

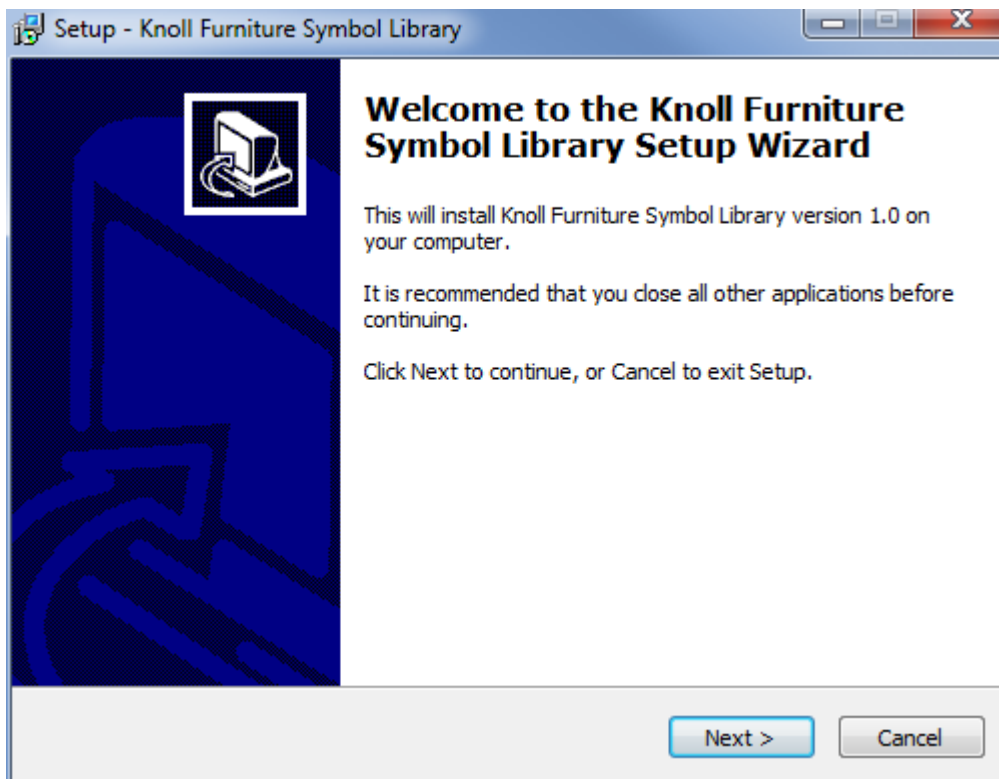
# Knoll Furniture Symbol Library (Knoll FSL)

## Tutorial

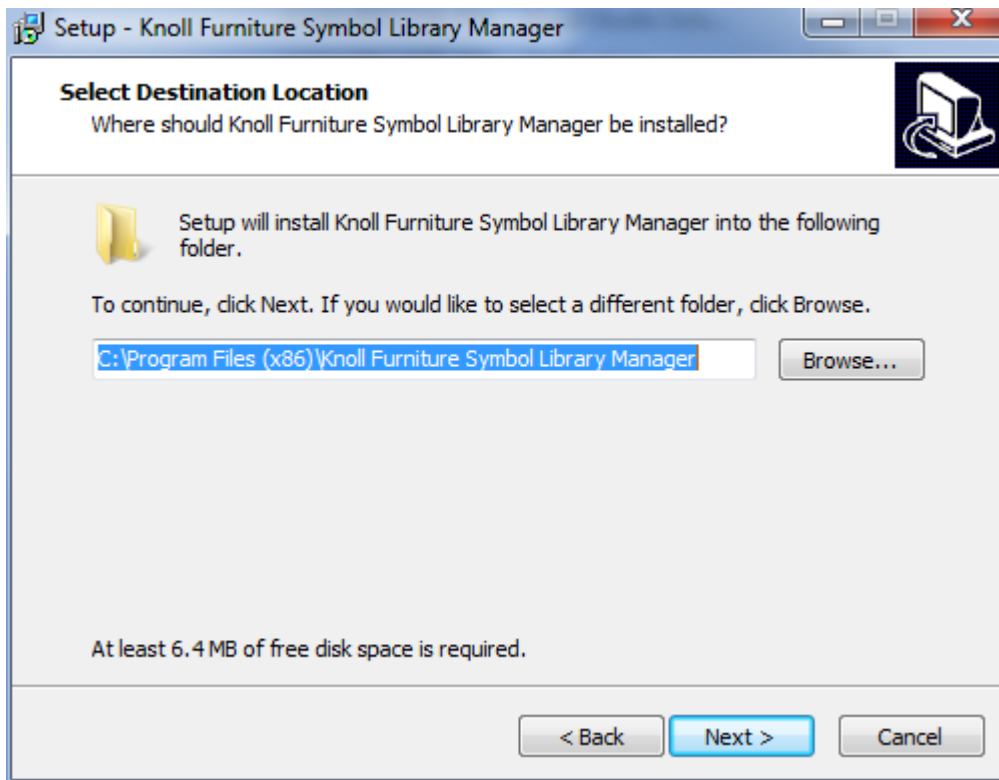
### Installation

#### Steps to install the Knoll FSL system on your computer:

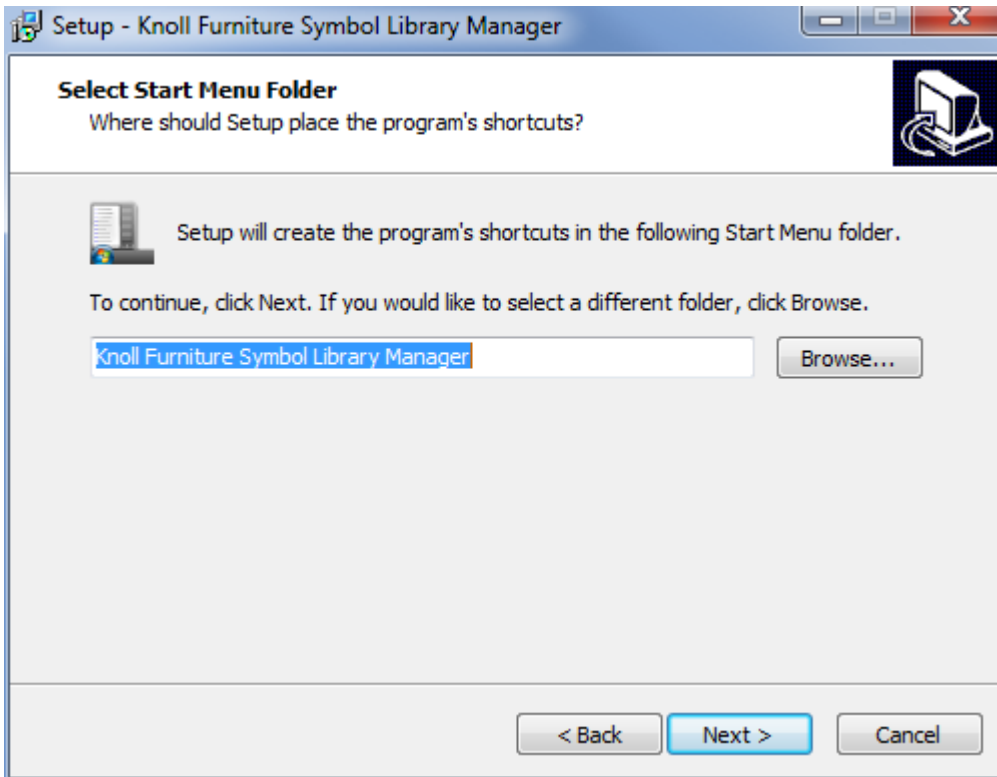
1. Download the FSLInstaller installation program by clicking the “Download” button on Knoll AutoCAD FSL download page.
2. Once downloaded run the FSLInstaller installation program and click “Next >”



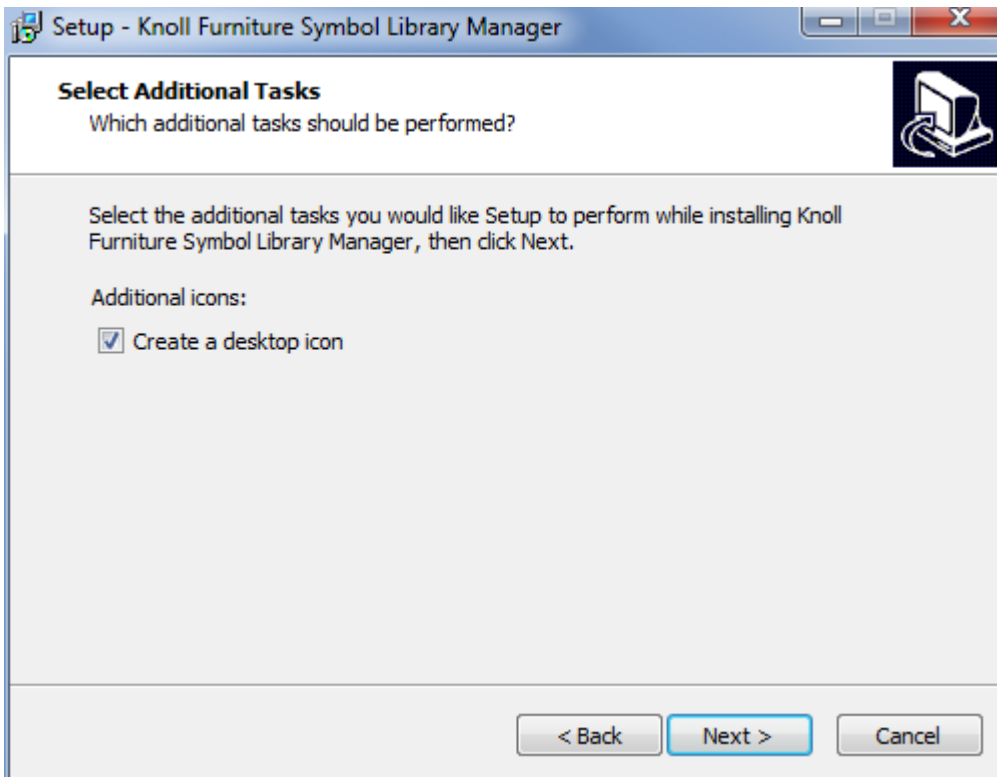
3. Select the location to install to and click “Next >”.



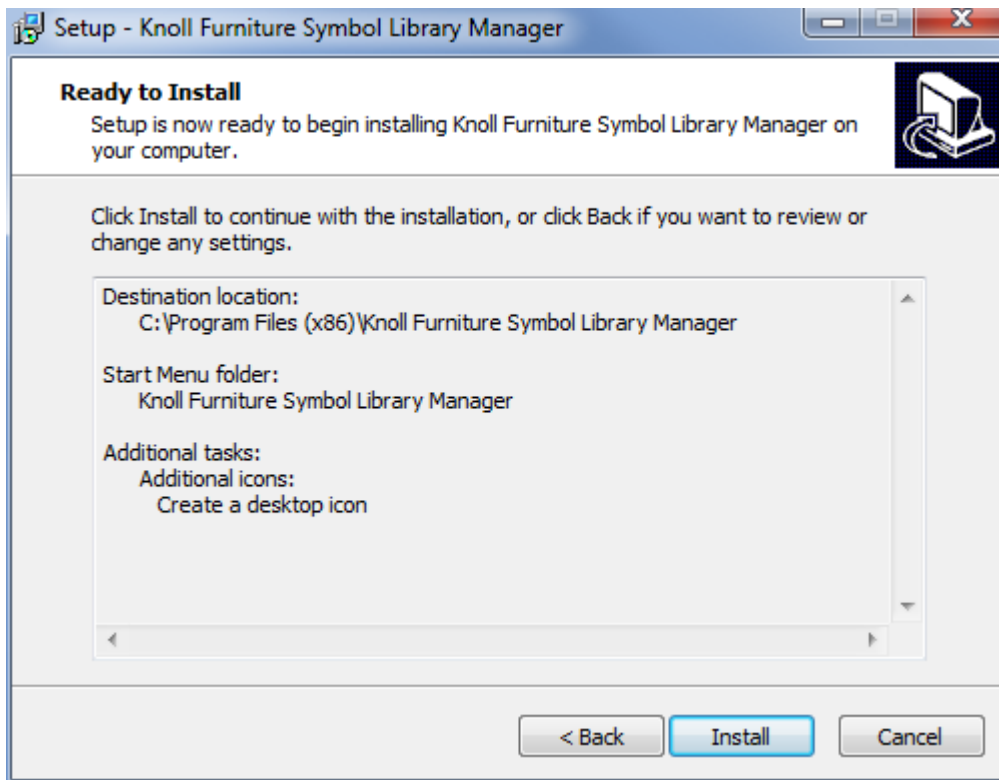
4. Click “Next >” to confirm where the shortcuts will be created.



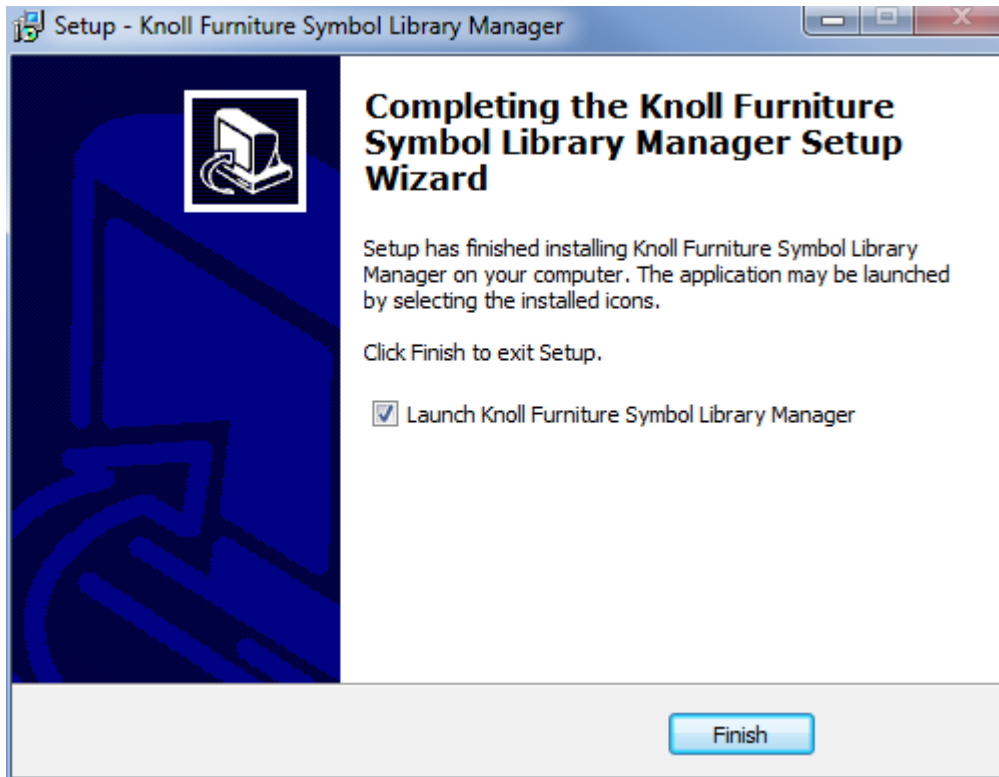
5. Select whether or not to create a desktop icon and click "Next >"



6. Click “Install”



7. On completion of the install, you will be offered an opportunity to run the “Knoll FSL Library Manager”. Note the Knoll FSL Library Manager must be run at least once before the Knoll FSL AutoCAD tool palette can be used.



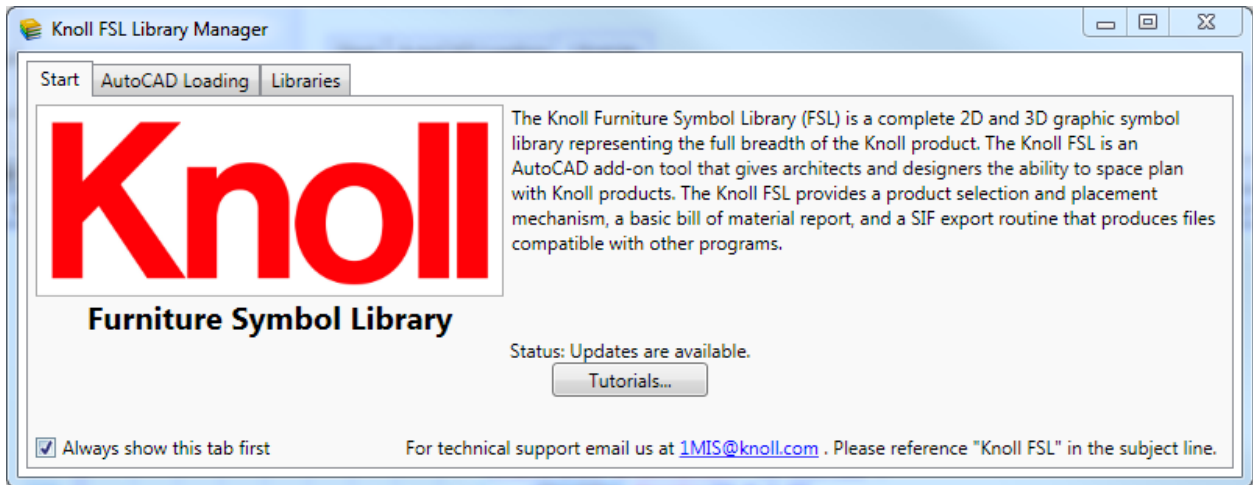
8. Click "Finish" to complete the installation.

## Knoll FSL Library Manager

The Knoll FSL Library Manager tool provides easy access to all settings used by the Knoll FSL AutoCAD tool palette and is used to control which furniture libraries will be available on your computer. The following tutorial will guide you through the various aspects of using the Knoll FSL Library Manager.

### Getting Started

1. The Knoll FSL Library Manager can be run either by double clicking the shortcut created by the installer, or by clicking the "Library Manager" button in the AutoCAD tool palette displaying the following dialog:

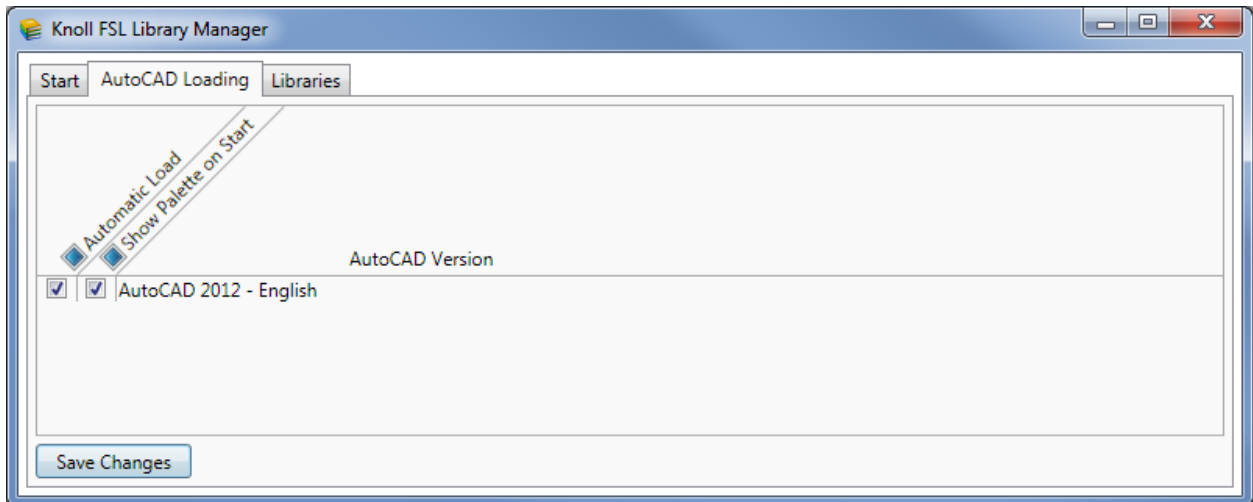


2. The status text located in the middle of the dialog will change depending on what the program is doing. On start, the program will automatically look for updates to the furniture library files and if updates are available, the status text will reflect this. Note the status will also display a message indicating an inability to check for updates if you do not have access to the web.
3. The “Tutorial” button located below the status text can be used to download and open this document.
4. Unchecking the “Always show this tab first” option at the lower left of this dialog will result in the “Libraries” tab being displayed first when the Knoll FSL Library Manager is run.

## AutoCAD Loading

Use the AutoCAD Loading tab to control which versions of AutoCAD the Knoll FSL tool palette is loaded in and whether or not to always show the tool palette on load of the tool. To change automatic loading behaviors in AutoCAD follow these steps:

1. Start the Knoll FSL Library Manager via either the desktop shortcut or the “Library Manager” button in the tool palette and select the “AutoCAD Loading” tab:



2. All installed versions of AutoCAD compatible with the Knoll FSL tool palette will be displayed in the above list. To automatically load the Knoll FSL tool palette in all installed versions of AutoCAD, click the check box directly in front of the “Automatic Load” column header and the check box for all listed versions of AutoCAD will be checked. Unchecking the header check box will also uncheck the automatic load option for all listed versions of AutoCAD. You can also check and uncheck the automatic load option for each individual AutoCAD version.
3. To ensure the tool palette is shown on start of AutoCAD, make sure both the “Automatic Load” and “Show Palette on Start” options are checked for each version of AutoCAD. Note if the “Automatic Load” option is not checked and the “Show Palette on Start” is checked, then the palette will be shown on load of the tool.
4. Click “Save Changes” to update the AutoCAD installations as indicated.

## Libraries

Use the Libraries tab to control which furniture libraries are available in the tool palette and how they will be retrieved. The Libraries tab can also be used to check for and download updates to the libraries.

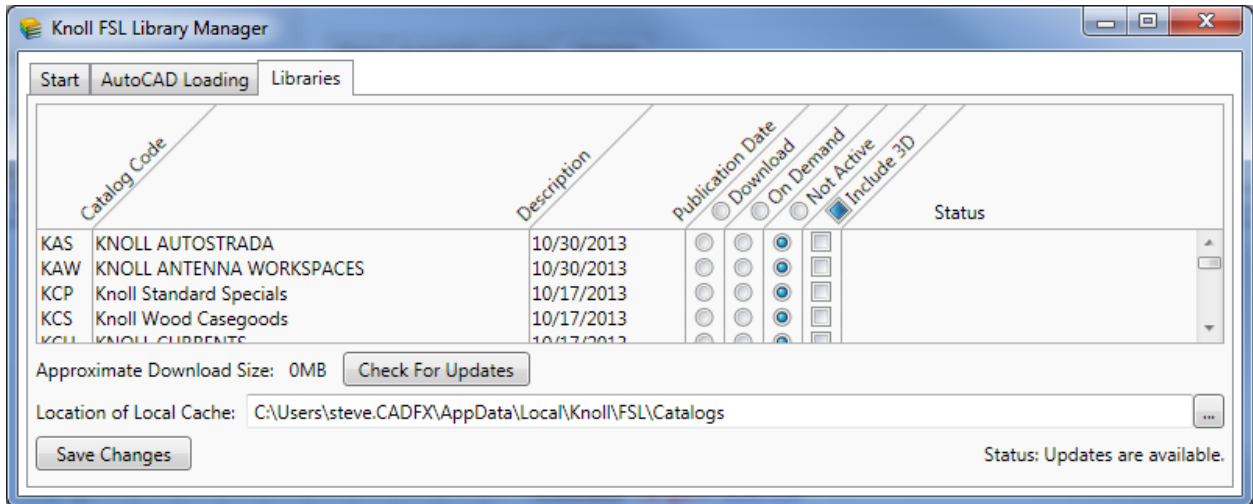
## Definitions

- **Download:** The 2D library will be downloaded to the local cache location. If the Include 3D option is selected, the 3D library will also be downloaded to the local cache.
- **On Demand:** Individual drawings are automatically downloaded each time a product is inserted into a drawing. In this mode the Include 3D option is automatically checked. As 2D blocks are placed the corresponding 3D drawing is downloaded in the background. This is done to minimize delay when converting between 2D view and 3D drawings.
- **Not Active:** The library will not be downloaded and will not be visible in the AutoCAD Knoll FSL tool palette.

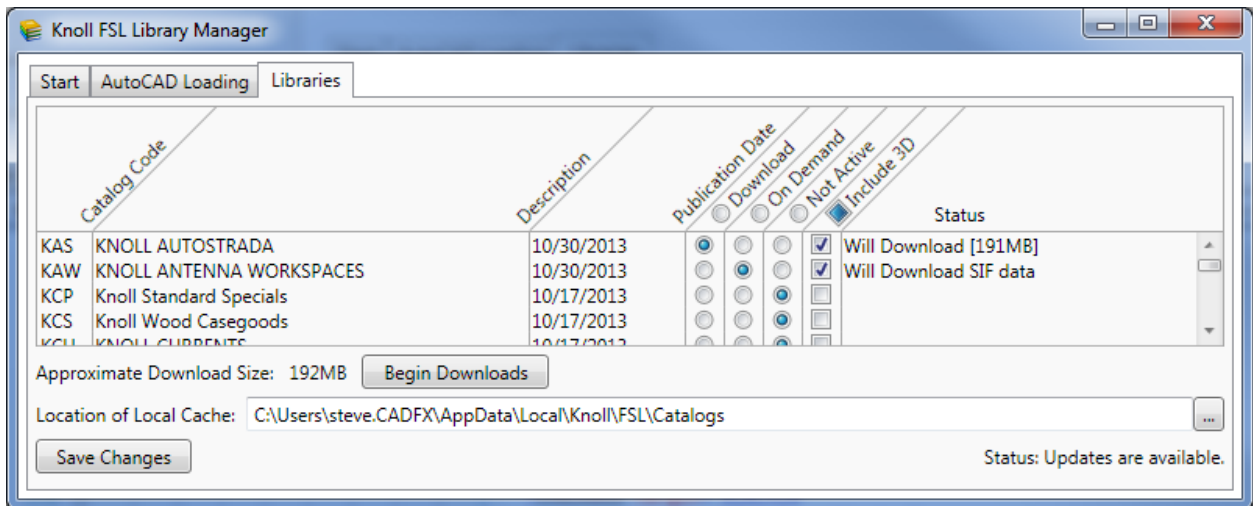
## First Time Library Setup

Follow these steps to setup a furniture library for use on your machine:

1. If not already running, start the Knoll FSL Library Manager from either the desktop shortcut or the “Library Manager” button in the AutoCAD Knoll FSL tool palette and select the “Libraries” tab as illustrated below:



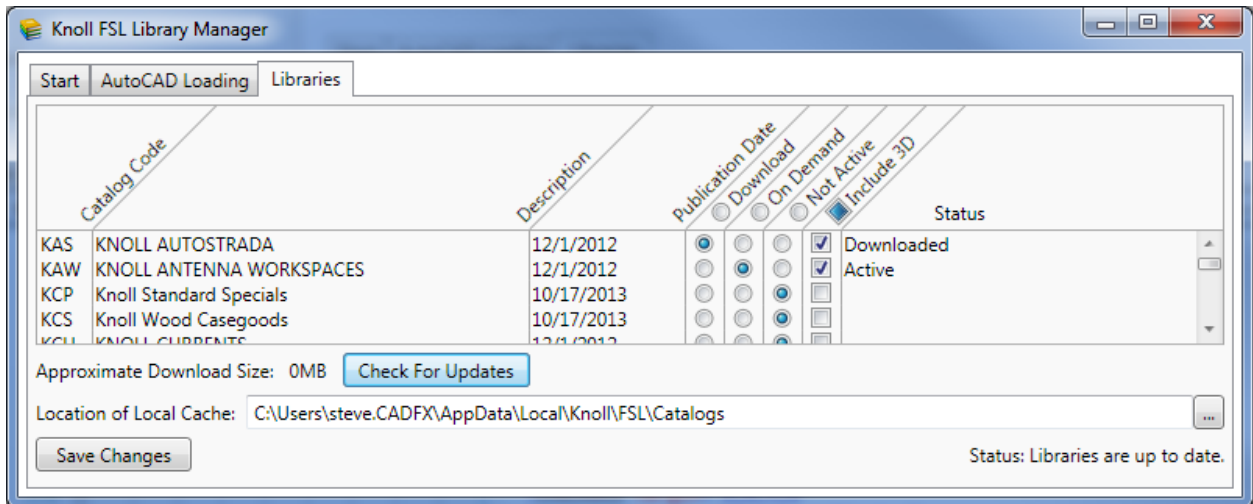
2. Check the location of the local cache and use the browse button if you would like it someplace other than the default location.
3. Select the desired download method and whether or not to include 3D. You will notice that the Total Download size adjusts based on your selections and that the “Check For Updates” button changes to “Begin Downloads” when there is something to download. (See example below)



Note the SIF data for a library is always downloaded if either the “Pre-Download” or “On Demand” options are selected. This data provides the product navigation hierarchy displayed in the Knoll FSL tool palette.



- Click the “Begin Downloads” button. The status column will show the progress for each library. When the download is complete, all settings are saved. The following illustrates what the previous example dialog would look like once the downloading process is complete.



- Your libraries are ready to use. Close the dialog by clicking the X in the top right corner.

## Libraries Page Notes

The status column provides information about which libraries have been downloaded, need to be downloaded or are in the process of being downloaded. The following are possible values and their meaning:

- “Blank” – The library is not available for use by the AutoCAD Knoll FSL tool palette.
- Update Available [##MB]** – An update for an already downloaded library is available. The approximate size of the update will be displayed in square brackets.
- Update Available** – An update for an On Demand library is available. Since the libraries drawing files won’t be downloaded no size is displayed. Note the local cache will be deleted so that the new version can be downloaded as needed.
- Will Download [##MB]** – A library that has never been downloaded before will be downloaded to the local cache.
- Will Download SIF Data** – A never before used on demand library will be activated which requires the download of its SIF data.
- Downloaded** – The necessary libraries files are downloaded to the local cache and are ready for use.
- Active** – The on demand library’s SIF data is downloaded and ready for use.

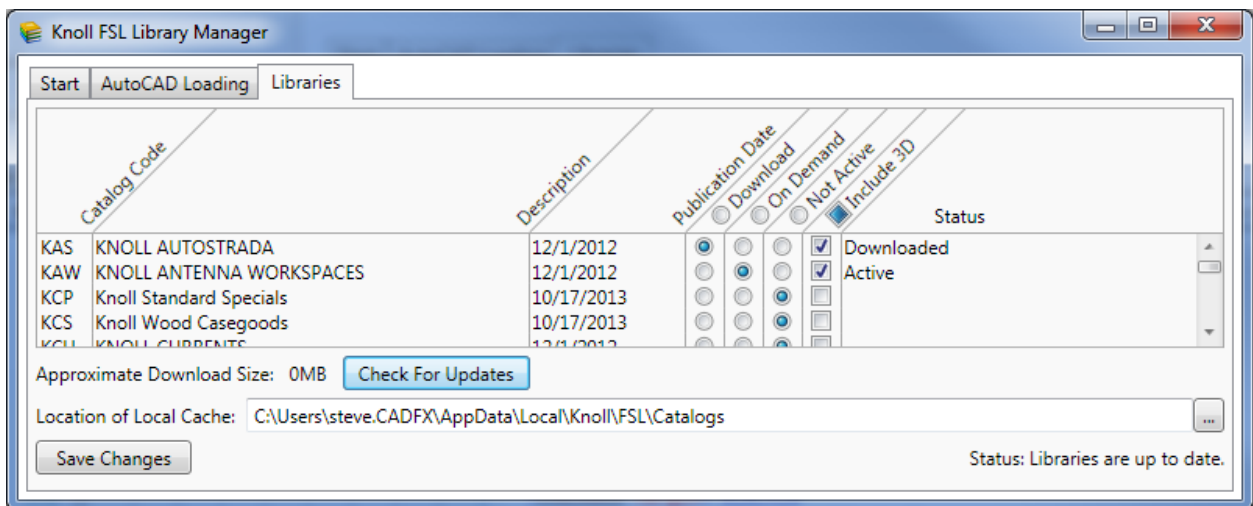
- **Downloading SIF** – the library manager is actively downloading the SIF data for the library. A small progress bar is displayed to the right of the status column while the download is working.
- **Downloading 2D** – the library manager is actively downloading the 2D drawings for the library. A small progress bar is displayed to the right of the status column while the download is working.
- **Downloading 3D** – the library manager is actively downloading the 3D drawings for the library. A small progress bar is displayed to the right of the status column while the download is working.

The Publication date column shows the current publication information for the libraries as they exist on the system. This date will update **after** an update download is complete.

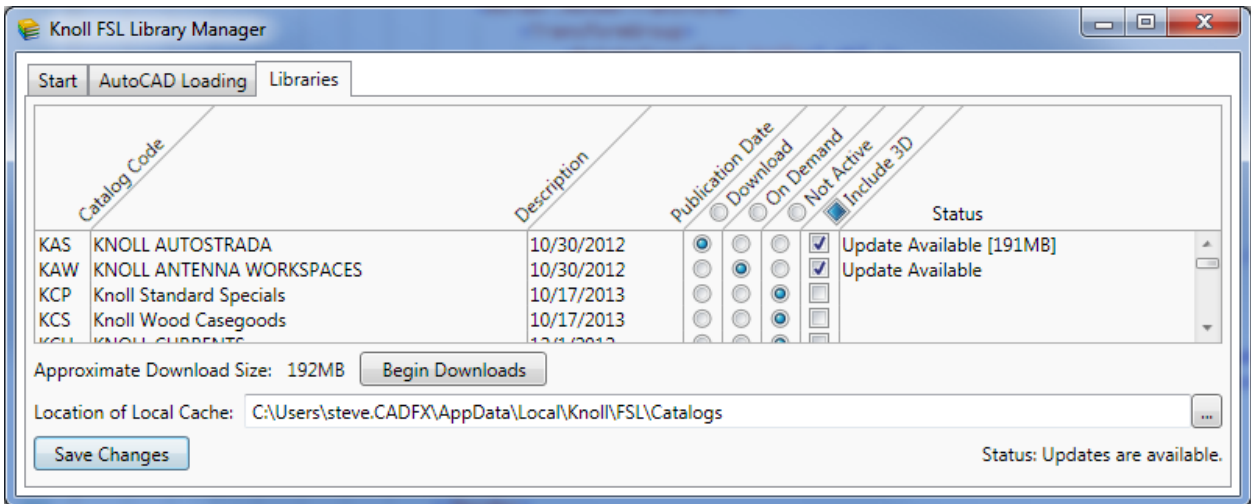
The same status that is displayed on the start page is also displayed at the lower right of the Libraries page.

## Checking for Updates

1. Simply running the Knoll FSL Library Manager will initiate a check for updates. You can also force a check for updates by clicking on the “Check For Updates” button in the Libraries page illustrated below.



2. If updates are available the Libraries page will show you as illustrated below.

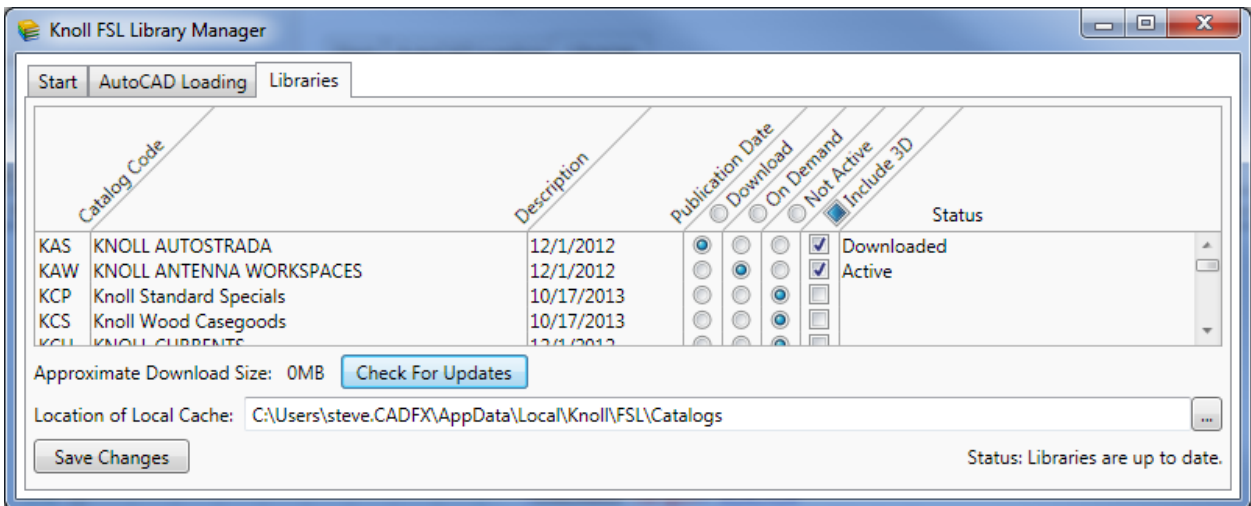


3. Clicking the “Begin Downloads” button will update your local cache. If a library is using the On Demand option, its local cache will be deleted so that the new version of the drawing files will be downloaded as needed. Once the download is complete, the libraries page will be similar to that illustrated in step 1, but with new publication dates.
4. Your libraries are ready to use. Close the dialog by clicking the X in the top right corner.

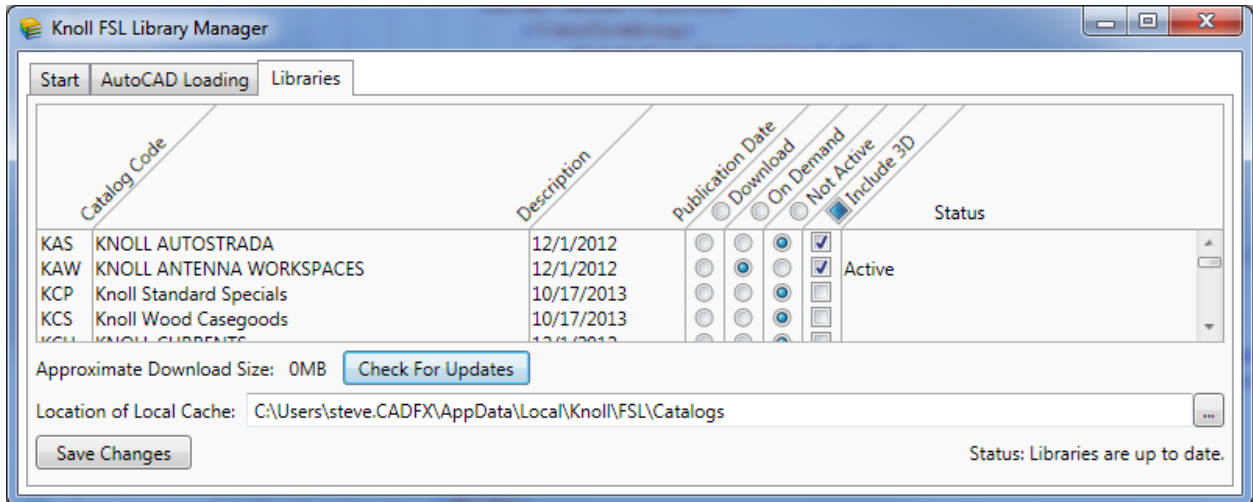
## Removing Libraries

To remove libraries from the local cache, follow these steps:

1. If not already running, start the Knoll FSL Library Manager from either the desktop shortcut or the “Library Manager” button in the AutoCAD Knoll FSL tool palette and select the “Libraries” tab as illustrated below:



2. Change the download method to “Not Active” for the library you want to remove. The result is that the libraries status will be blanked out as illustrated below:

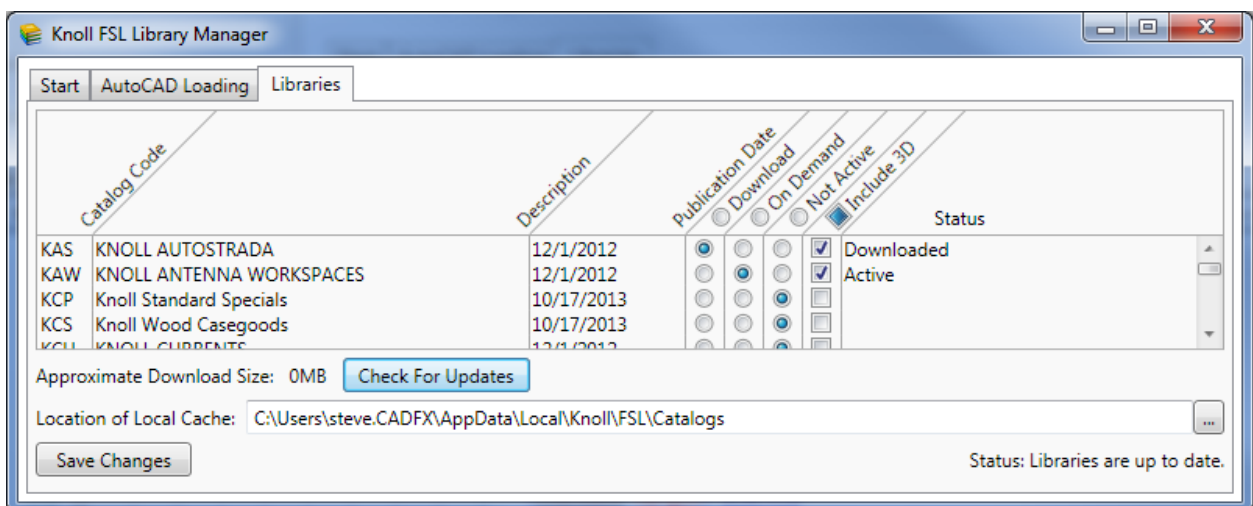


3. Click “Save Changes” to remove the library from the AutoCAD Knoll FSL tool palette and from the local cache.
4. Close the dialog by clicking the X in the top right corner.

## Moving the local cache

To move the local cache, follow these steps:

1. If not already running, start the Knoll FSL Library Manager from either the desktop shortcut or the “Library Manager” button in the AutoCAD Knoll FSL tool palette and select the “Libraries” tab as illustrated below:



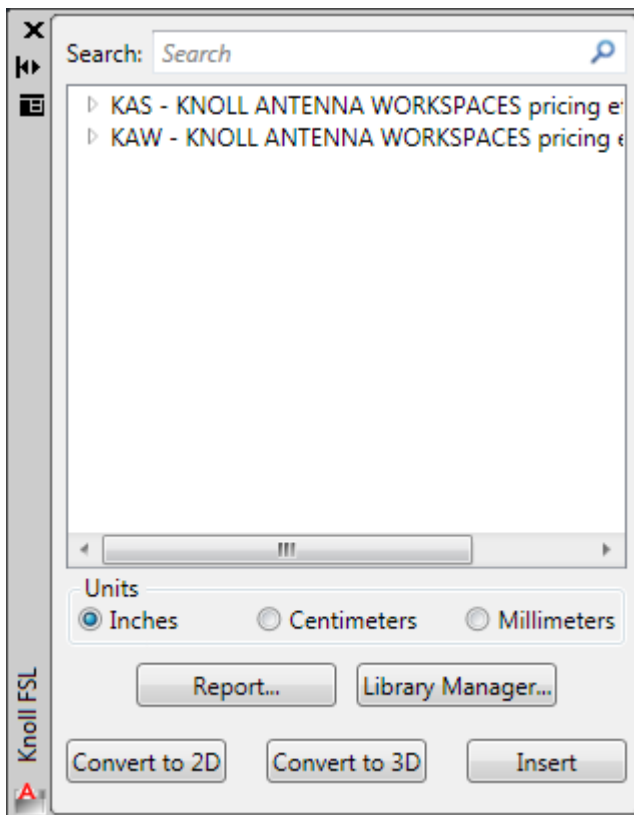
2. Click the browse button to the right of the local cache path (“...”) and select the new location. **Note the new location must already exist.**
3. Click the “Save Changes” button. The local cache will be moved to the new location. You will be informed if there are any problems with the move. **Please make sure you have rights to read, write, and delete at both the original cache location and the new location.**
4. Close the dialog by clicking the X in the top right corner.

## Knoll FSL AutoCAD Tool Palette

The Knoll FSL AutoCAD tool palette provides an easy way to insert Knoll products into your drawings.

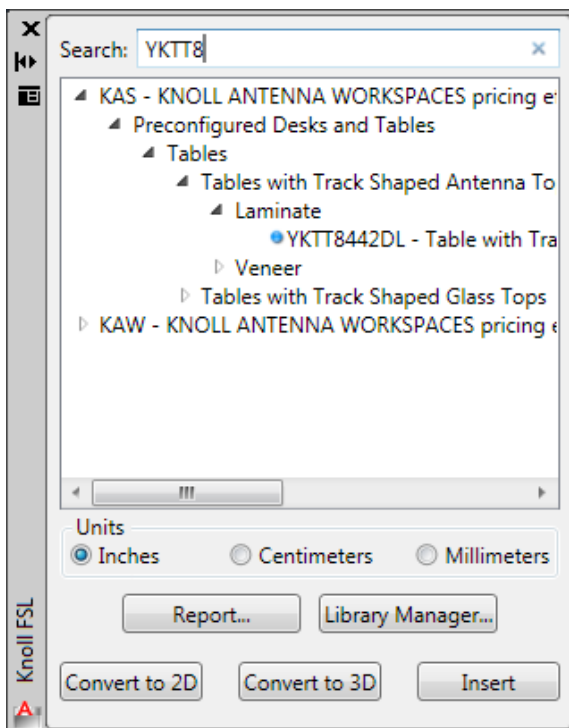
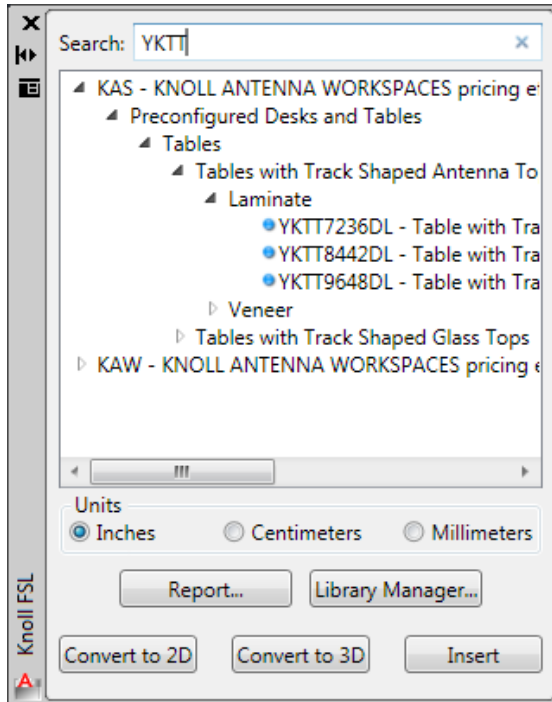
### Loading / Showing the Tool Palette

1. If not using the automatic load option described in the Library Manager AutoCAD Loading tutorial, use the “netload” command and select the KnollFSL.dll (for AutoCAD versions 2010 through 2012) or KnollFSL19.dll (for AutoCAD 2013) from the folder selected during installation.
2. You can use the “KNOLLFSL” command to show the tool palette at any time. The palette defaults to being docked on the left side of the AutoCAD screen but can be dragged off to float anywhere you need it as illustrated below.



## Using Search

1. Simply enter text you want to search for in the Search box. The search string can be either a specific part number, or partial part number or description. The tool palette will expand the library tree to the first part found matching your search criteria and will only show parts that match. See the examples below:



2. You can clear the search string by clicking the x at the right end of the search box.

### **Inserting Parts**

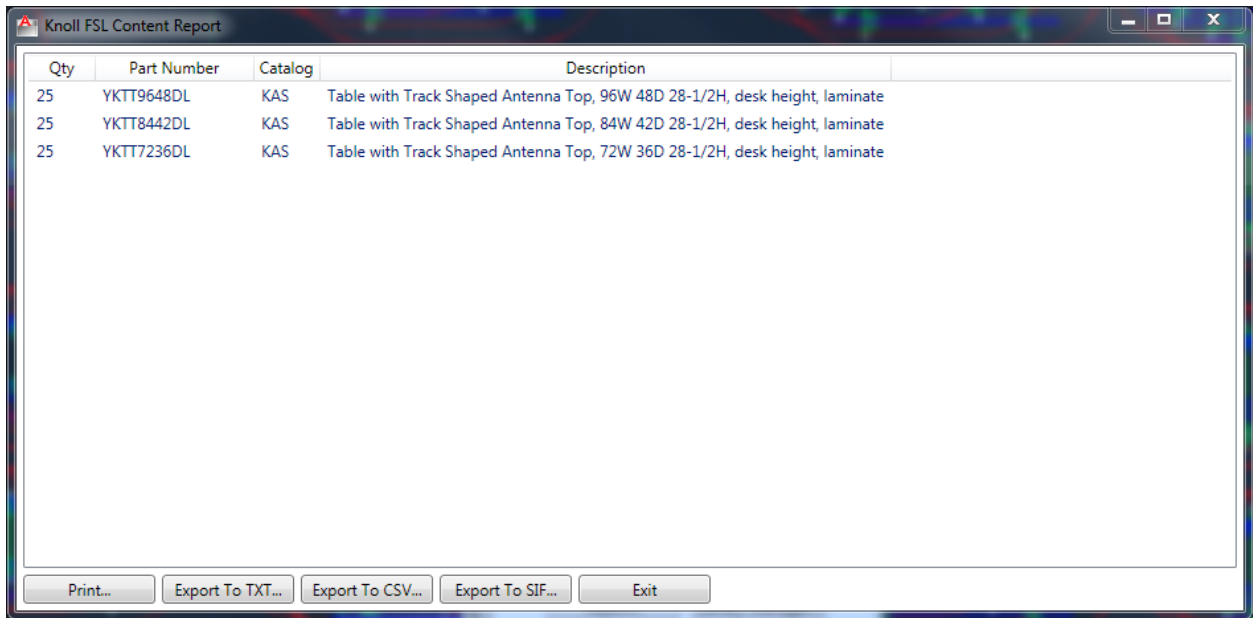
1. Find the part you need in the library tree. Note parts that can be inserted have a blue dot in front of them.
2. You can drag the part into the AutoCAD window which will initiate a standard AutoCAD insert of the block. Follow the prompts as you would for any other block insert.
3. Alternatively, you can click the “Insert” button to insert the currently selected part. This results in the same insert procedure as the drag and drop approach.
4. Use the Units radio control to specify the scale of the drawing the part is being inserted into.

### **Converting Parts**

1. Click either the “Convert to 2D” or “Convert to 3D” button in the Knoll FSL tool palette to start the conversion.
2. Select the parts you want to convert. Note you will only be able to select 2D parts if converting to 3D and 3D parts if converting to 2D.
3. The program will iterate through your selection and convert all parts it can identify.
4. If converting from 2D to 3D, the 3D version of the parts will be placed at the default height specified in the 2D version of the part. Should the elevation of the 3D part be changed, when it’s converted back to 2D, the 2D blocks default height will be updated to reflect the 3D part’s elevation.

### **Drawing Content Report**

1. Click the “Report...” button in the Knoll FSL tool palette. The contents of the current drawing file will be compiled and displayed in a dialog similar to the following:



- From this dialog, you can print, export to txt, export to CSV, or export to SIF using the button along the bottom of the dialog.

## Notes

- Inserting from the tool palette only inserts 2D blocks. Once placed in the drawing use the Convert to 3D function to convert selected 2D with their corresponding 3D graphics.
- When using the On Demand download method, parts are downloaded as they are inserted or converted. If you have a slow internet connection, this can take a few moments, however, the AutoCAD status bar is used to show that a download is in progress if there is a delay. Once downloaded, the parts are cached locally so that they don't download again.
- If you have a slow connection to the internet and are using the On Demand download method and the 3D version of the block is being downloaded at the same time that you run the convert command, you may see an error message. If this happens, simply wait a few seconds and try again.