

# Working with Documents

Open, save, and print a Sketchpad document.

©2009 Key Curriculum Press

**File**  
New Sketch Ctrl+N  
Open... Ctrl+O

To start with a new blank document... choose **File | New Sketch**.

The Geometer's Sketchpad - [Untitled 1]  
File Edit Display Construct Transform M

To name and save the document...

**File**  
New Sketch Ctrl+N  
Open... Ctrl+O  
Sketchpad LessonLink...  
Save... Ctrl+S  
Save As...

choose **File | Save**.

Save As  
Save in: Desktop  
Name Size Modified  
Administrator  
Public  
File name: Isosceles Triangle  
Save as type: Sketchpad Document (\*.gsp)  
Save Cancel

Choose where to save... type a name... and then click **Save**.

The Geometer's Sketchpad - [Isosceles Triangle]  
File Edit Display Constr Transform

The name shows up.

**File**  
New S...  
Open...  
Sketchpad LessonLink...  
Page Setup...  
Print Preview...  
Print...  
Quit

Before you print... choose **File | Print Preview**.

The Geometer's Sketchpad - [...]  
Fit To Page Scale: 100  
Pages 1-2

See how your sketch will print.

The Geometer's Sketchpad - [...]  
Fit To Page Scale: 74  
Page 1

To print on one page... press **Fit to Page**.

## More Tips

Choose **File | Open** to open a document you saved and closed earlier.

To save a sketch with a new name, choose **File | Save As**, type a new name, choose a location, and click **Save**.

To show arrowheads on lines and rays when you print, hold the Shift key and choose **Edit | Advanced Preferences**. In the Export panel, check the **Export Arrowheads** box.