


## File

The commands on the *File* menu allow you to save your drawing to a file, open a drawing you created previously, create a new drawing, or save a drawing to a different file. As you create your drawing, you should periodically save it to disk. This will prevent losing your work in case of a system crash or power failure.

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To open a file, choose the *File/Open* command from the menu or click on the open button  on the command tool bar. Choose the *File/Open* command. This will bring up the open dialog. There are a couple of sample files which come with GammaCAD. Double click on the *floorpl.gcl* file name to open it. This drawing will then be displayed in the drawing area.


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If you want to keep the original copy of a drawing and create another copy with some changes, you use the *File/Save as* command. Choose the *File/Save as* command. Enter "tutor4" in the *File Name* box and press Enter. The name in the title bar changes to *TUTOR4.GC1*. Now when you choose the *File/Save* command, the drawing will be saved in the file tutor4.gc1. The original file (floorpl.gc1) will remain unchanged.

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Choose the *File/Save* command by clicking on the save button  on the command tool bar. The program will display the message: *The document has not been changed*. The program will not let you save the drawing unless it has been changed. Choose the *Draw/Line* command and pick any 2 points in the drawing area for the line end points. Select the *File/Save* command. This time the drawing will be saved to the file tutor4.gc1.

The *File/Save* command saves the drawing to the file name currently specified for the drawing. The *File/Save as* command allows you to specify a name.

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To create a new drawing you use the *File/New* command. Choose the *File/New* command. A new drawing is created with no drawing elements. The title bar will display *Untitled* which means the drawing has not yet been given a file name. When you select the *File/Save* or *File/Save as* command to save an untitled drawing, the program will prompt you for a file name.

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## File

Now lets re-open the `tutor4.gc1` file. Choose the *File/Open* command and double click on *tutor4.gc1*. The program will display this file. The line you drew should be present in this drawing. Open the original drawing, `floorpl.gc1`. It does not contain the line you drew.

This ends this tutorial.



