# 4.0 Identifying Elements

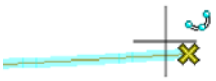
Many of the operations that you perform in a design session rely on the ability to identify existing elements. MicroStation provides the tools to perform these tasks. You can quickly and conveniently identify elements, or keypoints on elements, using *tentative snap points* and *data points*.

**Identifying elements manually (Snaps)**

Many tools require that you identify one or more elements. You can do this manually by placing the pointer over the element and entering a data point to highlight the element. If you want to preview which element is being selected, you can enter tentative snap points first, until the correct element highlights, and then accept with a data point.

**AccuSnap**

AccuSnap automates the identification of elements and the placement of tentative snap points, so that you do not have to enter all tentative snap points manually. You can turn on the Enable AccuSnap setting in the General tab of the AccuSnap Settings dialog to automatically locate and snap a tentative point to elements. You simply move the screen pointer to the region of the element that you want to identify and AccuSnap snaps to it automatically.



**Automatic identification of elements**

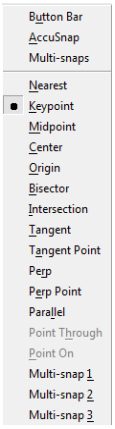
Separately or in conjunction with AccuSnap, you can enable the capability to automatically identify elements for various tools. This feature is enabled with the Identify Elements Automatically setting in the AccuSnap Settings dialog, General tab.
Like AccuSnap, this setting can greatly reduce the number of button presses required in a design session. Using this setting with the Delete Element tool, for example, you only have to move the screen pointer over the required element in any view and it highlights. A single data point then deletes the highlighted element.

**Pup-up Info**

As part of the automatic element identification functions, you can turn on Pop-up Info in the AccuSnap Settings dialog, General tab. With this setting enabled, when you hover, or pause, the pointer over a highlighted element, information about it appears in a pop-up window.

# 4.1 Snapping to Points on Elements

During a drawing session, much of your time will revolve around joining new elements to existing elements in the design, or modifying existing elements. In manual drafting, this is done by eye. With MicroStation, you can work precisely, letting the system find the exact location of elements, or various points on elements. You can define points relative to other points as well. All this is done using tentative snap points.




**Tentative snap points**

A tentative snap point is a form of graphic input that is used to:

- Preview the location of the next data point. Accepting the tentative point location enters the data point there.
- Define a point of reference for entry of the next data point.

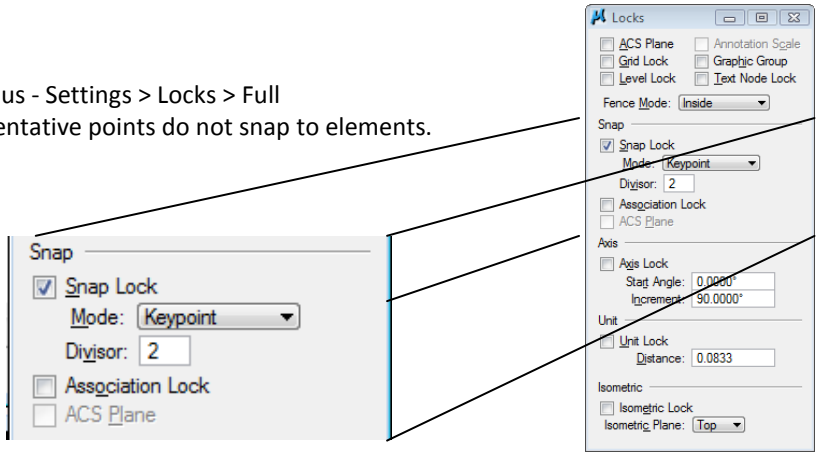
It is also possible to snap a tentative point to an existing element (put it directly on the element). Tentative point snapping helps you accurately construct new elements that are either connected
to existing ones or precisely related to existing ones.

**Snapping to tentative points on elements**

Snapping is affected by the Snap Lock settings. There are three basic Snap Lock settings: the snap on/off toggle, the Snap Mode, and the Snap Mode override.

**Snap Lock**

Access through pull down menus - Settings > Locks > Full
If the Snap Lock toggle is off, tentative points do not snap to elements.

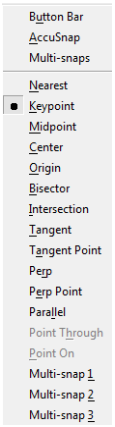



**Snap Mode**

When Snap Lock is on, how a tentative point snaps to an element is set by the active Snap Mode (or the override setting if one is active).


*Snap Mode button bar showing the active snap mode highlighted and speckled. The override snap mode to the right is highlighted in a lighter color.*

**To set the Snap Mode via the status bar**




1) Place the pointer in the Snap Mode field located on the status bar.
2) Click the Data button.
   The pop-up Snap Modes menu opens. A button with a filled black circle is displayed to the left of the active Snap Mode.
3) While holding down the <Shift> key, choose the desired Snap Mode by clicking it (or drag the pointer to it and release the Data button).
4) Release the <Shift> key.

**Snap modes button bar**

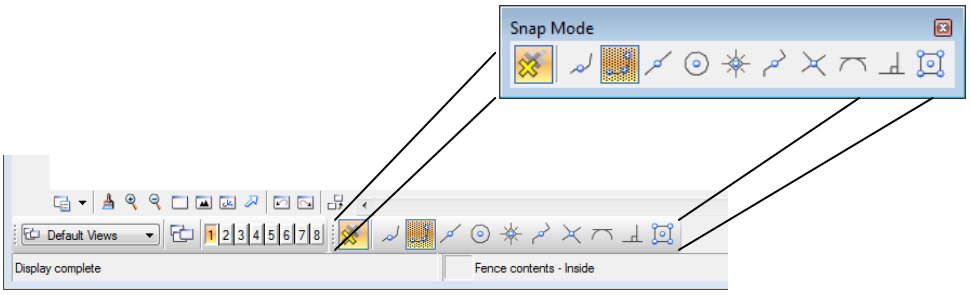
Choosing the "Button Bar" option from the Snap Modes menu via the status bar can launch the Snap Modes button bar.

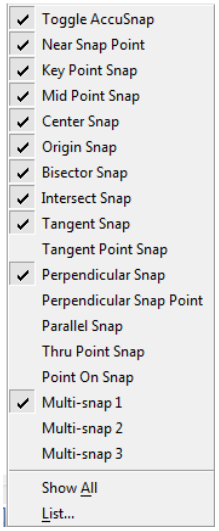
The appearance of this bar can be customized by right-clicking over any of the snap mode buttons on the button bar and toggling on/off any desired snap modes. If right-clicking over the AccuSnap button or the Multi-Snap button you must choose the "Show/Hide Tools" option from the context menu in order to customize.

Snap Modes Bar – Default Configuration


Snap Modes Bar – Custom Configuration


The Snap Modes button bar is dockable and resizable

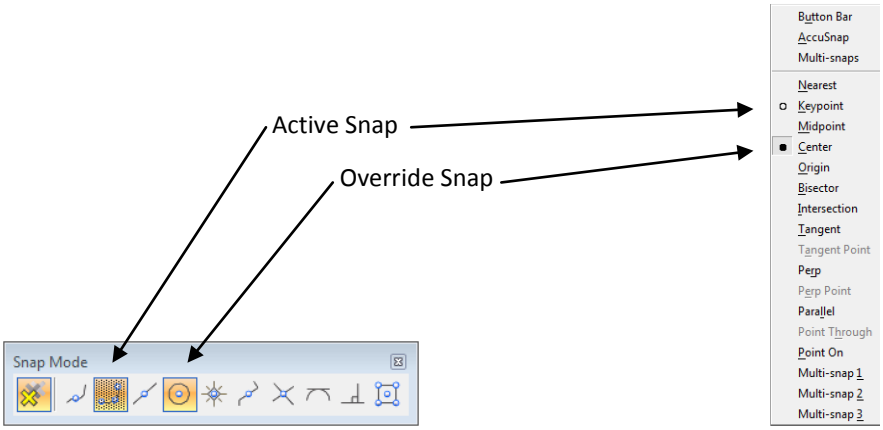


**Snap Mode Override**

During a session, you will most likely use a particular Snap Mode for a majority of operations, but occasionally you want to use a different snap mode. At any time, you can override the current Snap Mode by choosing a Snap Mode override. The override mode is effective only for the next operation. After you have snapped the tentative point and accepted the data point (or reset), the override is cancelled and the active Snap Mode becomes effective again.

You can set the Snap Mode override via the Setting menus Snap submenu, the Snap Mode button bar, the pointer's pop-up menu, or the status bar menu. The active Snap Mode, or Snap Mode override, is indicated in the status bar.

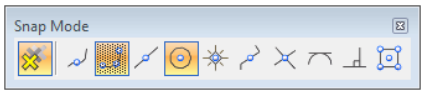



**To set the Snap Mode override via the Settings menu**

1) From the Settings menu Snaps sub-menu, choose the desired Snap Mode override. If you open the menu again, you will see that the snap override has a button with a black filled circle to its left, while the active snap has an open black circle to its left.

**To set the Snap Mode override via the Snap Mode button bar**

1) From the Settings menu Snaps sub-menu (or the pop-up Snaps menu in the status bar), choose Button Bar. The Snap Mode button bar will open.
2) In the button bar, select the desired Snap Mode override. The Snap Mode override's button is highlighted in a light color; while the active Snap Mode's button remains highlighted with speckles.




**To set the Snap Mode override via the Snap Modes pop-up menu**

1) Place the pointer in any view.
2) While holding down the <Shift> key, click the Tentative button.
   The pop-up Snap Modes menu opens. If a Snap Mode override is already in effect, a button with a filled black circle is displayed to the left of the override and an open black circle is displayed to the left of the active Snap Mode. Otherwise, the button with a filled black circle is displayed to the left of the active Snap Mode.
3) Release the <Shift> key.
4) Choose the desired Snap Mode override by clicking it (or drag the pointer to it and release the Tentative button).

**To set the Snap Mode override via the status bar**

1) In the status bar, click the Snap Mode indicator.
   The pop-up Snap Modes menu opens.
2) Choose the desired Snap Mode override by clicking it (or drag the pointer to it and release the Data button).

**Effect of Snap Modes**

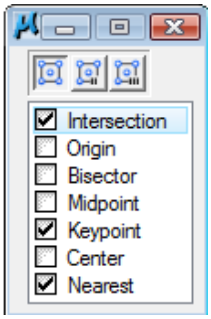
With Snap Lock on, each snap mode setting has an effect on tentative snap points. When you enter a tentative point on or near an element, the following occurs:

| Snap Mode: (or override) | Tentative point snaps to: |
|---|---|
| Nearest | Point on the element nearest to the pointer. |
| Keypoint | The nearest of the Element keypoints on the element. This is the most generally useful of the snap modes. |
| Midpoint | Midpoint of the segment of the element closest to the pointer. |
| Center | Center of elements (such as circles, arcs, text, and so on) with centers. Centroid of other elements, including shapes, line strings, and B-splines. |
| Origin | Origin of a cell or text, centroid of a B-spline, the first data point in a dimension element, or the first vertex of a line, multi-line, line string, or shape. |
| Bisector | Midpoint of an entire line string, multi-line, or complex chain, rather than to the midpoint of the closest segment. It also snaps to the midpoint of a line or arc. |
| Intersection | Intersection of two elements. (Two tentative points are required, although more can be used.) The first tentative point snaps to one element, and that element is highlighted. The second tentative point snaps to another element, and the two segments used to find the intersection of the two elements are displayed in dashed lines. (If the two elements do not actually intersect, but projections of the elements would intersect, the segments include projections of the elements to the intersection.) You can continue snapping until the desired intersection is found; the last two tentative points define where the intersection snap lies. |
| Tangent | An existing element — the edge of the element being placed is constrained to be tangent to an existing element. The tentative point dynamically slides along the element to maintain the tangency as you move the pointer to finish placing the element. |
| Tangent From | An existing element — the edge of the element you are placing is constrained to be tangent to the existing element at the tentative point. The tentative point does not move dynamically as you move the pointer, but is locked in place. |
| Perpendicular | An existing element — the line you are placing is constrained to be perpendicular to the element — the tentative point slides dynamically along the element in order to maintain the perpendicularity as you move the pointer to finish placing the element. |
| Perpendicular From | An existing element — the line you are placing is constrained to be perpendicular to the element at the tentative point. The tentative point doesn't move dynamically as you move the pointer, but is locked in place. |
| Parallel | An existing element, but does not define a point through which the line you are placing will pass. Instead, when you accept the tentative point, the line you then place is parallel to the line to which the tentative point was snapped. |
| Through Point | Defines a point through which the element you are placing (or an extrapolation of it) must pass. |
| Point On | To nearest element, as follows: When entering *second or later data point,* constrains the next data |

| | |
|---|---|
| | point to lie on it (if it is a closed element) or anywhere on the line on which it lies (if it is a linear element). When entering *first data point*, constrains the element being placed to extend to that element (or the line on which it lies) from the second data point. |
| Multi–snap1 | Multi-snap mode 1 by default is Intersection, Keypoint, Nearest. |
| Multi–snap2 | Multi-snap mode 2 by default is Intersection, Keypoint, Center. |
| Multi–snap3 | Multi-snap mode 3 by default is Midpoint, Intersection, Center. |

**Multi-Snaps**

MicroStation gives its users the ability to use multiple snap functions in conjunction with each other through the Multi-Snap tool. There are three separate multi-snap modes that can be set up to utilize any of the available snap functions. When a multi-snap is active, and you move the pointer near an element with AccuSnap enabled or you enter a tentative snap point, MicroStation sequentially processes the list of snaps defined for that multi-snap. Simply dragging the entry to the desired location in the list and dropping it off in the new position can change the order in which these functions are processed.

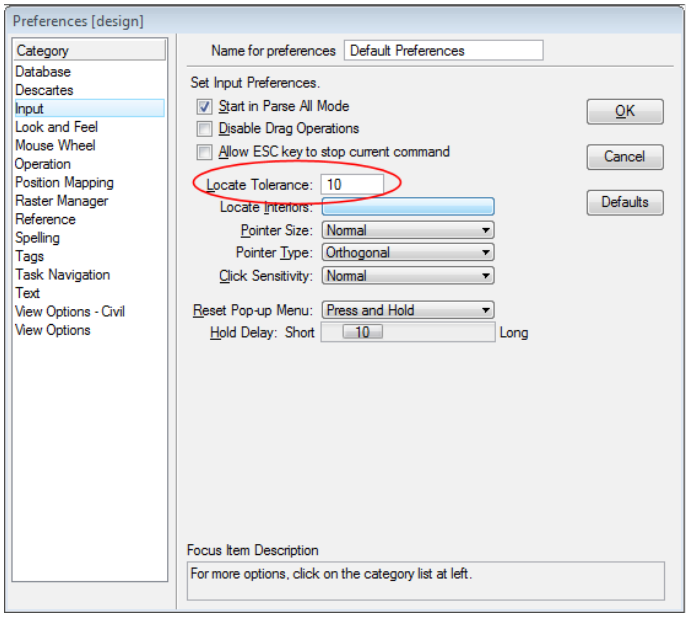

To access the multi-snap dialog box, you can choose The Snaps>Multi-Snaps option from the Settings menu at the top of the MicroStation screen, choose the "Multi-Snaps" option from the Snaps menu via the Information/Status bar at the bottom of the MicroStation screen, or you can right-click over the Multi-Snap button on the Snap Modes button bar and select the "Properties" option.

**Snapping to cells**

A cell is a small drawing, usually of a frequently used or complex symbol, notation, or detail created in MicroStation. To snap to the origin of a cell, set the Snap Mode to Origin. When the Snap Mode is not set to origin, tentative points snap to component elements within the cell. For example, when the Snap Mode is Keypoint, tentative points will snap to a keypoint on the line, not the origin of the cell.

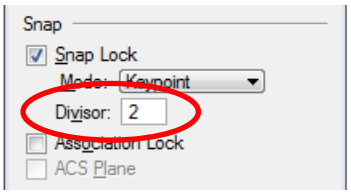
**Locate Tolerance**

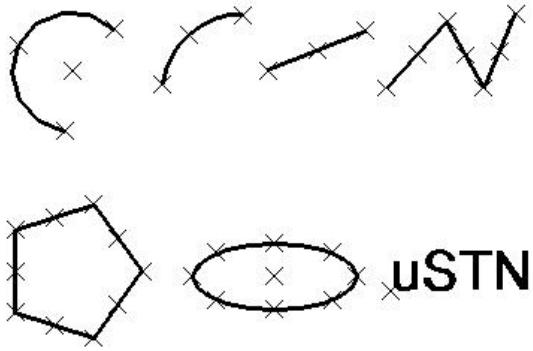
How close the pointer must be to an element in order to snap a tentative point to it depends upon the Locate Tolerance. Locate Tolerance is a user preference that is adjustable in the Input category of the Preferences dialog box (Workspace menu > Preferences). Tolerance values are set in screen resolution (pixels).



**Element Key Points**

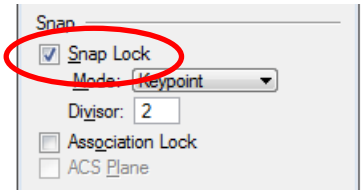
Key Points are regularly spaced points on an element to which a tentative point will snap when the Snap Mode (or override) is set to Key Point. The number of key points on each segment of a linear element (line, line string, or shape) is one greater than the Snap Lock Divisor setting. If Snap Lock Divisor is set to 2 (as in all seed files supplied with MicroStation), key points are shown in the figure below. The midpoint of a linear element is a key point only if the Snap Lock Divisor is an even number.




*Element keypoints (with Snap Lock Divisor set to 2 and the text element left bottom justified). Clockwise from upper left: Arc, arc, line, line string, text, ellipse, and shape.*

**To enable snapping**




1) From the Settings menu Locks submenu (or the pop-up Locks Menu in the status bar) choose Full.
The Locks dialog box opens.

2) Turn on Snap Lock.

# 4.2 Using AccuSnap

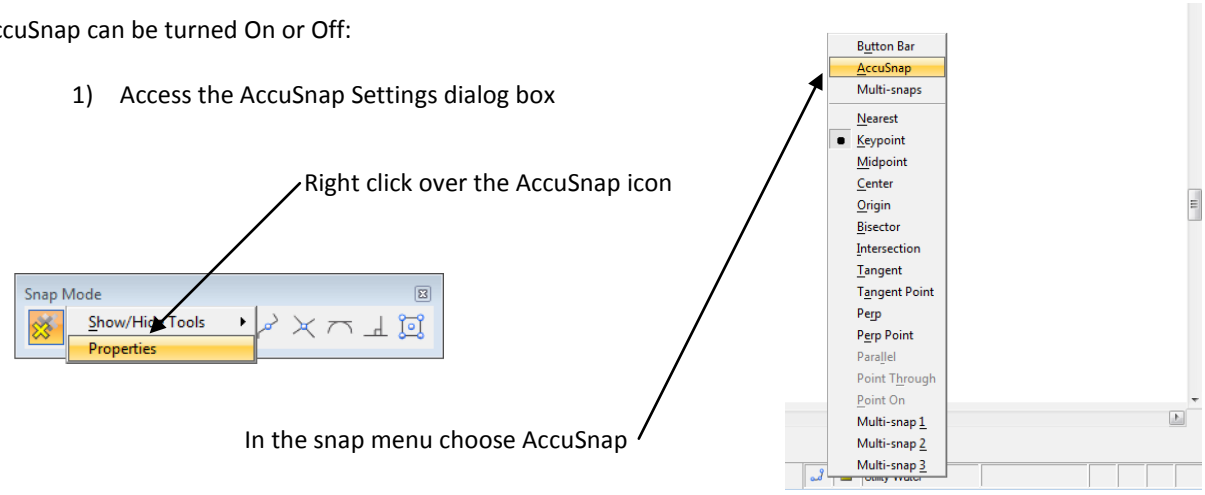
AccuSnap provides tentative snap functionality, which may be used stand-alone or in combination with AccuDraw. It provides graphical assistance — a “smart” pointer — for snapping to elements. This automates the tentative snap process, virtually eliminating the need to press the tentative snap button, thus reducing the number of “button presses” required during a design session. When in AccuSnap mode, you simply select a tool and move the pointer over the elements, letting AccuSnap find and display the nearest tentative snap point for you. When the correct snap point is displayed, you enter a data point to accept. If required you can adjust various AccuSnap settings to configure AccuSnap for your mode of operation.

AccuSnap complements the standard, or manual, method of placing tentative points. That is, even with AccuSnap enabled, you can still use the standard tentative snap method (pressing the tentative button). Additionally, when you are using AccuSnap in conjunction with AccuDraw, you can use AccuDraw shortcuts, which include <HU> to suspend AccuSnap for the current tool operation, and <HS> to toggle AccuSnap on and off. Alternatively, if the elements are selected first and then the manipulation tool, you can press (and hold down) <Ctrl + Shift> to temporarily toggle AccuSnap on or off, as required.

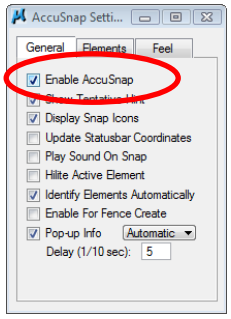
**Turning AccuSnap On/Off**

AccuSnap can be turned On or Off:

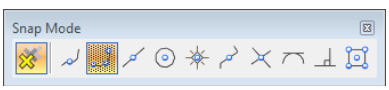
1) Access the AccuSnap Settings dialog box




2) In the AccuSnap Settings dialog box (Enable AccuSnap setting).




3) In the Snap Mode button bar (clicking the Toggle AccuSnap button).




4) By pressing and holding down the <CTRL + SHIFT> keys, which temporarily toggles AccuSnap on or off. Releasing the <CTRL + SHIFT> keys returns AccuSnap to its previous setting

**AccuSnap settings**

AccuSnap works in conjunction with the current Snap Mode setting and, for the most part, is similar in operation to the manual method of tentative snap points — minus the button presses. How close to an element or a keypoint that the pointer must be, before AccuSnap finds it, is governed by the Locate Tolerance setting in the Input category of the Preferences dialog. These settings can be further refined by the following settings in the AccuSnap Settings dialog's Feel tab:

Snap Tolerance – for locating elements.

Keypoint Sensitivity – for locating snap points

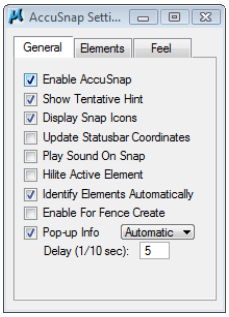
The Snap Mode setting still controls location of snap points on elements.

*With both Show Tentative Hint, and Display Icon turned on.*

*Left: With the pointer within the snap tolerance of an element, AccuSnap shows a prospective snap point with a crosshair (+) along with the current snap mode icon.*

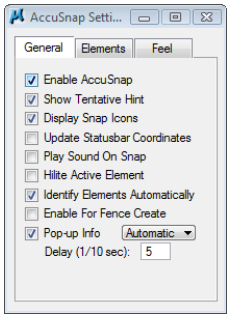
*Right: When the pointer is within the Keypoint Sensitivity range, AccuSnap highlights the element and displays the tentative snap point as a heavy weight "**X**". A data point at this stage will be placed at the tentative snap point location.*

Settings in the AccuSnap Settings dialog box are divided into three tabbed sections – General, Elements, and Feel.




**General Settings**

Contains controls to enable/disable AccuSnap, and to define the way it operates.




**Enable AccuSnap**

If on (default), AccuSnap is automatically enabled when you start MicroStation.

**Show Tentative Hint**

If on, (default) and the pointer is within the range of the Snap Tolerance, AccuSnap displays the nearest snap point with a cross hair.

**Display Snap Icons**

If on, (default) AccuSnap displays the icon of the current snap mode at the snap point.

**Update Status bar Coordinates**

If on, the coordinate readout in the status bar updates for each tentative snap point. That is, each time AccuSnap snaps to a point on an element, or when you press the tentative snap button, the coordinates for the snap point appear in the status bar.

**Play Sound on Snap**

If on, a sound is played when you snap to an element.

**Highlight Active Element**

If on, AccuSnap highlights the active element as soon as the pointer is within the range of the Snap Tolerance.

**Identify Elements Automatically**

If on, elements are identified automatically as you pass the pointer over them.

**Enable for Fence Create**

If on, AccuSnap is active when placing a fence.

**Pop-up Info**

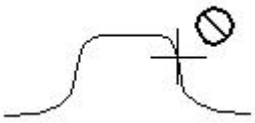
If on, and you pause or hover the pointer over a highlighted element, a pop-up displays information about the element. An option menu lets you define when this information appears.

> Automatic — Pop-up information appears whenever you pause or hover the pointer over a highlighted element.
>
> Tentative — Pop-up information appears only when you manually snap a tentative point to an element and then hold the pointer over any part of the highlighted element.

**Element Settings**

Controls in this group let you control whether or not AccuSnap snaps to Curves, Dimensions, Text, and/or Meshes. When snapping is turned off for any of these, AccuSnap will not snap to the particular element, but it will display an icon to show that the element is being ignored.

Even if snapping to an element is turned off in AccuSnap's settings, you can still snap to the element manually with a tentative snap point.



*With Curves turned off, AccuSnap displays an icon to show that the B-spline curve is being ignored.*

**Feel Settings**

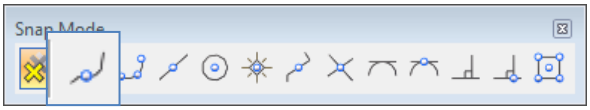
Using the controls in the Feel group of the AccuSnap settings you can set AccuSnap's sensitivity when snapping to elements, as follows:

1) Keypoint sensitivity — lets you adjust how close the screen pointer must be, to the snap point, before AccuSnap snaps to it.
2) Stickiness — lets you adjust the sensitivity of AccuSnap to the current element. When you have snapped to an element, as long as you move the pointer along that element, the snap system will have a preference for that element over other elements that may have snap points closer to the pointer. The further to the right (+) that you set the Stickiness slider, the further away from the element the pointer may be before AccuSnap will snap to another element.
3) Snap Tolerance — lets you adjust how close the pointer must be to an element in order to snap a tentative point to it.

## 4.3 AccuSnap and Snap Mode settings

AccuSnap enhances many of the standard snap mode settings by displaying and automatically snapping to the next tentative snap point as you move the pointer over an element. With AccuSnap enabled, you very rarely need to enter a tentative snap point manually. In the following examples, it is assumed that a tool has been selected and that *Show Tentative Hint* and *Display Snap Icon* are enabled (the default settings).

**Near Snap Point**



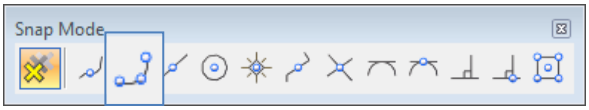

When working with this snap mode, manually, you move the pointer to the position that you want the snap to be located and then enter a tentative snap point, followed by a data point to accept the location. If the location is incorrect, you move the pointer along the element and enter another tentative snap point.

With AccuSnap, as you move the pointer to the required element, it highlights and the proposed tentative snap point marker displays. To position the “nearest” snap point, you simply move the pointer along the highlighted element, until the required location is reached, and enter a data point.

**To select a near snap point (with AccuSnap)**

1) Select Near Snap Point mode
2) With AccuSnap enabled, move the pointer over the required element.
   The element highlights, and AccuSnap displays the nearest tentative snap point.
3) Move the pointer, and tentative snap point, along the element to the required position.
4) Enter a data point to accept the tentative snap point.

**Key Point Snap**

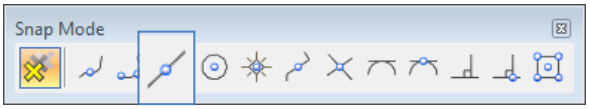



When you move the pointer over an element in the design, AccuSnap displays the nearest keypoint snap with the crosshair hint, or the tentative point marker if the pointer is within the Keypoint Sensitivity range. To select a different keypoint, simply move the pointer to the required region of the element and AccuSnap will again show you where the nearest keypoint is located.

**To select a keypoint snap point (with AccuSnap)**

1) Select KeyPoint Snap mode.
2) With AccuSnap enabled, move the pointer over the required element.
   AccuSnap displays the nearest keypoint snap.
3) If necessary, using the tentative hint as a guide, move the pointer toward the required snap point until the tentative snap point marker displays.
4) Enter a data point to accept the tentative snap point.

**Mid Point Snap**

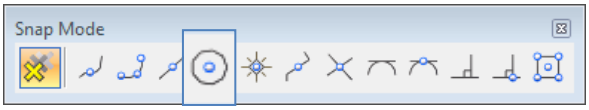



When you move the pointer over an element, AccuSnap displays the MidPoint Snap location with the crosshair hint, or the tentative snap point marker if the pointer is within the Keypoint Sensitivity range of the midpoint.

**To select the midpoint of an element (with AccuSnap)**

1) Select MidPoint Snap mode.
2) Move the pointer over the required element.
   AccuSnap displays the element's midpoint location.
3) If necessary, using the tentative hint as a guide, move the pointer toward the required snap point until the tentative snap point marker displays.
4) Enter a data point to accept the tentative snap point.

**Center Snap**



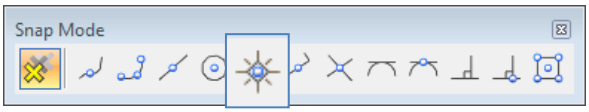

When Center Snap is active, the pointer does not have to be close to the actual center point of the element, whether it be a line string, curve, arc, or circle. As soon as you place the pointer over an element, AccuSnap highlights the element and displays the tentative snap point marker at its center point.

**To select the center point of an element (with AccuSnap)**

1) Select Center Snap mode.
2) Move the pointer over the required element.
   The element highlights and AccuSnap displays the tentative snap point marker at the center point of the element.
3) Enter a data point to accept the tentative snap point.

# MicroStation V8i - Snapping

**Origin Snap**

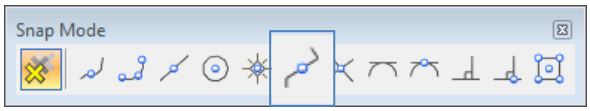



When you create an element, the first point defined is its origin. With Snap Mode set to Origin Snap, as you move the pointer over an element, AccuSnap displays its origin point location with the crosshair hint, or the tentative snap point marker if the pointer is within the Keypoint Sensitivity range.

**To select the origin point of an element (with AccuSnap)**

1) Select Origin Snap mode.
2) Move the pointer over the required element.
   AccuSnap displays the origin point of the element.
3) If necessary, using the tentative hint as a guide, move the pointer toward the required snap point until the tentative snap point marker displays.
4) Enter a data point to accept the tentative snap point.

**Bisector Snap**

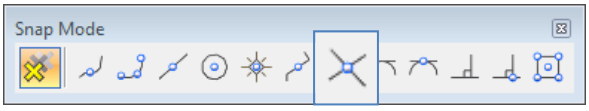



As you move the pointer over an element, AccuSnap displays its bisector point location with the crosshair hint, or the tentative snap point marker if the pointer is within the Keypoint Sensitivity range.

**To select the bisector of an element (with AccuSnap)**

1) Select Bisector Snap mode.
2) Move the pointer over the required element.
   AccuSnap displays the bisector snap point of the element.
3) If necessary, using the tentative hint as a guide, move the pointer toward the required snap point until the tentative snap point marker displays.
4) Enter a data point to accept the tentative snap point.

**Intersect Snap**

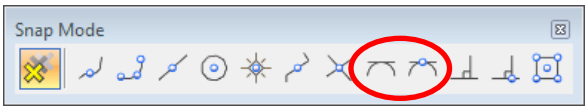



To select the intersection point of two elements requires you to identify both elements. AccuSnap lets you do this by simply hovering over the intersection point of the two elements, without entering tentative snap points. When the pointer is over the intersection point, the elements highlight one solid and one dashed, and the tentative point marker displays at the intersection point. Where a number of elements intersect at a common point, you can move the pointer until the correct pair of elements highlight.

**To select the intersection point of two elements (with AccuSnap)**

1) Select Intersect Snap mode.
2) Move the pointer to the intersection point of the two elements so that the two elements highlight and the snap point marker appears.
3) Enter a data point to accept the tentative snap point.

**Tangent Snap and Tangent Point Snap**

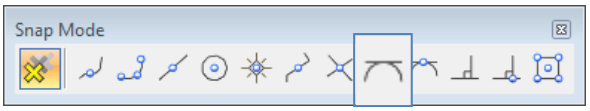



(For AccuSnap, applies only when using the *Place SmartLine* tool) The *Fixed Point for Perp. /Tan. From* setting in the General tab of the AccuSnap settings determines whether Tangent Snap or Tangent Point Snap is used when either snap is active.

When you are placing a SmartLine with either Tangent Snap, or Tangent Point Snap, as the active snap mode, setting Fixed Point for Perp. /Tan. From to:

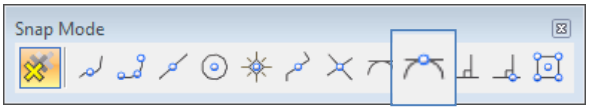
- On — sets the snap mode to Tangent Point Snap.
- Off — sets the snap mode to Tangent Snap.

**To use Tangent Snap with the Place SmartLine tool (with AccuSnap)**




1) In the AccuSnap Settings dialog, General tab, turn off Fixed Point for Perp. /Tan. From.
2) Select either Tangent Snap, or Tangent Point Snap, as the active snap mode.
3) Move the pointer over the curved element, so that it is highlighted.
4) Enter a data point to accept the element.
   As you move the pointer, the SmartLine segment is restricted to remaining at a tangent to the selected curve.

**To use Tangent Point Snap with Place SmartLine tool (with AccuSnap)**




1) In the AccuSnap Settings dialog, General tab, turn on Fixed Point for Perp. /Tan. From.
2) Select either Tangent Snap, or Tangent Point Snap, as the active snap mode.
3) Move the pointer over the curved element, so that it highlights and AccuSnap displays the tentative point.
4) Enter a data point to accept the tentative snap point.
   The SmartLine segment is restricted to being at a tangent from the highlighted element, at the accepted snap point.

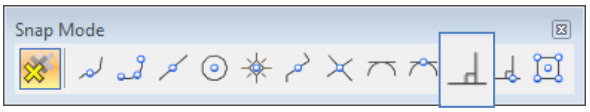
**Perpendicular Snap and Perpendicular Snap Point**


(For AccuSnap, applies only when using the *Place SmartLine* tool) The *Fixed Point for Perp. /Tan. From* setting in the General tab of the AccuSnap settings determines whether Perpendicular Snap or Perpendicular Snap Point is used when either snap is active.

When you are placing a SmartLine with Perpendicular Snap, or Perpendicular Snap Point, as the active snap mode, setting Fixed Point for Perp. /Tan. From to:

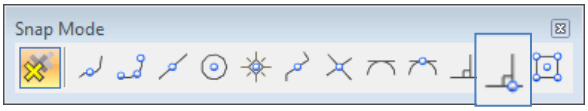
On — sets the snap mode to Perpendicular Snap Point.
Off — sets the snap mode to Perpendicular Snap.

**To use Perpendicular Snap with the Place SmartLine tool (AccuSnap)**




1) In the AccuSnap Settings dialog, General tab, turn off Fixed Point for Perp. /Tan. From.
2) Select either Perpendicular Snap, or Perpendicular Snap Point, as the active snap mode.
3) Move the pointer over the element, so that it is highlighted.
4) Enter a data point to accept the element.
   As you move the pointer, the SmartLine segment is restricted to remaining perpendicular to the selected element.

**To use Perpendicular Snap Point with the Place Line tool (with AccuSnap)**




1) In the AccuSnap Settings dialog, General tab, turn on Fixed Point for Perp. /Tan. From.
2) Select either Perpendicular Snap, or Perpendicular Snap Point, as the active snap mode.
3) Move the pointer over the element, so that it highlights, and AccuSnap displays the tentative point.
4) Enter a data point to accept the tentative snap point.
   The SmartLine segment is restricted to being perpendicular to the highlighted element, from the accepted snap point.


## 4.4 Using Tentative Points (middle mouse button)

Tentative points let you see where the next data point will be placed before you are committed. They also let you define a data point relative to the tentative point. You can specify the distance from the tentative point using a key-in or, better still, using AccuDraw and its input window. The exact location of tentative points, on elements, are determined by the current Snap Mode, or snap override, setting.

You can enter tentative snap points manually, or you can turn on AccuSnap and let it display tentative points interactively as you move the pointer over elements in a view. With AccuSnap active, when the Tentative Point marker displays, you can enter a data point to accept it. Even when AccuSnap is active, you can enter a tentative snap point manually, by pressing the Tentative button on your system's graphical input device.

**To enter a tentative point (manually) to preview a data point**

1) Select the required Snap Mode.
2) Position the pointer on the location at which you plan to enter a data point.
3) Press the Tentative button.
   The tentative point coordinates are shown in the status bar. Large crosshairs are displayed. The intersection of the lines in the crosshairs marks the location of the tentative point. If you snap to an element, the element is highlighted.

**To accept a tentative point's location and enter a data point there**

1) With the tentative point location displayed, and the pointer in any view, press the Data button.
2) Press the Data button.

When using AccuSnap, to snap to elements, only one button press is required. You let AccuSnap find and display the tentative snap point.

**Using AccuSnap to view a tentative point location and place a data point there**

1) With AccuSnap active, select the required Snap Mode.
2) Move the pointer to the required element and then position the pointer so that the Tentative Point marker (a heavy line weight “X”) displays.
3) Enter a data point to accept the tentative point and place the point.

**To manually snap a tentative point to an element at a keypoint**

1) Select the required Snap Mode.
2) Position the pointer on or near the desired keypoint.
3) Press the Tentative button.
   If the tentative point successfully snaps to the element, the element is highlighted.

**To snap a tentative point to an element when more than one element lies at the desired snap point**

1) Enable snapping.
2) Position the pointer on or near the desired point.
3) Press the Tentative button.
   Of the elements at the desired snap point, a tentative point will snap to the element that was placed in the design earliest. That element is highlighted.
4) (Optional) If the desired element was not snapped to (highlighted), press the Tentative button again.
   Of the remaining elements at the desired snap point (the ones to which a tentative point has not snapped), a tentative point snaps to the element that was placed in the design earliest. That element is highlighted.
5) (Optional) Repeat step 4 until the desired element is highlighted.