shape Intersections
(Visio Default for Blank Drawing)

Having some Snap & Glue “Snap to” settings enabled will often interfere with shape snap functionality (eg. chassis into racks). If snap is not behaving as expected, check the “Snap & Glue” settings in Visio and change if necessary.



Using Snap and Glue

- When pulling shapes from the Stencil, it is best done in sequence
- Racks first, Chassis Second, Components last
- Drag a shape from the stencil to the location where it is supposed to go
- Look for “Glue to connection point” squares to appear for shapes that snap into others (Next Slide)

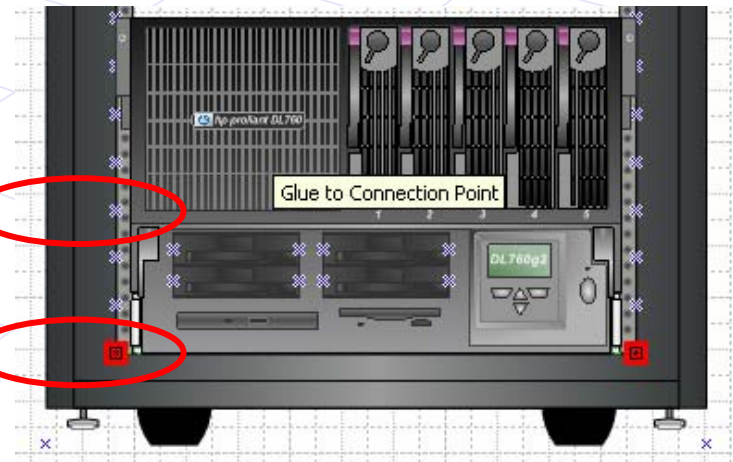
Using Snap and Glue

(Cont)

- Small square red “Glue” markers will appear indicating where the shape will snap and glue into place
- Release the mouse button to have the shape “Glue” and snap into place

Connection Point (Blue X)

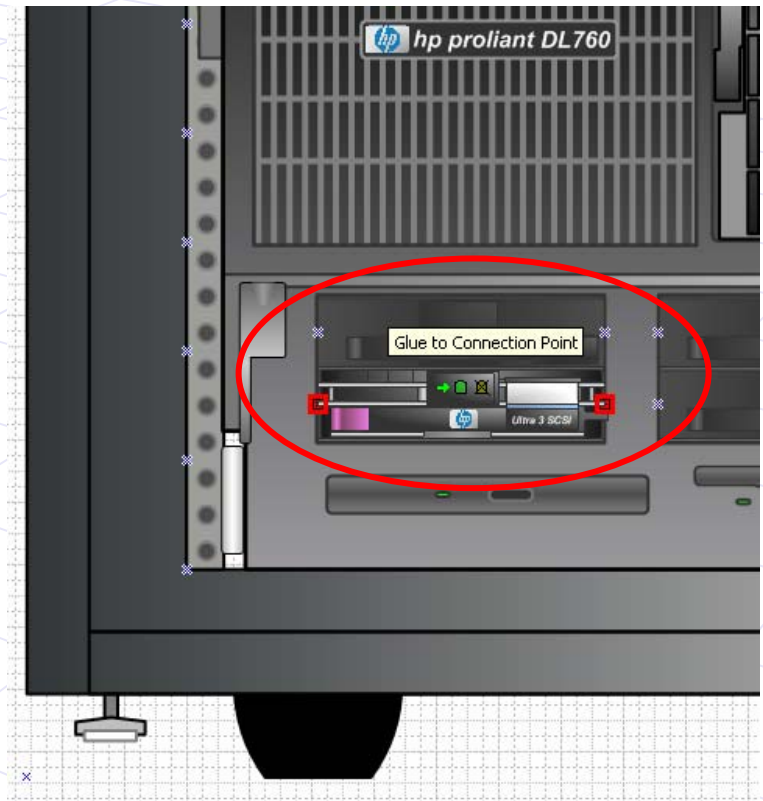
Connection Point Glue Marker



Using Snap and Glue

(Cont)

- Components like Disks can now be snapped into the Server shape which is already snapped into the Rack shape.
Notice the mid-point connection points for the disk in this example



Using Snap and Glue

(Cont)

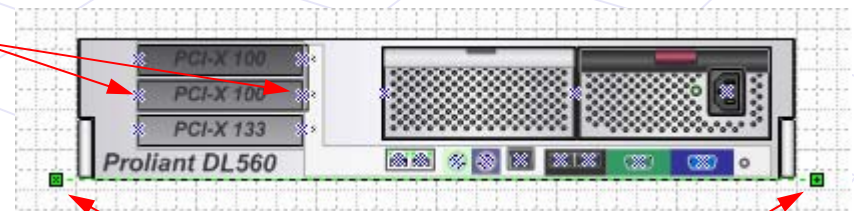
- **Some shapes snap differently than others**
 - **Chassis Shapes typically snap at the bottom of the shape (for rack layouts)**
 - **Disk shapes typically snap at midpoints**
 - **Most logical shapes snap at midpoints**
 - **Some shapes snap at sides or bottom**
 - **Racks snap together on vertical sides**

Using Snap and Glue

(Cont)

- How shapes snap and where they can snap to is found the following way:
 - Look for the shape Control Handles, the shape will snap to connection points on other shapes based on those handles
 - Look for Blue X's on shapes, these are connection points and other where shapes will glue on

Connection Point (Blue X)
eg. Points for PCI Card snap



Control Handles

Using Snap and Glue

(Cont)

- Point of interest connection points are on specific shapes
- Ports, Power, etc all have connection points for drawing lines or using connectors
- Connection points will highlight in red when drawing lines or connectors to/from them



Templates

- **Templates can have scale, settings and border layouts already set**
- **Templates are a consistent starting point for creation of Visio drawings**
- **Can create your own standard template by saving your drawing as a Template file just like other Microsoft Office applications.**

Additional Info

For more information, please visit:

<http://www.visiocalfe.com> VSD GrafX Inc.

For a presentation on Logical Stencils and Visual Solution Documents,
view the presentation at the top of the Documents section.

<http://www.visiocalfe.com/Eggs/Eggs.htm>

Information about Microsoft Visio:

<http://www.microsoft.com/office/visio/>

