



# Morpholio Quick Tips

## TracePro



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# Morpholio Quick Tips

## TracePro

Select any chapter below to begin.

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02: Apple Pencil

03: Start a New Drawing

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05: Project Settings

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22: AR Sketch Walk

# 01: Hand Gestures

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**One Finger Tap**  
Tool Selection



**One Finger Pan**  
Drag one finger to  
pan over drawing



**One Finger  
Press and Hold**  
Change Layer Order  
Change Project Order

## Basic Hand Gestures

[How to video >](#)

*Enjoy these intuitive gestures to  
draw digitally with ease.*



**Two Finger Pinch**  
Zoom + Scale Images



**Two Finger Drag**  
Pan, Zoom and  
Rotate View

# 01: Hand Gestures

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x2



**One Finger Double Tap**  
Rotate Ruler/Triangle 90°  
Return Protractor to Circle



**Two Finger Tap**  
Undo Last Action



**Three Finger Tap**  
Redo Last Action



**Three Finger Drag**  
Move sheet around  
the canvas



**Four Finger Tap**  
Hide/Show Toolbars

## Advanced Hand Gestures

*Work like a pro with these advanced gestures to enhance and simplify your drawing experience!*

## 02: Apple Pencil

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## Pencil Tips

[How to video >](#)

*Want to get the most of your Apple Pencil in Trace? Rome Prize winner, Javier Galindo, is going to show you a few features that will make your Trace drawings sing.*

1

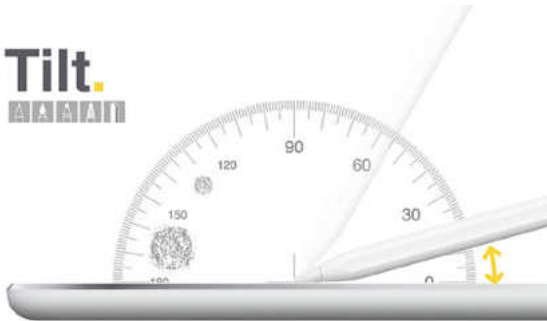
### Pressure

Want a line to be bolder or darker? Simply press down and watch the lightness of the line change. Make your line look heavy or faint. Perfect for expressing depth in your drawing.

## 02: Apple Pencil

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**Tilt.**  
▲▲▲▲



2

### Tilt

Want to fill or shade? Simply “Tilt” your Apple Pencil to allow your watercolor brush, graphite pencil, charcoal or chisel marker to be spread wide or bleed deep. It will feel just like a real pencil on its side.

**HINT:** Lighten opacity slider in pen tool bar for soft shading.

## 02: Apple Pencil

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**Azimuth.**  
A



3

### Azimuth

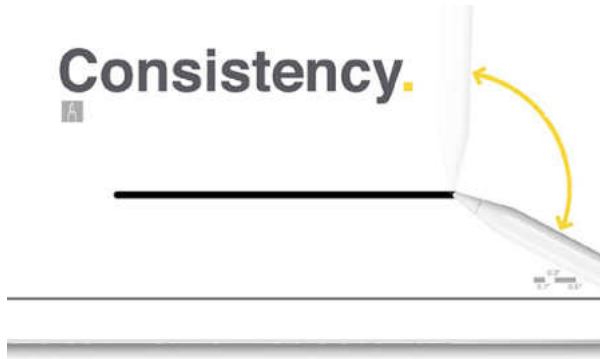
Want to see something really cool? Use the chisel marker and notice the direction of the line adjust with the marker as you rotate it. Can you get more real than this?



## 02: Apple Pencil

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**Consistency.**



4

### **Consistency**

Need a mechanical line where the pen maintains perfect width and color? Simply select the technical pen and you will have the exact line you need no matter how the pencil moves. To change thickness simply change pen sizes.

## 02: Apple Pencil

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**Switch.**

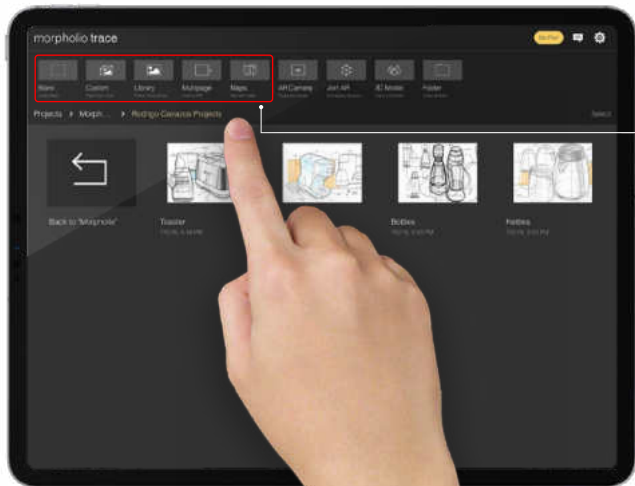


5

### **Switch**

Using multiple stencils? Want to switch brushes? You can use the double tap feature of Apple Pencil 2 to flip through a ton of different features! Just toggle on the double tap feature in your Device Settings and then turn on Custom Double-Tap Behavior in your Trace settings.

## 03: Start a New Drawing



## Projects Page Interface

[How to video >](#)

### Blank

Start with a completely blank sheet of trace.

### Custom

Start any drawing to a set scale and paper size.

### Library

Trace over any background PDF, photo or image.

### Multipage PDF

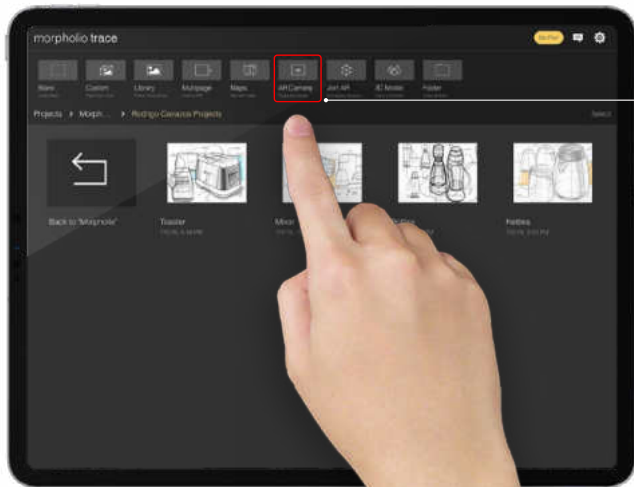
Start with a drawing set or document with up to 100 pages.

### Maps

Start with an automatically-scaled satellite image or map.

## 03: Start a New Drawing

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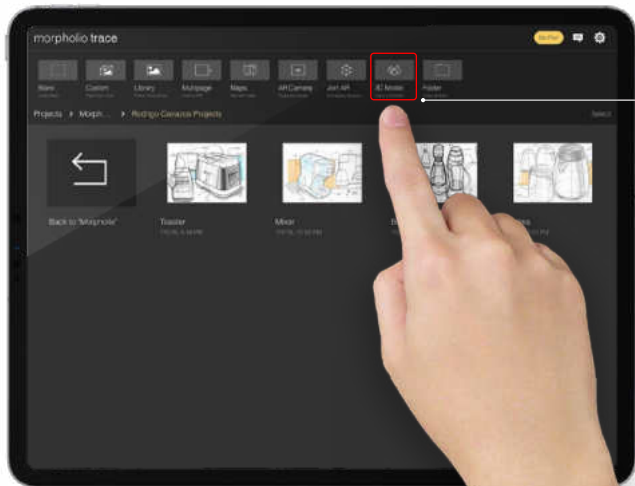
### AR Camera

Start with an AR perspective grid overlaid on a photo.

Note: AR Camera only available on 2018 iOS devices and newer.

## 03: Start a New Drawing

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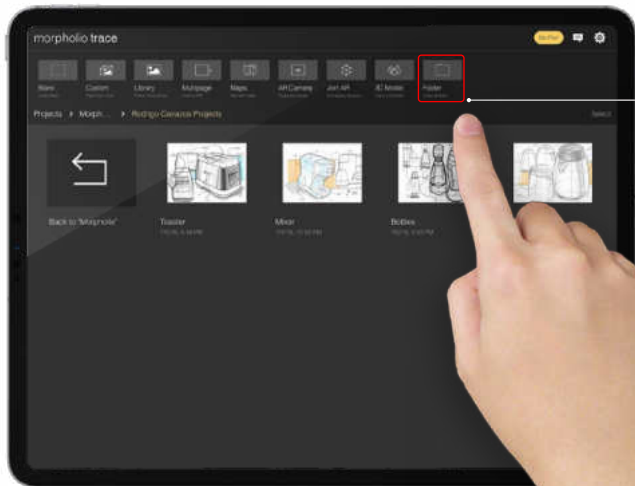
### 3D Model

Start a project by creating perspective views using a 3D model!

Note: Learn more about 3D model integration in [Drag'n'Fly](#) Section.

## 03: Start a New Drawing

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### Folders

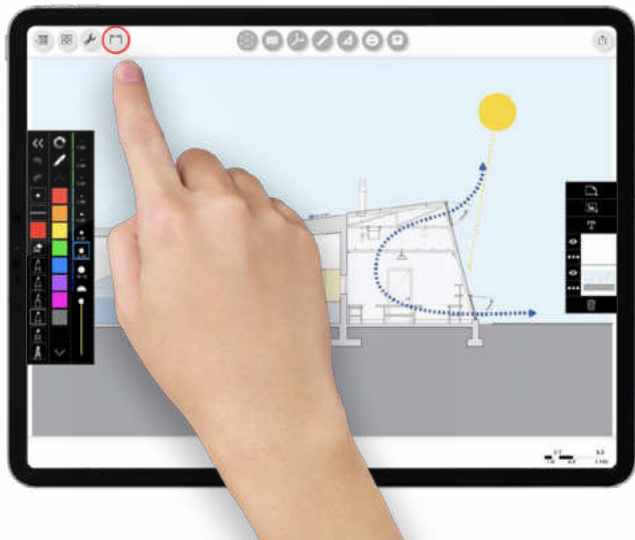
Create a new folder.

You can organize Projects by placing them inside folders. Folders can also be placed inside folders.

Note: Learn more about Folders in [Your Projects Section](#).

## 04: Setting The Scale

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# Setting the Scale

[How to video >](#)

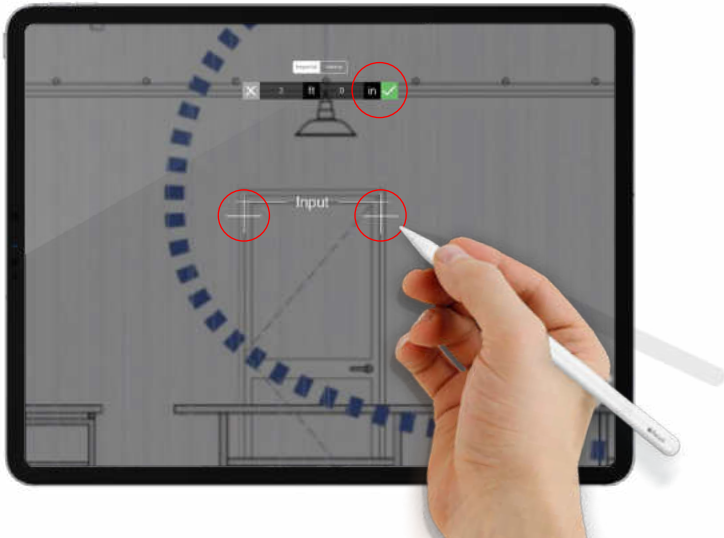
*Want to set a drawing "to scale" in seconds? Meet your new favorite button. Below is a quick "How To" guide to register the scale & units for any PDF, sketch or background image. Drawing by WORKac.*

1

### The Scale Button

With a single tap, you can take any background and turn it into a scaled drawing.

## 04: Setting The Scale



2

### Register Units

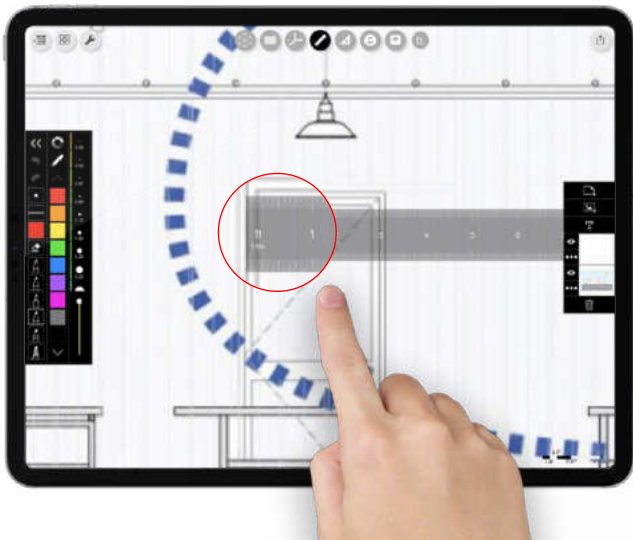
Using the cross-hairs, set any known dimension.

Tip: Zoom in for more accurate placement.



## 04: Setting The Scale

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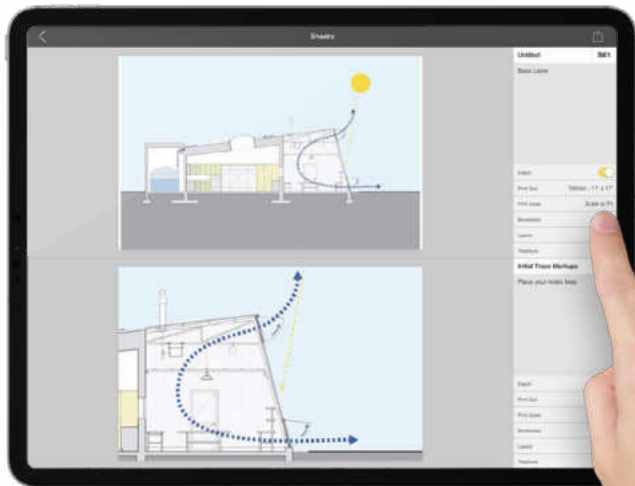
3

### Ta-dah!

You did it :) All your tools are now magically calibrated to the drawing scale you set.

Note: For future scale adjustments go to "Project Settings" by tapping the wrench button.

## 04: Setting The Scale



5

### Making Drawing Sets

You can export your drawings, markups or projects at multiple scales.

Hint: After selecting the “Print Scale”, tap the preview to adjust your drawing’s position on the page.

## 05: Project Settings

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# Meet the “Wrench”

[How to video >](#)

*Want more control of your drawings and the ability to record your magic? Meet the “Wrench”! Below is a quick “How To” guide for your Project Settings. Drawing by master illustrator Jim Keen.*

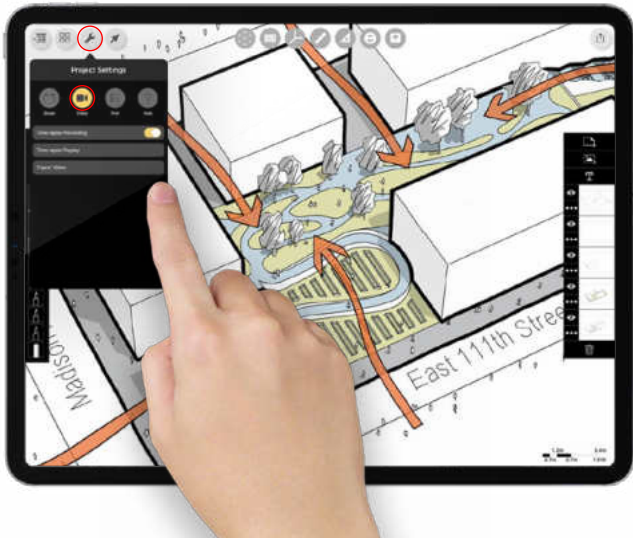
1

### Scale

Set the scale of your drawing and change units to metric or imperial.

Learn more in the [Setting The Scale](#) Section.

## 05: Project Settings



2

### Video

Want to make an Instagram video? Record a time-lapse video of your drawing progress, replay it and export it to share to cloud storage or on social media!

## 05: Project Settings



3

### Preferences

#### Pencil Only Drawing:

Adjust this for all projects in the main Trace Settings. No more accidental palm and finger lines!

#### Layer Drop Shadows:

Turn drop shadows on or off in Project view.

#### Rotation Snap:

Toggle 90 and 45 degree snaps on or off for tool and layer rotation.

#### Reset Palettes:

Restore defaults for all palettes.

## 05: Project Settings



4

### Help

We got your back! Find user guides, how to videos and more here...

**User Guide:** Quick Tips for Getting into Trace

**Quick Button Guide:** Learn the icons

**Welcome Tour:** Quick video overviews

**How To Videos:** Video Guides for navigating Trace

**Request a Feature:** Suggest ways to improve Trace

**FAQ:** Answers to common questions

**Report a Problem:** Need more help? Email us!

**Community Blog:** Discover tips, tricks, and awesome examples!

**Restore Purchases:** Activate your Pro subscription!

## 06: App Settings



# App Settings

[How to video >](#)

### App Settings Button

### Subscription Status

Check your subscription tier and restore your subscription.

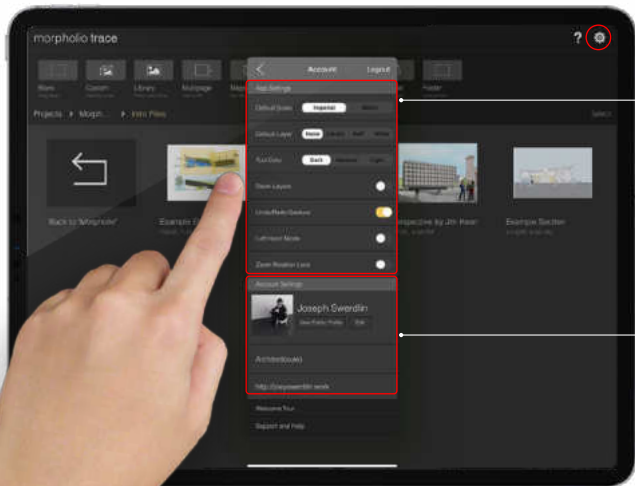
### Apple Pencil Settings

Turn on palm rejection through Pencil Only Mode. Pan your dawning without zooming with One Finger Pan. Turn on Trace custom double tap options.

### Title Block Settings

Edit your title block options.

# 06: App Settings



## Drawing Settings

Change your default units.

Set the default layer color. Selecting "None" will use the last layer color and opacity for new layers.

Set Super Drawing Tools color (Ruler, Triangle, and Protractor).

Toggle "Stack Layers" ON to add layers that are the same size as your base layer.

Toggle "Undo/Redo Gesture" ON to activate two- and three-finger tap to "undo" and "redo".

"Left Hand Mode" switches the Brush Toolbar with the Layer Toolbar for left-handed users.

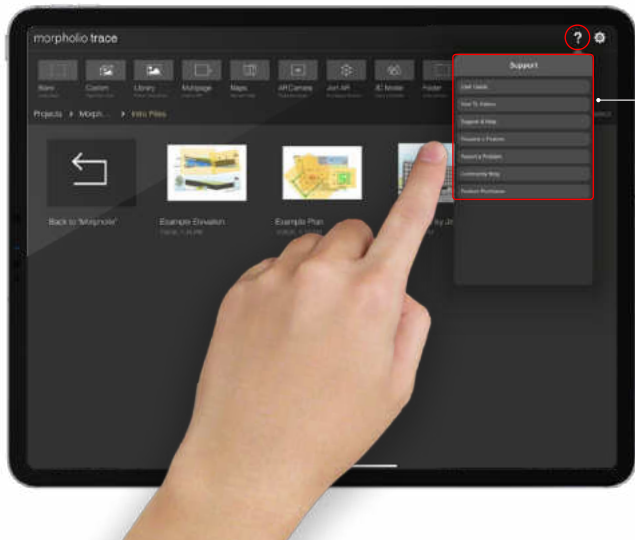
"Zoom Rotation Lock" locks the canvas from rotating when you zoom or add new layers.

## Account Settings

Edit your profile name, photo, personal discription, and website.



## 06: App Settings



### App Support

**User Guide:** Quick Tips for Getting into Trace

**How To Videos:** Video Tutorials to learn Trace

**Support & Help:** A search tool to answer all of your Trace questions!

**Request a Feature:** Suggest ways to improve Trace

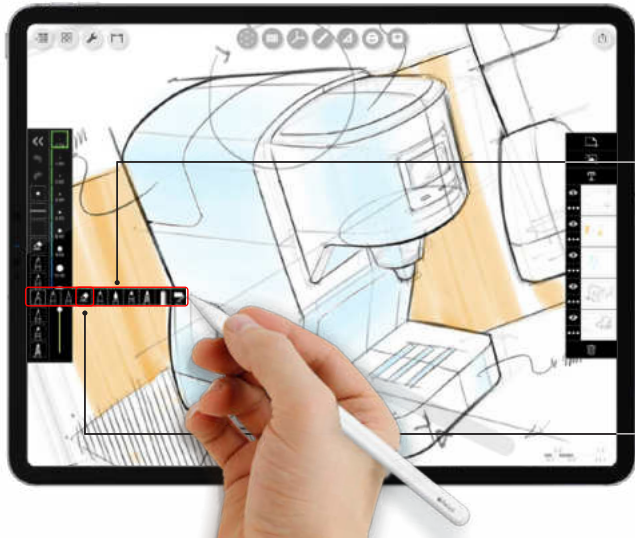
**Report a Problem:** Need more help? Contact us!

**Community Blog:** Read the latest Morpholio news!

**Restore Purchases:** Reactivate your subscription

## 07: Setting Your Pens

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## Pen Toolbar Interface

[How to Video >](#)

*Drawing by Rodrigo Cavazos.*

### **Your Set of 7 Pens**

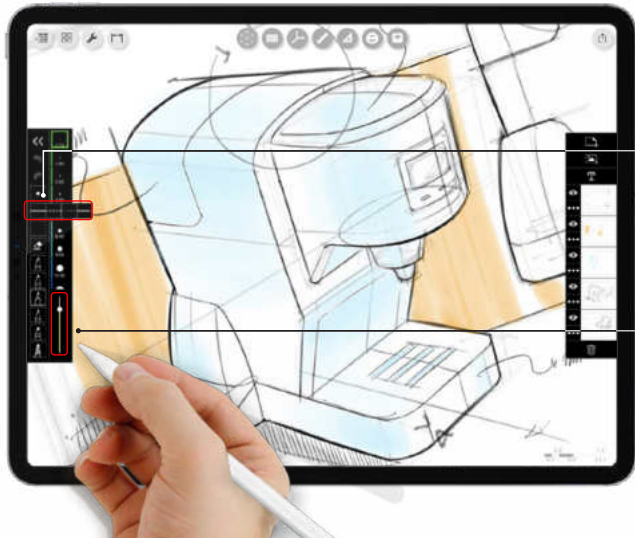
Each user can create their own set of pens. Select a variety of brush and pen types or keep your pen set with one pen with a variety of pen widths or colors. All pens maintain their properties between drawings and can be changed at any time.

### **Eraser**

The eraser is a brush! Set the size and opacity for precise erasing.

## 07: Setting Your Pens

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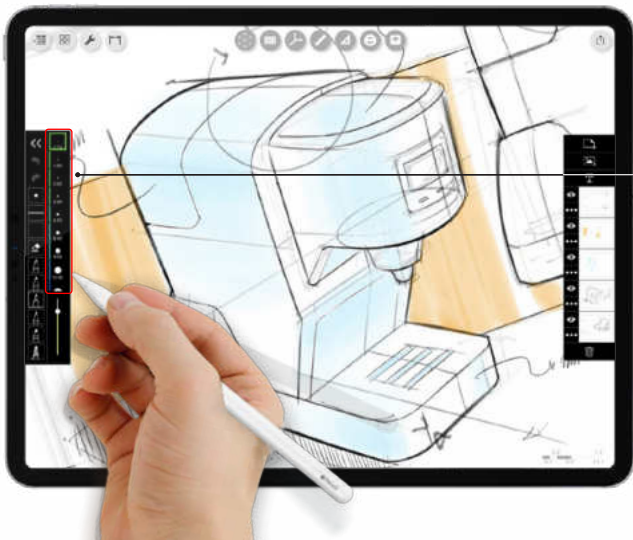
### **Set Line Size and Type**

Each pen can also have its own size and line type. Create your own set of technical pen sizes to emphasize line weight in your drawings.

### **Select Color and Opacity**

Each pen can have its own color and specific opacity. Use the opacity slider to change the intensity of the line.

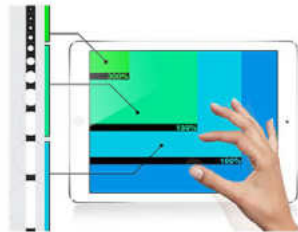
## 07: Setting Your Pens



### ScalePen™

As you zoom in and out the pen widths will change automatically to show the optimal pen size for your drawing.

Note: your selected pen width will remain highlighted.



## 07: Setting Your Pens

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## Roller Brush

[How to video >](#)

### Roller Brush

You can use the Roller Brush to fill regions, color diagrams, overlay shadows, and much more.

Special Note: When the Roller Brush is selected, you will not have access to the top toolbar tools.

## 08: Custom Color Palettes



# Make a Custom Color Palette

[How to video >](#)

*Do you have signature colors you love? Or, do you have an image or sketch that inspires a color palette you want for your drawings? Meet the new Palette Maker and Color Eyedropper. Below is a quick "How To" guide for creating your very own custom color sets. Drawings by Master Illustrator Jim Keen.*

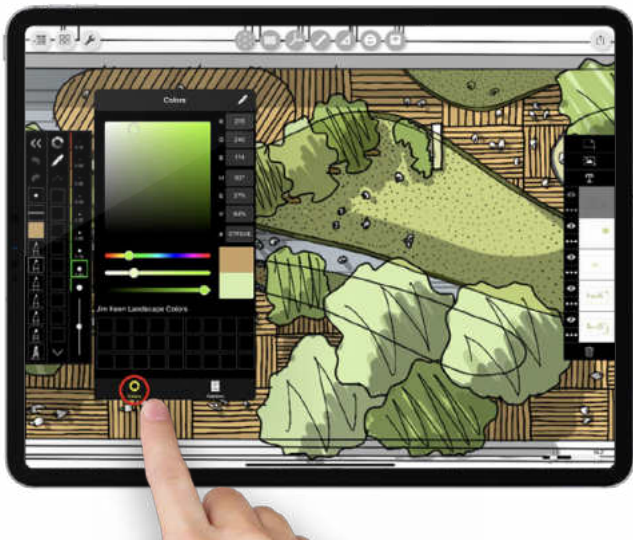
1

### Add a New Palette

In Color Palettes, tap "+" to create a new palette. Then, make sure that palette is checked as the current palette.

Hint: To name your palette simply tap the name.

## 08: Custom Color Palettes



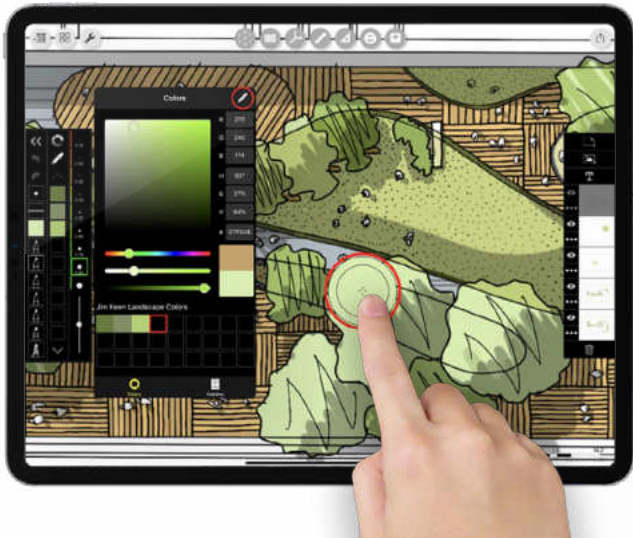
2

### Switch to Color Mode

Tap “Colors” at the bottom of the palette popup to discover colors by color wheel, eyedropper or color reference number.

Tip: Use eyedropper with any background image or sketch to pick those colors.

## 08: Custom Color Palettes



3

### Pick Color

Use the Eyedropper or Color Wheel to find the colors you want. Then simply tap any blank square to fill it with your selected color. Repeat process to get all the colors you want.



## 08: Custom Color Palettes



4

### Organize

Press and hold any color to move or rearrange. You can also rearrange palettes or swap colors between them.

## 08: Custom Color Palettes

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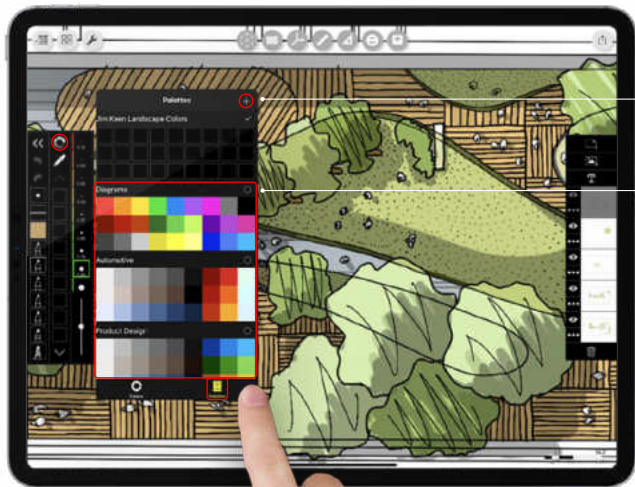
# Color Palette Interface

### Color Palettes

Selected a curated color palette or create your own custom color palette.

## 08: Custom Color Palettes

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### **New Custom Palette**

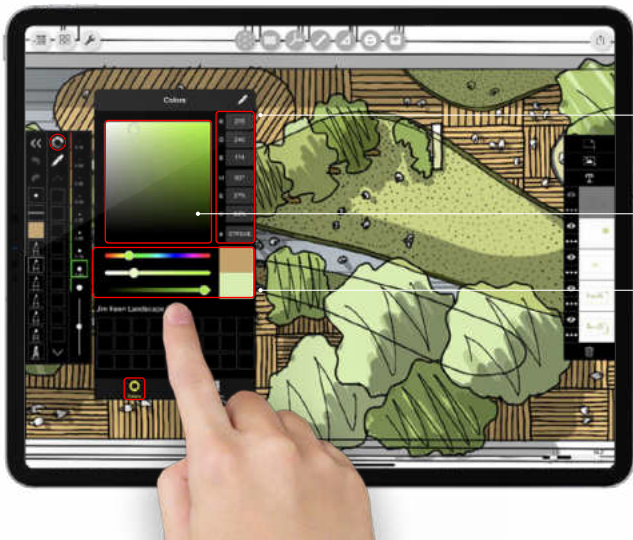
Create a new custom color palette.

### **Curated Color Palettes**

Created by award winning graphic designers at New York's MTWTF, the pre-made color palettes are designed to do the difficult work of color pairing and matching for you. The colors are available in various palettes which include, landscape, interiors, diagramming, sustainability, lighting, architecture and many more.

## 08: Custom Color Palettes

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### **Color Number Input**

You can use RGB, HSV, or Hex Color codes to find colors.

### **Color Gradient**

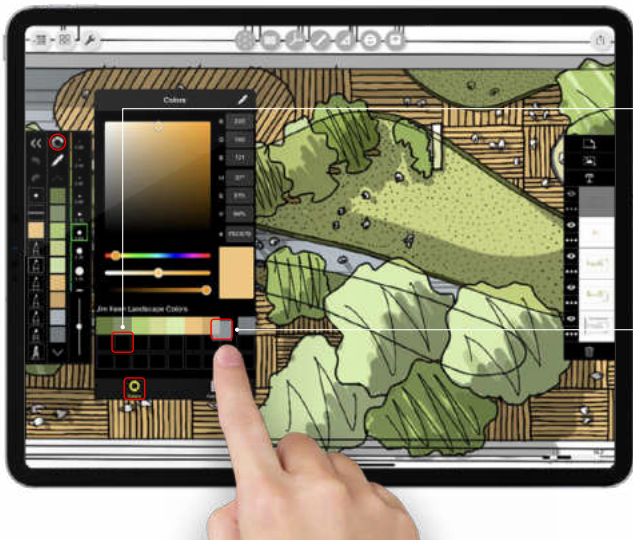
Pick a color by tapping in the color gradient box.

### **Color Sliders**

Drag the color sliders to select a color.

## 08: Custom Color Palettes

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### **Add Color**

Once you select the desired color, tap a blank square to add it to a palette.

### **Move and Delete Colors**

Tap and Hold a color to rearrange the order or delete a color.

## 08: Custom Color Palettes

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### **Color Dropper**

You can find a color on an inspirational drawing or image.

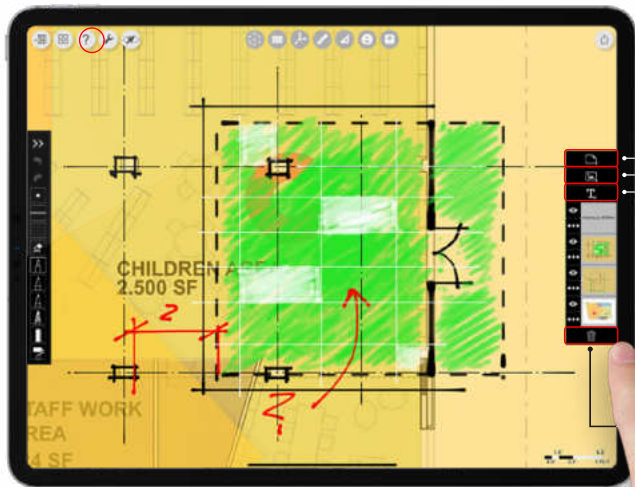
### **Color Selector**

After tapping the Color Dropper, you can press and drag along the image to choose the desired color.

### **Add Color**

Tap a blank square to add it to a color palette.

## 09: Layer Controls



# Layer Toolbar Interface

[How to video >](#)

### Add a Layer of Trace

Frame detail drawings with a new sheet to get the best line resolution.


### Add Image

Add images from morpholioapps.com or other cloud storage.

### Add Text

Annotate your drawings.

### On/Off

Tap  to hide and show layers.

## 09: Layer Controls



### Zoom to Layer

Tap layer to zoom to that layer.

### Move Layers

Press and hold layers to rearrange.

### Delete Layers

Swipe layers to the left to delete.



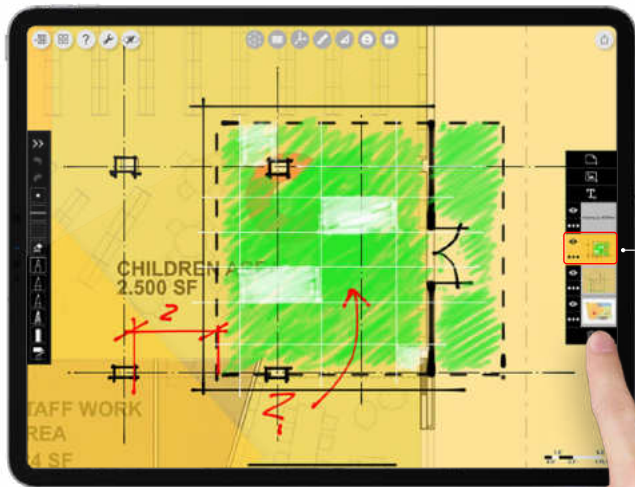
## 09: Layer Controls



### Layer Tools

Tap options to: rename Layer, change paper opacity, change paper color, change paper blending, resize and reposition, clear all content on Layer, delete Layer, copy Layer to clipboard, duplicate Layer, lock Layer movement, mirror Layer, and toggle AR extrusion.

## 09: Layer Controls



### Set Active Layer

Double Tap any layer to set it as the "Active Layer" to draw on!

Double tap the layer again to deselect it.

## 09: Layer Controls

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**COMING  
SOON!**

**Merge Layers**  
Coming soon,  
you'll be able  
to combine two  
layers into one.

## 09: Layer Controls

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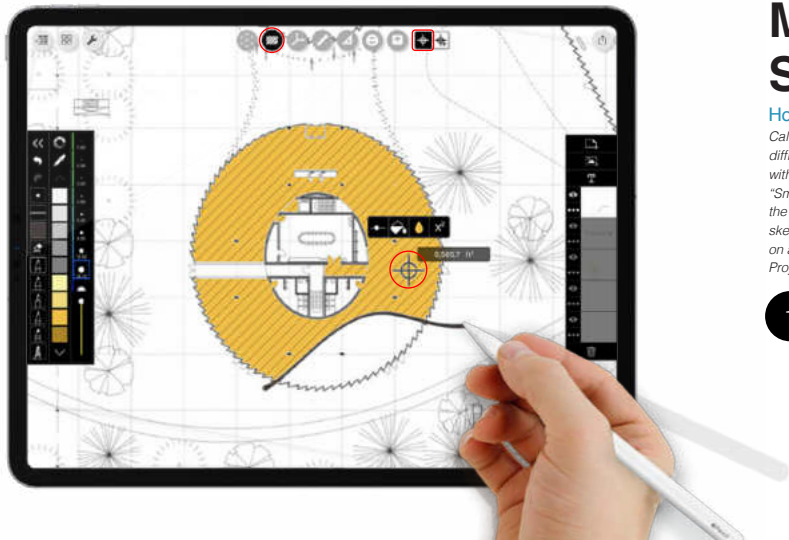


**COMING  
SOON!**

### **Copy Layer To Scale**

Copy a layer without changing the page's size coming soon!

## 10: Smart Fill



# Mastering Smart Fill

## [How to video >](#)

*Calculating the area of a design is already difficult, but doing it live, in an active sketch, without a single straight line, in seconds? "Smart Fill" is a fill tool that not only calculates the area of the fill, it actually updates as you sketch. Learn how to get started using Smart Fill on any drawing, sketch, illustration or image. Project by design superstar SO-IL.*

1

**Target and Sketch**  
Assure your drawing scale is set and move the Smart Fill target to any area you want to fill or calculate. Ready for the magic? You can now sketch over the fill to change the area. Slice a room in half and watch it reduce or, erase a wall and watch it expand.

## 10: Smart Fill



2

### Add Fill & Area Labels

Use the toolbar to adjust the tolerance of the fill, change colors or apply labels and color. Be sure to add the fill color before you add area label.

Tip: When adjusting the fill tolerance hold down the adjuster to expand the threshold and allow tighter adjustments.

## 10: Smart Fill



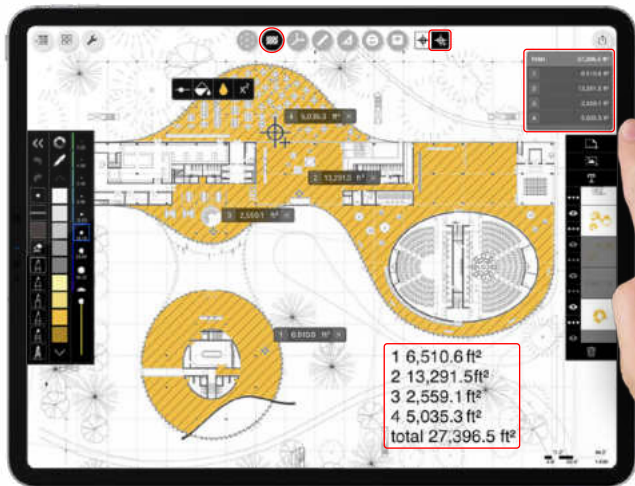
3

### Multiple Fills

Want to fill and calculate several areas at once? Tap the “+” target to add up as many areas as you want.

Hint: The placement of the target sets the placement of the area label. To delete a fill simply tap the “x” on the area label.

## 10: Smart Fill



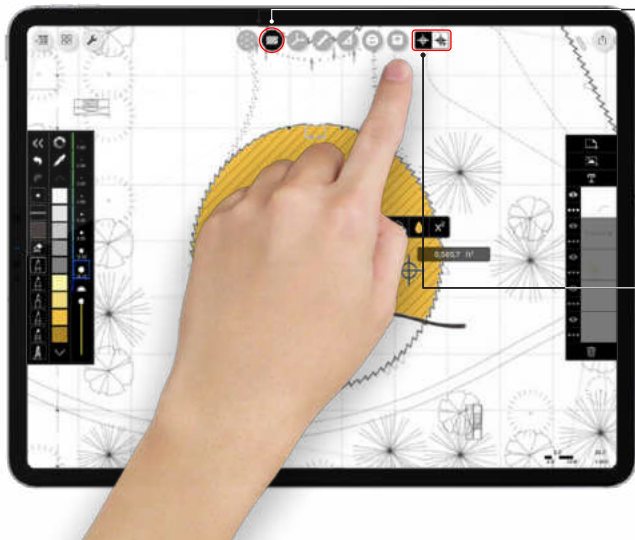
4

### Add It Up

In case you missed it, when in “+” mode your areas will total up in an area chart for you. You can drag and drop this chart into other apps or copy and paste into a text layer.



## 10: Smart Fill



### Smart Fill Interface

#### Smart Fill

Use Smart Fill to calculate areas and fill in color inside closed regions.

#### Single and Multiple Region Smart Fill

You can use Smart Fill for single regions or multiple regions.

## 10: Smart Fill



### **Tolerance**

You can change the tolerance of the selection

### **Fill**

You can fill the selected region with a solid color.

### **Select Color**

You can select the color you want to fill a region.

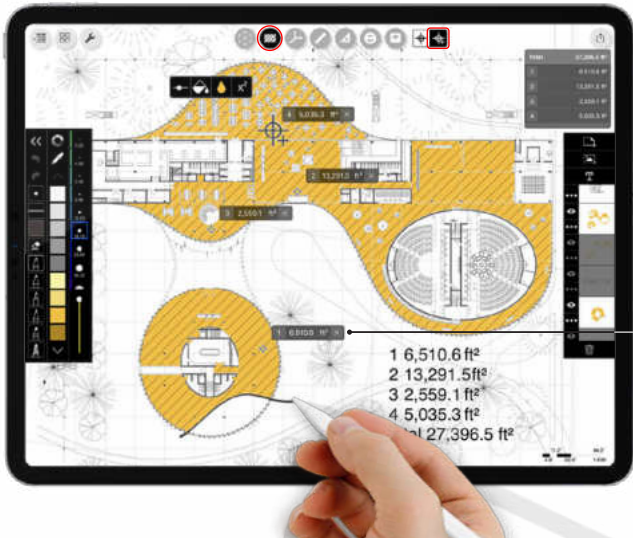
### **Area Marker**

You can create a text annotation to display the area.

### **Area Selector**

Tap and drag this cross-hair to select a region.

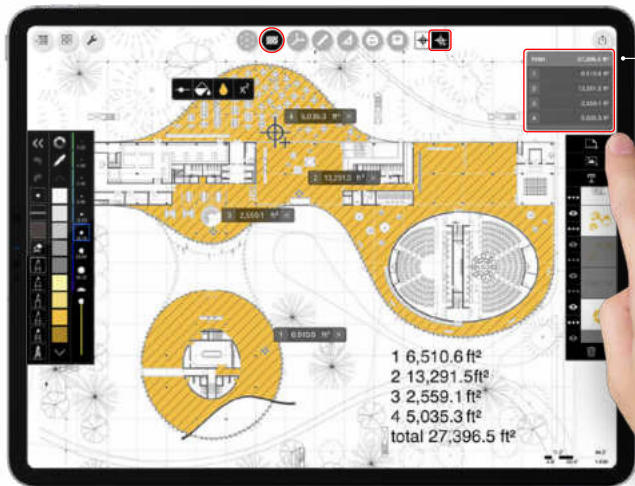
## 10: Smart Fill



### Live Update

The area calculation and fill will live update as new lines are drawn!

## 10: Smart Fill

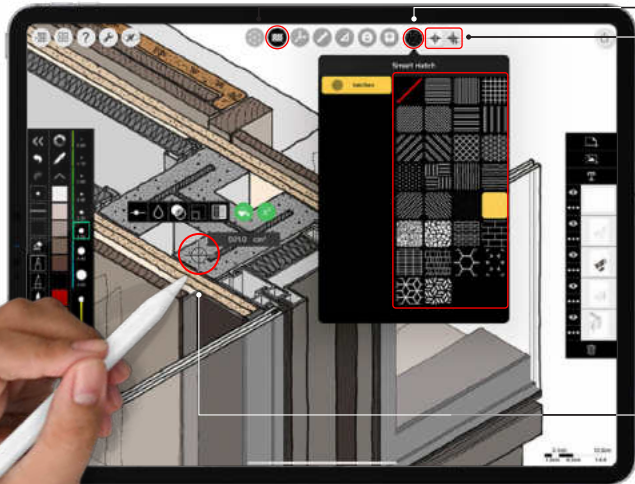


### Area Calculator

You can find the sum of the area of all highlighted regions. Tap the chart to copy it!

Special Note: You can use Apple's Drag and Drop feature to turn this data into a spreadsheet by dragging and dropping it into Excel.

## 11: Smart Hatch



## Smart Hatch Interface

[How to video >](#)

### Smart Hatch Library

Select any hatch option to hatch the region.

Hint: Tap the red slash to return to a solid fill.

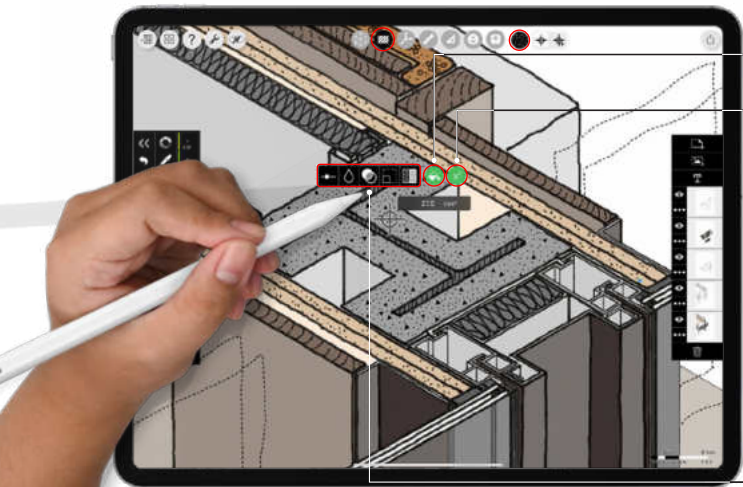
### Single and Multiple Region Smart Hatch

You can use Smart Hatch for single regions or multiple regions.

### Region Selector

Drag this target to select a region to hatch.

# 11: Smart Hatch



## Apply Hatch

Add hatch to selected region.

## Apply Area Measurement

Add text to display the area.

## Tolerance

Change the tolerance of the selected region

## Hatch Color

Change the color of the hatch pattern

## Hatch Opacity

Change the opacity of the hatch pattern

## Hatch Scale

Change the size/scale of the hatch pattern

## Invert Hatch

Inverse the hatch pattern

## 12: Perspective Tools

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# Drawing a Perspective

[How to video >](#)

*Want to make beautiful perspective drawings with ease? Meet your new favorite tool. Quickly set up and master perspective drawings using the “How To” guide below. Images by architect and illustrator Jim Keen.*

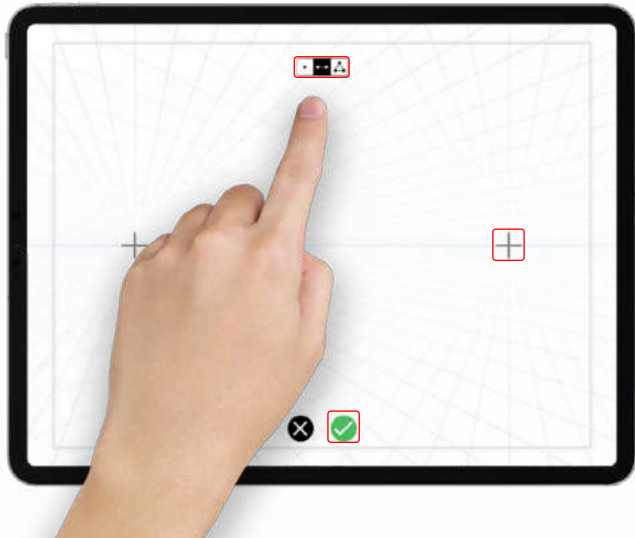
1

### Activate Perspective Tools

Tap the perspective tool icon and then the perspective settings “gear”. Next tap “Set Vanishing Points” to set up a one, two or three-point perspective. This will also unlock your vanishing points to reposition them as desired.

## 12: Perspective Tools

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2

### Set Vanishing Points

If it's your first time opening perspective tools in your project, you'll automatically be pushed to set your perspective type and vanishing points.

Vanishing points can be positioned over a blank page, site photograph or model to start your drawing.

Hint: You don't have to worry about your vanishing points moving while you're sketching because they are always locked while drawing mode.



## 12: Perspective Tools

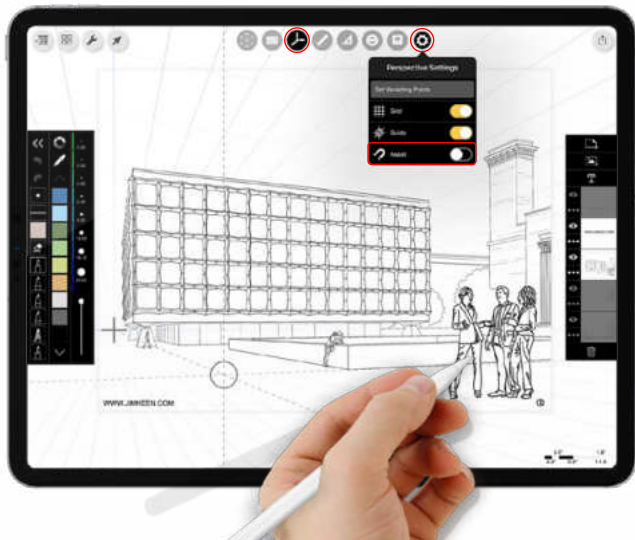


3

### Sketch

Use the “Guide” tool to draw specific lines or the “Assist” tool to automatically draw towards a vanishing point from anywhere on the page.

## 12: Perspective Tools



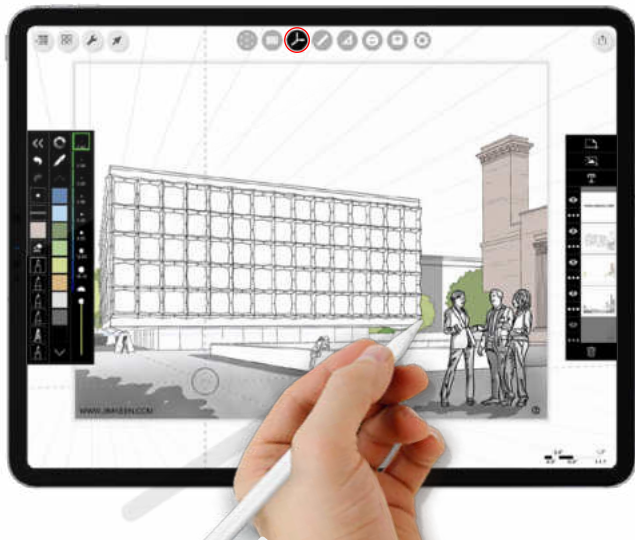
4

### Draw Freely

Turn off “Assist” to sketch trees, people, details or any other lines not directly tied to vanishing points.

Hint: Use stencils, rulers and other tools to make the drawing easy and fun. You can also bring in an image as a layer to trace over.

## 12: Perspective Tools



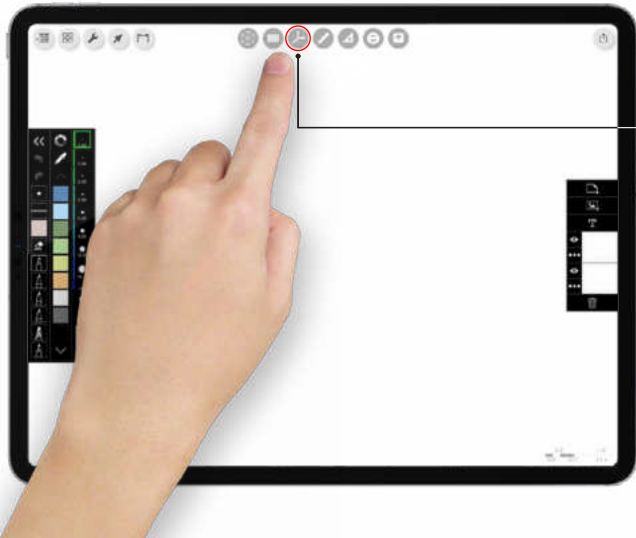
5

### Make it Sing

With your lines complete, add color, shade and character to make your perspective come to life. Start new layers and set the paper to multiply. Then use “Smart Fill”, brushes or other tools for easy drawing magic.

## 12: Perspective Tools

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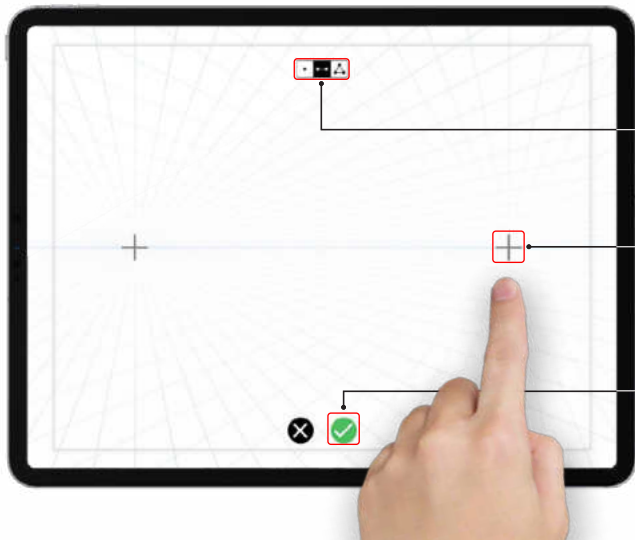
# Perspective Interface

### Perspective Tool

Use the perspective tool to draw lines in one, two, or three point perspective.

## 12: Perspective Tools


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### Perspective Type

Tap to toggle between one, two, or three point perspective.

### Vanishing Points

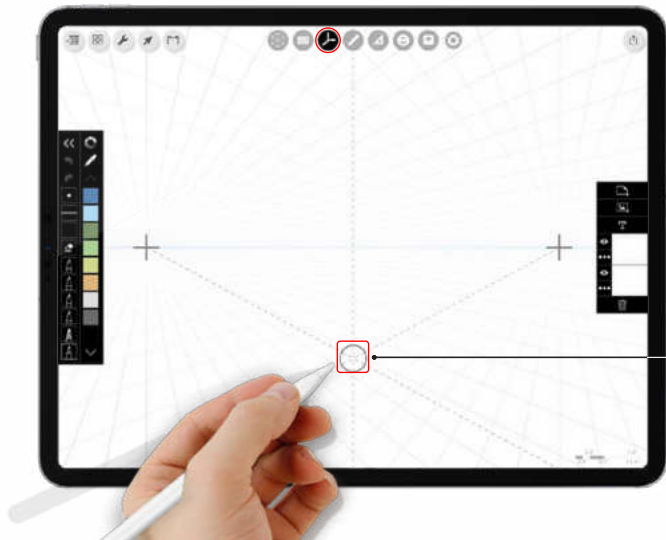
Press & hold , then drag to move the vanishing points.


### Set Vanishing Points

Set and lock your vanishing points and perspective grid by tapping the green check.

## 12: Perspective Tools

---



**Perspective Guide**  
Press & hold , then drag to move line location.

## 12: Perspective Tools



### **Change Perspective Type**

You can change the perspective type to one, two, or three point perspective.

### **Grid Lines**

You can toggle the visibility of the perspective grid lines.

### **Perspective Guide**

The guide helps you locate where you want to draw lines in perspective.

### **Perspective Assist**

Use perspective assist to automatically guide your lines towards a vanishing point.

## 13: Drawing Power Tools

---




# Super Ruler Interface

[How to video >](#)

### Super Ruler

Use the Super Ruler to measure and draw straight lines. Rotate 3 times to get an angle less than 3°.

Note: you can rotate the ruler 90° by tapping  or double tapping the triangle.



## 13: Drawing Power Tools

---



### Assisted Straight Lines

Toggle “Assist” on to draw straight lines anywhere on the drawing screen.

### Angle Snap

Select 15, 30, 45, or 90 to set the angle of the straight lines in relation to the Super Ruler’s angle. “Free” allows you to draw straight lines at any angle.

## 13: Drawing Power Tools

---



**New Features**  
More features coming soon!

## 13: Drawing Power Tools




# Triangle Interface

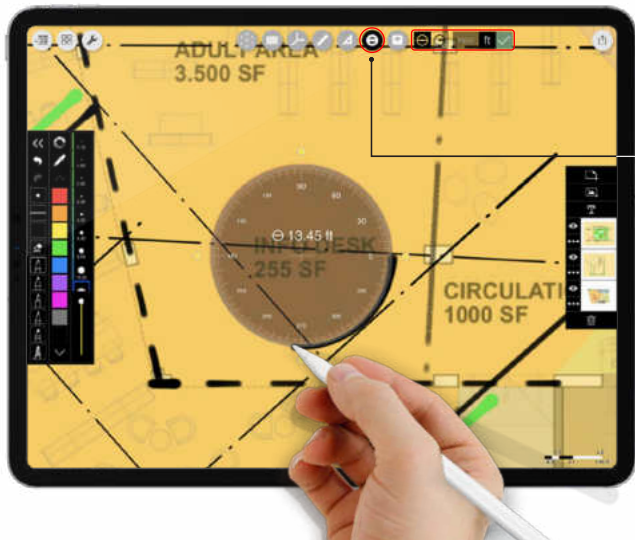
[How to video >](#)

### Scaled Triangle

Use the adjustable triangle to draw straight lines on all three sides. Rotate 3 times to get an angle less than 3°.

Note: you can rotate the ruler 90° by tapping  or double tapping the triangle. The slider changes the angle of the triangle.

## 13: Drawing Power Tools





# Protractor Interface

[How to video >](#)

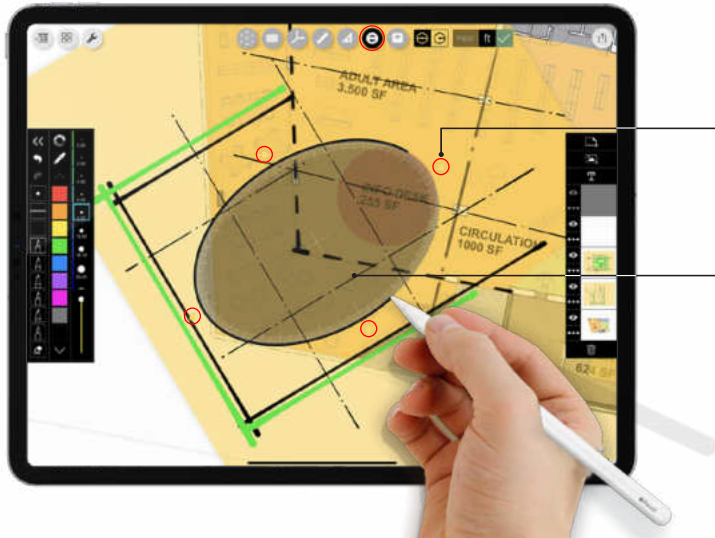
### Scaled Protractor

Use the adjustable protractor to draw circles and arcs.

Note: you can set the diameter or radius of the protractor by tapping  

## 13: Drawing Power Tools

---



### Ellipse Tool

Tap on the control points to stretch the circle into an ellipse.

Double tap the tool to return to circle mode.

## 14: Magic Lasso

---



# Magic Lasso

[How to video >](#)

*Have you seen your newest magic lasso feature? Want to copy, mirror, flip or delete any specific selection of a sketch? Well, now you can! Below is a quick "How To" guide to get you started on this exciting new way of working with your drawing.*

1

### Tap Magic Lasso Tool

When opening up the magic lasso, your interface will hide and you can draw your magic lasso around any part of your sketch.

## 14: Magic Lasso



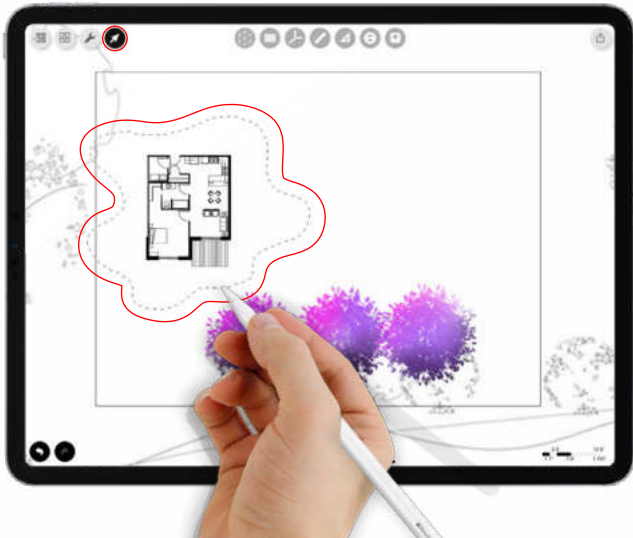
2

### Which Layer will Lasso?

You can only lasso one layer at a time. If your layers are stacked, you will only be able to lasso the top layer. In this case, turn off layers above it or move the layer you want to the top layer. If your layers are spread out like sheets of paper, the first layer you touch to start your lasso will determine what lines you can select. You will see a black indicator around that sheet of paper. Your selected lines will be changed on that layer only.

## 14: Magic Lasso

---



3

### Draw Your Lasso

Make any lasso shape around the specific part of the sketch that you want to select. Everything inside of that lasso will be selected.

Hint: Zoom in for better selection.



## 14: Magic Lasso



4a

### The Magic Lasso Toolbar

Now you can duplicate, move, scale, rotate, mirror, or delete the selected area of your sketch! Remember to tap outside the selection area to confirm and create the duplicate. If you exit by tapping the “Magic Lasso” icon, you will lose the selection.

Hint: Make sure “Lock Scale” button is red to keep your drawing size from changing!

## 14: Magic Lasso

---



4b

**Mirror**  
Reflect any selection horizontally.

## 14: Magic Lasso

---



4C

**Flip**  
Reflect any selection vertically.

## 14: Magic Lasso

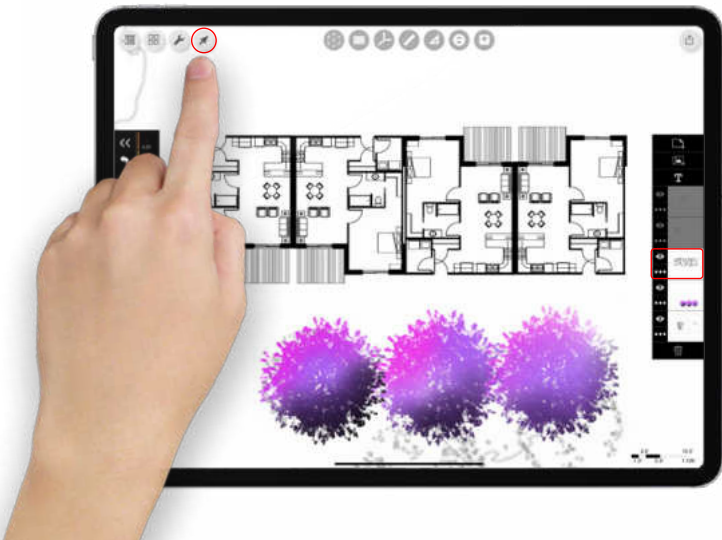
---



4d

**Copy between Layers**  
Coming soon you'll be able to copy lines from one layer to another!

## 14: Magic Lasso



5

### Return to Drawing

Tap the “Magic Lasso” icon again to exit “Magic Lasso Mode”. Congrats! You’ve now transformed your sketch!

## 14: Magic Lasso

---



# Magic Lasso Interface

### **Magic Lasso**

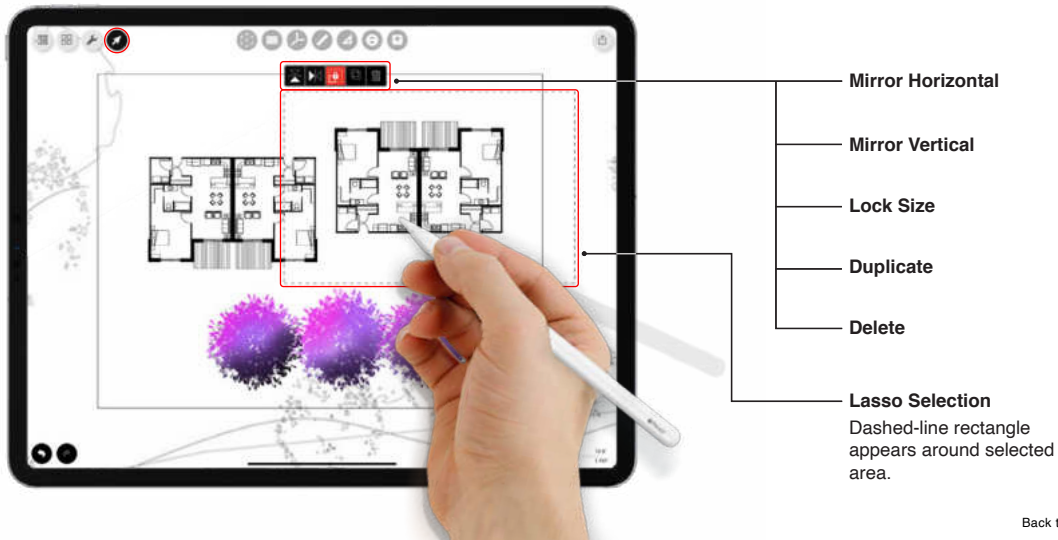
Tap Magic Lasso icon to enter and exit Magic Lasso Mode.

Note: Side toolbars will disappear.

### **Selected Sheet**

A black outline indicates which sheet is active.

## 14: Magic Lasso



## 15: Stencils



# Making a Stencil

[How to video >](#)

Want to have your own set of trees, unit plans, furniture, patterns, and much more? Meet the “Stencil Button.” Follow the “How To” guide below for creating your own custom stencils from any photo or image. Stencils by master sketcher David Drazil.

1

### The “+” Button

Tap the stencil settings icon and then “+” to create your very own custom stencil.



## 15: Stencils



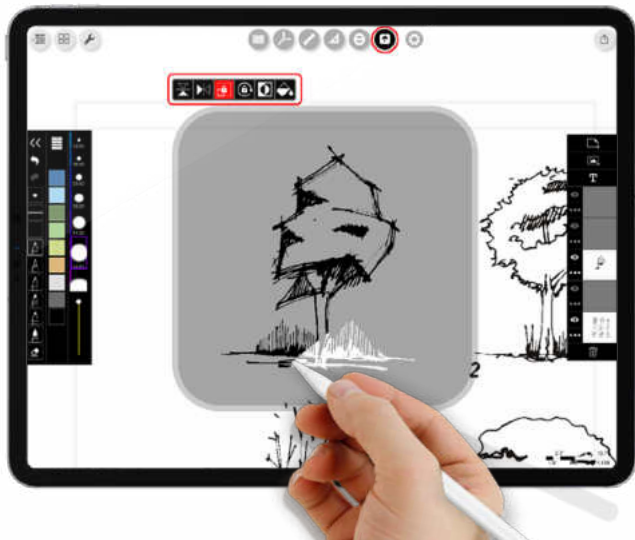
2

### Make

Select any photo, drawing, image or sketch. Adjust the contrast to a desired appearance or invert as needed.

Note: All of your custom stencils will be saved in your “my stencils” folder. To delete a stencil simply pull the stencils down.

## 15: Stencils



3

### Sketch

Use any pen style from pencil to charcoal along with any color and opacity to create beautiful and original stencil drawings. Want to get additionally creative? Use the stencil tool bar to invert, mirror, lock, flip or auto fill your stencil as you sketch.

## 15: Stencils



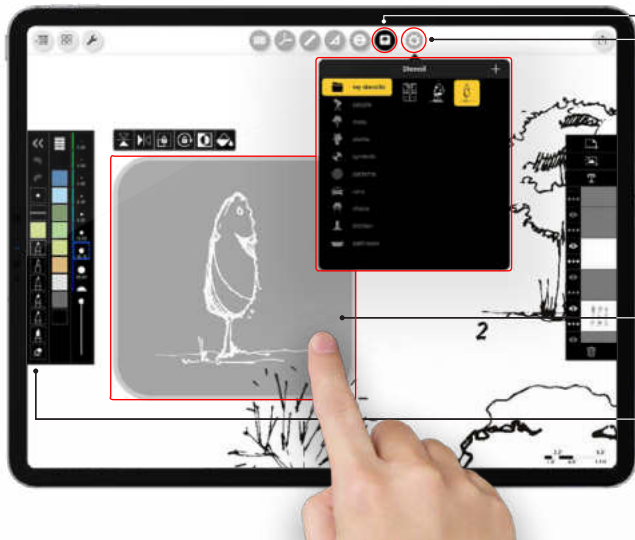
4

### Have Fun

Add fill, color, texture and character to all of your drawings. Want a few stencil ideas?

Your fellow Trace users have made unit layouts for site plans, façade textures for elevations, graphics for diagramming, logos for branding and entourage for all types of renderings. How creative can you get?

## 15: Stencils



# Stencil Interface

### Stencil Tool

Tap stencil to use the Stencil tool.

### Stencil Libraries

Tap Stencil Settings to see all the libraries of pre-made stencils.

### Position Stencil

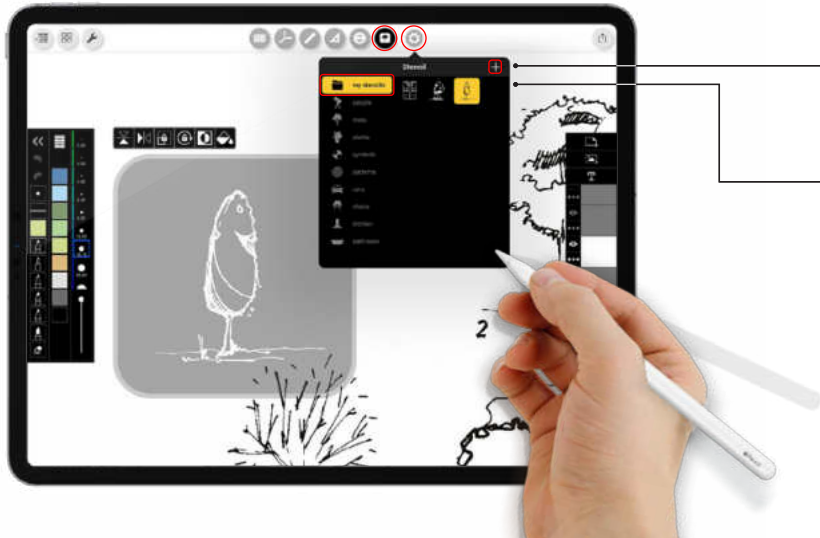
Scale and adjust stencil to desired location and size.

### Fill

Use multiple colors or brushes to customize your stencil effects.

## 15: Stencils

---



### Add Custom Stencil

Tap "+" to open your camera or photo library.

### Delete Custom Stencil

After selecting a Custom Stencil, pull down the Stencils and then tap Delete.

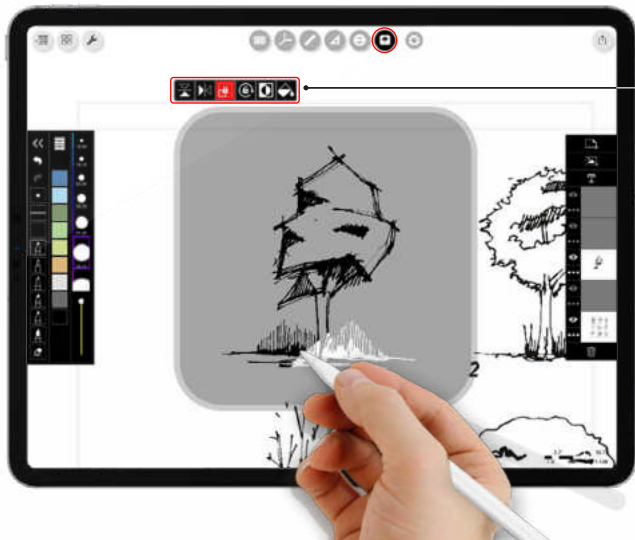
## 15: Stencils

---



**Make the Stencil**  
Adjust contrast or invert  
to get the exact detail  
and stencil you want.

# 15: Stencils



Mirror Horizontal

Mirror Vertical

Lock Position & Size

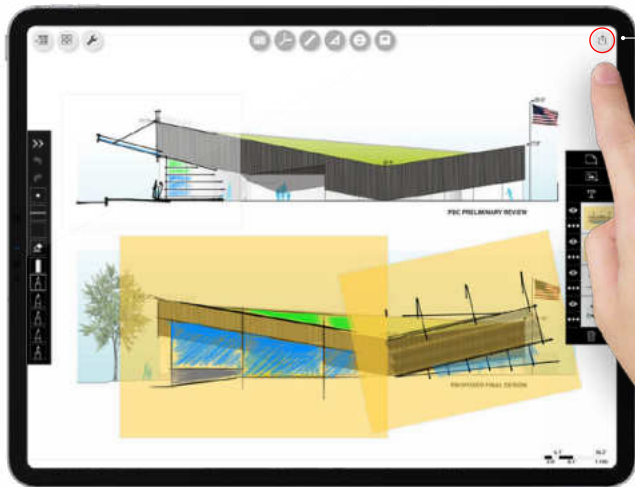
Lock Rotation

Invert Stencil

Fill

## 16: Export

---



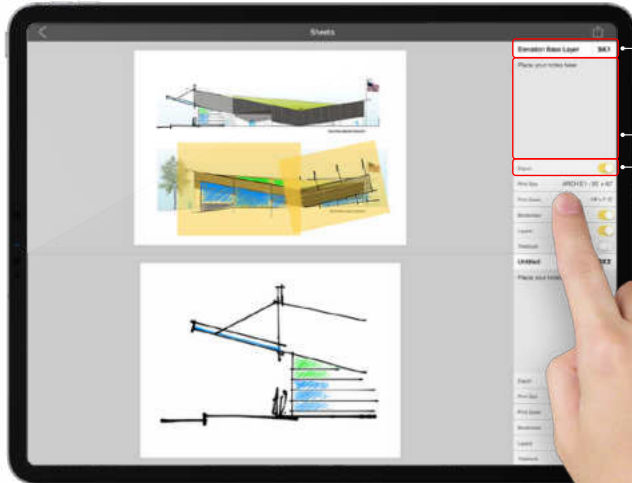
## Export Interface

### Export Drawing

Tap the Export icon to package your drawing.



# 16: Export



## Title/Page Number

Tap the title and page number to edit.

## Notes

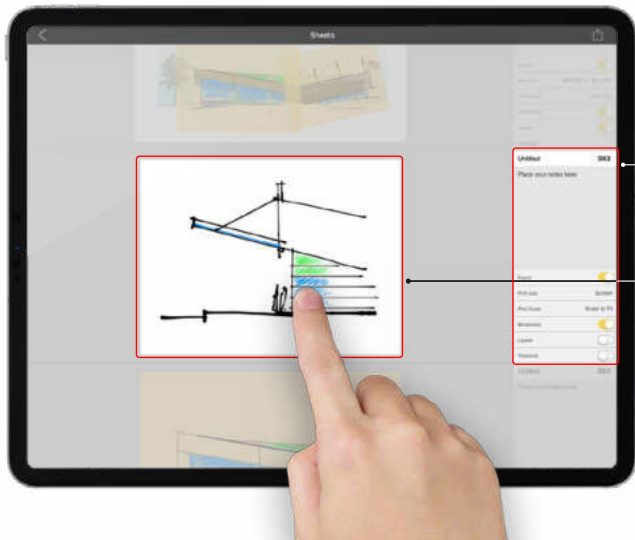
Tap the notes to add a text description.

## Selected Export

Tap the Export toggle to select layers to export.

## 16: Export

---



### **Page Size/Print Scale**

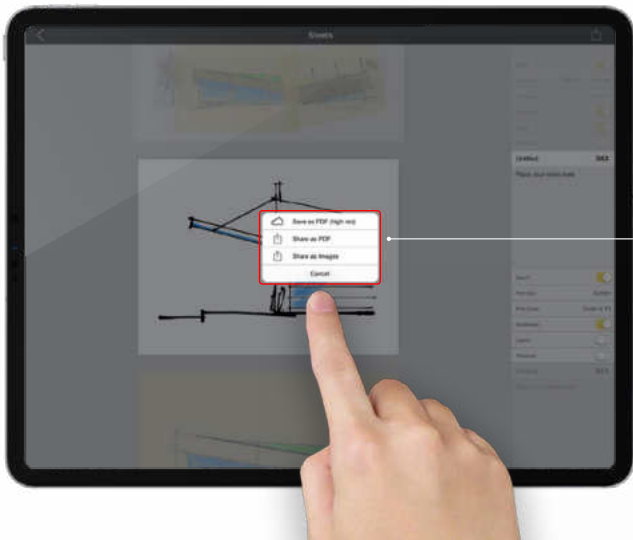
Change the size and scale of the exported drawing.

### **Arrange Drawing**

Tap the drawing to move and layout on paper.  
Tap outside the paper to set the new location.

## 16: Export

---

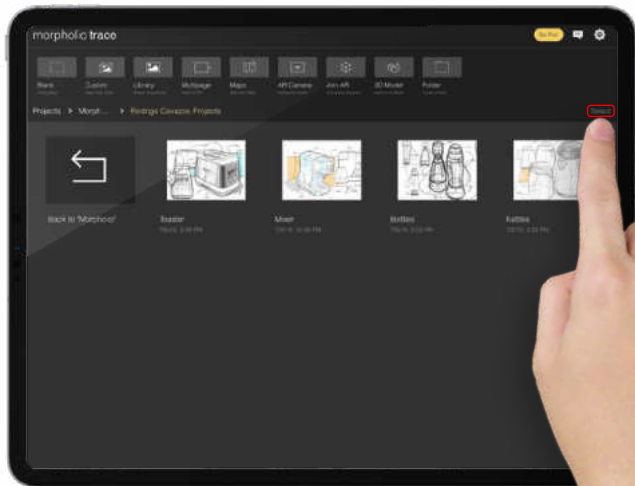


### **Save and Share**

Save your drawing as a high res PDF or share it to your library, any cloud storage, or social media as a PDF or image.

## 17: Your Projects & Folders

---



## Share + Back up Your Trace Files

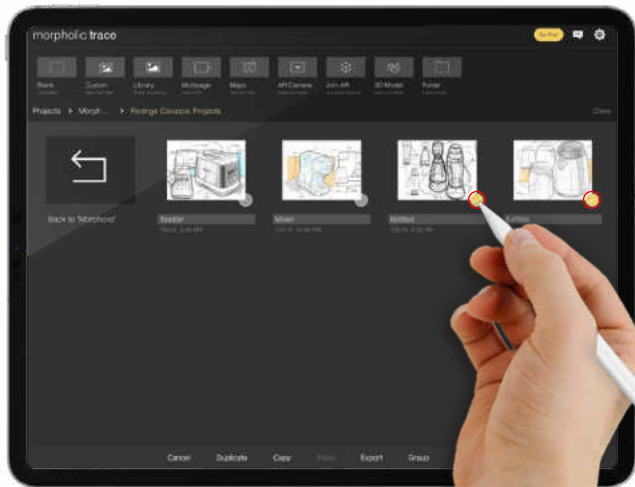
*Did you know you can now share all of your original Trace drawing files? Want to send a drawing to your team, AirDrop it onto your iPhone or simply save it to your files? Below is a quick "How To" guide to get you started sharing and backing up your work. Drawings by Rodrigo Cavazos.*

1

### **Edit Mode**

From the Trace projects page, tap "Select" to enter into edit mode.

# 17: Your Projects & Folders



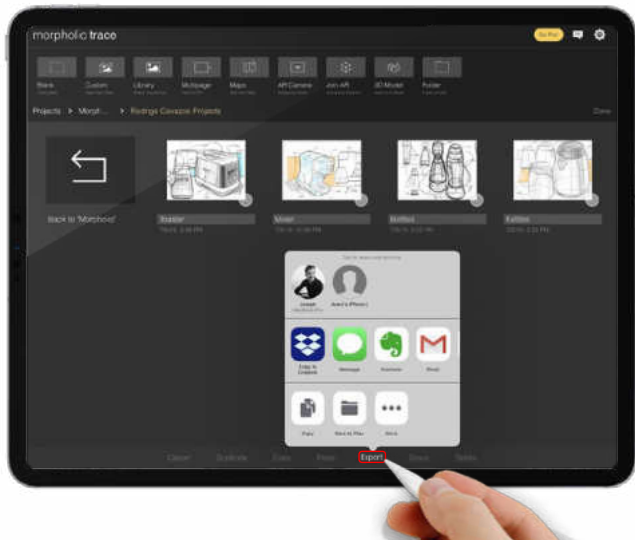
2

## Pick Your Projects

Select the projects that you want to export or share.

Hint: You can also duplicate, copy/paste, group, or delete projects while in edit mode!

## 17: Your Projects & Folders



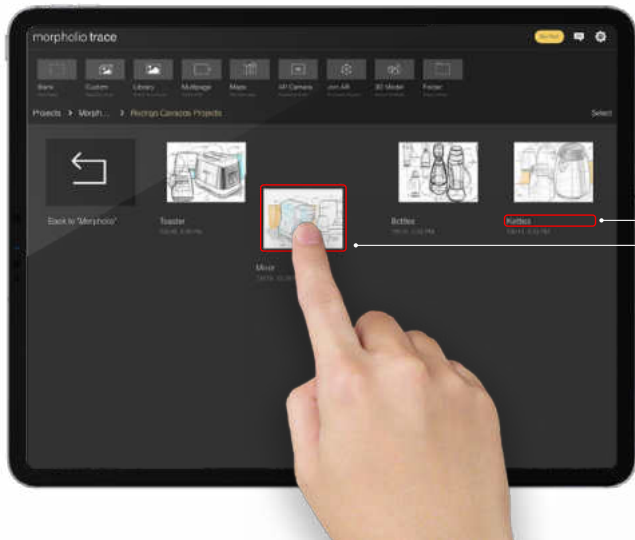
3

### Share Your Projects

Tap “Export” to AirDrop to another device, save to your cloud storage, or email them out. When you’re finished simply hit “Done.” It’s that easy!

Note: Some email and storage services may only allow one file to be shared at a time. Please be sure to check all files go through.

## 17: Your Projects & Folders



# Project Interface

*Drawings by Rodrigo Cavazos.*

### Title

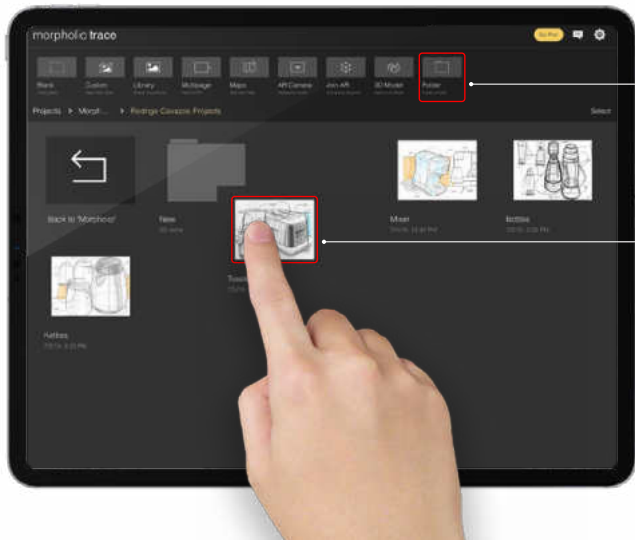
Tap title to rename your projects. Tap “Done” when finished.

### Arrange Projects

Press and hold projects to rearrange.

# 17: Your Projects & Folders

---



## **Add Folder**

You can add new folders to sort your projects into organized categories.

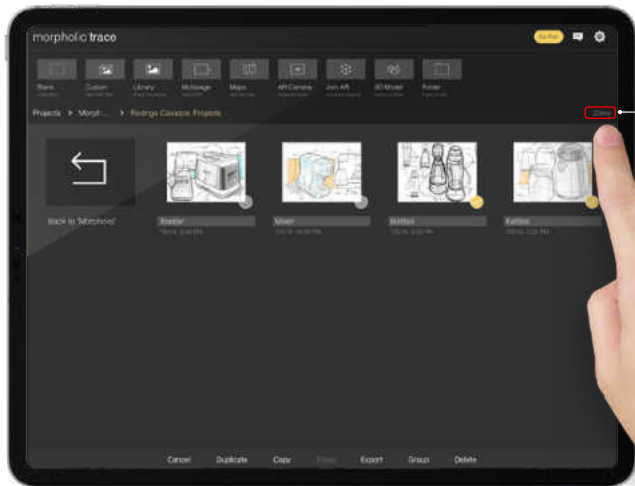
## **Move Projects**

Press and hold, then drag projects to move them into a folder.



## 17: Your Projects & Folders

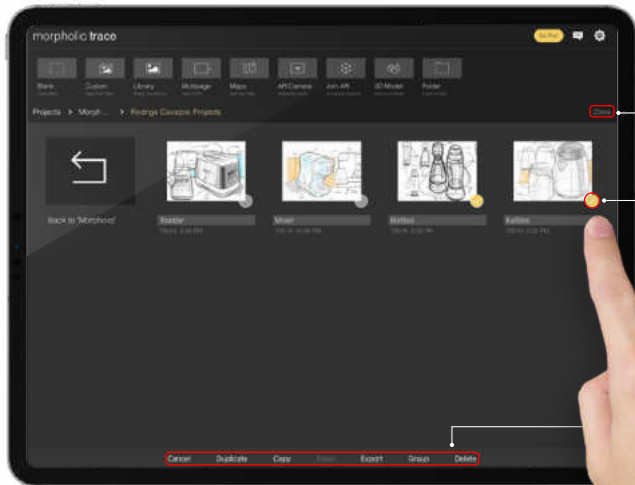
---



### Edit Projects

Tap "Select" to select Projects to duplicate, copy, paste, group, or delete.

# 17: Your Projects & Folders



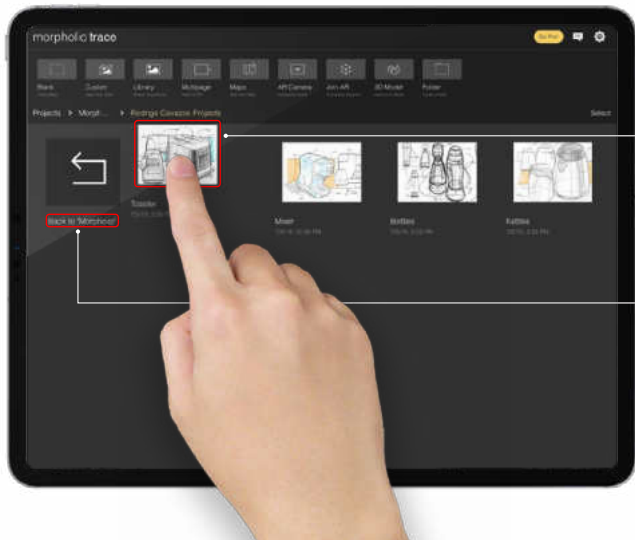
**Exit Project Management**  
Tap "Done" to close project management.

**Select Multiple Projects**  
Tap the circle to select single or multiple projects to manage.

**Edit Projects**  
Cancel selection, duplicate, copy, paste, group, or delete projects.

# 17: Your Projects & Folders

---



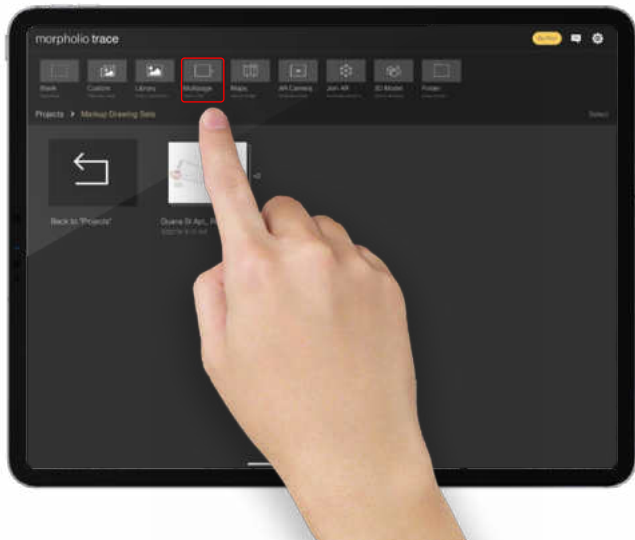
## Move Projects Back

Press and hold, then drag project to “Back to ...” to move a project to the outside folder.

## Return to Outside Folder

Tap to return to the outside folder.

## 18: Multipage PDF



# Redline Drawings

[How to video >](#)

*Did you know, you can now markup 100-page drawing sets, rendering packages, site reports or documents on the go? And... you will look so much cooler doing it on your iPad. Below is a quick "How To" guide to get you started redlining any drawing set or image.*

1

### Import PDF or Image

You can upload any PDF (up to 100 pages) or image (JPG, PNG) file to Trace to begin marking up.

## 18: Multipage PDF



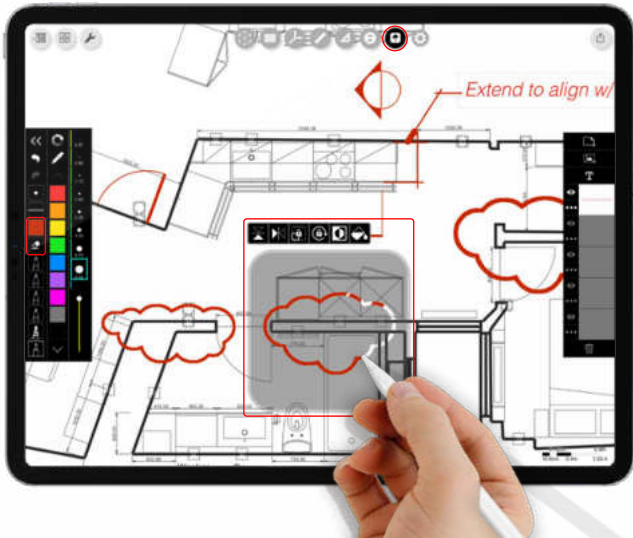
2

### Manage PDF Pages

Use the PDF Manager button to switch between pages and remember to set the scale for each page as needed. See the [Set the Scale](#) section. To reorder the pages press and hold, then drag each one to its new location.

Hint: If you tap edit, you can delete unwanted pages.

## 18: Multipage PDF



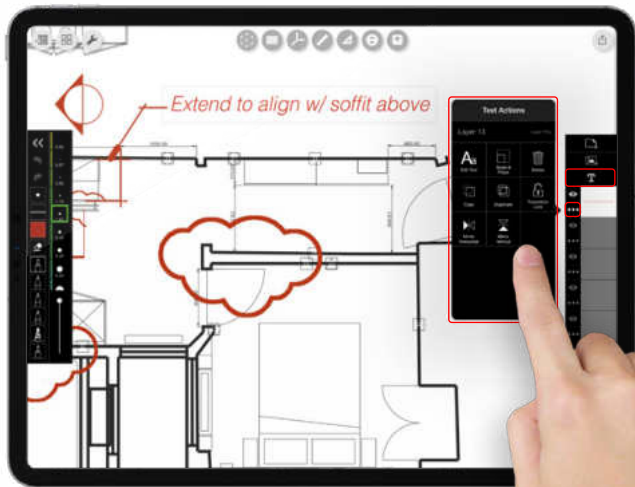
3

### Use Markup Tools

Work with Stencils, Rulers and other Trace super tools to quickly markup and annotate drawings.

Hint: Make Custom Stencils for any unique symbols, notes or stamps you use. See [Stencils](#) section for more!

## 18: Multipage PDF

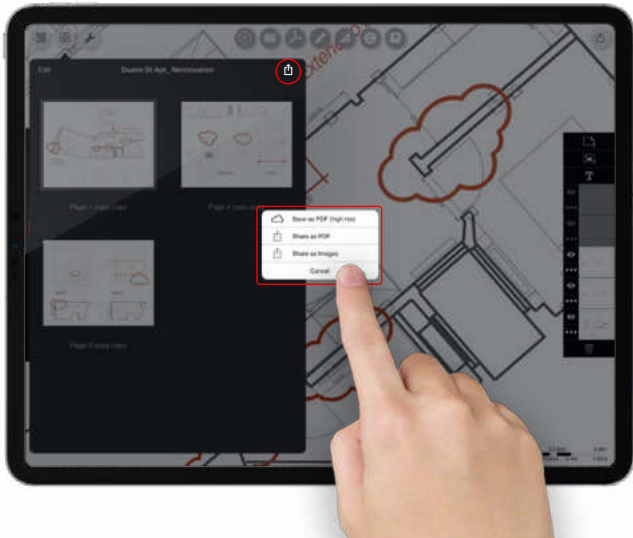


4

### Add Text

Use the text tool to add notes or comments. You can also copy, paste, and edit notes by tapping on the Layer Manager button in the right toolbar.

## 18: Multipage PDF



5

### Export Your Drawings

When you're finished, just tap the Export button in the PDF Manager to save a high res PDF, or email a PDF or image.



## 18: Multipage PDF




# Multipage PDF Interface

### Multipage View

Tap  to view all pages.

### Export

Tap  to export all pages at once.

### Edit/Delete

Tap Edit and then “x” to delete a page. Tap Done when finished.

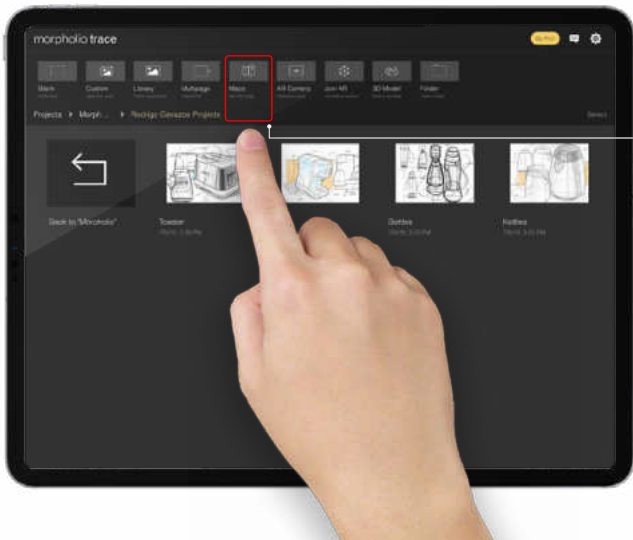
## 18: Multipage PDF

---



**Arrange Pages**  
Press and hold pages to rearrange.

# 19: Maps



## Map Interface

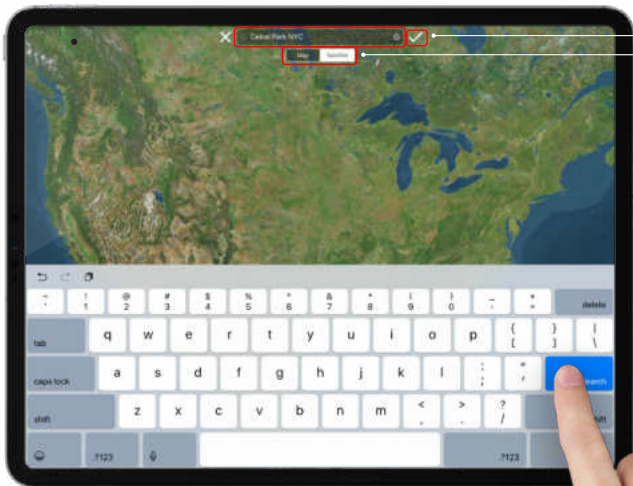
[How to video >](#)

### Launch Map

Tap this icon to start a Project with a Map.

# 19: Maps

---



## Search Location

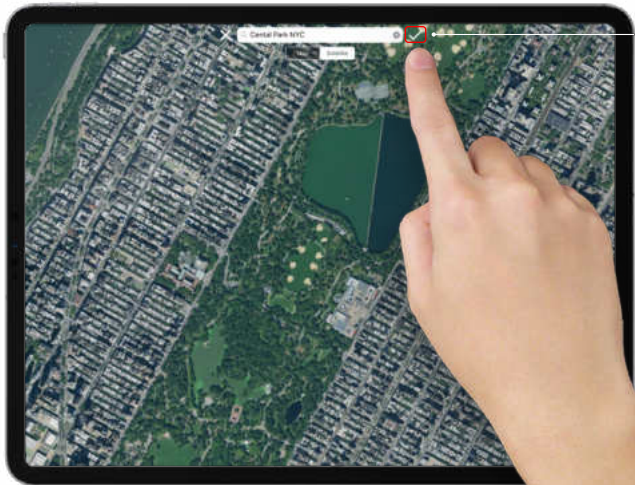
You can create backgrounds from maps of any location in the world.

## Map/Satellite

You can toggle between map view and satellite view.

## 19: Maps

---

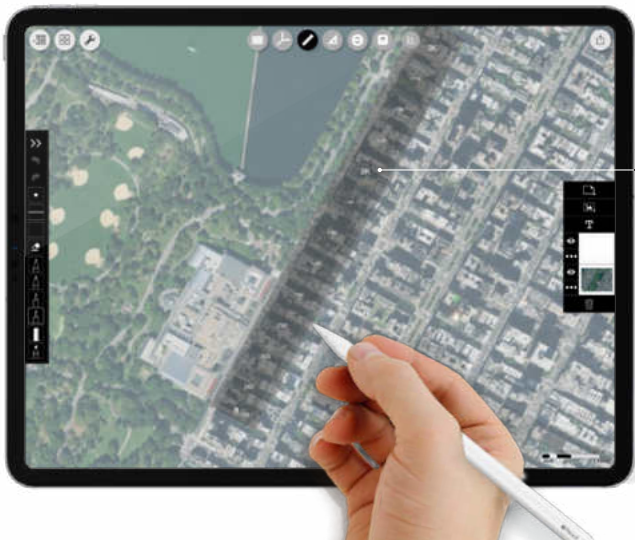


### Select View

Pinch to zoom and rotate the map to selected your desired view. Tap the check mark to make the map your background.

## 19: Maps

---

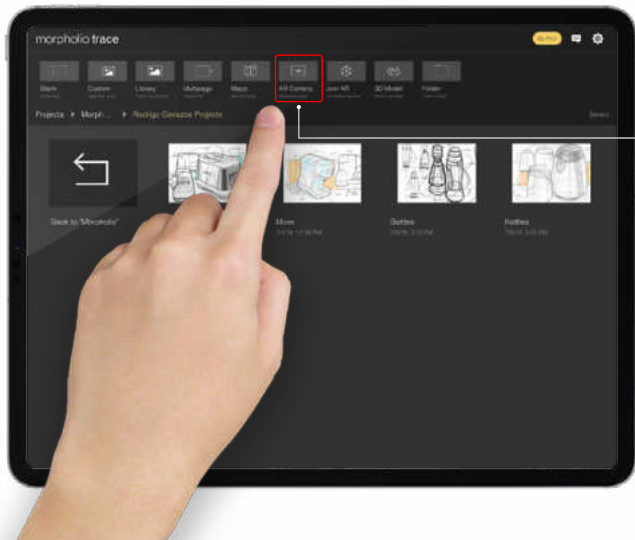


### **Pre-Scaled**

When you enter project mode, the drawing is already scaled and ready to go!

## 20: AR Perspective Finder

---



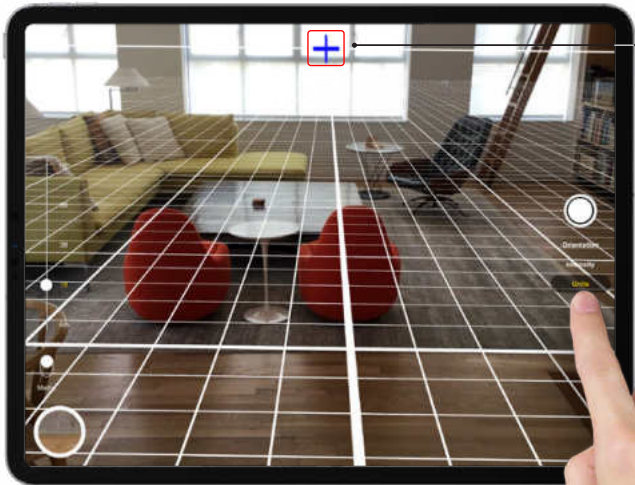
## AR Mode Interface

[How to video >](#)

**Launch AR Camera**  
Tap this icon to start a Project with the AR Camera

## 20: AR Perspective Finder

---



### How to set a grid

Step 1: Move iPad to register surface.

Step 2: After grid appears, swipe your finger to rotate and align grid to camera view.

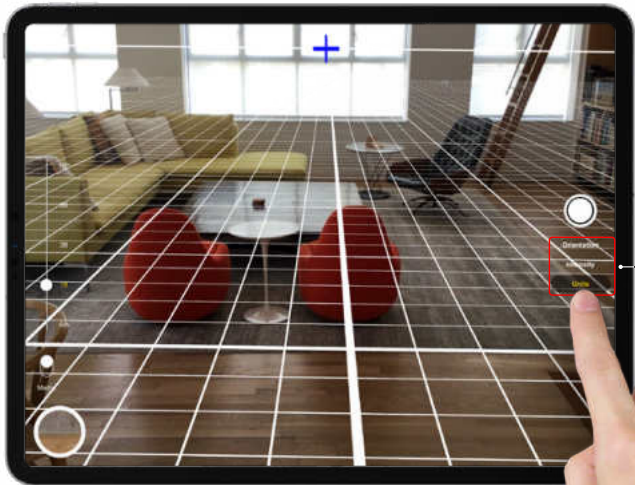
Step 3: Once aligned, tap anywhere on screen to lock the grid.

Step 4. Capture the image by pressing the camera button.



## 20: AR Perspective Finder

---



### **Orientation**

You can adjust the vanishing point of the perspective grid.

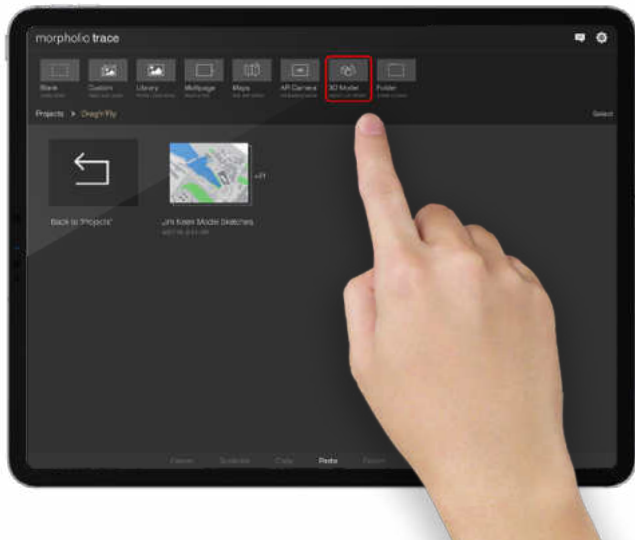
### **Intensity**

You can adjust the color of the perspective grid.

### **Units**

You can adjust the number of grid lines. Also you can choose between imperial or metric units.

## 21: Drag'n'Fly 3D Viewer



# Sketch with “Live” 3D Models

[How to video >](#)

*Imagine if you could have a 3D model inside your sketchbook. Then, imagine that it would automatically generate perspective lines for you. And now, imagine that you could fly between views to present your work. Would you believe it?*

1

### Import your 3D Model

Any OBJ, STL, 3DS, DAE, FBX, or USDZ file will work. Simply, tap the 3D file icon or “Drag and Drop” in your file.

## 21: Drag'n'Fly 3D Viewer



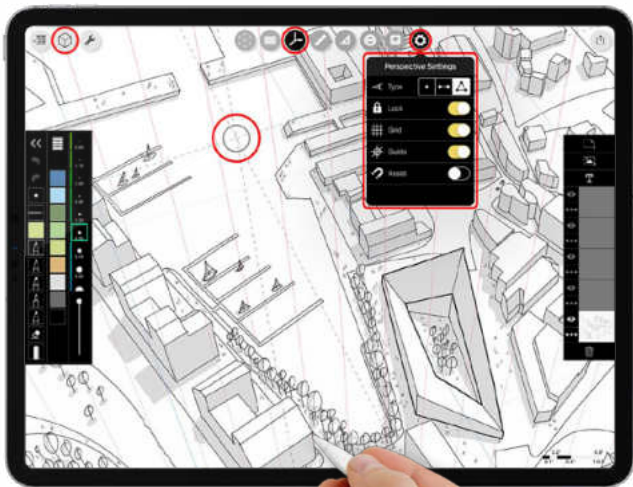
2

### Set Infinite Views

Tap the “+” or simply move the screen to spin, zoom or fly around your 3D file. Set as many views as you want by tapping the check. When you’re ready to start drawing just tap “Done.”

Hint: Tap the model to re-center or outside the model to zoom out. Long press views to edit.

## 21: Drag'n'Fly 3D Viewer



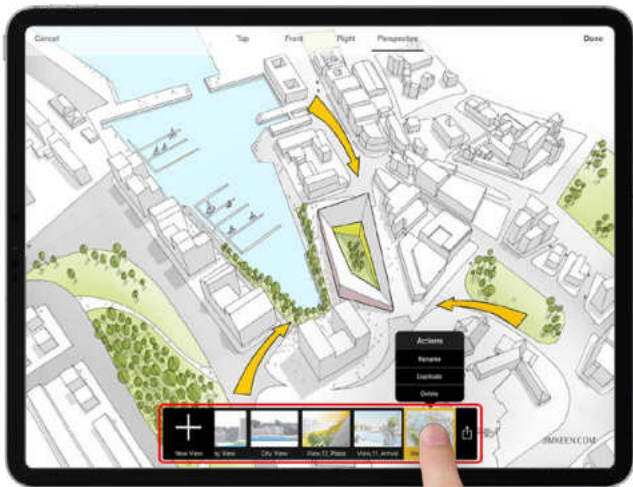
3

### Draw on Auto-Generated Perspective Grids

Smile. You will notice that Trace sets up the perspective lines and vanishing points for you. Simply draw away. When finished tap the 3D button to get more views and previews.

Tip: More information on drawing perspectives in the [Perspective Tools](#) Section.

## 21: Drag'n'Fly 3D Viewer

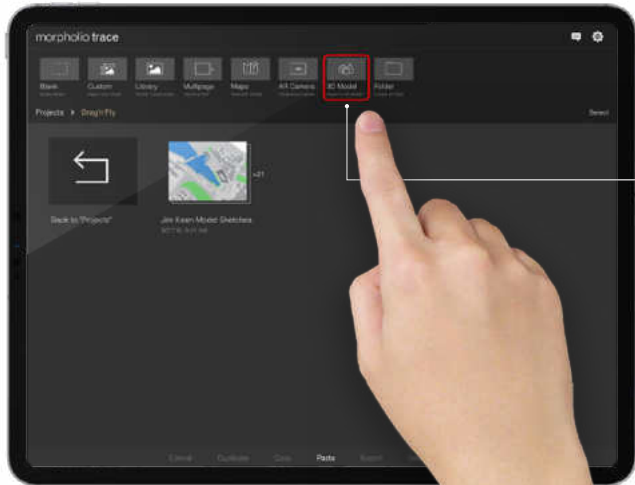


4

### Fly From Sketch to Sketch to Sketch

Ready for some fun? Simply tap any preview and fly to that view. Can you imagine a better way to present your work?

## 21: Drag'n'Fly 3D Viewer



# Drag'n'Fly 3D Viewer Interface

**Launch Drag'n'Fly  
3D Viewer**

Tap this icon to start a  
Project with the a 3D  
Model.

## 21: Drag'n'Fly 3D Viewer

---



### Find Your View

Use the view labels to view orthogonal and perspective views of the model.

Navigation Tips: Use two fingers to pan. Pinch and expand two fingers to zoom in and out. Use one finger to rotate the view.

### Select Your View

When you have found your preferred view, tap the green check.

## 21: Drag'n'Fly 3D Viewer

---



### Make a Background Image

Tap Done to turn the 3D view into a background image to sketch over!



## 21: Drag'n'Fly 3D Viewer

---



**Camera Toggle**  
New camera options  
coming soon!

**COMING  
SOON!**

## 21: Drag'n'Fly 3D Viewer

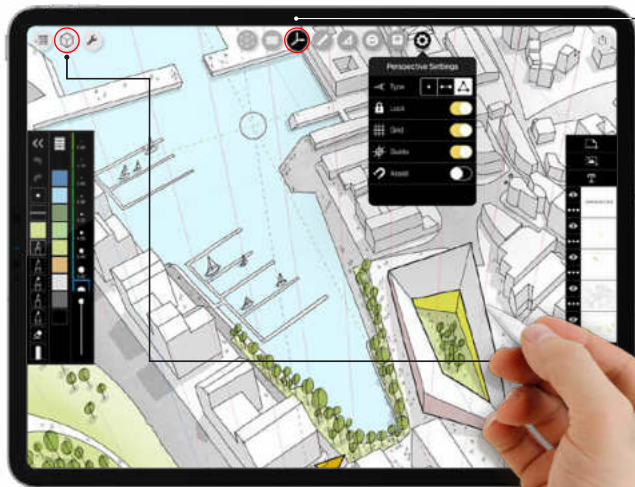
---



**Environmental Settings**  
New lighting and  
environmental settings  
coming soon!

## 21: Drag'n'Fly 3D Viewer

---



### 3D View for You!

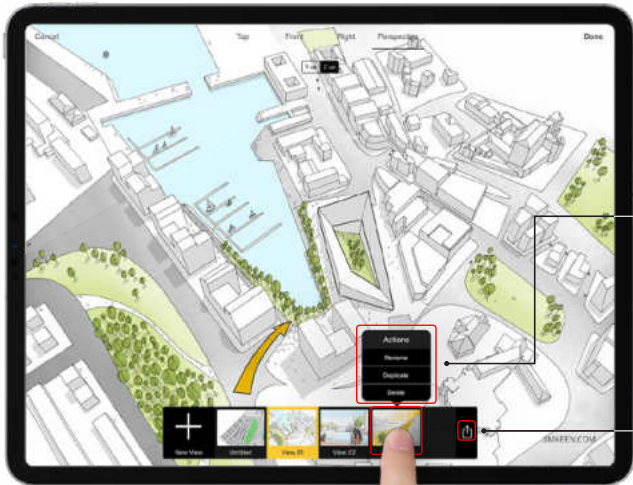
You will automatically enter Perspective Mode with the perspective grid customized to your view. Use colors, brushes, and all the tools to make an amazing drawing!

Note: See the [Perspective Tools](#) Section for more tips!

### 3D Model Mode

Tap cube to return to the 3D model to select another view to use as a drawing background.

## 21: Drag'n'Fly 3D Viewer



### View Options

Swipe up on a view to rename it, duplicate it, or delete it!

### Export View

Save or share a PDF or share an Image of the selected view.

## 22: AR SketchWalk



# Walk into Your Sketch

[How to video >](#)

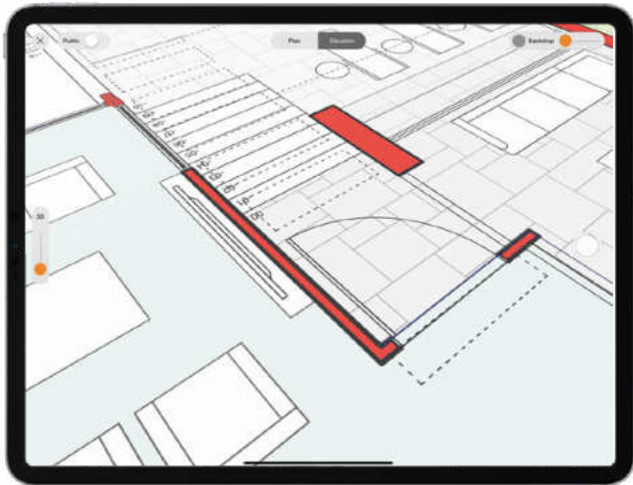
*Have you ever wanted to just jump into a sketch? You know, literally dive right in and stroll around to see how it feels. Or, better yet, take your colleague, entire team or favorite client with you? Well, you now can! Below is a quick "How To" guide to get you started using AR SketchWalk on any drawing or plan. Drawing by Cluck Design Collective.*

1

### Set SketchWalk Target

Place yourself in your drawing wherever you desire and tap "View in AR". Start with any floor plan, sketch or background and remember to set the scale before going into AR.

## 22: AR SketchWalk

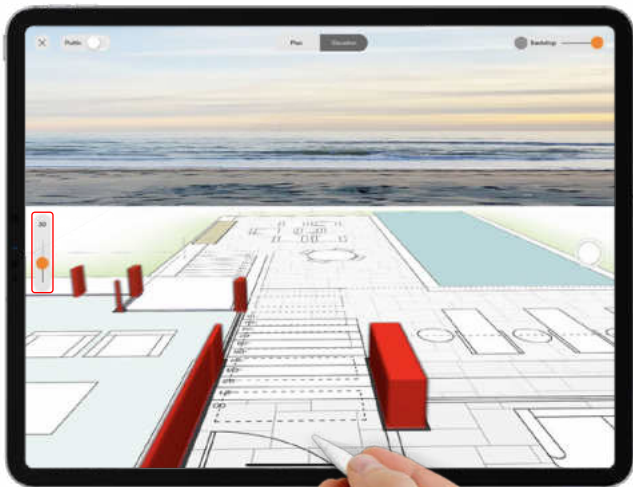


2

### Place Your Sketch in the World

Move your device to register a surface. When the grid appears, rotate as needed and tap the screen to set the drawing. You should now have your drawing on the ground and, believe it or not, to scale! Meander around and feel the space.

## 22: AR SketchWalk



3

### Lift lines into Walls

Use the 3D slider to extrude selected lines up and create surfaces to walk between.

Hint: Use “Layer Manger” to control lines you want to activate.

## 22: AR SketchWalk



4

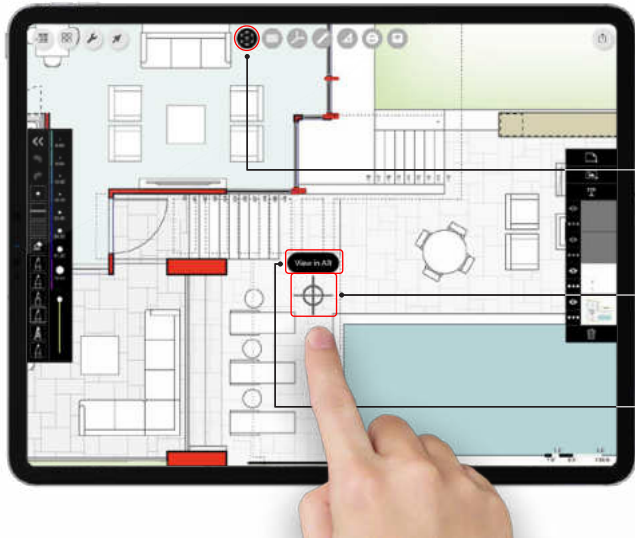
### Invite Others into Your World

Bring your team, studio or clients with you by toggling “Public” ON. Then, other devices simply need to tap “Join AR” on the projects page.

Tip: Trace will automatically detect nearby devices (iPhone or iPad) that also have Morpholio Trace installed.



## 22: AR SketchWalk



# AR SketchWalk Interface

### AR SketchWalk Mode

Tap this icon to transform your drawing into an AR Sketch Walk.

### AR SketchWalk Target

Press and drag Target to selection start location for SketchWalk

### View AR SketchWalk

Tap "View in AR" to launch AR Sketch Walk mode.

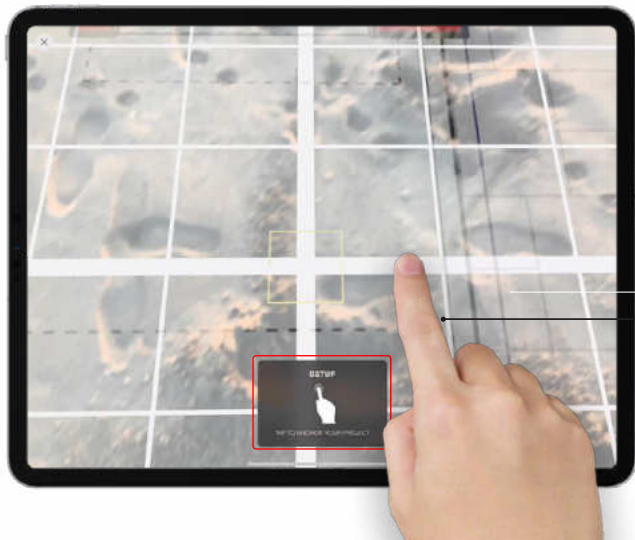
## 22: AR SketchWalk



**Disable AR Extrusion**  
Control which layers  
are extruded in Layer  
Settings.

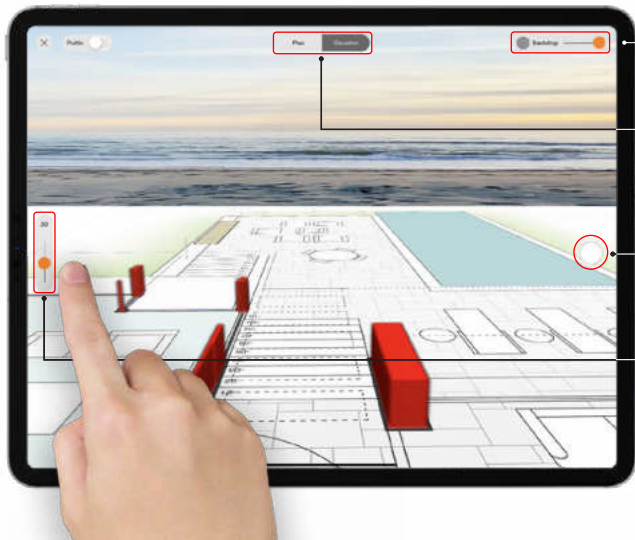
## 22: AR SketchWalk

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**Anchor the Drawing**  
Move your device back and forth to register a surface. When the grid appears, rotate as needed and tap anywhere on the screen to set the drawing.

## 22: AR SketchWalk



### Backdrop

Toggle the camera view on or off.

### Drawing Orientation

Toggle between plan and elevation orientation of your drawing.

### Capture a View

Save an image of the Sketch Walk to your Photos.

### Extrude Lines in 3D

Extrude sketch lines by adjusting the 3D slider.

Tip: Control which layers are extruded in Layer Settings.

## 22: AR SketchWalk

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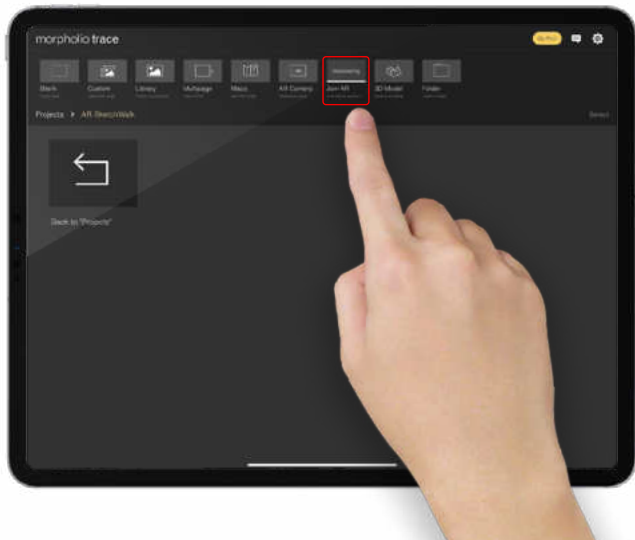


### Host an AR SketchWalk

Toggle the “public” button. Your sketch walk is now discoverable to anyone nearby using Morpholio Trace.

## 22: AR SketchWalk

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### Host an AR SketchWalk

Toggle the “public” button. Your sketch walk is now discoverable to anyone nearby using Morpholio Trace.

### Join an AR SketchWalk

Press the “Join AR” button in the Projects screen. This will automatically look for any nearby “public” sketch walks. Scan the same surroundings that your host has scanned and the project should appear. Your locations and views will stay synchronized as you explore in the same space.



# Morpholio Quick Tips

## TracePro

THANK YOU.