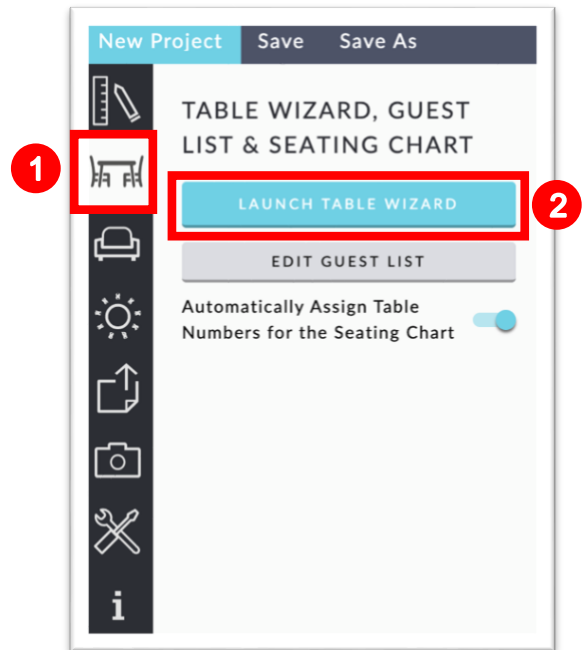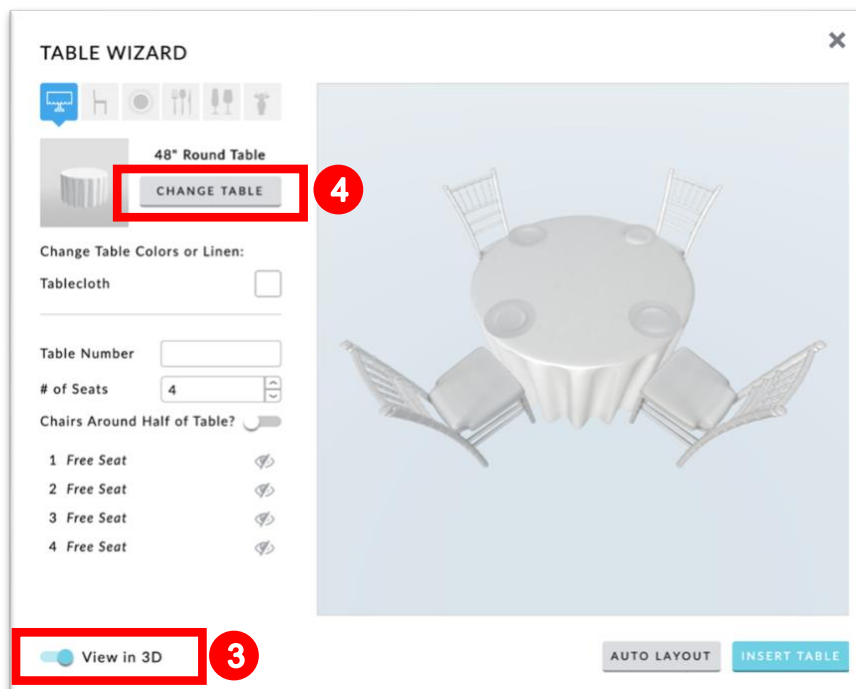# 3DEVENTdesigner

Adding a Pre-Set Table with the Table Wizard

This Guide will show you how to add pre-set tables with chairs from the Table Wizard.
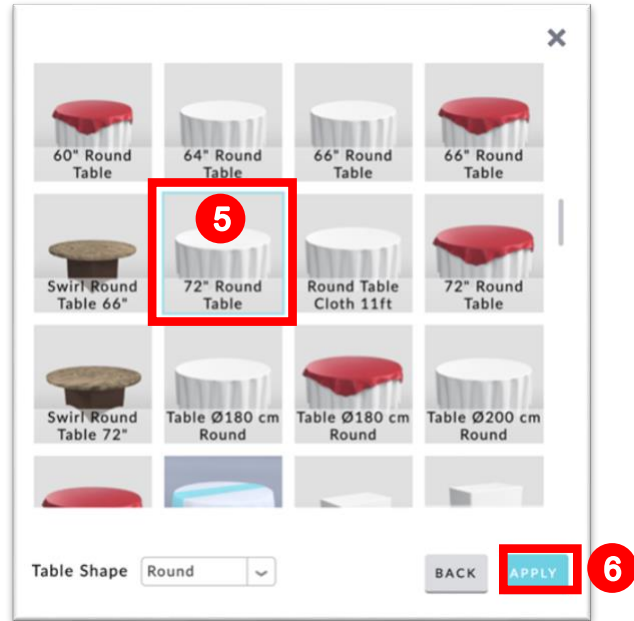
1. Click the "Table Wizard Icon" from the left menu bar.

2. Click the "Launch Table Wizard" button.

3. You can view the edits you are making from the default 2D view or you can view it in 3D by clicking the "View in 3D" slider to the right.

4. Click "Change Table" to select a different type of table (Tables with Linens or Tables without Linens) or a different size of table.

5. Click on the desired table.

6. Click the "Apply" button.

7. Change the Table Color or the Table Linen by clicking on the color thumbnail.

8. Adjust the number of seats. (Note: We recommend adding a Table Number and assigning guests to a seat after the table has been placed into the floor plan).

9. Optional: Continuing customizing the table by clicking on the Chair, Place Setting, Utensils or Napkins, Glass, and Decoration (Centerpieces) sections.

10. Click the "Insert Table" button to insert a single table in the floor plan. Or click the "Auto Layout" button to quickly populate the pre-set table in the floor plan.