#### **The Menus**

**File**: Used to open, save, close, and print documents.

Edit: Used to undo and redo actions.

**Display**: Used to control an object's appearance, to label/hide/animate objects, and to set preferences.

**Construct**: Used to construct new geometric objects based on selected objects in your sketch.

**Transform**: Used to apply geometric transformations to selected objects.

**Measure**: Used to give various measures based on selected objects in a sketch.

**Graph**: Used to create grids and axes for plotting points.

**Window**: Used to manipulate windows within *The Geometer's Sketchpad®* to create a script.

Help: Used to access the available help files.

#### The Toolbox

**Selection Arrow Tool**: Used to select, move, and transform objects in a sketch.

**Point Tool**: Used to draw and plot points.

Compass Tool: Used to draw circles.

**Straightedge Tool**: Used to draw line segments, lines, and rays.

**Text Tool**: Used to label/unlabel points and lines, and to write text within a sketch.

**Object Information Tool**: Provides information about selected objects.

### **Creating a New Sketch**

To create a new sketch window, on the File menu, click New Sketch.



#### **Opening an Existing Sketch**

- On the File menu, click Open....
- Navigate to the directory where the sketch you wish to open is saved.
- Click the name of the sketch you wish to open, and click **OK**.



#### **Saving a Sketch**

To save a sketch for the first time:

- on the File menu, click Save
- navigate to the directory in which you wish to save the sketch
- The Geometer's Sketchpad ® will give the sketch a name in the Filename text box. To use that one, click OK.

OR

 to give the sketch the name you wish, delete the given name, and type the name you want in the Filename text box. Click OK.

To resave a previously saved sketch:

• on the File menu, click Save.



### Closing a Sketch Without Exiting The Geometer's Sketchpad®

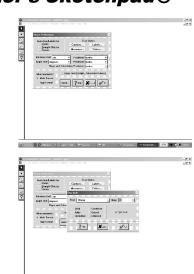
• On the File menu, click Close.

### Exiting The Geometer's Sketchpad®

• On the File menu, click Exit.

#### **Setting Preferences**

- On the Display menu, click Preferences....
- Select the desired units and precision for Distance, Angle, Slopes, and Calculations.
- If you click any of the boxes under the Autoshow Label for, the selected objects will automatically be labelled by The Geometer's Sketchpad® at the time the object is created.
- The boxes under **Text Styles** allow you to change the style and size of the text used in **Captions...**, **Labels...**, **Measures...**, **Tables...**.



#### **Selecting Points and Segments**

- Click the **Selection Arrow Tool**. The mouse cursor will appear as an arrow.
- Move the cursor to the point or segment you wish to select. When the cursor becomes a horizontal arrow, click once with the mouse, and the point or object will be selected.
- To select more than one point or segment, hold down the SHIFT key, and continue clicking each point or object you would like selected.

#### **Deselecting**

• To deselect a single point or segment, hold down the SHIFT key, and move the cursor to the point or segment you wish to deselect. When the cursor becomes a horizontal arrow, click and the point or object will be deselected.

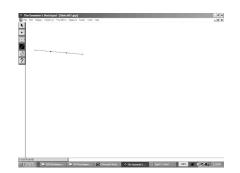
• To deselect all selected items, click any white space.

#### **Constructing Line Segments**

- Click the **Point Tool**, and create two points in the workspace.
- Click the Selection Arrow Tool, and select both points.
- On the Construct menu, click Segment.

OR

- Click the Straightedge Tool.
- Move the cursor to the workspace.
- · Click and hold the left mouse button.
- Drag the cursor to form the segment.
- Release the mouse button.



### **Constructing Triangles**

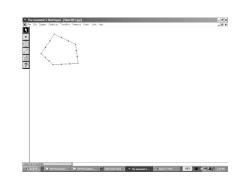
- Click the **Point Tool**. Draw three points in a triangular shape in the workspace.
- Click the **Selection Arrow Tool**, and select the three points.
- On the Construct menu, click Segment.



Construction Help...

#### **Constructing Polygons**

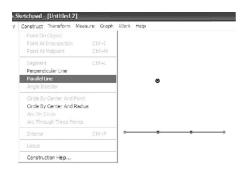
- To construct a polygon: Click the Point Tool. Draw four or more points in the workspace.
- Click the Selection Arrow Tool, and select all the points in either clockwise or counterclockwise order.
- On the Construct menu, select Segment.



#### **Constructing Parallel Lines**

To construct a line parallel to an existing line:

- click the Point Tool, and place a point above or below the existing line
- click the Selection Arrow Tool, and select the point and the line
- on the Construct menu, click Parallel Line.

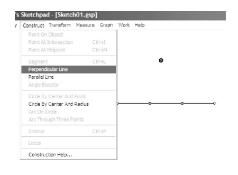




### **Constructing Perpendicular Lines**

To construct a line perpendicular to an existing line:

- click the Point Tool, and place a point above or below the existing line
- click the Selection Arrow Tool, and select the point and the line
- on the Construct menu, click Perpendicular Line.





#### **Constructing a Midpoint**

- Click the Selection Arrow Tool, and select the line.
- On the Construct menu, click Point At Midpoint. A
  point will appear on the line. That point will be fixed at the
  middle of the line.

#### **Finding Measures**

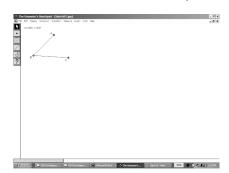
For all measures, *The Geometer's Sketchpad*® will display the desired measure using the units and precision selected in **Preferences...** on the **Display** menu.

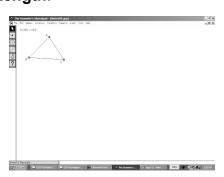
To measure the distance between two points:

- ensure nothing is selected
- select the two points
- on the **Measure** menu, click **Distance**.

To measure the length of a line segment:

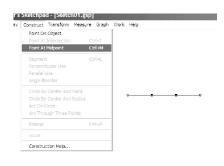
- · ensure nothing is selected
- select the two points
- on the Measure menu, click Length.





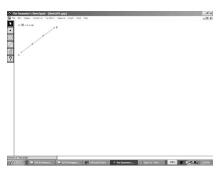


- ensure nothing is selected
- select the three points that form the angle. Make sure that the second point selected is the vertex of the angle.
- on the Measure menu, click Angle.









#### **Constructing and Measuring Polygon Interiors**

The Geometer's Sketchpad® will measure the perimeter and area of a polygon. However, you must construct the interior of the polygon first.

To construct the interior:

- select all the points representing the vertices of the polygon. Here we have a quadrilateral, so four points were selected.
- on the Construct menu, click Polygon Interior.

To measure the perimeter and area:

- · click the polygon's interior
- on the Measure menu, click Perimeter
- click the polygon's interior
- on the **Measure** menu, click **Area**.

