Chief Architect®

Architectural Home Design Software

Understanding Saved and Active Defaults

Reference Number: **KB-03184**

Last Modified: **January 8, 2024**

The information in this article applies to:

PREMIER

QUESTION

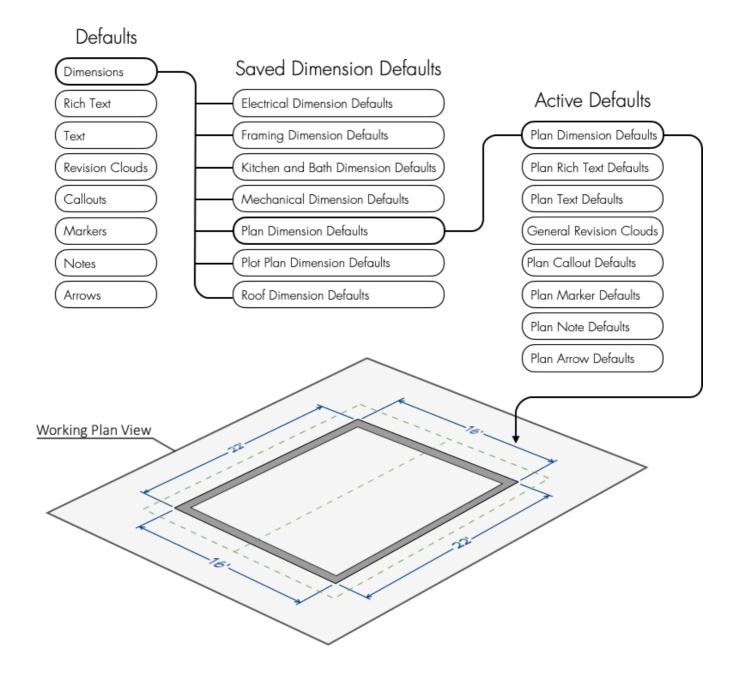What are Saved and Active Defaults, and how are they used in Chief Architect?

ANSWER

While most objects have one Defaults dialog that controls its initial properties and the layer it's drawn on, the following text-based objects have multiple Saved Defaults, allowing you to set them up for more than one requirement or task:

- Dimensions
- Rich Text
- Text
- Revision Clouds
- Callouts
- Markers
- Notes

- Arrows

The most common use for multiple Saved Defaults is to specify a unique Default Set for each Saved Plan View. For example, dimensions drawn in the Plot Plan View may need a larger default character height than dimensions drawn in the Kitchen and Bath Plan View, as the Plot Plan View is typically zoomed out much farther than the Kitchen and Bath Plan View. They also need to be drawn on a different layer, for the purpose of creating a clean set of constructions drawings.

The currently selected Saved Defaults for all eight text-based object types are collectively referred to as Active Defaults, as they actively control the initial properties and layers of new objects drawn in the current view. In the example below, we see that the Dimensions object type has seven available Saved Defaults to choose from, and Plan Dimension Defaults is the Active Default that currently controls the initial properties and layer for dimensions drawn in the Working Plan View.

Defaults

Dimensions
Rich Text
Text
Revision Clouds
Callouts
Markers
Notes
Arrows

Saved Dimension Defaults

Electrical Dimension Defaults
Framing Dimension Defaults
Kitchen and Bath Dimension Defaults
Mechanical Dimension Defaults
Plan Dimension Defaults
Plot Plan Dimension Defaults
Roof Dimension Defaults

Active Defaults

Plan Dimension Defaults
Plan Rich Text Defaults
Plan Text Defaults
General Revision Clouds
Plan Callout Defaults
Plan Marker Defaults
Plan Note Defaults
Plan Arrow Defaults

Working Plan View

You can learn more about Saved and Active Defaults in the sections below:

- Viewing and editing Saved Defaults
- Creating new Saved Defaults
- Switching Active Defaults
- Deleting Saved Defaults
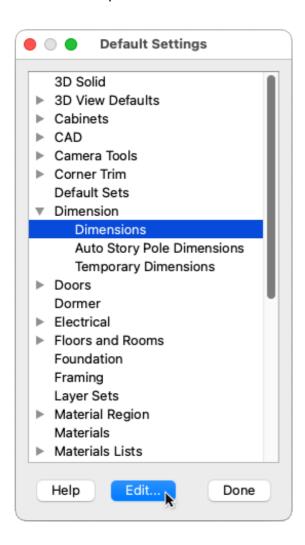
To view and edit Saved Defaults

1. From the menu, select **Edit> Default Settings** .

2. In the **Default Settings** dialog that opens, select one of the following items and click

the **Edit** button:

- **Dimensions** (located in the Dimension category)
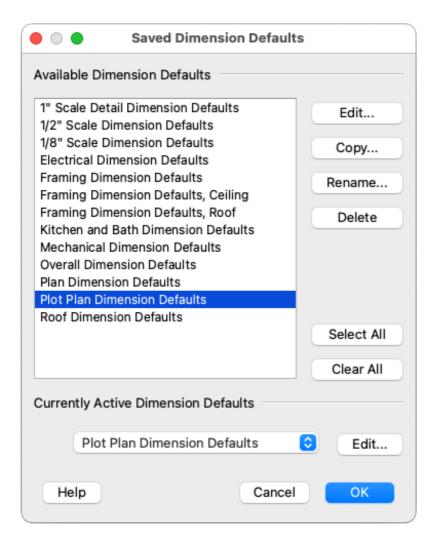
- **Rich Text**, **Text**, **Callout**, **Marker**, **Note**, or **Arrow** (located in the Text, Callouts and Markers category)

- **Revision Cloud** (located in the CAD category)

In this example, we'll select **Dimensions** and click **Edit**.

3. Instead of a single **Defaults** dialog opening, an intermediary **Saved Dimension Defaults** dialog opens with a list of all the Saved Dimension Defaults that are available in the current plan.

   The Default that is active in the current Saved Plan View is automatically selected, but you can select and edit any of the Saved Dimension Defaults in this list from here. Each one has its own **Defaults** dialog, so it can be customized to uniquely suit the requirement or task it will be used for.

4. Click the **Edit** button to open the **Defaults** dialog for the selected Saved Default, where you can click through each panel and make changes as needed.

5. Click **OK** and/or **Done** on all of the dialogs to save your changes.

To create Saved Defaults

1. From the menu, select **Tools> Active Defaults** .

2. In the **Active Defaults** dialog that opens, click the **New Default** button to the right of an object type to open the **New Default** dialog and give it a name. Defaults must have unique names, so if you try to give a new Default the same name as an existing Default, the program will prompt you to give it a different name.
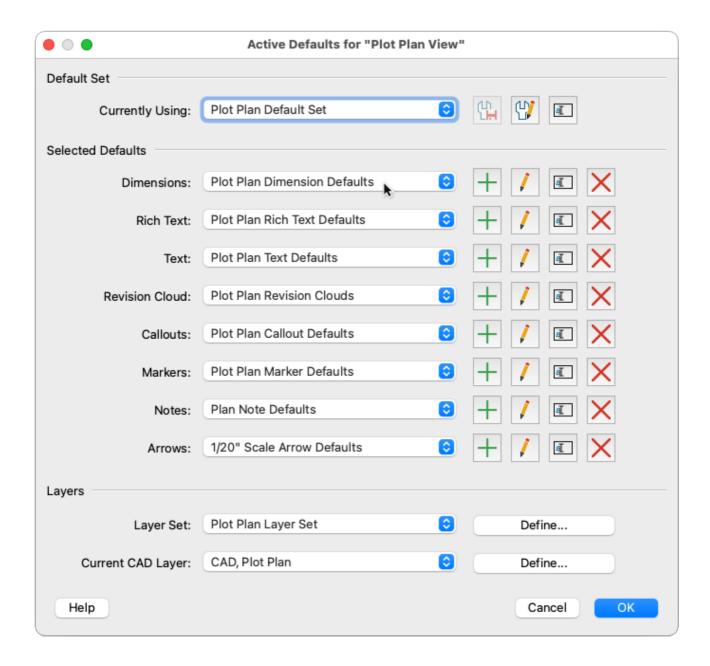
> New Defaults can also be created within one of the many Saved Defaults dialogs mentioned in the section above. To do so, select an Available Default, then click the Copy button.

3. Once a name is specified, click **OK** to open the **Defaults** dialog for your new Default and specify its properties as needed.

4. Click **OK** to create the new Default and select it as the Active Default for that object type.

To switch Active Defaults

1. From the menu, select **Tools> Active Defaults** .

2. In the **Active Defaults** dialog that opens, use the drop-down menu to the right of an object type to select a different Saved Default to use as the Active Default for newly drawn objects of that type.

> Collections of Saved Defaults are called Default Sets, which allow you to quickly switch the Active Defaults all at once, rather than one-by-one. Furthermore, Default Sets, along with a variety of other settings, are often linked and/or associated to Saved Plan Views. For more information on Default Sets and Saved Plan Views, please see the Related Articles section below.

3. Click **OK** to apply your changes and close the dialog.

To delete Saved Defaults

1. From the menu, select **Edit> Default Settings**   .

2. In the **Default Settings** dialog that opens, select one of the following items and click the **Edit** button:

   ○ **Dimensions** (located in the Dimension category)

   ○ **Rich Text**, **Text**, **Callout**, **Marker**, **Note**, or **Arrow** (located in the Text, Callouts and Markers category)

- **Revision Cloud** (located in the CAD category)

3. In the **Saved Defaults** dialog that opens, select the Saved Default in this list that you want to delete, then click the **Delete** button.

> **Note:** If you attempt to delete a Saved Default that is currently in use, you'll get an error message outlining where it is currently being used. A Saved Default can only be deleted if it is not being used by any objects, defaults, Default Sets, or Saved Plan Views.

4. Click **OK** to save your changes and close the dialog.

Return To Top

Adjusting the Font Size of Text (/support/article/KB-00183/adjusting-the-font-size-of-text.html)
Understanding Default Sets (/support/article/KB-01167/understanding-default-sets.html)

(https://chieftalk.chiefarchitect.com/)
 (/blog/)

(https://www.facebook.com/ChiefArchitect)

(https://www.youtube.com/user/ChiefArchitectInc)

[◉]

[(https://www.instagram.com/chiefarchitect/)](https://www.instagram.com/chiefarchitect/)

[h]

[(https://www.houzz.com/pro/chiefarchitect/)](https://www.houzz.com/pro/chiefarchitect/)

[℗]

[(https://www.pinterest.com/chiefarchitect/)](https://www.pinterest.com/chiefarchitect/)