Google SketchUp

Toolbar Glossary

There is a toolbar along the top of the screen when you open SketchUp. To enable the “Large Tool Set”, Choose ‘View’ from the menu bar → Toolbars → Large Tool Set.

Make Component: a white box which you use to make objects you’ll use repeatedly.

Select: an arrow, which you use to choose an object or space to work on.

Eraser: a pink eraser, which you can use to erase an edge by clicking on it. You cannot erase a surface in this way.

Paint Bucket: a bucket of paint, which you can use to color in the surfaces you. Clicking on it gives you a panel with a drop-down menu from which you can choose colors and textures. Clicking on a chosen texture or color and then clicking on a surface will fill the surface.

Line: a pencil, which you use to draw lines. An open line will be an edge. When you bring the line back to the starting point to form a closed shape, it will become a surface.

Rectangle: a rectangle, which you use to place a rectangle on the screen. Click to place the rectangle and drag to establish its size and shape.

Arc: a curved line, which you use to draw arcs, or curved open lines. You will specify the beginning and end points of the arc, and then drag the arc to the exact shape you want.

Circle: a circle, which you use just the same way you use the rectangle.

Push/Pull: A rectangle with an arrow, which you use to push or pull flat surfaces into three-dimensional ones, and to change the size of three-dimensional shapes. Click on a surface to grab it and drag it in the direction in which you’d like it to go.

Move/Copy: crossed arrows which you use to move objects. Click and drag the object.

Offset: a pair of arcs with an arrow, which you use to create a matching surface within a surface, thus creating a frame or arrow.

Rotate: a pair of curved arrows, which you use to rotate objects along any axis. You will see a protractor shape when you click on this icon and then on an object.

Measuring Tape: a measuring tape, which you can use to measure a line. Click on a point and draw it out, and you will see the length of the line you’ve specified.

Pan: a hand, which you use to move the entire screen.

Orbit: entwined curved arrows, which you use to change your viewpoint. Click on this icon, and then move the mouse to “walk” around your object. You can also do this by holding down the wheel on your mouse.

Zoom: a magnifying glass which you use to move closer to or further from your object by clicking and dragging up and down.

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