

Deleting Objects From a Plan or Layout

Reference Number: **KB-00196**

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The information in this article applies to:



QUESTION

How can I delete specific components from my files, such as base cabinets from a single room, all of the automatic dimensions on all floors, or text that may be located on a specific layout page?


ANSWER

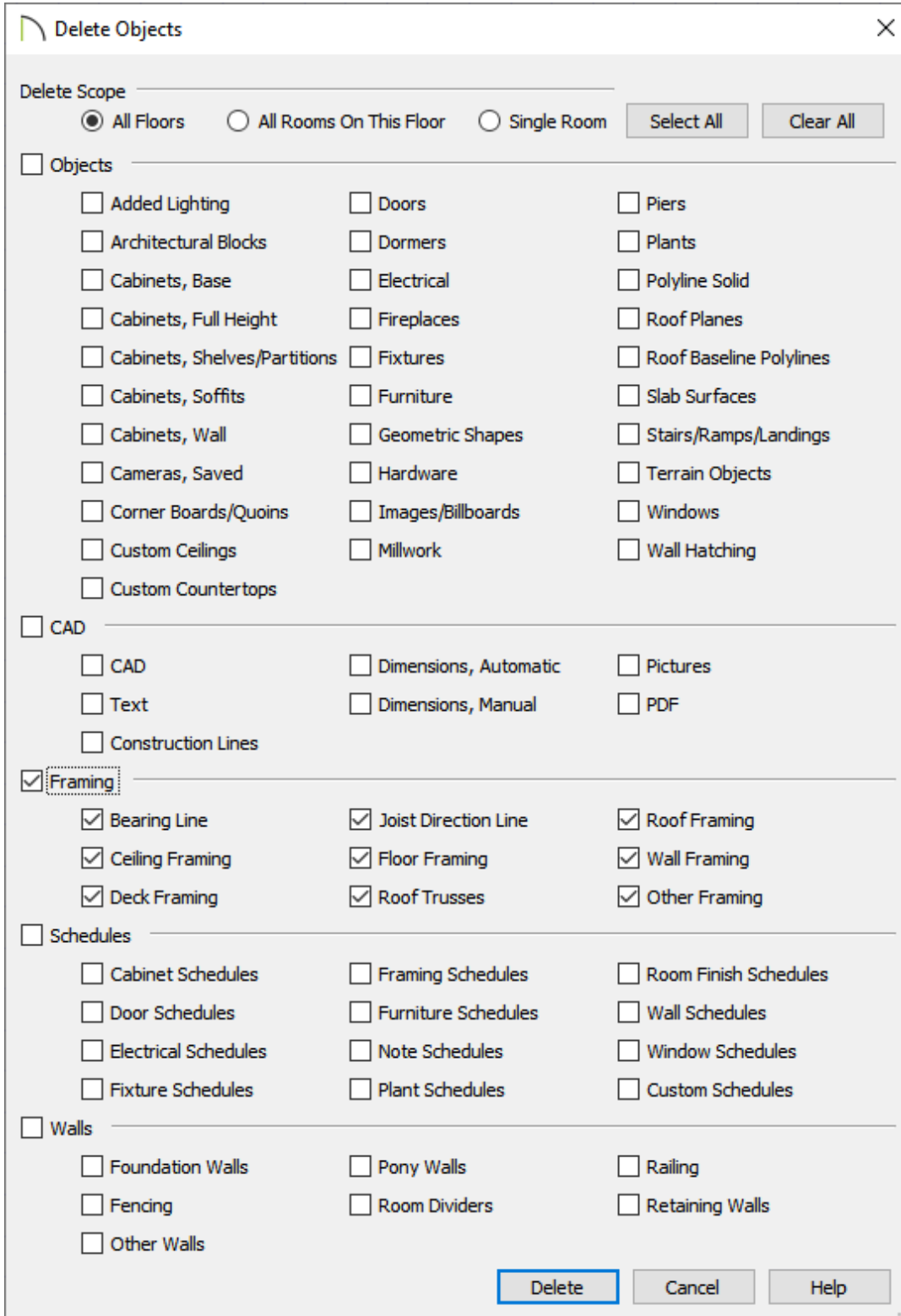
The Delete Objects tool can be used in a plan file to delete entire categories of objects for a single room, for all rooms on a given floor level, or for all floor levels in an existing plan. It will not, however, delete CAD objects or schedules drawn in cross section/elevation views or CAD details.

Starting in X13, The Delete Objects tool can also be used to delete content from one or more layout pages.

Additionally, objects can be deleted by tapping the Delete key on your keyboard or by selecting the Delete tool from the Edit menu while an object is selected.

To use the Delete Objects tool in a plan

1. Select **Edit> Delete Objects**  from the menu.
2. In the **Delete Objects** dialog that displays, select the appropriate option under **Delete Scope** and check the appropriate boxes next to the categories you wish to delete.



Delete Objects

Delete Scope

☒ All Floors ☐ All Rooms On This Floor ☐ Single Room

☐ Objects

<input type="checkbox"/> Added Lighting	<input type="checkbox"/> Doors	<input type="checkbox"/> Piers
<input type="checkbox"/> Architectural Blocks	<input type="checkbox"/> Dormers	<input type="checkbox"/> Plants
<input type="checkbox"/> Cabinets, Base	<input type="checkbox"/> Electrical	<input type="checkbox"/> Polyline Solid
<input type="checkbox"/> Cabinets, Full Height	<input type="checkbox"/> Fireplaces	<input type="checkbox"/> Roof Planes
<input type="checkbox"/> Cabinets, Shelves/Partitions	<input type="checkbox"/> Fixtures	<input type="checkbox"/> Roof Baseline Polygons
<input type="checkbox"/> Cabinets, Soffits	<input type="checkbox"/> Furniture	<input type="checkbox"/> Slab Surfaces
<input type="checkbox"/> Cabinets, Wall	<input type="checkbox"/> Geometric Shapes	<input type="checkbox"/> Stairs/Ramps/Landings
<input type="checkbox"/> Cameras, Saved	<input type="checkbox"/> Hardware	<input type="checkbox"/> Terrain Objects
<input type="checkbox"/> Corner Boards/Quoins	<input type="checkbox"/> Images/Billboards	<input type="checkbox"/> Windows
<input type="checkbox"/> Custom Ceilings	<input type="checkbox"/> Millwork	<input type="checkbox"/> Wall Hatching
<input type="checkbox"/> Custom Countertops		

☐ CAD

<input type="checkbox"/> CAD	<input type="checkbox"/> Dimensions, Automatic	<input type="checkbox"/> Pictures
<input type="checkbox"/> Text	<input type="checkbox"/> Dimensions, Manual	<input type="checkbox"/> PDF
<input type="checkbox"/> Construction Lines		

☒ **Framing**

<input checked="" type="checkbox"/> Bearing Line	<input checked="" type="checkbox"/> Joist Direction Line	<input checked="" type="checkbox"/> Roof Framing
<input checked="" type="checkbox"/> Ceiling Framing	<input checked="" type="checkbox"/> Floor Framing	<input checked="" type="checkbox"/> Wall Framing
<input checked="" type="checkbox"/> Deck Framing	<input checked="" type="checkbox"/> Roof Trusses	<input checked="" type="checkbox"/> Other Framing

☐ Schedules

<input type="checkbox"/> Cabinet Schedules	<input type="checkbox"/> Framing Schedules	<input type="checkbox"/> Room Finish Schedules
<input type="checkbox"/> Door Schedules	<input type="checkbox"/> Furniture Schedules	<input type="checkbox"/> Wall Schedules
<input type="checkbox"/> Electrical Schedules	<input type="checkbox"/> Note Schedules	<input type="checkbox"/> Window Schedules
<input type="checkbox"/> Fixture Schedules	<input type="checkbox"/> Plant Schedules	<input type="checkbox"/> Custom Schedules

☐ Walls

<input type="checkbox"/> Foundation Walls	<input type="checkbox"/> Pony Walls	<input type="checkbox"/> Railing
<input type="checkbox"/> Fencing	<input type="checkbox"/> Room Dividers	<input type="checkbox"/> Retaining Walls
<input type="checkbox"/> Other Walls		


- Choose **Single Room** to delete objects only in rooms on the current floor that you specify, choose **All Rooms on This Floor** to delete objects in all rooms on the

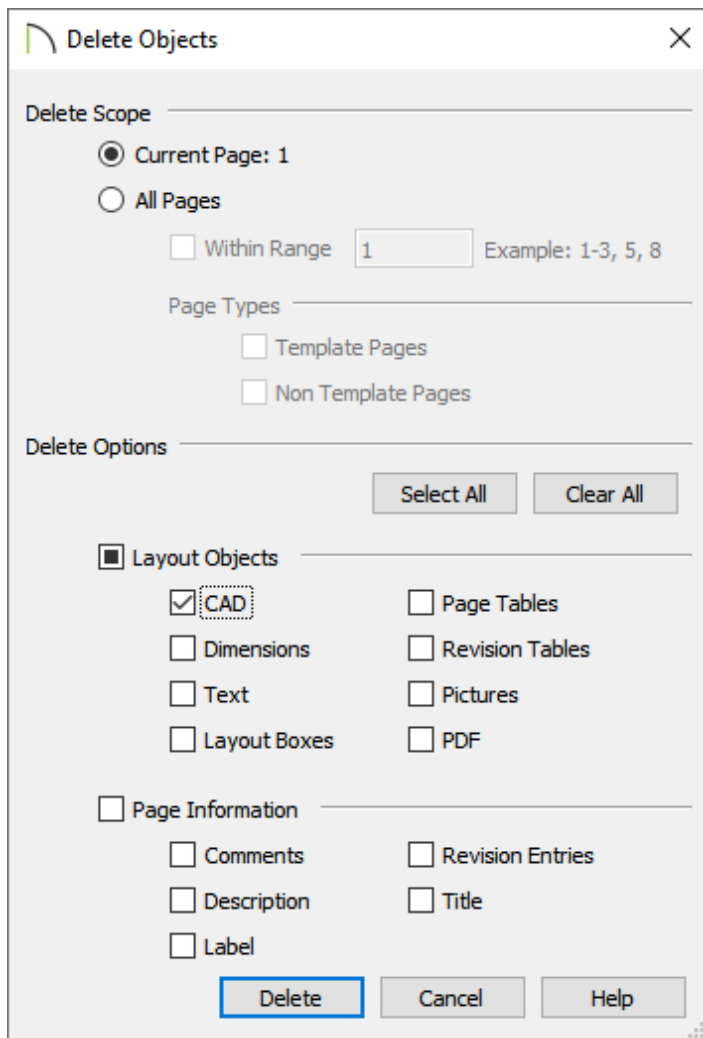
current floor, or choose **All Floors** to delete objects on all floors in the plan.

- Check the box beside any heading to select all of the categories within it; clear the box beside a heading to deselect all of its categories.
 - Click the **Select All** button to check the boxes beside all of the categories or click the **Clear All** button to uncheck the boxes beside all of the categories.
3. With the dialog still open, click in a room or area in your plan to delete objects from the selected categories, or select the **Delete** button at the bottom of the dialog.

To use the Delete Objects tool in a layout*


*Applies to X13 and newer program versions.

1. From a layout file, select **Edit> Delete Objects**  from the menu.
2. In the **Delete Objects** dialog that displays, select the appropriate option under **Delete Scope** and check the appropriate boxes next to the categories you wish to delete.



- Choose **Current Page** to delete objects from the current layout page or choose the **All Pages** option to delete content from either all pages, or from a specific range of pages.
 - Check the box beside any heading to select all of the categories within it; clear the box beside a heading to deselect all of its categories.
 - Click the **Select All** button to check the boxes beside all of the categories or click the **Clear All** button to uncheck the boxes beside all of the categories.
3. With the dialog still open, click in the layout to delete objects from the selected categories, or select the **Delete** button at the bottom of the dialog.

To use the Delete tool

1. Using the **Select Objects**  tool, click on an object or a selection of objects you wish to delete from your plan.


2. With the object(s) selected, navigate to **Edit> Delete**  from the menu or tap the Delete key on your keyboard.

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