

WOD Tutorial: Drawing orienteering maps with OCAD



About this Document

The focus of this document is how to draw an orienteering map with OCAD for World Orienteering Day in OCAD Starter. For more information and tutorials on OCAD and drawing orienteering maps, please refer to our highly recommended wiki:

<https://ocad.com/wiki/ocad/en/index.php?title=Tutorials#Orienteering>

Suggestions and complements are always welcomed: info@ocad.com.

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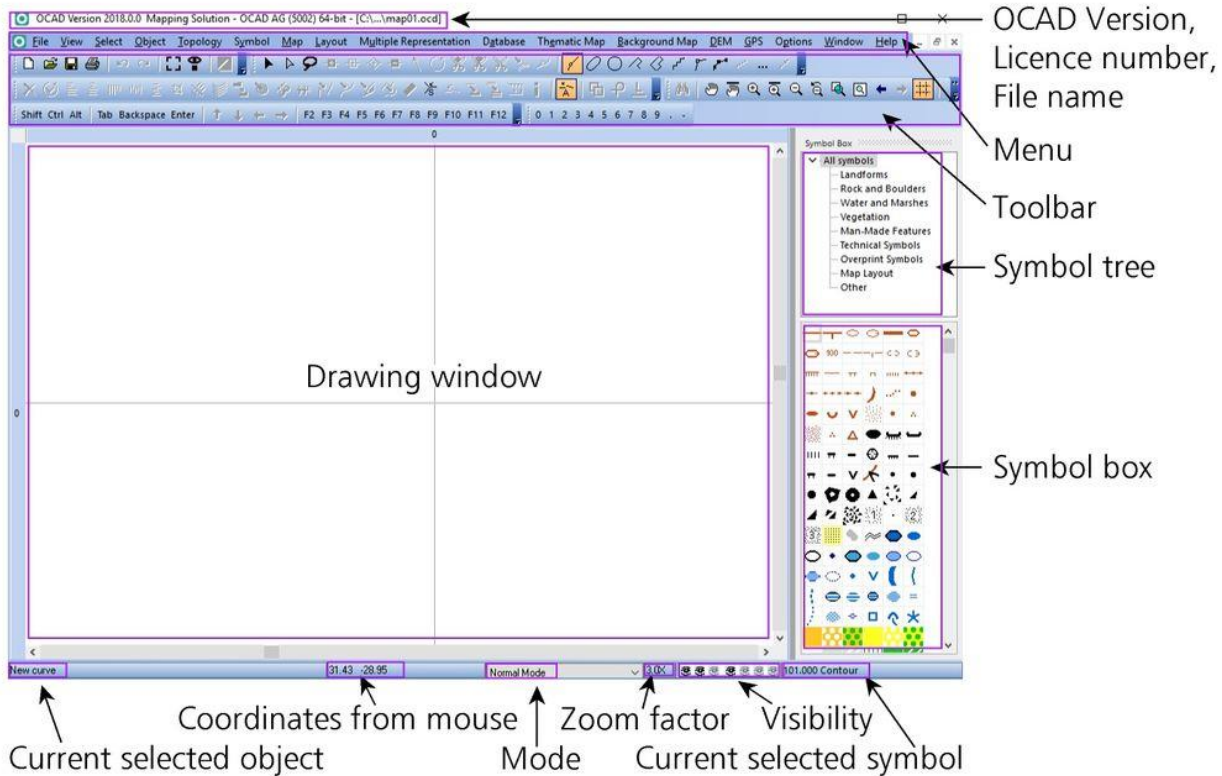
Table of Contents

1	About OCAD	4
1.1	Graphical User Interface.....	4
1.2	OCAD Help.....	4
1.3	Editions and licensing models.....	4
2	Create new map	6
3	Create base map	8
3.1	Open raster data.....	8
3.2	Import vector data.....	9
3.3	Add more data sources.....	11
3.4	Display of the base map in OCAD.....	11
4	Transfer of the base map into the OCAD Sketch App	14
5	Mapping in the field	15
5.1	Installation OCAD Sketch App.....	15
5.2	Import project into the OCAD Sketch App.....	15
5.3	Terrain mapping with the OCAD Sketch App.....	16
5.4	Tips for the terrain survey.....	19
6	Importing the Sketches into OCAD Desktop	21
6.1	Import project into OCAD Desktop.....	21
6.2	Upload the sketches again.....	22
6.3	Cooperation of several map maker.....	22
7	Draw map objects	24
7.1	Drawing in general.....	24
7.2	Draw point objects.....	24
7.3	Drawing line and area objects.....	25
8	Edit map objects	30
8.1	Editing in general.....	30
8.2	Delete, Move, Change History, Change Icon.....	30
8.3	Edit line objects.....	32
8.4	Edit area objects.....	33
9	Manage Sketch objects	34
10	Colours and symbols	36
11	PDF export and printing	37
12	Options	38

1 About OCAD

1.1 Graphical User Interface

Structure of the OCAD window.



The toolbars can be advanced on the left edge and adjusted on the right edge. In addition, toolbars can be shown and hidden under Menu **Options > OCAD Preferences**.



1.2 OCAD Help

In the **Help** menu you will find various links to further help in dealing with OCAD, such as tutorials.

1.3 Editions and licensing models

Editions

OCAD is available in different editions:

- **OCAD Course Setting**: Course setting for orienteering. No possibility to edit maps.
- **OCAD Starter**: For creating simple maps, e.g., school building maps. Course setting module included.
- **OCAD Orienteering**: For map production in orienteering. Course setting module included.
- **OCAD Mapping Solution**: For the creation of city plans, topographic and thematic maps.
- **OCAD Sketch App**: Free sketching app for Android and iOS mobile devices for digital field recording.
- **OCAD Viewer**: Free viewer to open, view and print OCAD maps.

OCAD Starter or OCAD Orienteering is recommended for recording an orienteering map.

In contrast to OCAD Orienteering, OCAD Starter contains certain restrictions (e.g., no LiDAR + DHM analysis, only 5 background maps) and is limited to 10'000 objects.

The OCAD Orienteering version contains everything needed for map production in orienteering.



OCAD Starter Edition is required to follow the content of this document.




Further information on the various OCAD editions and licence models is available at:
<https://www.ocad.com/en/#editions>

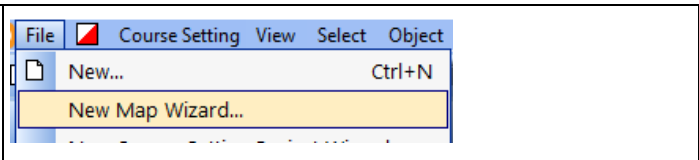

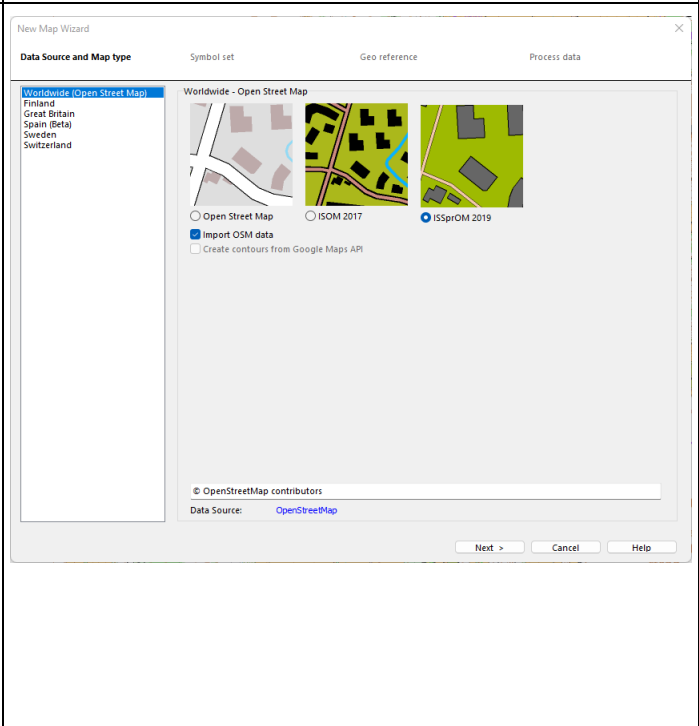
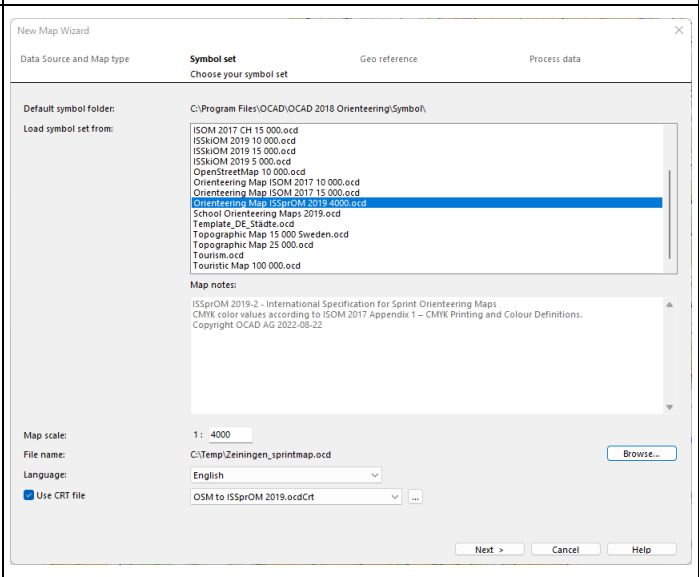
2 Create new map

Start **OCAD Orienteering**.

We recommend using the **New Map Wizard** to create a new map. You can georeference the map and optionally import geodata directly.

 It is also possible to start with a new map under menu **File > New**.

https://www.ocad.com/wiki/ocad/en/index.php?title=Create_a_New_Map


<p>Menu File > New Map Wizard</p>	
<p>In the first step of the wizard, you can import available geodata directly into OCAD.</p> <p>If other available geodata are displayed in your country (on the left in the dialogue), it is worth importing them.</p> <p>In our example, we create a sprint map and import Open Street Map (OSM) data. These are available worldwide.</p> <p>Select Worldwide (Open Street Map) as the data source.</p> <p>Select Import OSM data.</p> <p> You can also use the wizard without importing geodata and only georeferencing the map correctly. In this case, deactivate <i>Import OSM data</i>.</p>	
<p>Select the symbol set Orienteering Map ISSPrOM 2019 400.ocd.</p> <p>Leave the map scale at 1: 4000.</p> <p>Assign a file name.</p> <p>Use the CRT file <i>OSM to ISSPrOM 2019.ocdCrt</i> This CRT file ensures that the OSM objects are assigned to the correct OCAD symbols.</p>	

Move and zoom on the map to the **desired map section**.

The data listed above is downloaded for the map section you see in the window. If you move the map in the window, the import area in the lower right area is adjusted. Keep the map section as small as possible so that an unnecessarily large amount of data is not downloaded.

In the lower right area of the dialogue, you can adjust the import area yourself by entering coordinates. This can be useful if, for example, the map extends north-south and you do not want to download an unnecessary amount of data on the east and west edges.

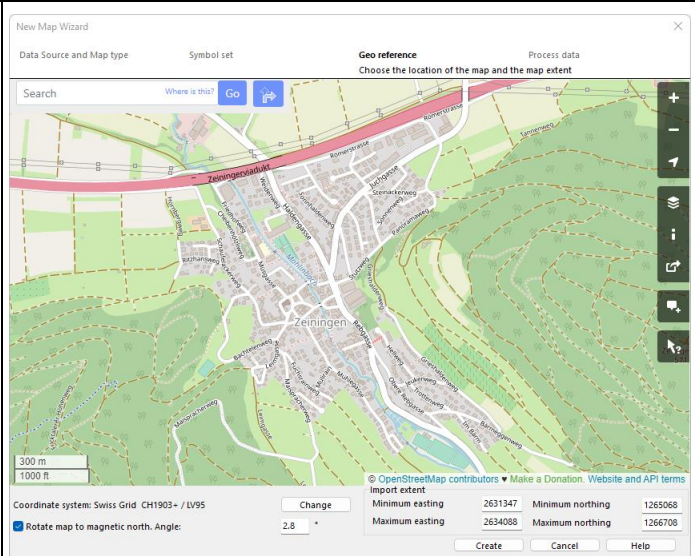
Select the **coordinate system**.

 Consult an experienced mapper if you are not sure which coordinate system to choose.

Select **Rotate map to magnetic north**. Leave the suggested angle.

Create the map.

Depending on the size of the map, this may take some time.



3 Create base map

You may have already imported geodata into OCAD using the **New Map Wizard**.

If not, or if you want to import more geodata, see the following section for instructions.

Basically, before you start mapping in the field, you should try to create the best possible base map. The more you invest in your base map, the faster and more accurate your field mapping will be. In OCAD you can import geodata, load old orientation maps and derive and combine a background map with LiDAR data.

3.1 Open raster data

Typically, orthophotos and occasionally survey or overview plans are supplied as raster files. Raster files consist of image points (pixels). OCAD supports the raster formats: JPG, TIFF, and PNG.


Orthophotos or survey or overview plans are usually georeferenced. Raster files are georeferenced if the image points are referenced with national coordinates. As a rule, this referencing is stored in a so-called world file, which must be in the same folder. The world file has the same name as the raster file, but a different file extension: JPG -> JGW, TIFF -> TFW, PNG -> PGW.

3.1.1 Open georeferenced raster base data as background map

Menu **Background Map > Open**

For example, select an orthophoto.

The background map is automatically placed correctly.

 The orthophotos show additional information that is missing from the survey data, e.g., playground equipment, roadsides, or small walls.

Aerial photographs are also flown more regularly than, for example, LiDAR data and are therefore often more up to date.



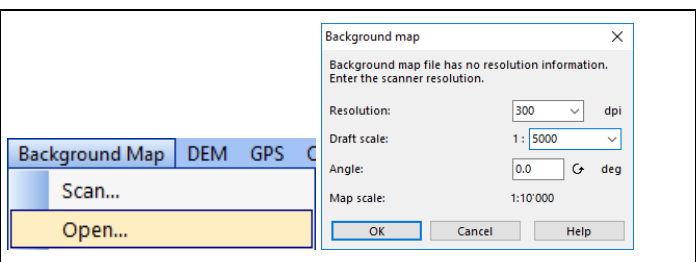
3.1.2 Open non-georeferenced raster base data as background map

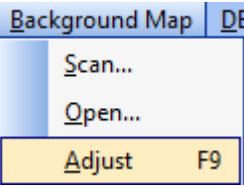


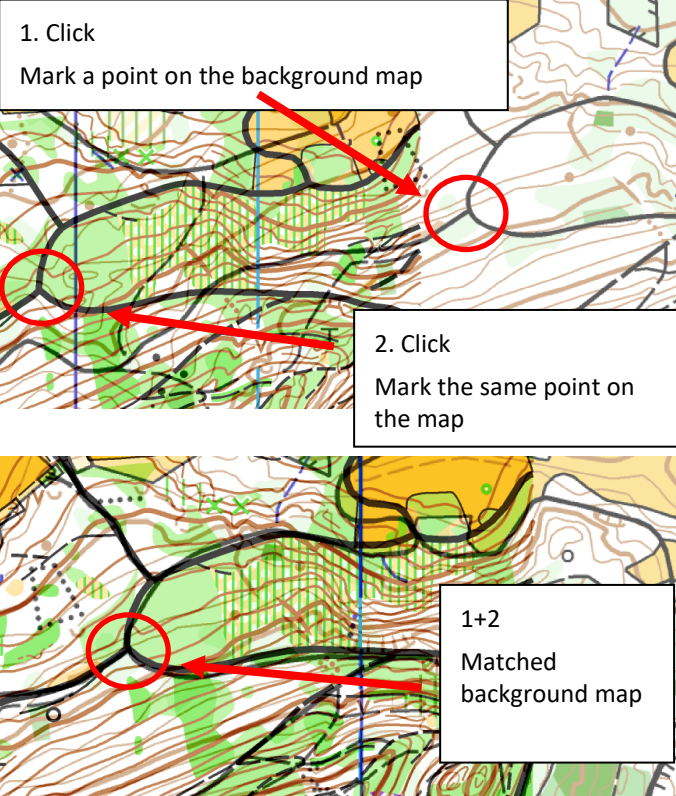
E.g., open and adjust old orienteering map as background map.

Menu **Background Map > Open**

Leave the default values in the Background Map dialogue.

OK

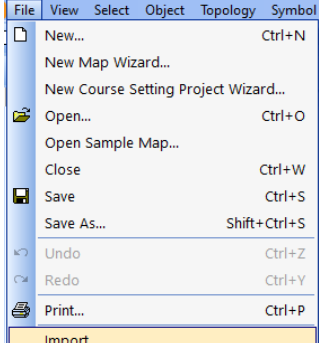


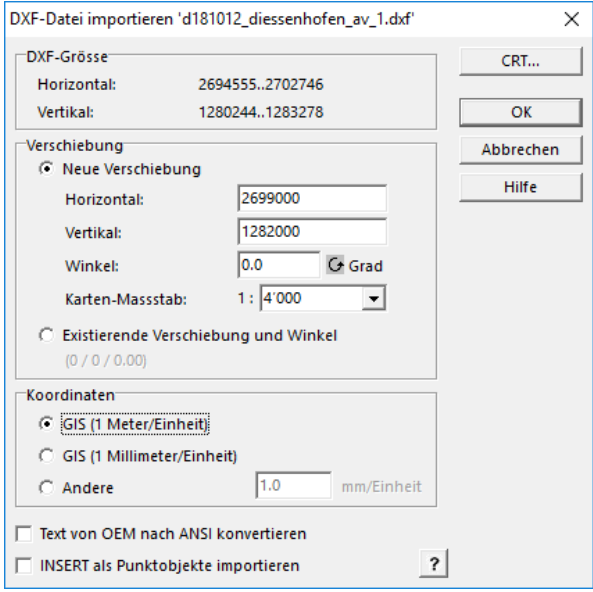
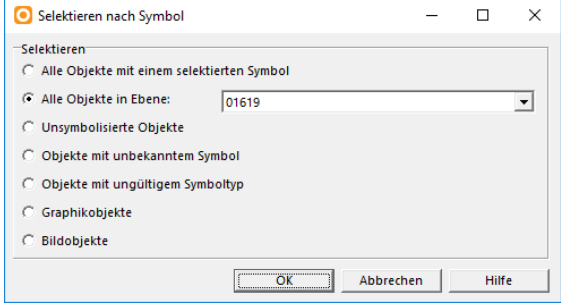
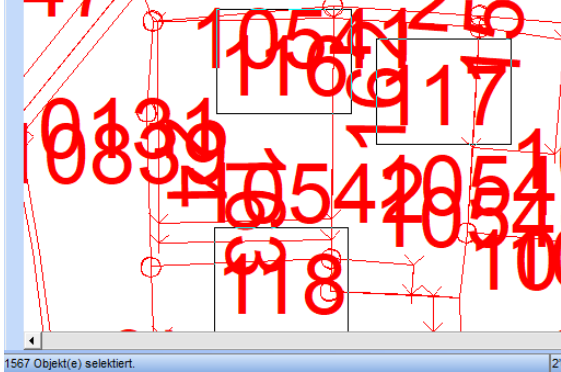



<p>Menu Background Map > Adjust or F9</p>	
<p>Adjust background map</p> <p>Now the coordinates of the background map must be made to match the coordinates of the map:</p> <p>1. Marking a point on the background map</p> <p>2. Mark the same point on the map</p> <p>1 =  2 = </p> <p>Step 1 and 2 can be repeated with more points. Ideally 4 corner points are used.</p> <p>-> Enter key</p> <p>Pressing the Enter key executes the matching.</p> <p>The adjustment can be repeated until the results are satisfactory.</p>	 <p>1. Click Mark a point on the background map</p> <p>2. Click Mark the same point on the map</p> <p>1+2 Matched background map</p>

3.2 Import vector data

Vector data have the advantage that, in contrast to raster data, they do not contain pixels but point, line, area and text objects, which can be directly converted into orienteering map objects when imported into OCAD. This saves a lot of time, because - especially in urban areas - many objects of the orienteering map can be created automatically and do not have to be drawn (e.g., buildings, street edges).

In OCAD Starter, you can import DXF, OM and GeoPackages.

<p>Menu File > Import</p> <p>In this example we import dxf files.</p>	
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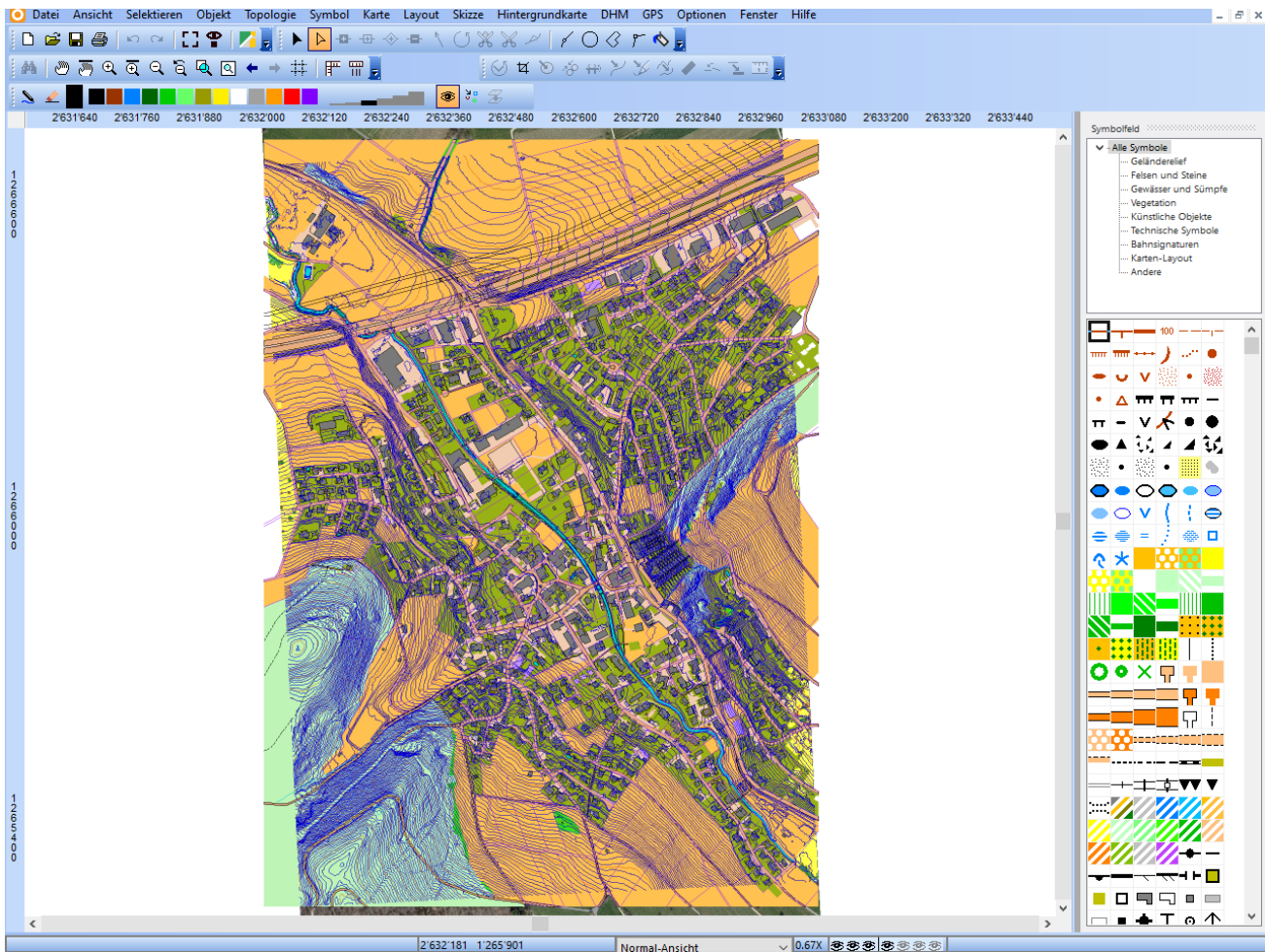
<p>Import DXF File dialogue</p> <p>Try different settings. -> OK</p> <p>The imported vector data are displayed in the drawing area as <i>Unsymbolised objects</i>. If you select an object, the layer designation is displayed in the bottom left of the status bar.</p>	
<p>You can convert unsymbolised objects into OCAD symbols as follows:</p> <ul style="list-style-type: none"> - Menu Select > Select Objects by Symbol - <i>All objects in layer</i>: Select a layer - Select new symbol in the symbol field - Menu Object > Change Symbol (Selected Objects) 	 
<p>The vector objects are now displayed with the assigned symbols.</p> <p> Hide unsymbolised objects under Menu Symbol > Show Objects without Symbol</p> <p> Survey data is very valuable, especially for sprint maps, as they often contain streets, houses, stairs, property boundaries and much more.</p>	

3.3 Add more data sources

<p>Online Maps Services</p> <p>Under Menu Background Map > Online Map Services you can load a georeferenced aerial image from Google Maps into the map.</p> <p> https://www.ocad.com/wiki/ocad/en/index.php?title=Online_Map_Services</p>	
<p>Geoviewer</p> <p>Select the Open Geoviewer icon in the toolbar.</p> <p>Click in the drawing area and Google Street Map will open in the appropriate place.</p> <p> https://www.ocad.com/wiki/ocad/en/index.php?title=Open_Geoviewer</p>	
<p>Old orienteering map</p> <p>Under Menu Background Map > Open you can load an old orienteering map as ocd file or raster file (see above).</p>	

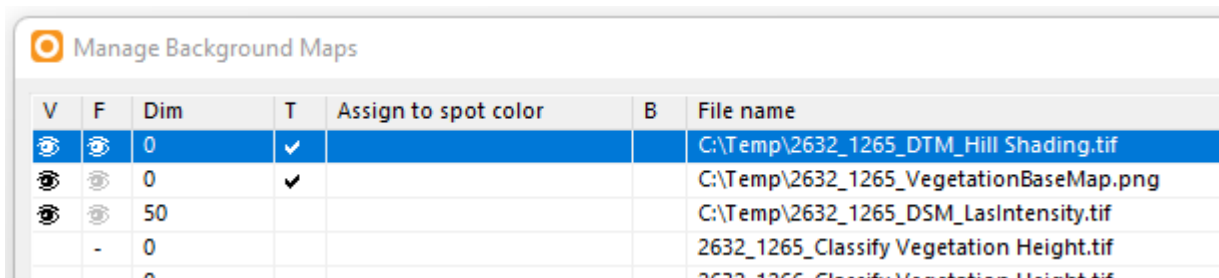
3.4 Display of the base map in OCAD

After completing the wizard and/or importing (further) geodata, the results can be viewed in OCAD.




All raster maps are listed in the menu **Background Maps > Manage**. You can change the visibility (V) and the order of the background maps there.

The background map at the top of the list is displayed in the OCAD window before the other background maps.



The transparency (T) of the background map can also be set here. For example, an aerial photograph can be combined with a vegetation height map.

 The transparency cannot be set later in the OCAD Sketch app.

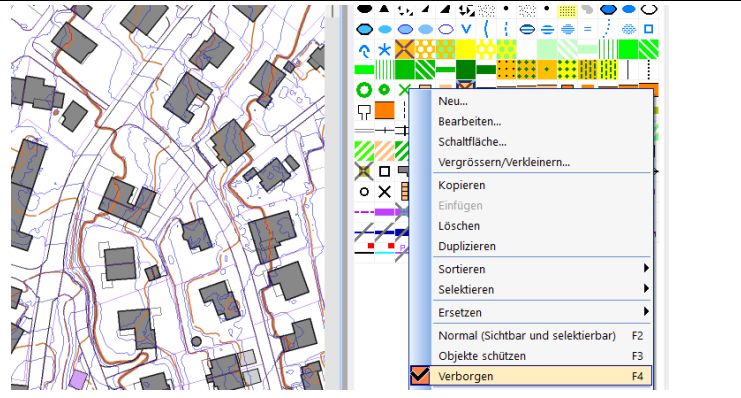
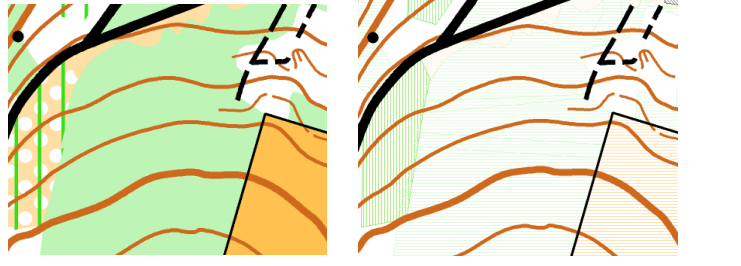
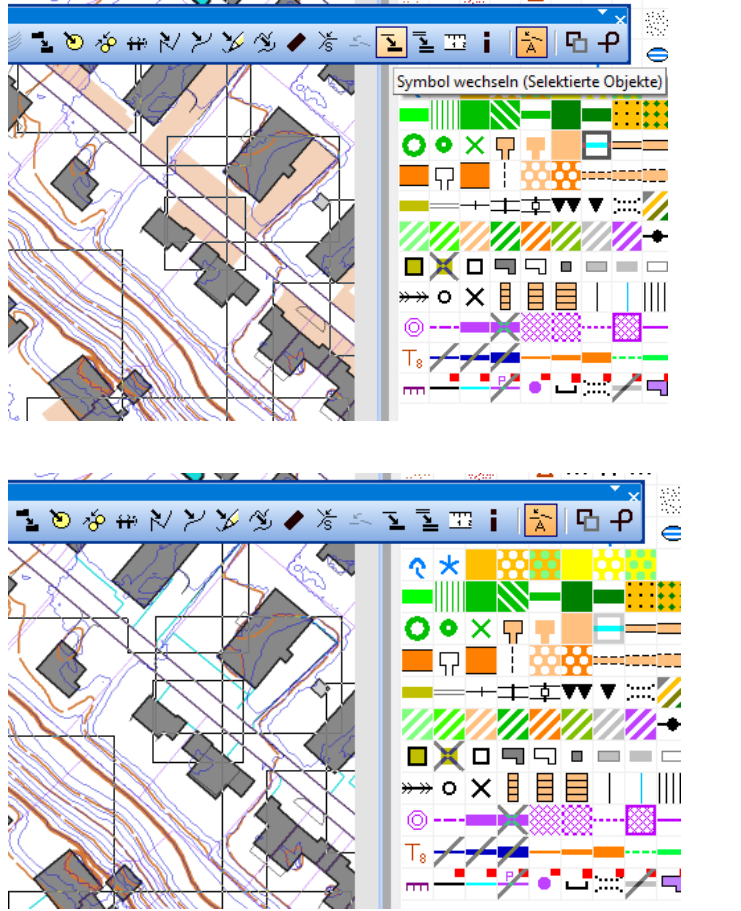
Switch to **Draft Mode** in the **View** menu.

This makes the drawing area transparent, and the background maps are visible under the map.

A slider appears in the **view toolbar** to adjust the opacity of the Map/Map (M) and the Background Map/Background




Dark area signatures in the base map can be disturbing for the terrain mapping, as the sketches do not appear well legible on them. The following functions help you to tackle this problem.

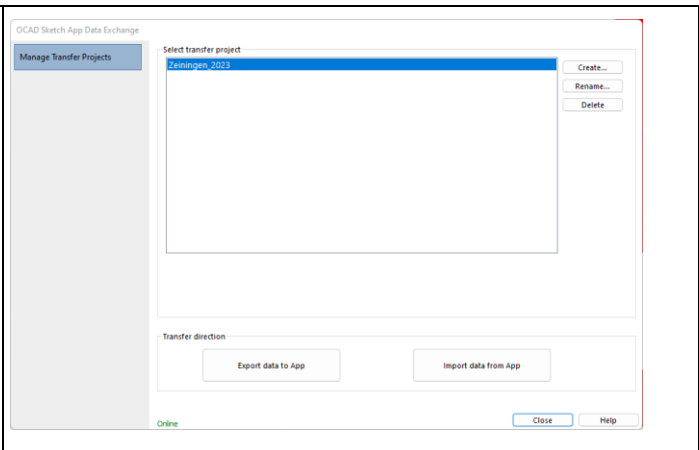

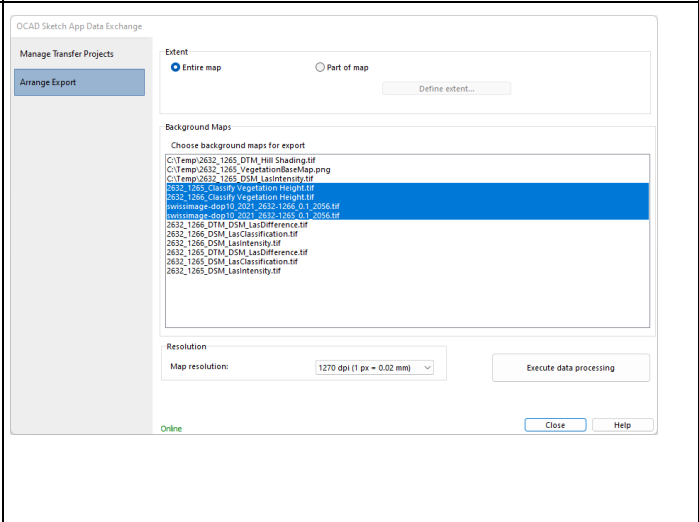
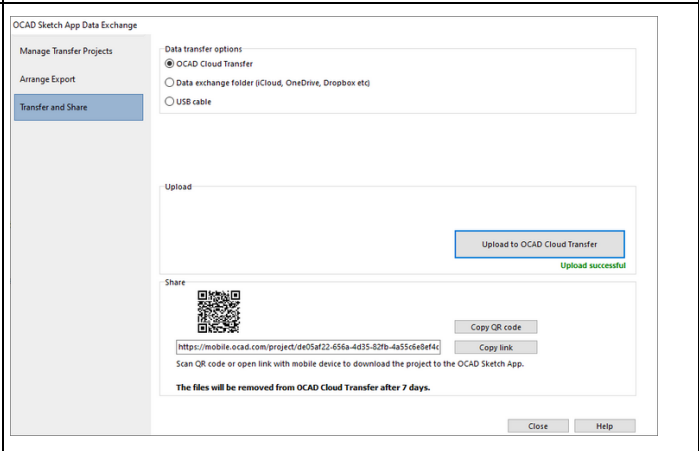
<p>Hide irrelevant symbols for the terrain survey</p> <p>Right-click on the icon (e.g., Open Area, Paved Area, Prohibited Area) in the icon box and click Hide (or press F4).</p>	
<p>Hatch Areas</p> <p>Menu View > Hatch Areas</p>	
<p>Convert area symbols to line symbols</p> <p>Create a new line symbol (menu Symbol > New > Line symbol) or duplicate existing line symbol (right-click on symbol in the symbol box > Duplicate).</p> <p>Right-click on the area symbol in the symbol box that is to be converted into a line symbol > Select Objects by Symbol</p> <p>All objects of this symbol are selected.</p> <p>Select the new line symbol in the symbol box.</p> <p>Menu Object > Change Symbol (Selected Objects)</p> <p>The selected objects are assigned to the new line symbol.</p>	


We have now created many and high-quality recording bases and know how to display them in OCAD.

Next, we transfer our project to the OCAD Sketch app for terrain mapping.

4 Transfer of the base map into the OCAD Sketch App

 When exporting to OCAD Sketch App later, raster tiles are created from the current map view (as the map appears on the screen). If you want to show or hide certain OCAD symbols, you must do this before the OCAD Sketch App Data Exchange.

<p>Menu File > OCAD Sketch App Data Exchange</p> <p>Create a new transfer project and enter a name.</p> <p>Select Export data to app as the transfer direction.</p>	
<p>Area</p> <p>As an area you can select the <i>Entire Map</i> or <i>Part of Map</i>. The latter can make sense for large map projects.</p> <p>Select for the Entire map area.</p> <p>Background Maps</p> <p>Select the background maps you want to export.</p> <p> Press the CTRL key to select several background maps.</p> <p>Resolution</p> <p>Leave the map resolution at the suggested value.</p> <p>Click on Execute data processing.</p>	
<p>Data transfer options</p> <p>Select the OCAD Cloud Transfer.</p> <p>Upload</p> <p>Now click Upload to OCAD Cloud Transfer.</p> <p>Depending on the size of the project, this may take a moment.</p> <p>Share</p> <p>A green hint shows you whether the upload was successful. The QR code and the link are displayed.</p>	

 **More about OCAD Sketch App Data Exchange:**
https://www.ocad.com/wiki/ocad/en/index.php?title=OCAD_Sketch_App#OCAD_Sketch_App_Data_Exchange

5 Mapping in the field

5.1 Installation OCAD Sketch App

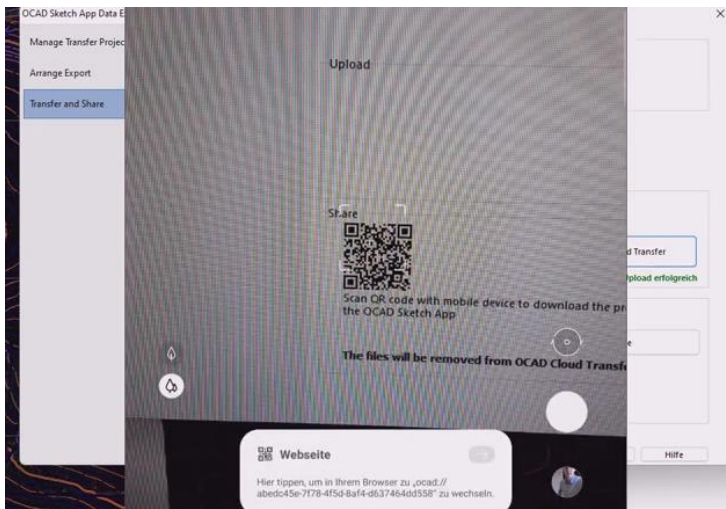
The OCAD Sketch App is an app from OCAD for mobile Android and iOS devices, such as tablets or smartphones. The OCAD Sketch App can be downloaded for free from Google Play Store (Android) or Apple App Store (iOS). Search for *OCAD Sketch*.

Further information on the app is available at <https://www.ocad.com/app>

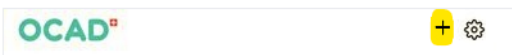
➔ Install the OCAD Sketch App.

5.2 Import project into the OCAD Sketch App

Scan with your mobile device the QR code previously generated in OCAD Desktop (photo or QR Scan App) and confirm to open the link. The project is automatically loaded into the OCAD Sketch App. Your mobile device needs an internet connection for this process.

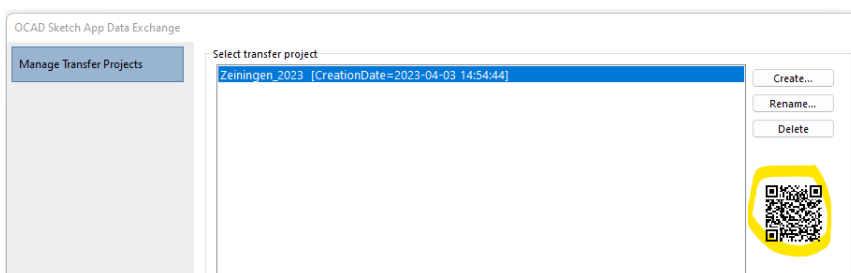


Alternatively, you can open the link (e.g., <https://mobile.ocad.com/project/af1bc2df-2abc-42a7-a190-0eeb97fb1e95>) directly on your mobile device in the browser or open the app and click on the "+" sign and enter the project ID (e.g., af1bc2df-2abc-42a7-a190-0eeb97fb1e95).



You can also copy the QR code or link to the clipboard and send it to another person by e-mail, SMS, WhatsApp, etc.


The QR code is also displayed in OCAD Desktop under Menu **File > OCAD Sketch App Data Exchange** in the *Manage Transfer Projects* area when you select the newly uploaded project there.



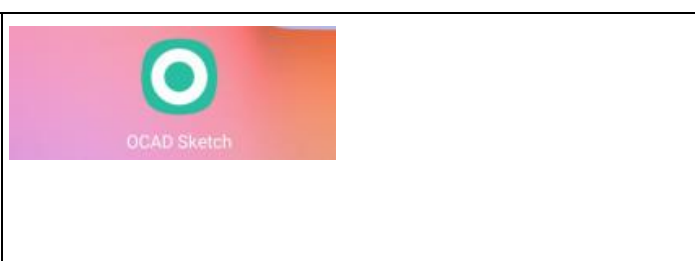


5.3 Terrain mapping with the OCAD Sketch App

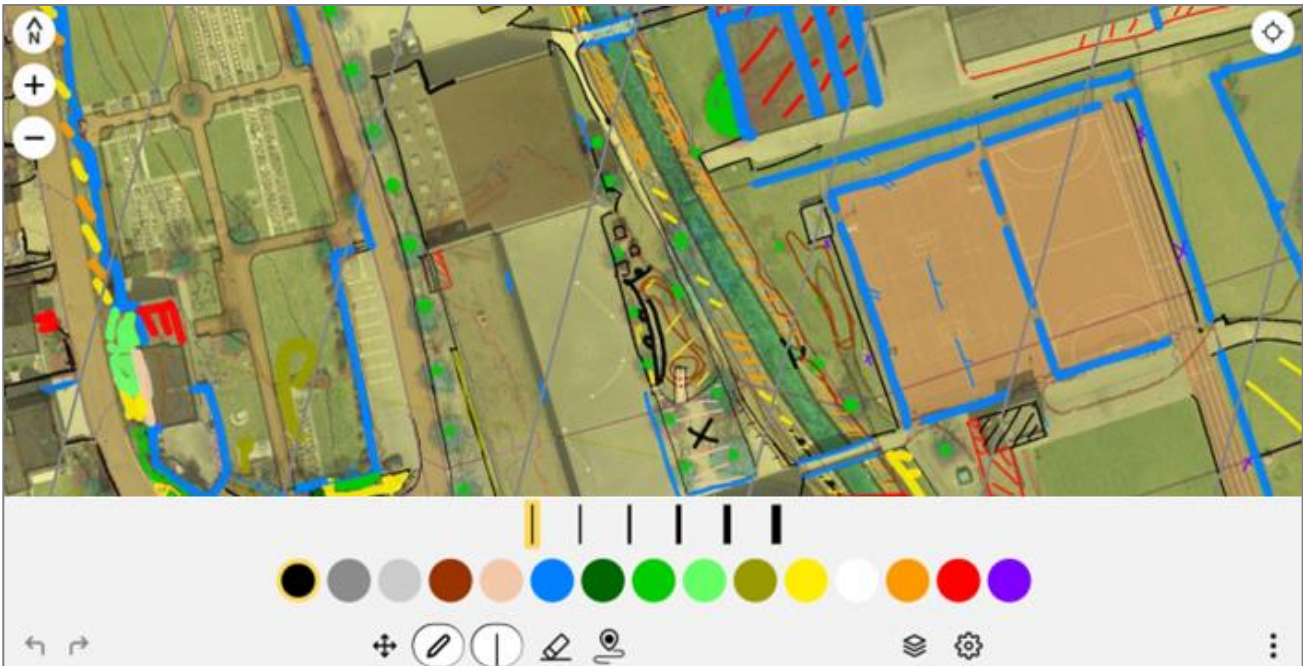
Mobile mapping with the OCAD Sketch App has several advantages over a traditional pen and paper terrain survey:

- Possibility to switch between different background maps
- Use of GPS for position determination and trajectory
- Different colours and line thickness, plus an eraser tool
- Manage multiple projects on one device
- Promote collaboration thanks to OCAD Cloud Transfer (event adviser, controller, course setter with map maker)
- No more scanning and matching of the paper sketch necessary, as sketches from app are georeferenced

 Terrain survey with pen and paper

https://www.ocad.com/wiki/ocad/en/index.php?title=Drawing_Orienteering_Maps_in_OCAD#Paper_and_Pen

<p>Open the OCAD Sketch App</p> <p>The first time you work with the app, you will be asked if the OCAD Sketch App is allowed to retrieve the location of the device. Agree if you want to work with the internal device GPS.</p>	
<p>Open the previously imported project.</p> <p>If your device does not have a compass, you will be informed of this when you start a project. Functions that require a compass will not work in this case.</p>	
<p>Start with the terrain survey.</p> <p>Choose a pen colour and a pen width and sketch.</p> <p>Open and dim the different background maps so that you see as much information as possible.</p> <p>Learn more about the functionality of the OCAD Sketch App in the next section.</p>	





OCAD Sketch App user interface

The OCAD Sketch App includes the following functionality:


Finger gestures


- 2 Finger gestures: Use 2-finger gestures to zoom, pan and/or rotate the map.
- 1 Finger: Use 1-finger gestures with the tools in the lower toolbar:
 - o Pan / Draw sketch / Erase sketch
 - o Double tap with 1 finger to zoom in (only if the Pan tool is active)


Undo/Redo (Draw/Erase)


-  Undo the last draw/erase operation
-  Redo the last draw/erase operation

Layers

 Show/hide/dim layers (map and background map)

 You can make a background map visible or hide it by clicking the checkbox.

 Drag a background layer to a different position in the list (change order). Background maps at the top of the list are displayed before background maps at the bottom of the list.

 Dim a background map, i.e. make the background map appear brighter. Slider to the right means the background map is displayed in its original colors. Slider to the left means the background map appears completely white or transparent.

Settings (GPS, Compass, North Lines...)



Show current position: Shows your current position based on the GPS of your device. Your project must be correctly georeferenced, and you must be within the project extent to see your position.

Show position precision: Shows the expected accuracy of your current position.

Log position to file: Logs your position to a file that can later be imported into OCAD Desktop.

Show positions log tail: Shows the position history. Adjust its colour and length if necessary.

Only show today's tail (Only show today's position history): Shows only the position history of the current day.

Show north lines: Shows the north lines on the map. Adjust the distance between the north lines if necessary.

Show compass: Displays the compass. Only available if your device has a built-in compass.

Save backup versions: Automatically saves a backup copy of your project according to the specified backup interval.

Straighten lines: If you stop drawing for 1 second and still press the on the display, the previous line segment(s) will be straightened. This option can be activated always, never or only for scales 0 - 1:5000 (sprint maps).

Project management



Close Project: Closes your project.

Align North / Maximize



If the map view is rotated -> Reset rotation of the map view (north lines parallel to the device screen).



If the map view is not rotated -> Show the entire map.

Zoom



Enlarge / Zoom in



Reduce / Zoom out

👉 You can also zoom in/zoom out with 2-finger gestures.

Positioning



Single tap: Centre map to current position (1 x)



Double tap: Centre map to position (permanently).

👉 Centre map only works if *Show current position* is activated.

Compass



Single tap: Rotate map view to current magnetic north (1 x)



Double tap: Rotate map view to magnetic north (permanent).

👉 If your device does not have a compass, this tool is not visible.

Pan



Pan the map with a pen or 1-finger gestures. Double-click to zoom in.

✎ You can also zoom in/out using 2-finger gestures.

Draw sketch



Click on the Draw Sketch button. Now you can sketch with the specified line colour/width.

You can either draw with your fingers or with a capacitive pen, which is advantageous for precise drawing (e.g., Samsung S Pen on Samsung Galaxy Note/Tab). In cold weather, a pen and gloves are suitable.

All your drawings are saved automatically. You do not need to save the file. When you have finished sketching, simply close the project.

Choose sketch width / colour



Click on the button Choose Sketch width / colour if you want a different colour or line width for sketching.

There are 6 different line widths and various colours available. On devices with a small screen (e.g., smartphones) you can scroll to the left to see all colours.

The line widths are: 0.05 mm | 0.10 mm | 0.2 mm | 0.4 mm | 0.6 mm | 0.8 mm

Erase sketch



Erase objects by moving the eraser over them. The further you zoom out, the faster you can erase sketches.

Start/stop GPS tracking



Current colour/width is used.

Double tap creates a point feature (start/stop at the same position)

GPS tracking helps you determine your current position. You can either use the internal GPS of your device (standard) or connect to an external GPS.

GPS recording is only active when the app is in the foreground.

5.4 Tips for the terrain survey

Generalisation

The accuracy of the basic data and the possibility of zooming in on the map can lead to too many objects being recorded.

- *Generalize:*

Do not try to map every detail that is visible in the base data. Ask yourself whether this object is important for orientation in the terrain and would be suitable as a post location.

- *Objects do not have to be exactly in the right position:*

Map objects may be moved or enlarged for better readability. It is also more important to draw objects in the right relation to the other objects than exactly in the right place.

- *Sketch already with the correct line width*

The line widths are: 0.05 mm | 0.10 mm | 0.2 mm | 0.4 mm | 0.6 mm | 0.8 mm

It makes sense to sketch objects immediately in the correct width according to ISOM/ ISSprOM. In this way you can avoid too many objects being included when the map is zoomed in strongly.

ISSprOM 2019:

Step or edge of a paved surface: 0.1 mm
Elevation curve: 0.21 mm
Impassable walls/fences/hedges: 0.4 mm

ISOM 2017:

Form line: 0.15 mm
Contour lines, narrow rides: 0.21 mm
Path: 0.27 mm
Index contour, passable cliffs: 0.38 mm
Impassable cliffs, road: 0.52 mm

GPS

The internal GPS of most tablets and smartphones is good enough. If your device does not have an internal GPS, you can connect an external GPS (e.g., Garmin Glo) via Bluetooth.

Pens

The app can also be used with fingers. However, for precise drawing, a pen (e.g., Samsung S Pen on Samsung Galaxy Note/Tab) is an advantage. In cold weather, a pen and gloves are suitable.

Battery life

The battery life depends on the device itself, the external conditions (temperature, required screen brightness), as well as the app use (e.g., GPS, automatic compass alignment). We recommend taking a strong power bank with you when mapping. When mapping with a tablet, it makes sense to load the project onto the smartphone as a backup so that you can continue working with it in an emergency.

Device settings

Lock the screen orientation in the settings of your mobile device so that it does not constantly switch between portrait and landscape format when mapping.

Device recommendations


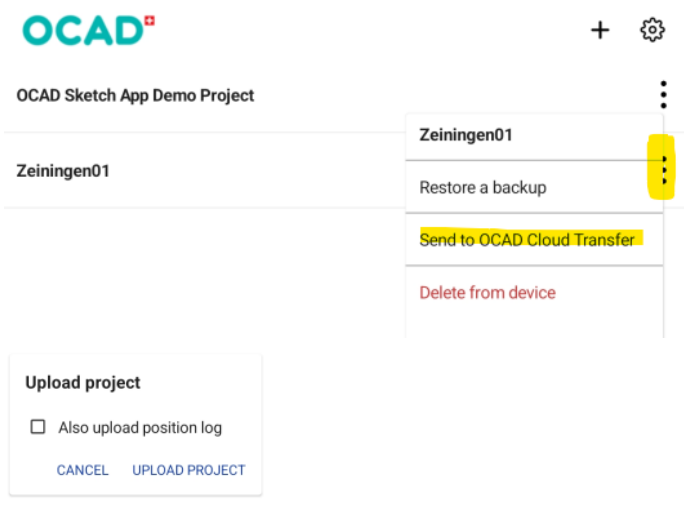
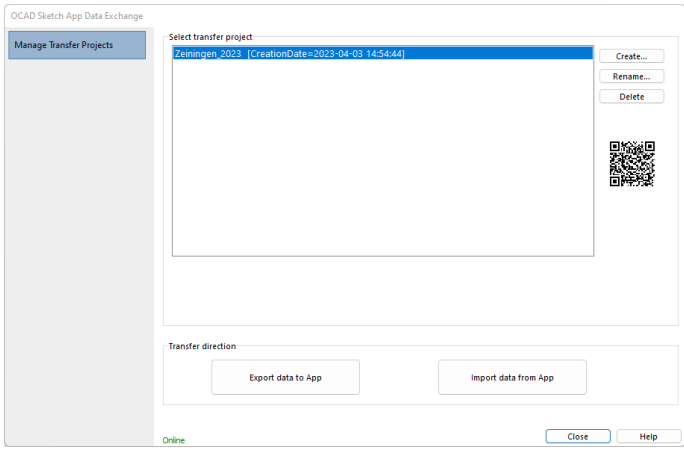
In our OCAD Wiki we have noted some device recommendations:

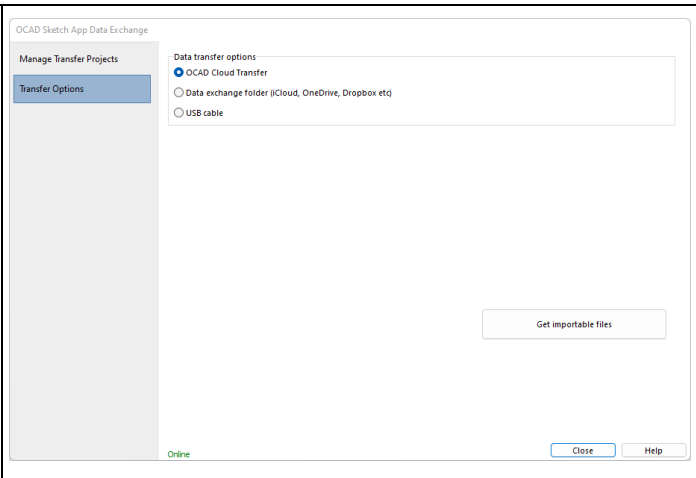
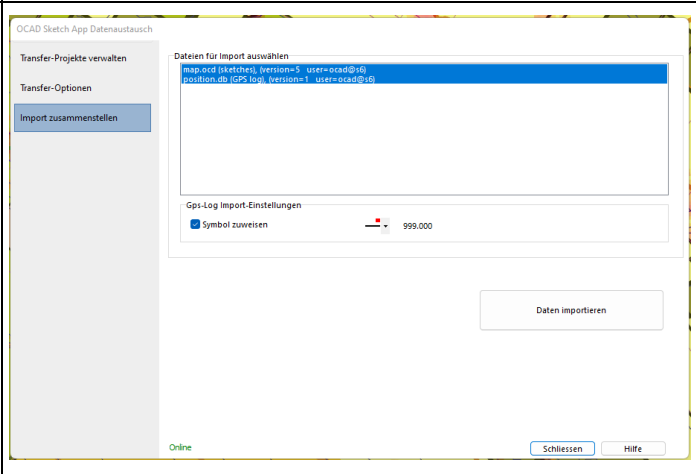
https://www.ocad.com/wiki/ocad/en/index.php?title=Technical_Data#Recommendations

When buying a device, make sure that GPS and compass are available.

6 Importing the Sketches into OCAD Desktop

6.1 Import project into OCAD Desktop

<p>Close your project in the OCAD Sketch App.</p> <p>👉 All your sketches are always saved automatically. Manual saving is not possible. When you have finished drawing, you can simply close the project.</p>	
<p>Select Send to OCAD Cloud Transfer in the project settings.</p> <p>Select Also upload position log to be able to view your position history as well.</p> <p>The project is loaded into the OCAD Cloud, from where you can import it back into OCAD Desktop.</p> <p>👉 Your mobile device needs an internet connection for this process.</p>	
<p>In OCAD Desktop, go to Menu File > OCAD Sketch App Data Exchange and select your map project.</p> <p>This time, click Import data from App.</p>	

<p>Select OCAD Cloud Transfer as the data transfer option and click Get importable files.</p>	
<p>Select the files for import. Press the CTRL key to select multiple files.</p> <ul style="list-style-type: none"> - <i>map.o cd</i> Contains the sketch objects. - <i>position.db</i> Contains the position history. You can select any symbol to display the position history in OCAD. <p>Click on Import aata. Close the dialogue. The sketches are now available in OCAD Desktop.</p>	

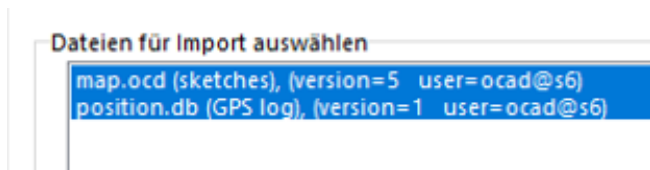
6.2 Upload the sketches again

Usually a map is not drawn in one day, but the terrain survey and drawing on PC alternate several times until a map is finished.

You have two options for this:

- **Overwrite existing project**

In the OCAD Sketch App you can open an existing project as you wish and continue mapping. If you upload the project again, it will be indicated in brackets that it is a new version when you import it into OCAD Desktop.



- **Create new transfer project**

Before each terrain survey, create a new transfer project (e.g., Project_xy_02) and load it in the OCAD Sketch App. This can be useful if you have already drawn parts of the map.

6.3 Cooperation of several map maker

When uploading a map project to OCAD Cloud Transfer, you will receive a QR code and link that you can share.

It is important to bear in mind:

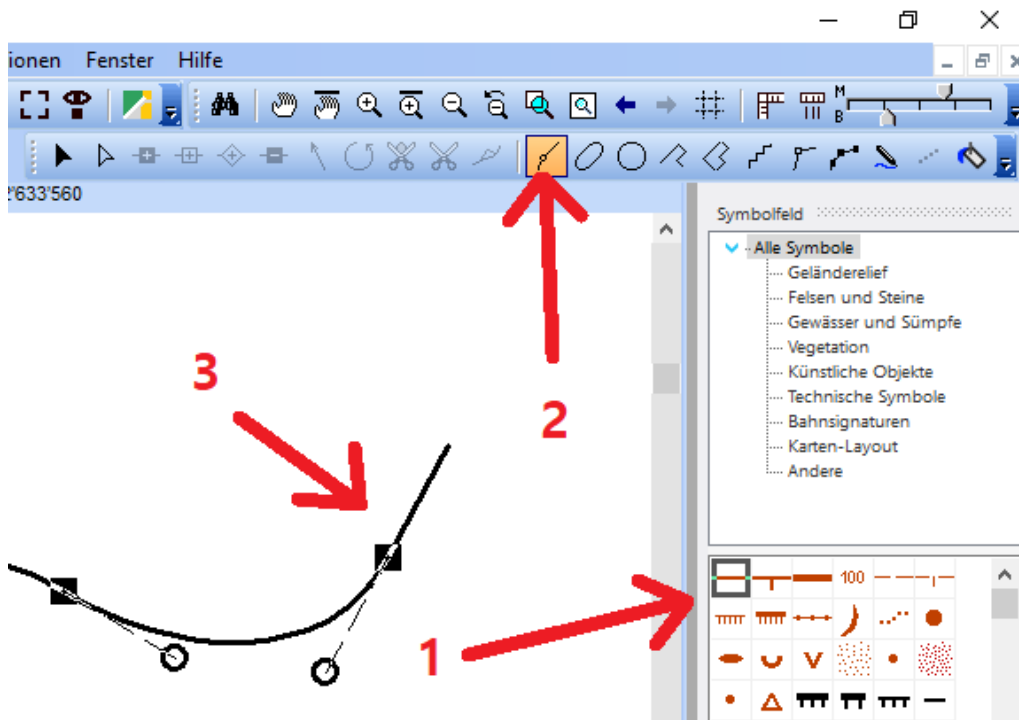
- It is possible for different mappers to use the same QR code/link to download the project, work with it in the OCAD Sketch App and then upload it again using OCAD Cloud Transfer.
- The sketches can only be imported into OCAD Desktop in the map file with which the project was created.
- Alternatively, the sketches can be imported into OCAD under menu **Sketch > Import**. To do this, select the file *map.ocd* from your internal device memory (Android\data/com.ocad.mobile/files/...).

7 Draw map objects

Now that we have imported the sketches of the terrain survey into OCAD Desktop, you can start the final drawing.

7.1 Drawing in general

When drawing, first click on the symbol in the **symbol box (1)**, then select the **drawing tool (2)** in the **toolbar** and then draw the **object** in the **drawing area (3)**.



There are six different symbol types:

- Point symbol
- Line symbol
- Area symbol
- Text symbol
- Line text symbol
- Rectangle symbol

It is advisable to draw the point and line objects first and the area objects only at the end because these cover the background map.



Draw the paved area (area with colour *brown 30%*, symbol 501.002) only at the very end by drawing an object over the whole map perimeter. As the colour *brown 30%* is at the bottom of the colour table, only the white areas are filled with it and no objects are overdrawn.

7.2 Draw point objects

For point objects, a distinction is made between objects that are oriented to the north (e.g., small depression, hole, tower) or have no orientation (e.g. knoll, stone) and objects that are to be drawn oriented (e.g. spring, cave).

<p>Point objects, oriented to the north</p> <ol style="list-style-type: none"> 1. Click on the symbol in the symbol box 2. Select any drawing tool in the toolbar 3. Click once with the left mouse button at the desired position in the drawing area. <p>The object is shown aligned to the north.</p>	
<p>Point objects, aligned</p> <ol style="list-style-type: none"> 1. Click on the symbol in the symbol box 2. Select any drawing mode in the toolbar 3. Click at the desired position in the drawing area and drag in the desired direction while holding down the left mouse button, release the left mouse button. <p>The object is displayed aligned in the corresponding direction.</p>	

7.3 Drawing line and area objects

Various drawing tools are available for drawing line and area objects:

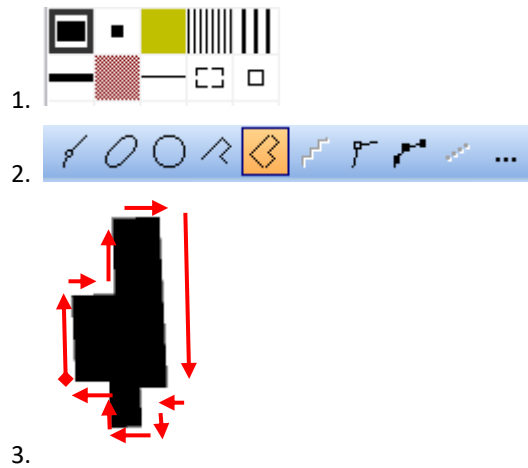
- **Straight line:** fences, walls, power lines etc.
- **Rectangular line:** fences, walls, ruins etc.
- **Rectangular area:** buildings etc.
- **Curve:** Contour lines, roads, paths, streams, ditches, etc.
- **Freehand:** Don't use this drawing tool. It is obsolete.

7.3.1 Straight line, rectangular area and rectangular line

<p>Straight</p> <ol style="list-style-type: none"> 1. Click on the symbol in the symbol box. 2. Select the drawing tool Straight line mode. 3. In the drawing area, position the cursor at the starting point of the straight line and drag the mouse in the desired direction while holding down the left button. 4. Insert corner point: Release the left mouse button and press again to draw the next straight line segment. 5. Exit: Click with left mouse button. 	
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Rectangular area

1. Click on the symbol in the symbol box.
2. Select the **Rectangular mode** drawing tool.
3. In the drawing area, position the cursor at the starting point of the longest side and drag the mouse along the longest side to the next corner while holding down the left button.
4. At the corner, release the left mouse button, press again, and drag to the next corner.
5. Exit: On the second last page by clicking with the left mouse button.



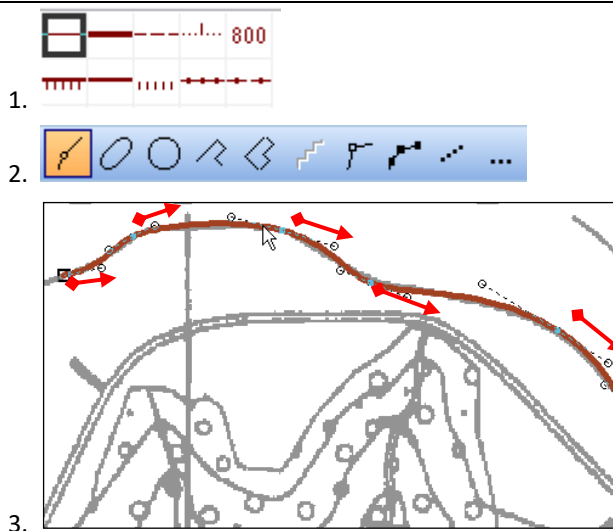
7.3.2 Curves

The **Curve** drawing tool is used for drawing contour lines, but also for paths, tracks, roads, gullies, ditches, streams etc.

Bézier curves should be drawn with as few support points as possible. This results in a smooth curve image and facilitates later corrections. It is worth investing time so that you can use this drawing tool efficiently and correctly.

Curve mode

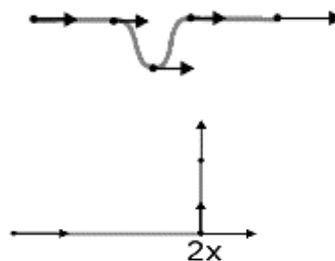
1. Click on the symbol in the symbol box.
2. Select the **Curve mode**.
3. In the drawing area, position the cursor at the starting point of the curve and drag the mouse tangentially to the desired radius while holding down the left button. Release the left mouse button.
4. Insert interpolation point: Press the left mouse button and drag tangentially to the desired radius again and then release it.
5. Exit: Click with left mouse button.





Slight curvatures: Position the vertex at the **curvature points**.

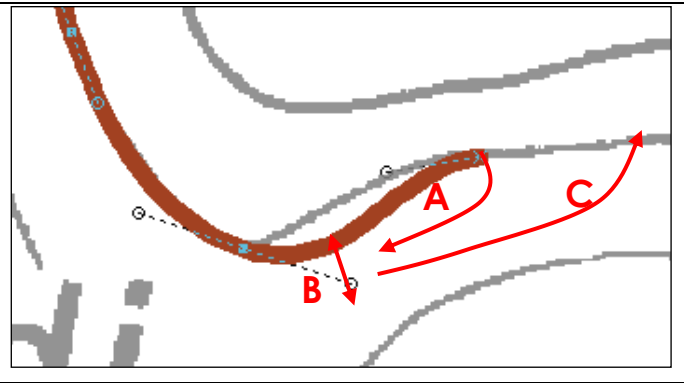
Strong curvatures (e.g. depression): Position a vertex before the curvature, in the curvature maximum and after the curvature.

You can create a corner vertex by dragging two tangents from the same vertex point. Curve: Tangents 2 and 3 start at the same point but move in different directions. A **Corner vertex** is created.



 **Delete vertex:** While drawing press the **Backspace** key, the vertexes are deleted in reverse.



 **Edit tangent point:** While drawing it is possible to edit the least two tangent points:
 Before you click with the mouse for a new vertex, release the mouse and go to the tangent point **(A)**. The edit tool change temporary to **Edit Vertex** and the tangent point can be edited **(B)**. Then you can continue drawing **(C)**.

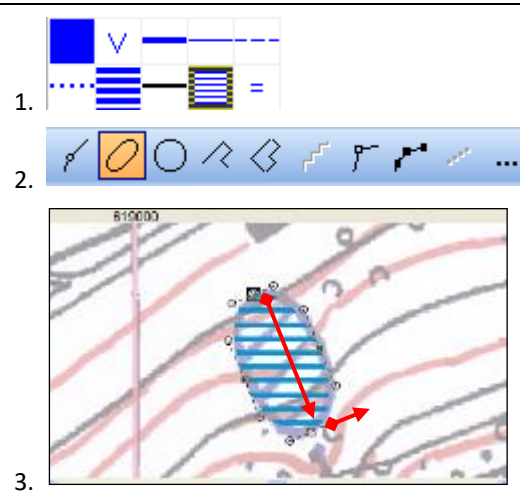


7.3.3 Ellipse and circle

Ellipse and circle

1. Click on the symbol in the symbol box.
2. Select the drawing tool **Ellipse** or **Circle**.
3. **Ellipse:** In the drawing area, position the cursor at the starting point of the ellipse axis and drag along the axis while holding down the left mouse button, release the mouse button. Press the left mouse button again and drag the second axis.
Circle: In the drawing area, position the cursor at the edge of the circle and, while holding down the left mouse button, draw the diameter, release the mouse button.

-  With the Shift key held down, the circle is drawn from the centre.
-  If necessary, the shape of the ellipse or circle can then be changed by moving the support points.



7.3.4 Drawing tips

Draft mode

To make the background maps visible under the map, the drawing area can be made transparent:

Menu **View > Draft Mode**.

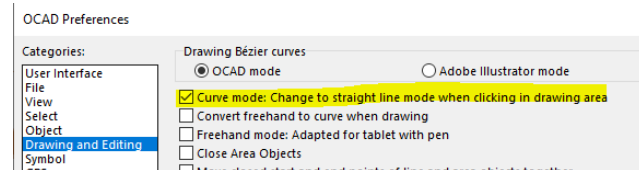
A slider appears in the **view toolbar** with which the opacity of the map (**M**) and the background maps (**B**) can be adjusted.



Combination Curve mode and Straight line mode

First select the following settings in the menu **Options > OCAD Preferences** as shown in the graphic on the right.

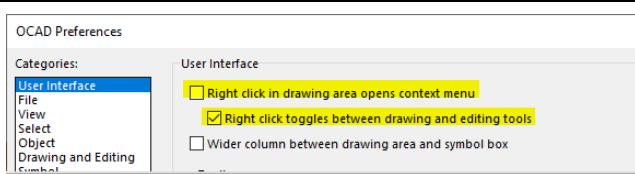
1. Select a line or area symbol in the symbol box.
2. Select the Curve mode
3. Each left click inserts a new vertex
4. Instead of just left-clicking, a Bézier curve can be drawn with clicking and dragging



Close objects with right mouse button

In the **Options > OCAD Preferences** menu, select the following settings as shown in the graphic on the right.

1. Draw object
2. Right-click to close the object and switch to edit mode.
3. Another right-click switches back to drawing mode.

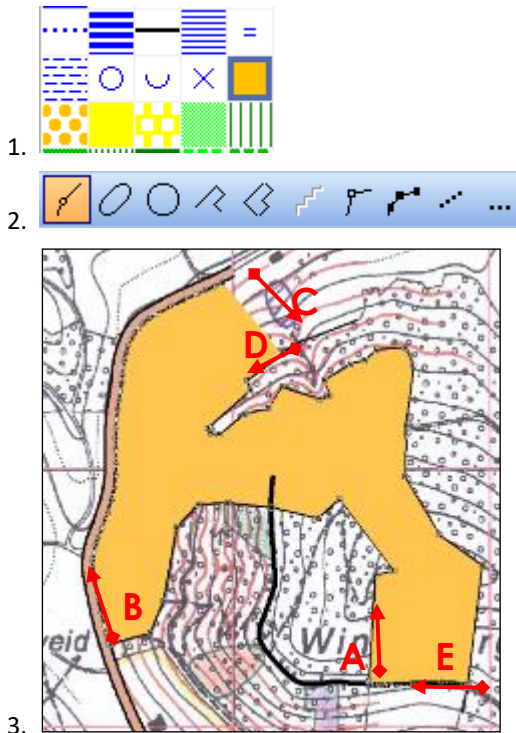


Following Existing Objects

Area objects are often limited by line objects. You can follow existing line or area objects without having to redraw them. (e.g. draw Open Land along the street and the cultivation boundary)


1. Choose a symbol in the symbol box.
2. Select a drawing tool.
3. Press the **Ctrl** key and click on the starting point of the existing object with the left mouse button **(A)**. Click the cursor at the ending point and then release the mouse button **(B)**. Press the left mouse button at the starting point on the street line **(B)** and release the mouse button at the finish point **(C)**. Go so on to **(D)+(E)**.

The **Ctrl** key has to be pressed always except if you want to draw middle sections without following an object.

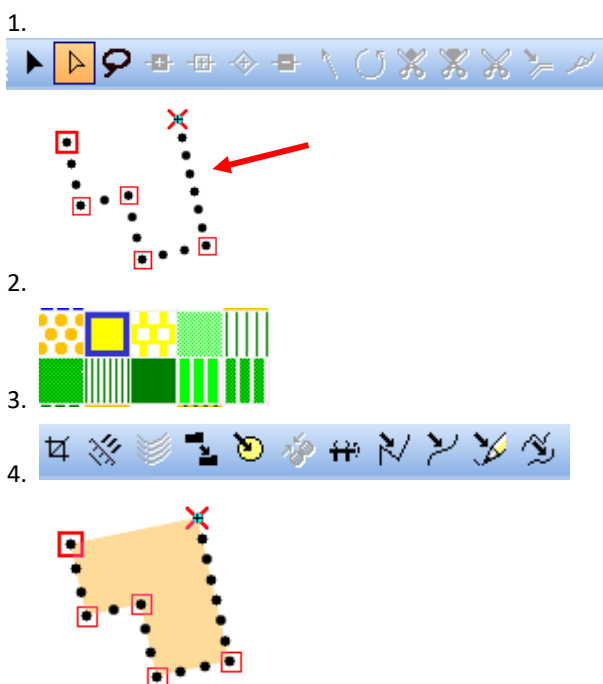


Fill/Border

An existing line or area can be filled with an area object. (e.g. cultivation boundary filled with rough open land)

1. Select the **Select Objects and Edit Vertex** icon in the toolbar.
2. Click on the object (cultivation boundary).
3. Click on a symbol (rough open land) in the symbol box.
4. Click on the **Fill or make border** icon  in the **Edit Functions Toolbar**.

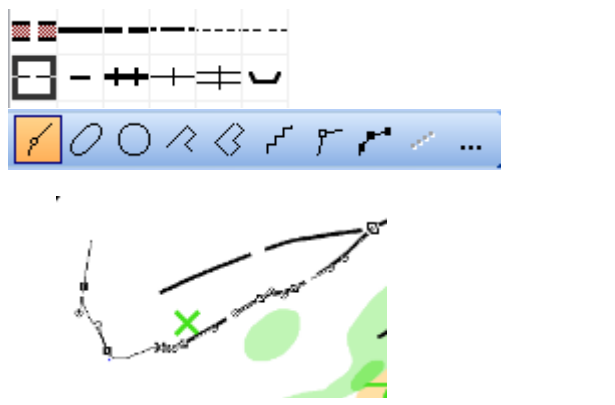
The line object is filled with the area object.



Continue existing objects

An existing object can be continued. (e.g. continue narrow ride)

1. Select the symbol and the drawing tool
2. Press the **Shift** key and click on the end of the object and continue drawing.



8 Edit map objects

8.1 Editing in general

Numerous editing tools and functions are available for editing map objects:

Edit tools in the **Edit and Drawing Toolbar**




Edit functions in the **Edit Functions Toolbar**





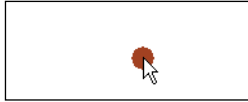



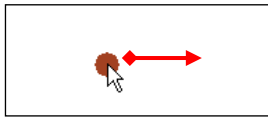

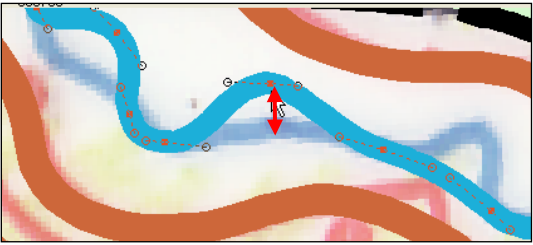

Depending on whether no object, one or several are selected and depending on the object type (point, line, surface), the usable editing tools and functions are active.






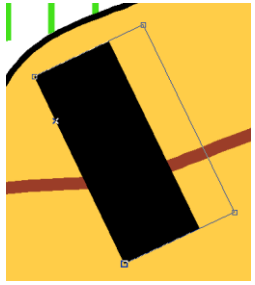



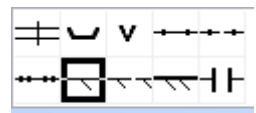


To edit an object, it must first be selected:

Select and Edit Object(s)  e.g. move an object

Select Object and Edit Vertex  e.g. insert, move, remove a vertex


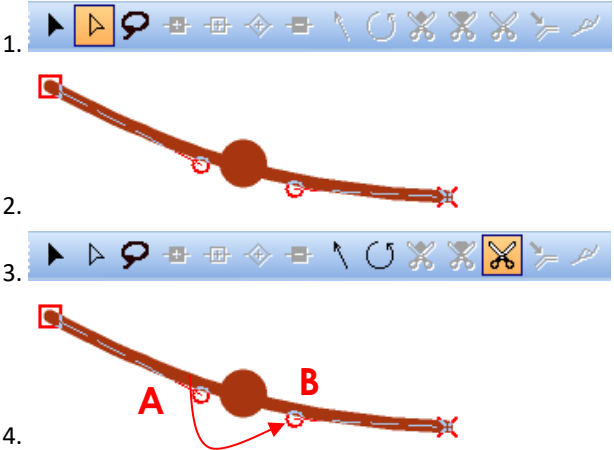

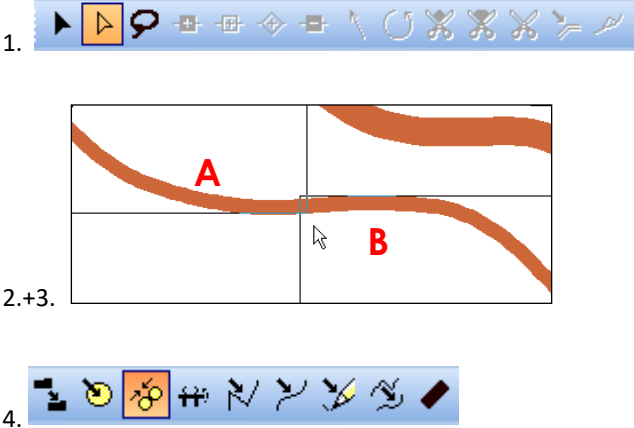

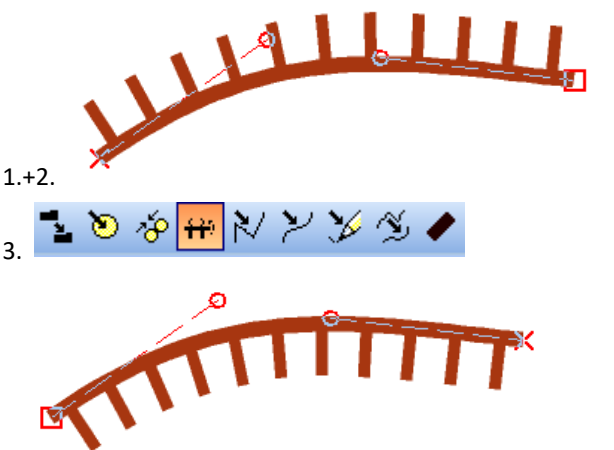

8.2 Delete, Move, Change History, Change Icon

<p>Delete an Object</p> <ol style="list-style-type: none"> 1. Select the Select and Edit Object(s) icon in the Edit and Drawing Toolbar. 2. Click on the Delete key.  	<ol style="list-style-type: none"> 1.  2. 
<p>Move an Object</p> <ol style="list-style-type: none"> 1. Select the Select and Edit Object(s) icon in the Edit and Drawing Toolbar. 2. Click on the object and move it to the new position with the left mouse button pressed. Release the left mouse button to finish the movement. <p> Use the arrow keys</p> <p> Use the Shift key and the arrow keys to move the object rapidly.</p>	<ol style="list-style-type: none"> 1.  2. 
<p>Move Vertices (e.g. change the watercourse line).</p> <ol style="list-style-type: none"> 1. Select the Select Objects and Edit Vertex icon in the Edit and Drawing Toolbar. 2. Click on the line object 3. Move the vertex to the new position with the left mouse button pressed. Release the left mouse button to complete. 	<ol style="list-style-type: none"> 1.  2.+3. 
<p>Add a Vertex</p> <ol style="list-style-type: none"> 1. Select the Normal Vertex icon in the Edit and Drawing Toolbar and click on the position to add it. 	<ol style="list-style-type: none"> 1. 

<p> A Vertex can also be added, when you press the Shift and Ctrl key simultaneous while clicking on the object.</p>	
<p>Remove Vertex</p> <p>1. Select the Remove Vertex icon in the Edit and Drawing Toolbar and click on the vertex to remove it.</p> <p> Several vertexes can be removed, when you press the Ctrl key and go with the mouse over the vertexes.</p>	<p>1. </p>
<p>Change vertex type</p> <p>Click on a vertex with  holding down CTRL + space bar = change vertex type</p> <p>In the example to the right, the results is a change of the dashing of the object.</p>	
<p>Move Segments</p> <p>To move two vertexes together, click between the vertexes and move it with the pressed left mouse button to the new position.</p>	
<p>Change Symbol</p> <p>(e.g. change a high fence to a fence)</p> <p>1. Select the Select and Edit Object(s) icon in the Edit and Drawing Toolbar.</p> <p>2. Click on the object (e.g. High fence).</p> <p>3. Click on the new symbol in the Symbol Box (e.g. Fence).</p> <p>4. Click on the Change Symbol icon  in the Edit Function Toolbar. The object changes to the new symbol.</p> <p>5. You can change object of the same type by choosing the change all objects icon.</p>	<p>1. </p> <p>2. </p> <p>3.  522.000 Zaun</p> <p>4. </p>
<p>Protect or hide objects</p> <p>Protecting or hiding objects can be useful:</p> <ol style="list-style-type: none"> 1. Select one or more symbols 2. Press F3 (protect objects) or F4 (hide objects) 3. Press F2 to make the objects visible and selectable again. <p>Protect objects</p> <p>The objects (e.g., plot boundaries) are still displayed, but cannot be selected by mistake.</p>	

<p>Hide object</p> <p>The objects are no longer visible, but still present.</p>	
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8.3 Edit line objects

<p>Cut a Line</p> <p>(e.g. break the contour at a small knoll).</p> <ol style="list-style-type: none"> 1. Select the Select Objects and Edit Vertex icon in the Edit and Drawing Toolbar. 2. Click on the line object. 3. Select the Cut icon in the Edit and Drawing Toolbar. 4. Click on the first intersection (A), move the cursor with the pressed left mouse button to the second intersection (B). Release the left mouse button. There will now be a gap between the two points. <p> If the lines should be divided, click at the position once.</p>	
<p>Merge Lines</p> <p>(e.g. merge two contours).</p> <ol style="list-style-type: none"> 1. Select the Select Objects and Edit Vertex icon in the Edit and Drawing Toolbar. 2. Click on the first object (A). 3. Press the Shift key and click on the second object (B). 4. Select the Merge icon in the Edit Function Toolbar. <p> To do this the connections points have to be in contact.</p>	
<p>Reverse Object Direction</p> <p>(e.g. earth bank, when the slope lines are looking uphill)</p> <ol style="list-style-type: none"> 1. Select the Select Objects and Edit Vertex icon in the Edit and Drawing Toolbar. 2. Click on the object. 3. Select the Reverse Object icon  in the Edit Function Toolbar. 	
<p>Move Parallel</p> <p>(e.g. a watercourse along a track)</p> <ol style="list-style-type: none"> 1. Draw the watercourse following the existing track (see 7.3.4). 	

<ol style="list-style-type: none"> 2. Select the Select Objects and Edit Vertex icon in the Edit and Drawing Toolbar. 3. Click on the drawn object. 4. Select the Move Parallel icon in the Edit and Drawing Toolbar. 5. Click on the watercourse (A) and move it away from the track with the pressed left mouse button (B). 	
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8.4 Edit area objects

<p>Cut Area (e.g. Cut a thicket)</p> <ol style="list-style-type: none"> 1. Select the Select Objects and Edit Vertex icon in the Edit and Drawing Toolbar. 2. Click on the area object. 3. Select the Cut Area icon in the edit toolbar. 4. Click on the first intersection at the border (A), move the cursor to the second intersection at the border with the pressed left mouse button (B). Release the left mouse button. You now have two objects. 	
<p>Cut Hole (e.g. forest in an open land)</p> <ol style="list-style-type: none"> 1. Select the Select Objects and Edit Vertex icon in the Edit and Drawing Toolbar. 2. Click on the area object. 3. Select a drawing mode (Curve, Ellipse, Circle etc.) 4. Draw the hole in the area object. <p>Variation: Draw the hole by following an existing line (see 3.4.2).</p> <p>Ctrl key + click on the starting point (A). set the cursor on the finish point on the line and release the Ctrl key (B).</p>	

9 Manage Sketch objects

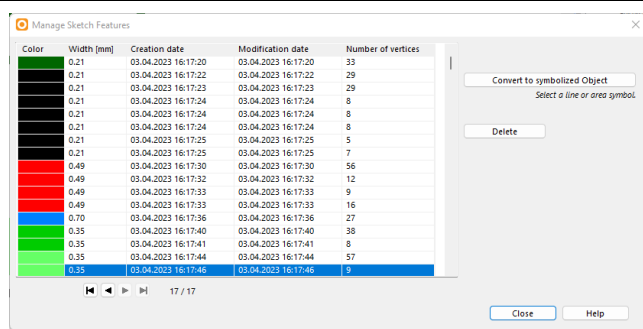
It can happen that during the final drawing certain sketch objects are hardly visible whereas other sketch objects cover already existing OCAD objects.

Whether the sketches should be continuously deleted during the final map drawing is a matter of personal preference. It is certainly important to know the different ways in which sketches can be managed and displayed.

Manage Sketch Features

All sketches are listed under menu **Sketch > Manage Sketch Features**

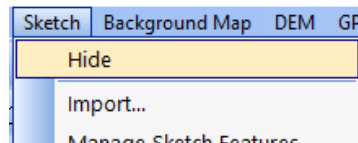
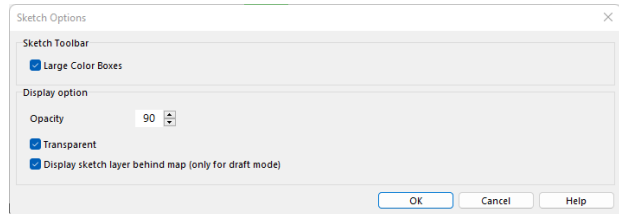
When a sketch is selected in the list, it is displayed in the OCAD drawing area.



Show sketches

Under Menu **Sketch > Options** there are different display options that make sense depending on the situation. We recommend testing different display options.

All sketches can be hidden under menu **Sketch > Hide**.




Delete sketch

The following options are available for deleting sketches.

- Eraser

The eraser in the sketch toolbar can be used to erase sketches completely or partially.

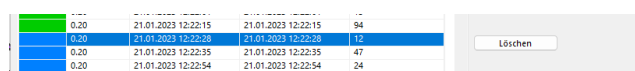
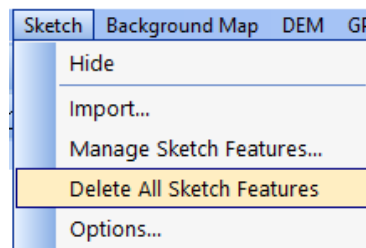
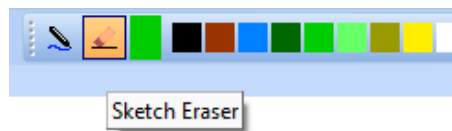
 Depending on the zoom level, sketch objects can be erased with varying degrees of **coarseness**.

- Delete All Sketch Features

Under **Sketch** menu, the corresponding function deletes all sketch objects.

- Manage sketches

Sketches can be deleted individually under **Sketch > Manage Sketch Features**.



Visual inspection

At the end of the final map work, the question arises: Have I worked through all my sketches?

In case the sketches were deleted or erased during the

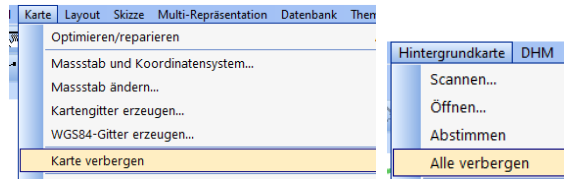
final map work, you can check the list under **Sketch > Manage Sketch Features**.

If the sketches were not deleted during the final map work, a visual check is necessary. To make the sketches clearly visible, the map and background maps can be displayed transparently or not at all.

- Use the slider in the view toolbar to set the opacity of the map (M) and background map (B) to the far left.

or...

- Menu **Map > Hide**
- Menu **Background Map > Hide All**



10 Colours and symbols


Colours

Under Menu **Map > Colours** the colours of the symbols are managed. No colours should be moved or changed in the colour table unless you know exactly what you are doing.

The order of the colours in the colour table controls the overlap: A colour overlaps all colours below it in the colour table when printing.

 <https://www.ocad.com/wiki/ocad/en/index.php?title=Colors>


11 PDF export and printing

 Due to the colour representation, we recommend that you always create a PDF from OCAD first and print this PDF, e.g., in Adobe Acrobat Reader.

Background: OCAD works with CMYK colours. What you see on your screen are RGB colours processed by the Windows Graphics Device Interface (GDI). When you print maps directly from OCAD, the Windows GDI first converts the CMYK values to RGB values and your printer driver converts them back to CMYK values. This can lead to changes in the colour values.

Menu **File > Export**

Select PDF as **export format**

 To export a PDF, you must be in Normal View (View menu > Normal View).

Partial map: any rectangle or standard paper format (e.g. A4 landscape format)

Export scale: Select scale

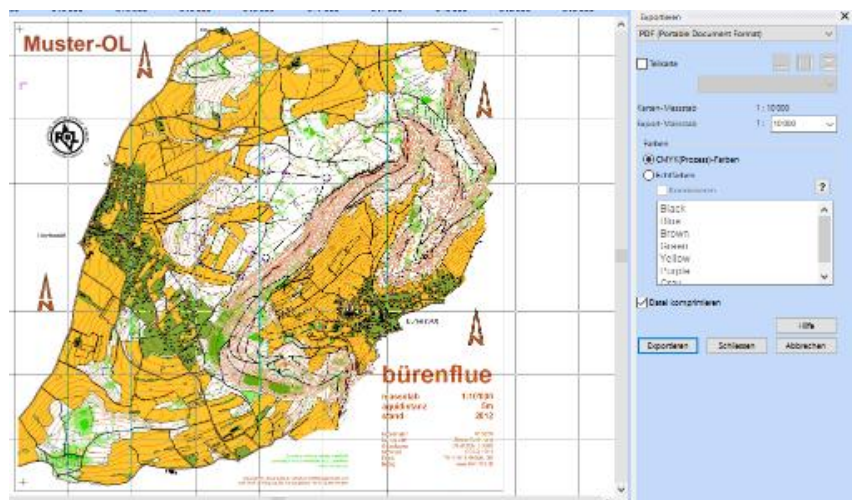
Select **CMYK (process) colours**

Compress file: on/off

-> **Export:** Exports file and saves settings

-> **Close:** Closes dialogue and saves settings

-> **Cancel:** Closes dialogue and **does not** save settings



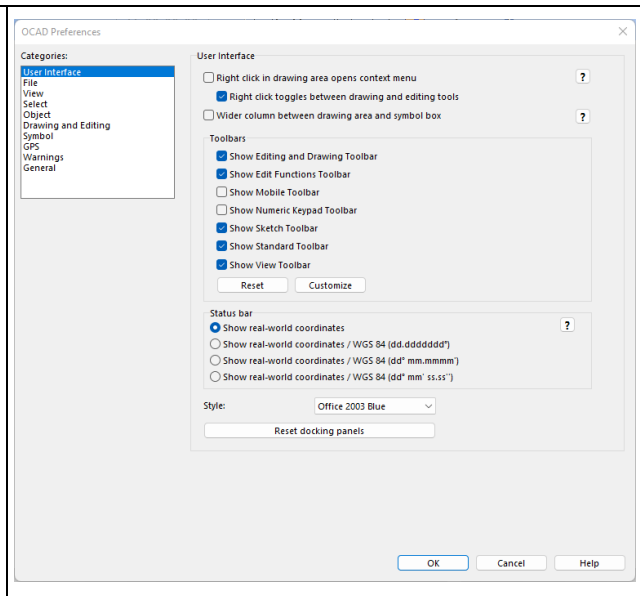
12 Options

OCAD Preferences

In the OCAD Preferences, various settings can be made to adapt OCAD to the personal way of working.

Menu **Options > OCAD Preferences**.

1. Select one of the categories on the left.
2. Make the desired settings on the right.



Language

In OCAD, the language can be changed directly in the programme:

Menu **Options > Language**

Select the desired language.

