

# Lumis 3D 2025

USER MANUAL



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# INTRODUCING LUMIS 3D

Lumis 3D is a collaborative, networked content management tool that is designed to help you get the most out of your digital aspect mockups. In addition to the interface that makes sharing and storing files easy, Lumis 3D provides the tools to explore digital aspect mockups and to go one step further. Use Lumis 3D to set up and view product line reviews and image snapshots based on your digital aspect mockups.



## NOTE

Your Lumis 3D account can have Enterprise, Premium, or Community privileges based on your subscription type.

Lumis 3D account with Community privileges is free to use for non-commercial use.

Lumis 3D account with a Premium or Enterprise subscription is required for commercial use.

Note that Patchwork 3D Premium and Community editions have their unique file version. These two editions can work together. On the other hand, a file created and/or exported from Patchwork 3D Enterprise cannot be opened or read with Lumis 3D Premium or Community.

In this section, you will find additional information on the following topics:

## What are Lumis 3D Modules?

Lumis 3D uses user modules to provide functions to users. As a user, you have access to functions based on the user modules added to your account.

### Base Modules

Base modules are included with all Lumis 3D accounts. To use basic modules with your account, your Lumis 3D administrator will need to add them to your account.

If you are a Lumis 3D Online user, certain modules may not be available for your account type.

Basic modules include:

- [Domain Administration \(Module\) \[68\]](#) (administration)
- [Spaces \[10\]](#)
  - Private Space
  - Space Creation

## Optional Modules

Additional functions are available for purchase as add-on modules. To use optional modules with your account, your Lumis 3D domain administrator will need to purchase additional user modules, then add them to your account.

Optional modules include:

- [Product and Scene Editor \(Module\) \[38\]](#)
- [Mobile Synchronization \(Module\) \[65\]](#)

## Sign in/Sign out



### TIP

#### How to: Sign in

1. At the top of the screen is a header bar. Click on the **Sign In** button on the right.
2. This takes you to the sign-in screen. Enter your email address and your password, then click the **Sign In** button.



### TIP

#### How to: Retrieve a forgotten password

At the top of the screen is a header bar. Click on the **Sign In** button on the right.


This takes you to the sign-in screen.

1. Click **I forgot my password**.
2. Enter your email, then click **Reset password**. You will receive an email with a link to reset your password.



### TIP

#### How to: Sign out


At the top of the screen is a header bar. Click on the arrow  icon on the right, next to your user name.

Once signed in, you can navigate the spaces you have access to using the list on the left, or browse through the current space in the main content frame.

# Navigation

## Header Bar

The header bar at the top of Lumis 3D provides access to the following areas:

- The Lumis 3D logo: If you are logged in, use this to return to your content and spaces.
- **Domain**: Access to your domain's profile information and administration, if you have administrator access.
- **User Account**: Access to your profile information. You can make changes here, such as updating your password, email address, and name.
- **Notifications** . See notifications when your coworkers share a space, upload content or comment a file.
- **Sign Out** button.

## Content Navigation

In the content view, the list of spaces is always present in a sidebar on the left. To move from one space to another, click on the name of the space. The current space is always highlighted.

Within a space, content may be organized using folders. If you have multiple folders, you can navigate through the folder tree by clicking on the folder you want to open. The path to the current folder is always displayed at the top of the view. Click on the name of a folder in the path to move back up the tree to a previous folder.

## Footer bar

The footer bar at the bottom of Lumis 3D provides access to the following areas:

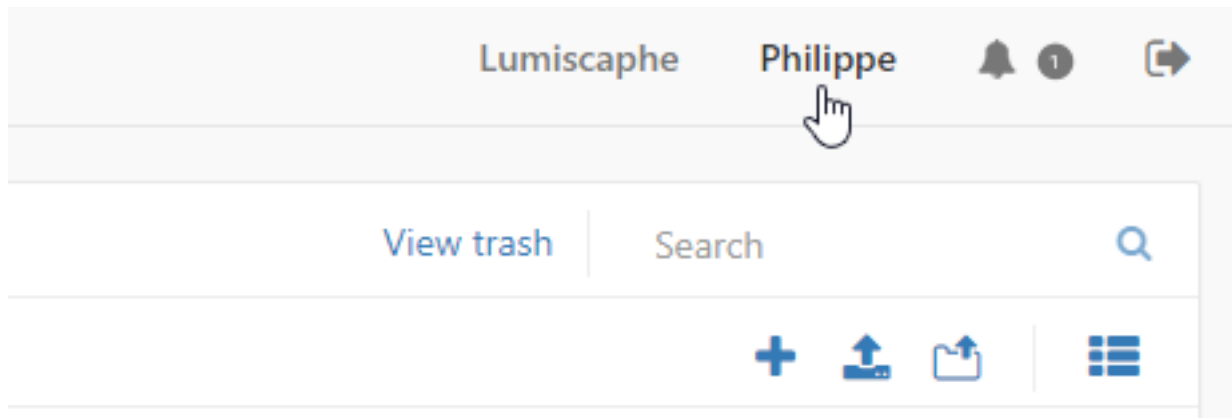
- **Legal notice**
- **Conditions**: The Lumis 3D conditions page.
- **Release**: The current Lumis 3D release versions page, with access to version changes.

## User Profile

Your user profile contains your display name and your email address, which is used to identify you. You can view or update your display name, your email address or change your password from the profile page.

This page also lists the modules you have access to with this user account.

To access the profile page, click on your full name at the top right of the screen.



*Click on your full name to access your profile.*



## TIP

### How to: Change your password


While signed in, you will see a header bar at the top of the screen. Click on your full name on the right.

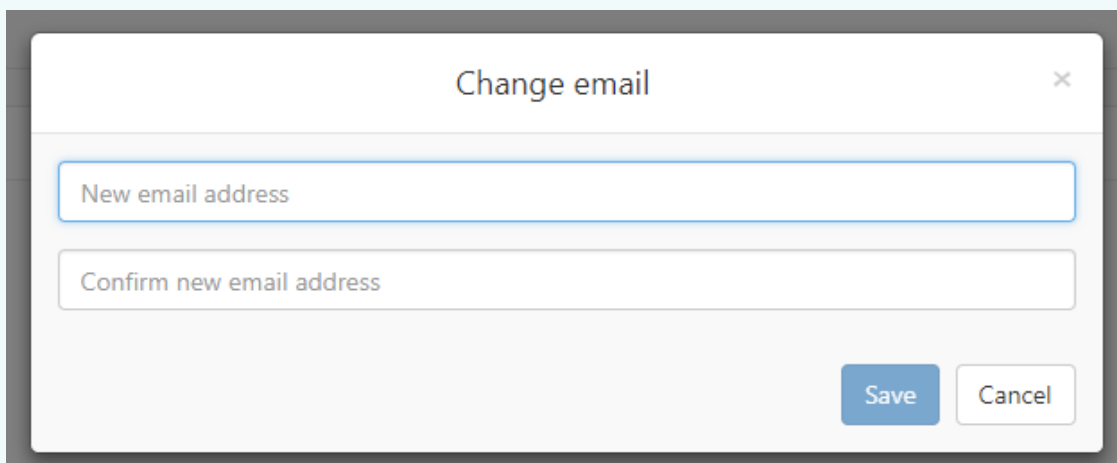
1. Click on ***Change password***.
2. A box appears in the center of the screen. Enter a new password in the ***Change password*** box.
3. Click **Save** when you have finished.



**TIP****How to: Change your email address**

While signed in, you will see a header bar at the top of the screen. Click on your full name on the right.

1. Click on this icon  to change your email address. A box below appears in the center of the screen.





2. Enter your email address in the first field and confirm it in the second one.
3. Click **Save**.

**TIP****How to: Activate or deactivate notifications**

While signed in, you will see a header bar at the top of the screen. Click on your full name on the right.

Notifications are available when you share a space, upload a content or comment a file.

- Toggle off  email notifications if you do not want to receive notifications by email.
- Toggle off  mobile notifications if you do not want to receive notifications by SMS.

# SPACES



## WARNING

Various user rights are required to access the functions described in this section. Your user account may not have access to all of the functions described.

A space is an area in which one or more users can create and upload content, then share, organize, and modify that content.

Each space has its own members and sharing settings. If you have access to multiple spaces, you might have different participation rights in each space.

All of the spaces you are a member of are available from the content page. Click on the Lumis 3D logo in the menu at the top left of the screen to go to this page.

In this section, you will find additional information on the following topics:

## Types of Spaces

### Private Spaces



## NOTE

You must have access to the Private Space user module to use a private space.

Your private space, if you have one, is only accessible to you. You cannot invite other users to participate in your private space. Files in it are accessible only to you unless you share them via public link.

Your private space is marked with the icon  in the list of spaces.

Private spaces cannot be created or deleted; you cannot leave your private space.

### Shared Spaces





## NOTE

The content below is only available for users of the Enterprise edition.

Shared spaces allow multiple users to participate as administrators, readers, or writers. Files in shared spaces can be made accessible to any members in your domain under their participation role.

Shared spaces can be created or deleted by their administrators; unless you are the only administrator in a space, you can leave a shared space.

Shared spaces are marked with the icon  in the list of spaces if they are not yet shared with other members, or with the icon  if they are already shared with other members.



**TIP**

**How to: Leave a shared space**

**NOTE**

You cannot leave certain types of spaces, such as private spaces or spaces with Reader rights only.

If you are an administrator for this space, at least one other member must also be an administrator for you to be able to leave the space.


1. Click on the space in the left-hand **Spaces** menu from any content page. You are now viewing the space. Its name appears in the upper left-hand corner of the content area.
2. Click on the  logo to show the drop-down menu.
3. Click on the  **Members** logo to open the **Sharing settings** window.
4. At the bottom of this window, click **Leave space**.

## Public Spaces

**NOTE**

The content below is only available for users of the Enterprise edition.

Your domain may have public spaces that have been created by a member and shared with all users in your domain.


Public spaces are marked with the icon  in the list of spaces.

## Managing Spaces

Manage your spaces from the **Spaces** sidebar, or in the space settings at the top of the content zone from within a space itself.



**TIP****How to: Create a new space****NOTE**

Your account must have access to the Space Creation user module to be able to carry out this procedure.

1. From any content page, click on the  logo in the **Spaces** sidebar to create a new space.
2. In the window that opens, enter a name for your new space, then click **Create**.



**TIP****How to: Rename a space****NOTE**

You must be an administrator in the space you want to modify.

1. Click on the space in the left-hand **Spaces** menu from any content page. You are now viewing the space.
2. Click on the  logo to open the **Space settings** menu.
3. Click on the  **Edit** logo to rename the space.
4. In the window that opens, change the name of your space, then click **Save**.

**TIP****How to: Delete a space****NOTE**

You must be an administrator in the space you want to modify.

1. Click on the space in the left-hand **Spaces** menu from any content page. You are now viewing the space.
2. Click on the  logo to open the **Space settings** menu.
3. Click on the  **Delete** logo to rename the space.
4. Lumis 3D will ask if you are sure you want to delete this space.

**WARNING**

Warning! Deleting a space is permanent and cannot be undone. You and all other members of the space will lose any files in the space.

5. If you are certain you want to delete this space and all files in it, click **Delete**.

## User Roles in Shared Spaces


Members of shared spaces have one of the following roles:

- **Administrator**
- **Writer**
- **Reader**

What a member can do in a space depends on their role. This role is set by the administrators of the space in the **Sharing settings** for that space.

Space Actions	Administrator	Writer	Reader	Public (non-members)
 Make a space public within the domain	✓	-	-	-
 Set access to the space for individual users <sup>a</sup> .	✓	-	-	-
 Rename the space	✓	-	-	-
 Modify sharing settings	✓	-	-	-
 Delete the space	✓	-	-	-
Leave the space	✓	✓	✓	-
View the space's trash	✓	✓	-	-
 Restore a file from the space's trash	✓	✓	-	-

Space Actions	Administrator	Writer	Reader	Public (non-members)
---------------	---------------	--------	--------	----------------------

 Empty the space's trash  
(permanently delete files)

✓


✓

-

-

<sup>a</sup>If a space available to all users also has settings for individual members, the settings for individual members will override the default rights for the members listed individually.

Folder/File Actions	Administrator	Writer	Reader	Public (non-members)
---------------------	---------------	--------	--------	----------------------


 Create content or folders

✓

✓

-

-


 Upload files

✓

✓

-

-


 Upload folders

✓

✓

-

-

 Preview files

✓

✓

✓

Files with  
public links  
only


 Download files

✓

✓

✓

-


 Copy files to...

Copy to this space  
or a different  
space<sup>a</sup>.

Copy to this  
space or a  
different  
space<sup>a</sup>.

Copy to a  
different  
space<sup>a</sup>.

-


 Move files to...

Move to this space  
or a different  
space<sup>a</sup>.

Move to this  
space or a  
different  
space<sup>a</sup>.

-

-


 Rename files

✓

✓

-

-


 Share a link

✓

✓

-

-


 Share a space  
link

✓

✓

-

-


 Share a private  
link

✓

✓

-

-


 Share a public  
link

✓

✓

-

✓

 Edit content or  
folders

✓

✓

-

-

View files (double  
click)

✓

✓

✓

Files with  
public links  
only

Edit files (double  
click)

✓


✓

-

-

(May require  
additional user  
modules)



(May require  
additional user  
modules)

Folder/File Actions	Administrator	Writer	Reader	Public (non-members)
 Move files, content or folders to the trash	✓	✓	-	-

<sup>a</sup>Files can only be moved or copied to spaces in which you are an administrator or a writer.

## Space-Specific Properties

Each space has its properties, accessible to the administrators of that space. These properties define the collaborative and sharing behavior for all files in the space.

Manage these sharing properties from within each space by clicking on the  logo at the top of the content area to open the **Space settings** menu and selecting  **Members**.





### TIP

**How to: Modify sharing settings for a space**



### NOTE

You must be an administrator in the space you want to modify.

1. Click on the space in the left-hand **Spaces** menu from any content page.
2. You are now viewing the space. Its name appears in the upper left-hand corner of the content area.
3. Click on the  logo to show the drop-down menu.
4. Click on the  **Members** logo to open the **Sharing settings** window.
5. Make the changes you want. The space is instantly updated.
6. Click **Close** when finished.

Administrators can:

- Make a space public to all Lumis 3D users in your domain
- Set sharing settings for the space for individual users



### NOTE

This will override settings for the user in question if the space is public to all users in your domain. For example, if a space available to all users as Readers has a user listed with Writer rights, that user will inherit Writer rights for this space.

- Add members to the space
- Change the rights of users in the space
- Leave the space, as long as at least one remaining member is designated as a space administrator

Every member can:

- view the other members of the space
- choose to leave the space



**NOTE**

Note that you cannot leave a space if it is your private one, or if you're the last user and, as such, an administrator. In this case, you can only delete it.

Once you leave a space, if you want to return, you must be invited back in by an administrator of that space.



# CONTENT

The role of a space is to facilitate the organization, management, transformation, and sharing of content.

In this section, you will find additional information on the following topics:


## Uploading Content

Content is uploaded to a space. To create or share content, begin by uploading items from your computer.



### TIP

#### How to: Upload a file


1. From within any space where you have writing rights, click on the  upload button at the top right, below the search box.
2. The file upload window will open. Choose the file you want to upload and select **Open**. You can also upload files by dragging them from the desktop or from a Windows folder.
3. Drop them on the white space where the items in the current folder are listed.

The uploaded files appear in the current folder.



### TIP

#### How to: Upload a folder

From within any space where you have writing rights, click on the  upload button at the top right, below the search box.

1. The folder upload window will open. Choose the folder you want to upload and select **Open**. You can also upload folders by dragging them from the desktop or from a Windows folder.
2. Drop them on the white space where the items in the current folder are listed.

The uploaded folders appear in the current folder. Inside the uploaded folder, you will find the files it contained on your computer, as well as any sub-folders that also contain files. Sub-folders that contain no files will not be uploaded.

You can upload and share any type of content you would like.

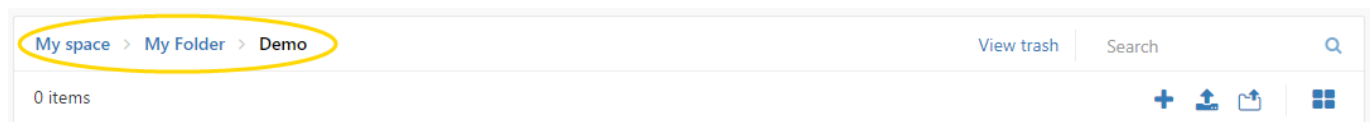
In addition to simple file sharing, Lumis 3D provides interactive tools for:

- Models in KDR/P3D format,
- Layouts in KPL format,
- Materials in KMT format,
- Images,
- Videos,
- Text files,
- PDFs.

## Managing and Organizing Content

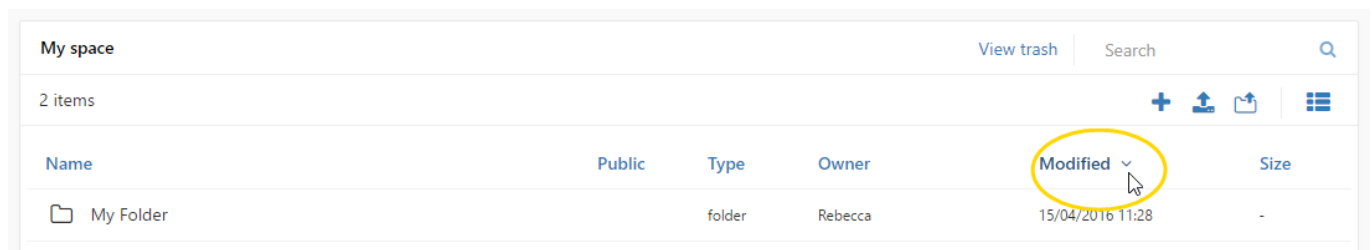
### Navigating in Spaces

Within each space, folders are used to organize content. If you have multiple folders, you can navigate through the folder tree by clicking on the folder you want to open. The path to the current folder is always displayed at the top of the view. Click on the name of a folder in the path to move back up the tree to a previous folder.



The path to the current folder is displayed at the top of the view.

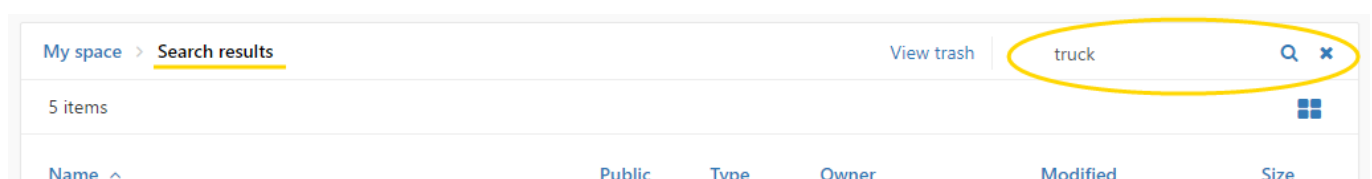
You can sort the items in the current folder by the column heading. An arrow appears beside the column header by which the list is sorted. Click the header again to reverse the order in which the items are sorted. By default, items are sorted in alphabetical order by name.



Click on a column heading to sort items. An arrow appears to indicate the column used and the sort direction. In this example, items will be sorted by modification date.

### Searching for Content



You can search for an element by typing all or part of its name in the **Search** box at the top right. This searches the current space only. Use the **X** button to delete your search criteria and return to the folder view.



Using the search box in the upper right. Click on the  to return to the folder view.

## Changing the Display Type



Content can be displayed in two different styles:

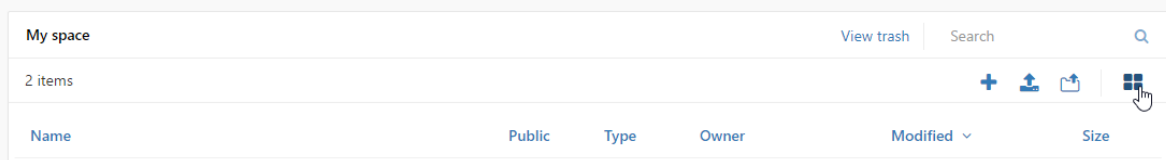
Display style	Available for content types
 Details	Content is displayed as a list. The following details for each element are provided: <ul style="list-style-type: none"> <li>• Name</li> <li>• Public link indicator</li> <li>• Type</li> <li>• Owner</li> <li>• Date modified</li> <li>• Size</li> </ul>
 Thumbnails	Content is displayed as a grid of thumbnails. At the top of the view, the folders are listed. Below them, the files appear as thumbnails. Where previews are not available, the icon for the file type is displayed instead.



### TIP

#### How to: Change the display type

Click on the  or the  button in the view controls at the top right of the view.



The display type for the current view will change. Click on the display type button again to switch back to the original display type.

## Using Folders to Organize Content



### NOTE

You must be a writer or an administrator in a space to organize its contents.

You can create folders to organize your content by clicking the  **Create** button and choosing **Folder**.





## TIP

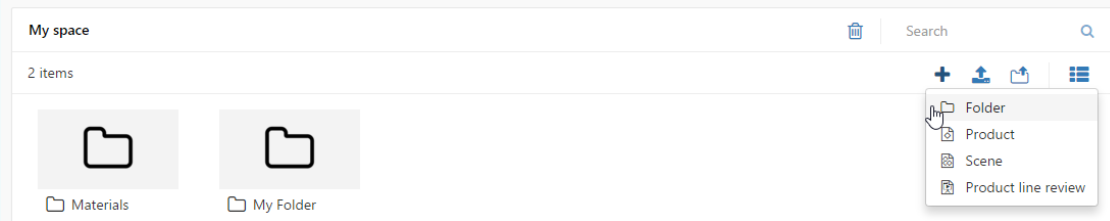
### How to: Create a folder



## NOTE

You must be a writer or an administrator in a space to create a folder in it.

1. Click on the  **Create** button, then choose the  **Folder** option.



2. Selecting Create, then Folder to create a folder.
3. The folder creation window will open. Provide a name for your folder, then click the **Create** button.
4. The new folder now appears in the current folder. Double click on it to open it.

Once uploaded, your content is immediately available. You can:

- **Open content:** Double click on an item to open it. Opening an item allows you to edit it, if you have editing rights for this item, or to view it.
- **Select content:** Click on the item to select it. You can also select multiple items by holding down the **Shift** key to select all items between the first item you click and the second, or by holding down the **Ctrl** key to select only the items you click. The options available for the selection will appear on the right, just above the list of folder contents.
- **Access action shortcuts:** Right-clicking on an item lists the most common actions, such as renaming, editing, or deleting the item.
- **Move content to a new folder:** Drag and drop an item onto a different folder to move the item to that folder.



## NOTE

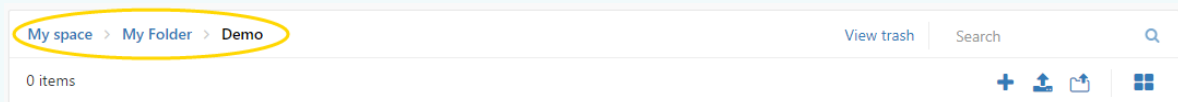
You can also move content to a different space by dragging and dropping an item on a different space in the listing on the left. To do this, you must be a writer or an administrator in the space where you want to place the item.

**TIP****How to: Move a content to a new folder****NOTE**

You must be a writer or an administrator in a space to move content from one folder to another.

If the new folder is listed in the folder you are currently viewing, drag the content you want to move by clicking within its row. When you move it over a folder, the line for the folder will be highlighted. Drop the content you are moving on the folder.

If the folder you are currently viewing is in the folder you want to move the content to, drag the content you want to move to the folder path. The path to the current folder is always displayed at the top of the view, above the **Create** and **Upload** buttons and the search box. Drop the content on the name of the folder in the path where you want to place the content.



*The path to the current folder is displayed at the top of the view.*












The content will disappear from the list in the current folder. Click on the name of the folder you dropped it on to open that folder. You will see the content you moved in this new folder.

To transfer content from one space to another, use the **Move** function. (You must be a writer or an administrator in the space where you want to put the content.)

## Content Actions

The management actions for an item depend on what type of item is selected.

Action	Available for content types
Download	Images, Videos, Text, PDFs, Offline published content, KDRs, KPLs, KMTs, general files
<div> <b>NOTE</b> <p>You can download multiple files at once as a ZIP file. Select the files you want to download, then select the action  Download.</p> </div>	
Preview	Images, Videos, Text, PDFs, Products, Scenes, Published content, Product line reviews, KDRs, P3Ds, KPLs, KMTs
View/Edit (double click)	Products, Scenes, Product line reviews, KDRs, KPLs

Action	Available for content types
 Create a product	KDRs
 Create a scene	KLPs
 Create a product line review	Products
 Create a public link	All types except Folders: Images, Videos, Text, PDFs, Products, Scenes, Product line reviews, Published content, KDRs, P3Ds, KPLs, KMTs, general files
 Copy to	All types: Folders, Images, Videos, Text, PDFs, Products, Scenes, Product line reviews, Published content, KDRs, P3Ds, KPLs, KMTs, general files
 <b>NOTE</b> A copy is not linked to its original file. Changes made in one are not reflected in the other.	
 <b>NOTE</b> When you make copies of files other than Products, Scenes and Product line reviews, a new file will be created. The new file will require the same amount of disk space as the original file. Depending on the available storage space, it is often recommended not to make copies of files that cannot be edited, but to share them instead.	
 Move to	All types: Folders, Images, Videos, Text, PDFs, Products, Scenes, Product line reviews, Published content, KDRs, P3Ds, KPLs, KMTs, general files
 Rename	All types: Folders, Images, Videos, Text, PDFs, Products, Scenes, Product line reviews, Published content, KDRs, P3Ds, KPLs, KMTs, general files
 Delete (Move to Trash)	All types: Folders, Images, Videos, Text, PDFs, Products, Scenes, Product line reviews, Published content, KDRs, P3Ds, KPLs, KMTs, general files
 <b>NOTE</b> Deleting a folder also deletes all of the folders and files in it.	

My space

>

My Folder

>

Demo

View trash

Search

1 items

Folder actions

+

Item actions

Name

Public

Type

Owner

Modified

Size

Example product

product

Rebecca

15/04/2016 11:38

-

Available actions for current folders and selected items.

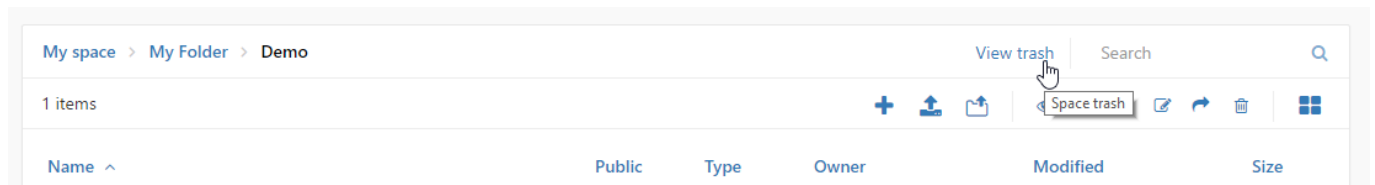
## Deleting Content



### NOTE

You must be a writer or an administrator in a space to delete its contents.

When you delete an item, it is moved to the space's **Trash** view.



Accessing the **Trash** view.

## Permanently Deleting Content in a Space's Trash

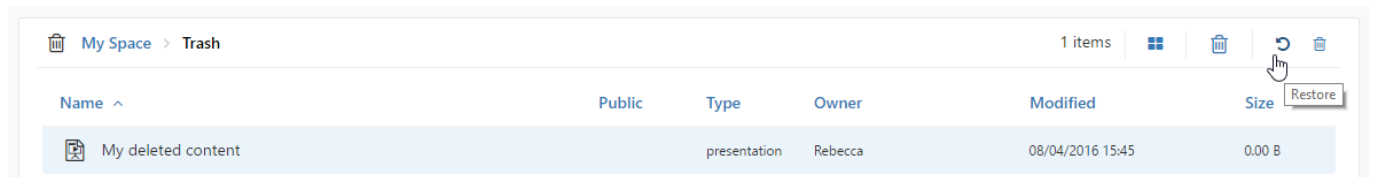


### NOTE

You must be a writer or an administrator in a space to permanently delete its contents.

From the **Trash** view you can:

- Empty the trash. This action permanently deletes the items in the **Trash** view and cannot be undone.
- Select an item in the trash to:
  - Restore it.
  - Delete it permanently.



Restoring an item from the **Trash** view.

## Viewing Content

Content within a space can always be viewed or previewed by all members of the space.

Lumis 3D offers customized viewers for exploring digital aspect mockups of 3D models.

## Digital Aspect Mockups

Digital Aspect Mockups (DAMs) are 3D models that include detailed information about the final, realistic appearance of the finished model. They also feature interactive elements such as animation and customizable parts.

Digital aspect mockups may be uploaded in the KDR format, this format supports the digital aspect mockup produced in Patchwork 3D (any Enterprise Edition and from Community 2022 Edition).

## Digital Aspect Mockup Explorer


You can view digital aspect mockups in KDR, P3D, and LSD formats if they are present in the current space. To view one of these files, double-click on the item you would like to view.


When viewing KDRs, you have an overview of all of the options included in the digital aspect mockups.

The name of the file appears in the upper left corner.

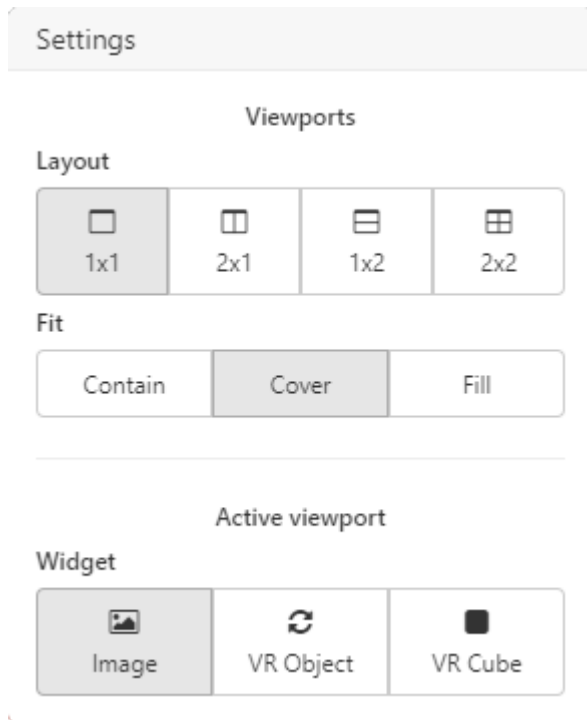
## Top Right Menu

At the top right of the screen, multiple options are available to control how you view and interact with a model.

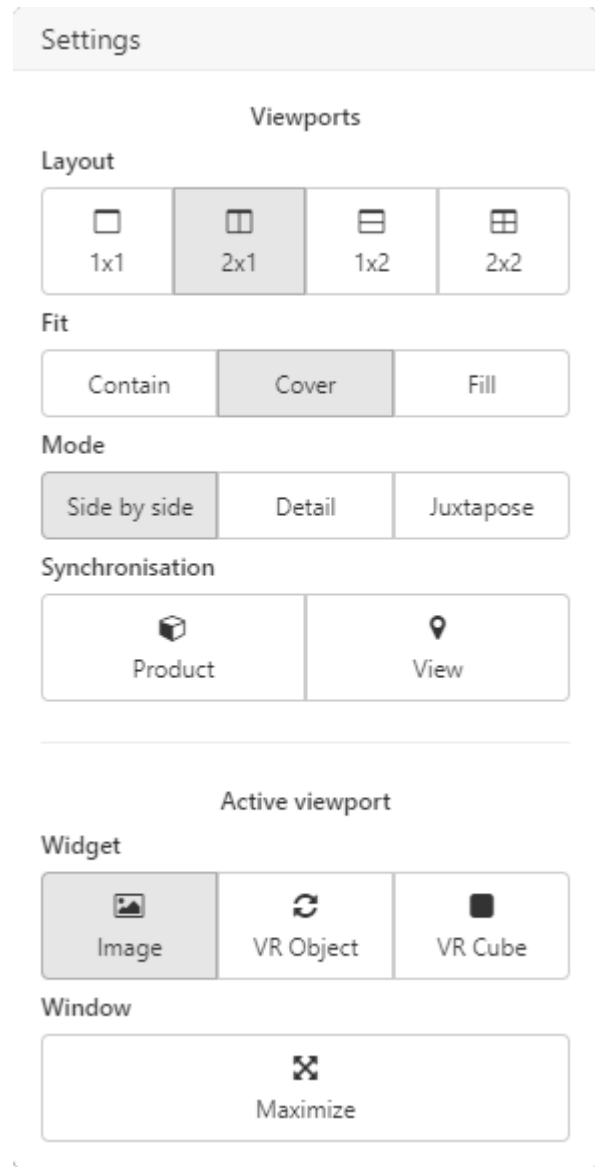
The  **Comments** tool can be used to add comments to your coworkers. They will automatically receive a notification by email or by SMS according to their notification preferences chosen in [User Profile \[7\]](#).

The  drop-down menu gives you a choice between the different viewing modes:








The drop-down menu without the split mode.









The drop-down menu with the split mode.


### Viewports part:



- The **Layout** section  contains the controls to split the viewing area into multiple panes. Once split, the active pane is marked with a yellow border. All actions will be applied to the active pane. The **Layout** section is closely linked to the **Mode** section. Three different modes are available only when the view is split. The **Side by side** mode displays a view comparison, **Detail** mode displays a model close-up into a new pane and **Juxtapose** mode displays a view comparison slider.
- The **Synchronisation** section synchronizes the camera position ( **View**) and the model's product ( **Product**) in all panes.
- The **Fit** section sets the appropriate image size in three different formats. **Contain** displays the viewing area with its original size (adds black borders). **Cover** fills pane with the viewing area (no black border added). **Fill** adjusts the viewing area to the pane size (zoom in/out).


### Active viewport part:

-  **Image:** In an image, the camera is stationary. The viewer provides a picture of the digital aspect mockup from a preset perspective that cannot be modified in real time.
-  **VR Object:** The digital aspect mockup can be turned interactively 360 degrees by clicking and dragging with the mouse. The initial position is taken from the Patchwork 3D camera position. This is the default mode.
-  **VR Cube:** Cubes are typically used to position the viewpoint inside the digital aspect mockup. The camera position is stationary, but the camera can be turned in any direction in real time to observe the interior space, such as the inside of a vehicle or a room, from all angles. Click and drag the mouse to change the direction. The initial position and orientation are taken from the camera information.
- You also can enlarge the active pane to cover the full viewing area (**Maximize** ). When enlarged, click on  again to return to the multi-pane view.

The  button displays or hides a summary of the current view and configuration used for the model. It lists the model shown, the camera used, and all active configuration options.

The  button downloads a JPG or PDF version of the image currently displayed in the viewer's active pane. This file will be saved to your computer or device.

- The  **Snapshot Image** tool saves the image displayed in the viewer's active pane. You can choose the space and the folder in your Lumis 3D account where the image will be saved.
- If your KDR contains timelines or animations, the  **Video** button will open the **Snapshot Video** editor to produce a video of the animation.

The  button shares your model (DAM) link. Anyone in the domain with access to this page can share this link too. (Sign-in is required).

## Product Explorer

You can view Lumis 3D products if they are present in the current space. To view a product, double-click on the product to arrive at the product's landing page.



### NOTE

If you have editing rights for this product, this will open the editor. From the editor, click on **Explore** in the upper right corner to switch to the explorer view.


Editing rights require:

- The Product and Scene Editor user module
- A role as a writer or administrator in the current space

If you do not have editing rights for this product, the explorer view will be displayed immediately.

The name of the product is displayed in the upper left corner.

In the upper right corner of the screen you will see the following icons:

- The  button can be used if you want to add comments to the model shared by your coworkers. They will automatically receive a notification by email or by SMS according to their notification preferences chosen in [User Profile \[7\]](#).



## TIP

### How to: Add comments to a product

You can add comments to a product while viewing it. Double-click on a product. If you don't have editing rights, you are now viewing the product.





## NOTE



If you have editing rights for this product, this will open the editor. From the editor, click on **Explore** in the upper right corner to switch to the explorer view.

Editing rights require:

- The Product and Scene Editor user module
- A role as a writer or administrator in the current space

At any time during this viewing session, click on the  button to add comments to the image currently displayed in the viewer's active pane.




1. In the pop-up window, type the subject of your comment in the **Title** field.
2. If necessary modify the view of the product by clicking the  **Update the snapshot** button.
3. Describe your comment in the **Description** field.
4. Click the **Save** button to share your comment.

- The  can be used if your product has languages. Select a different language from the drop-down list to change the language displayed. If your product does not have languages, this menu will not be shown.
- The  drop-down menu gives you a choice between the different viewing modes. See details in [Top Right Menu \[24\]](#) from the Digital Aspect Mockups chapter.







## WARNING

Viewport **Widgets** are not available in Product Explorer because views are the presets when a KDR is converted to a product. To change the view for another preset (Product and Scene Editor user module is required), just go back to the product's landing page and: 1. Click on **Views** tab at the top. 2. Double-click on the corresponding view displayed in Viewport. Select between an image, a three-sixty, or a cube-type view when the **View** window shows up. 3. Let the Lumis 3D generate the pictures. 4. Click to Save button.

- The  button displays or hides a summary of the current view and configuration used for the model. It lists the model shown, the camera used, and all active configuration options.
- The  button can be used to download a JPG (**HD, 4K, 8K**) or an editable PDF<sup>1</sup> of the image currently displayed in the viewer's active pane. This file will be saved to your computer or device.
- The  button can be used to share a link of your model (DAM). Anyone in the domain with access to this page can share this link. (Sign-in is required).

At the bottom of the screen, a menu gives access to product controls:

-  **Views** and groups of views. Select a view to activate it. If a three-sixty- or cube-type view is active, you can interact with the model in real-time by clicking and dragging.
-  **Presets**. Select an option to enable it.
-  **Parameters**. Select an option to enable it.
-  Clips and groups of clips. Select an animation clip to play it.



## TIP

### How to: Take a snapshot of a product

You can take a snapshot of a product while viewing it. Double-click on a product. If you don't have editing rights, you are now viewing the product.






## NOTE

If you have editing rights for this product, this will open the editor. From the editor, click on **Explore** in the upper right corner to switch to the explorer view.

Editing rights require:

- The Product and Scene Editor user module
- A role as a writer or administrator in the current space

At any time during this viewing session, click on the  button to download a JPG or PDF version of the image currently displayed in the viewer's active pane. This file will be saved to your computer or device.

- The  **Snapshot Image** tool can be used to save the image currently displayed in the viewer's active pane. You can choose the space and the folder in your Lumis 3D account where the image will be saved.
- If your KDR contains timelines or animations, the  **Video** button will open the **Snapshot Video** editor to produce a video of the animation.

You can render as many images as you want from this position by changing only the resolution.

<sup>1</sup>"Editable PDF" means that you can edit it directly on your favorite web browser or favorite PDF reader.

## Scene Explorer

You can view Lumis 3D scenes if they are present in the current space. To view a scene, double-click on the scene to arrive to the scene's landing page.



### NOTE

If you have editing rights for this scene, this will open the editor. From the editor, click on **Explore** in the upper right corner to switch to the explorer view.


Editing rights require:

- The Product and Scene Editor user module
- A role as a writer or administrator in the current space

If you do not have editing rights for this scene, the explorer view will be displayed immediately.

In the upper left corner, the name of the scene is displayed.

In the upper right corner of the screen you will see followed icons:

The  button can be used if you want to add comments to the model shared by your coworkers. They will automatically receive a notification by email or by SMS according to their notification preferences chosen in [User Profile \[7\]](#).

**TIP****How to: Add comments to a scene**


You can add comments to a scene while viewing it. Double-click on a scene. If you don't have editing rights, you are now viewing the scene.


**NOTE**


If you have editing rights for this scene, this will open the editor. From the editor, click on **Explore** in the upper right corner to switch to the explorer view.


Editing rights require:


- The Product and Scene Editor user module
- A role as a writer or administrator in the current space


At any time during this viewing session, click on the  button to add comments to the image currently displayed in the viewer's active pane.

1. In the pop-up window, type the subject of your comment in **Title** field.
2. If necessary modify the view of the scene by clicking the  **Update the snapshot** button.
3. Describe your message in the **Description** field.
4. Click **Save** button to share your comment.

The  can be used if your product has languages. To change the language displayed, select a different language from the drop-down list. If your product does not have languages, this menu will not be shown.

The  **Product** drop-down menu allows you to choose the current active product. This list contains all of the products in the scene, as well as the default setting, **All**. To configure a different product in the scene, use this drop-down list to switch to another product. To once again apply options to all instances of a product, select the instance option, **All**.


- The  toggle button switches from the scene view to a view of the current product alone, and back again. You can change the current product by selecting another from the drop-down list at the top left of the screen.


The  drop-down menu gives you a choice between the different viewing modes. See details in [Top Right Menu \[24\]](#) from the Digital Aspect Mockups chapter.



**WARNING**


Viewport **Widgets** are not available in Product Explorer because views are the presets when a KDR is converted to a product. To change the view for another preset (Product and Scene Editor user module is required), just go back to the product's landing page and:

1. Click on **Views** tab at the top.
2. Double-click on the corresponding view displayed in Viewport. Select between an image, a three-sixty or cube-type view when the **View** window shows up.
3. Let the Lumis 3D generate the pictures.
4. Click the Save button.





The  button displays or hides a summary of the current view and configuration used for the model. It lists the model shown, the camera used, and all active configuration options.

The  button can be used to download a JPG or PDF version of the image currently displayed in the viewer's active pane. This file will be saved to your computer or device.

- The  **Snapshot Image** tool can be used to save the image currently displayed in the viewer's active pane. You can choose the space and the folder in your Lumis 3D account where the image will be saved.
- If your KDR contains timelines or animations, the  **Video** button will open the **Snapshot Video** editor to produce a video of the animation.

The  button can be used to share a link of your model (DAM). Anyone in the domain with access to this page can share this link. (Sign-in is required).

At the bottom of the screen, a menu gives access to scene controls:

-  **Views** and groups of views for the scene. Select a view to activate it. If a three-sixty- or cube-type view is active, you can interact with the scene in real-time by clicking and dragging.
-  **Presets** for the current active product. Select an option to enable it. You can change the current product by selecting another from the drop-down list at the top right of the screen.
-  **Parameters** for the current active product. Click on a parameter to select it and display it in the scene being viewed.
-  Clips and groups of clips. Select an animation clip to play it.

**TIP****How to: Take a snapshot of a scene**


Double-click on the scene. You are now viewing the scene.



**NOTE**

If you have editing rights for this scene, this will open the editor. From the editor, click on **Explore** in the upper right corner to switch to the explorer view.

Editing rights require:

- The Product and Scene Editor user module
- A role as a writer or administrator in the current space

At any time during this viewing session, click on the  button to download a JPG or PDF version of the image currently displayed in the viewer's active pane. This file will be saved to your computer or device.

- The  **Snapshot Image** tool can be used to save the image currently displayed in the viewer's active pane. You can choose the space and the folder in your Lumis 3D account where the image will be saved.
- If your KDR contains timelines or animations, the  **Video** button will open the **Snapshot Video** editor to produce a video of the animation.


You can render as many images as you want from this position by changing only the resolution.

## Sharing via Public Links

**NOTE**

You must be a writer or an administrator in a space to enable public links for its contents.

A public link is a web address that you can give to anyone to allow them to view, but not edit, the content available on Lumis 3D. A person who receives a public link does not need to log in to Lumis 3D to view the shared content.

A file for which the public link is active is shown with this icon .

Sharing via public links is a two-step process:

1. First, activate the public link for the content you want to share.
2. Then, provide the public link address to the person you want to share the content with.





## **WARNING**

Anyone with a public link to a file can view the file. Activating a public link makes a file potentially visible to everyone on Lumis 3D's network. If your Lumis 3D is accessible via the internet, your file is available to everyone on the web.

When you deactivate a public link, the link address is permanently deleted. This means that if you share a link address with someone, and then deactivate the file's public link, their link address will no longer work.

If you plan to share the link again, just reactivate it in the ***Link sharing*** window.



## TIP

**How to: Share a file using a public link**




## NOTE

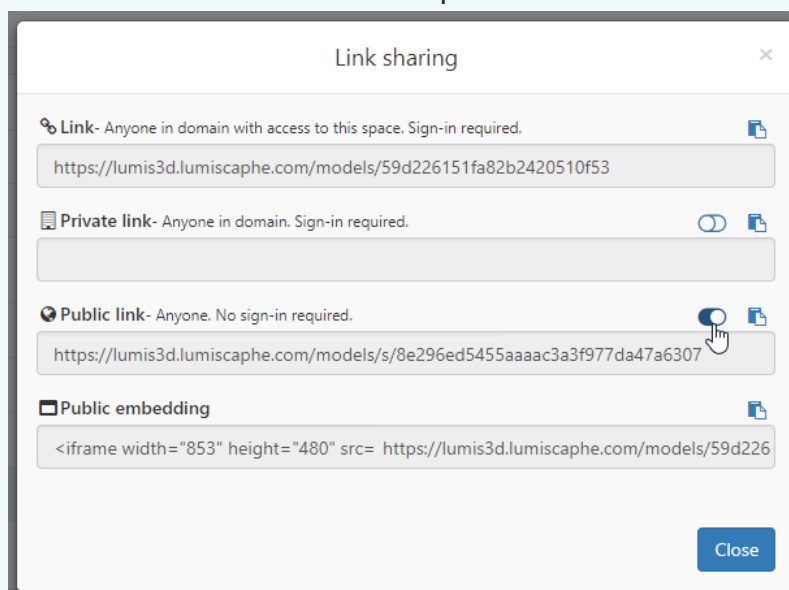
You must be a writer or an administrator in a space to enable public links for its contents.




## NOTE

Public links are only available for files. Folders cannot be shared publicly.


1. Select the file you want to share by left-clicking on it. This displays the drop-down menu with options.
2. Click on the  **Share** button.
3. The **Link sharing** window will open. At the bottom of this window, click on the slider next to **Public link** to activate the public link.



4. The address of the public link is displayed in the text field. You can copy it to the clipboard using the  button and paste it into another document, such as an email.
5. When you have finished modifying the sharing settings, click the **Close** button to return to the list of files.

**TIP****How to: Stop sharing a file with a public link****NOTE**

You must be a writer or an administrator in a space to enable public links for its contents.


1. Select the file you want to unshare by left-clicking on it. This displays the drop-down menu with options.
2. Click on the  **Share** button.
3. The **Link sharing** window will open. At the bottom of this window, click on the slider next to **Public link** to deactivate the public link.
4. When you have finished modifying the sharing settings, click the **Close** button to return to the list of files.

## Sharing via Private Links

**NOTE**

You must be a writer or an administrator in a space to enable private links for its contents.

A private link is a web address that you can give to anyone in a domain to allow them to view and edit (writer role at least) content available on Lumis 3D. A person who receives a private link has to log in to Lumis 3D to view the shared content.

A file for which the private link is active is shown with this icon .

Sharing via private links is a two-step process:

1. First, activate the public link for the content you want to share.
2. Then, provide the public link address to the person you want to share the content with.

When you deactivate a private link, the link address is permanently deleted. This means that if you share a link address with someone, and then deactivate the file's private link, their link address will no longer work.

If you plan to share the link again, just reactivate it in the **Link sharing** window.



## TIP

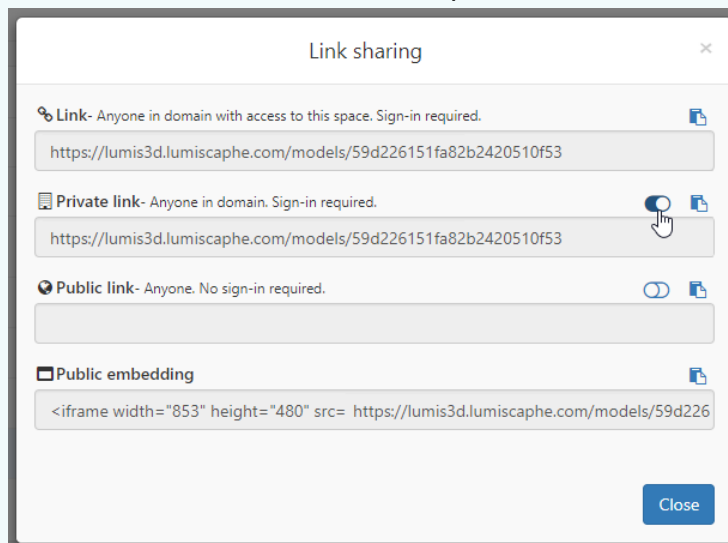
**How to: Share a file using a private link**




## NOTE

You must be a writer or an administrator in a space to enable public links for its contents.

1. Select the file you want to share by left-clicking on it.
2. This displays the drop-down menu with options. Click on the **Share** button.
3. The **Link sharing** window will open. At the bottom of this window, click on the slider next to **Private link** to activate the private link.




4. The address of the private link is displayed in the text field. You can copy it to the clipboard using the  button and paste it into another document, such as an email.
5. When you have finished modifying the sharing settings, click the **Close** button to return to the list of files.

**TIP**

**How to: Stop sharing a file with a private link**

**NOTE**

You must be a writer or an administrator in a space to enable public links for its contents.

1. Select the file you want to unshare by left clicking on it.
2. This displays the drop-down menu with options. Click on the  **Share** button.
3. The **Link sharing** window will open. At the bottom of this window, click on the slider next to **Private link** to deactivate the private link.
4. When you have finished modifying the sharing settings, click the **Close** button to return to the list of files.

## Sharing via Private and Public links

**NOTE**

You must be a writer or an administrator in a space to enable public links for its contents.

You can combine also private and public links at the same time. This feature is very useful when you decide to share a content with sales team and customers for example.

Just activate private and public links to share content as described above.

# PRODUCT AND SCENE EDITOR (MODULE)

The Product and Scene Editor user module for Lumis 3D allows you to create products and scenes that present filtered or augmented versions of a digital aspect mockup or of a layout of multiple digital aspect mockups.

In this section, you will find additional information on the following topics:

## Products

KDRs uploaded to Lumis 3D can be used to create products. A product allows you to use all or part of a digital aspect mockup as a model to be configured, displayed, and manipulated in real-time. The result is a customized version of a digital aspect mockup that can be used to present the 3D model.



### TIP

**How to: Create a product**



### NOTE

You must be a writer or an administrator in a space to create content.

1. Click **+ Create**. Select the **Product** option. A box appears.
2. In the **Select a model** drop-down list, choose the model you would like to base your product on. This list contains all of the KDRs that you have uploaded or that have been shared with you.
3. Then, in the **Select a model product** drop-down list, choose the Patchwork 3D product in the KDR file that you would like to base your product on. This list contains all of the Patchwork 3D products in the KDR file you have selected. In the field at the top of the box, type a name for your product. You can change the name of your product later by selecting **Rename** from the options that appear when the product is selected or when you right-click on it.
4. Click the **Create product** button to validate the information you entered. The new product will be created in the current folder.

## Product Editor

Edit a product to modify which parts of the digital aspect mockup are used and how they are presented. You can do this by double-clicking on the product.

The product editor opens in a new tab.

At the top of the editor is a header bar listing the types of elements that can be edited.

## Model


The default editing view for a product is the **Model** view. To switch to this view from a different view, click on the **Model** tab in the menu at the top of the editor.

A large preview of the model's default view is displayed. Below it, the model's filename, its unique identification code, and the date it was uploaded are listed.

At the top right of this box are the controls for the model and the model's default settings.

## Updating the Model

You can update the model your product is based on. This is especially useful if changes have been made to the digital aspect mockup and you would like to update your product to include the modifications without losing the work you have already done on your product.


Click the  **Update** button to update the model used.

A box will open. In the **Model** drop-down list, the current model is selected. If you want to change the model used for this product, select a different model from the drop-down list.

Below the model selection is a zone listing the changes made the last time the model was modified.

**TIP****How to: Update a product's model**

When a change is made to a model, a new KDR must be generated in Patchwork 3D (any Enterprise Edition and from Community 2022 Edition). The new KDR must be uploaded to Lumis 3D. If it is uploaded by someone other than you, that person will need to share the KDR with you before you can proceed.

1. From the file view, find your product. Double-click on it to edit it.
2. This will open the editor in a new tab. The editor is already on the **Model** tab. At the top of this tab, click the  **Update** button to change the model used.
3. A box will open. In the **Model** drop-down list, select the new KDR.

A list of changes will appear. At the top of the list, a warning will appear if the new KDR does not contain the same model as the old KDR. In the list of changes, each line begins with a symbol indicating the type of change found in the new KDR:

Symbol	Type of change
-	Subtraction: This element from the old KDR was not found in the new KDR. It will be removed from your product.
+	Addition: This element was found in the new KDR but not in the original KDR. It will be added to your product.
m	Modification: This element exists in the new and the old KDR, but is not the same. It will be changed in your product.

Click **Save** to validate these changes.

Your parameters, configurations, clips, views, languages, and defaults will remain the same unless items in them have been removed or changed. In this case, only those items will be modified. The rest of the items in the parameters, configurations, clips, views, languages, and defaults will remain the same.


## Creating a Default Configuration

If your model has configuration options, you may want to set up a default configuration shown when you view the product.

**NOTE**

To set a default configuration, you will need at least one configuration preset. Configuration presets are imported from the KDR file or defined in the **Configuration** tab of this editor.

Click the  **Default configuration preset** button to select the default configuration preset for this product.

The  **Default configuration preset** button opens the **Default configuration** box. At the top of the box, a preview of the current configuration is shown.



From the drop-down list, select a preset to use as the default. The preview at the top of the box is updated in real-time.

Click the **Save** button to close the box and save your changes, or **Cancel** to close the box without saving.

## Creating a Default View

If your model has multiple cameras, you may want to modify the default view of the product used when you open the product.

Click the 📍 button to modify the default point of view.

This opens the **Default view** box. At the top of the box, a preview of the current default view is shown.

Choose the camera that will be used as a default viewpoint from the drop-down list.

When you make your selection, the preview at the top of the box is updated in real-time.

Click the **Save** button to close the box and save your changes, or **Cancel** to close the box without saving.

## Creating a Default Language

If your model has multiple languages, you may want to modify the default language of the product used when you open the product.

Click the 🌐 button to modify the default point of view.

This opens the **Default language** box. Choose the language that will be used as a default language from the drop-down list.

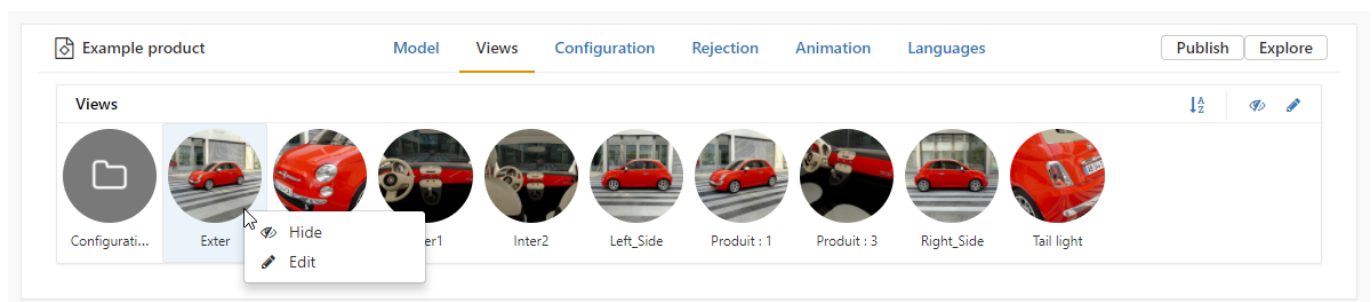
Click the **Save** button to close the box and save your changes, or **Cancel** to close the box without saving.

## Views

Views make a product dynamic by allowing a scene to be viewed from different perspectives.

A view is a type of interaction paired with a model's camera position.

In the **Views** tab in the header bar at the top of the editor, you can pair cameras and interaction types.

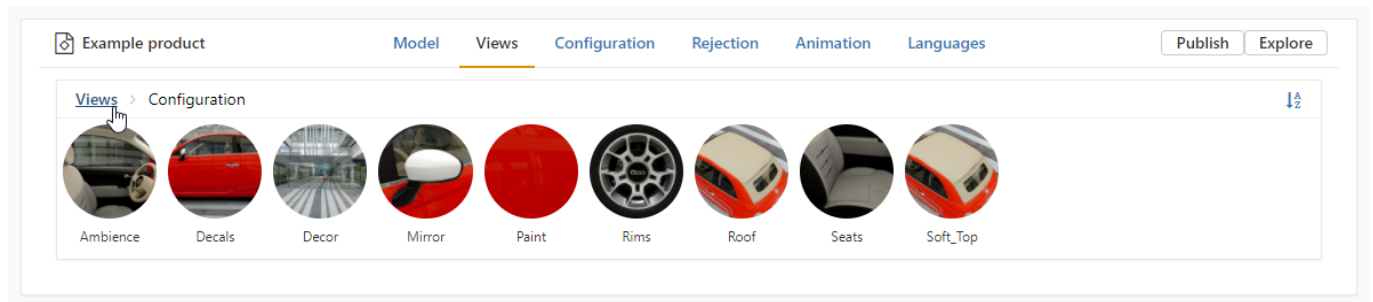


The header bar of **Views** tab allows you to:

- **Sort** views alphabetically,
- **Hide** camera's view(s),
- **Edit** camera's view(s).

The cameras for the digital aspect mockup model are set up as cameras in Patchwork 3D and saved in the KDR. They are automatically imported to the product. The camera groups are reproduced as folders in the **Views** tab.

Navigate into folders by clicking on their names as shown below.



To modify the interaction type assigned to a camera, double click on a round icon image. At the bottom of the editing window that opens, choose the desired interaction type.

There are three interaction types:

- **Image**: In an image, the camera is stationary. The viewer provides a picture of the digital aspect mockup from a preset perspective that cannot be modified in real time.
- **VR Object**: The digital aspect mockup can be turned interactively 360 degrees by clicking and dragging with the mouse. The camera position is not affected. The initial position is taken from the camera.
- **Cube**: Cubes are typically used to position the viewpoint inside the digital aspect mockup. The camera position is stationary, but the camera can be turned in any direction in real time to observe the interior space, such as the inside of a vehicle or a room, from all angles. Click and drag the mouse to change the direction. The initial position and orientation are taken from the camera.

The round icon image used for the view can be modified. At the top of the editing window that opens when you double click on the camera, click on **Upload custom thumbnail** and choose the image you would like to use as an icon for this view.

## Configuration

In the **Configuration** tab you will see the following common sections:

- **Presets** are used to save a group of configuration options for quick access or to define a pack of options available together, but not separately.










## NOTE



Lumis 3D distinguishes between configuration presets that were created in the KDR as configuration bookmarks and configuration presets that you create. Configuration presets from the KDR cannot be modified or deleted.

- **Macros** are used to save a partial group of configuration options for quick access or to define a pack of options available together. They allow you to impose a set of configuration options while letting you modify others.
- **Parameters**, such as product color, allow you to change the value of a single configurable element. In this section, configuration parameters can be managed and organized.

The header bar of each section allows you to:

- Add/delete configuration element(s) using respectively  and  buttons. Configuration element(s) imported from the KDR cannot be deleted. To prevent them from being displayed when the product is viewed, modify their visibility.
- Add/delete group(s) using respectively  and  buttons.
- Sort configuration element(s) alphabetically using this button .
- Hide/show configuration element(s) using respectively  and  buttons.
- Edit configuration element(s) using this button .
- Navigate into subgroups.

Right-click on a configuration element displays the following actions:

-  **Edit** opens the configuration element editing box. Only the user-created configuration element can be edited. If the selected configuration element was imported from the digital aspect mockup, you can view its properties, but not change them.
-  Hide the configuration element prevents the configuration element from being shown when the product is viewed. Click again on this icon to show the configuration element.

You can also select multiple configuration elements to edit them at the same time. Hold down the **Shift** or the **Control** key and select the desired elements.

Lumis 3D supports also the drag-and-drop feature.

## Configuration Presets and Macros



### TIP

#### How to: Save a set of configuration options as a preset

To save a set of configuration options as a configuration preset in a product, click on the name of the product to open it. Click on the **Configurations** tab at the top of the page.

1. To create a configuration preset, click on the **+ New** button in the top bar. This opens the **Preset** box.
2. You can upload a custom thumbnail for this configuration preset by clicking on the **📁 Upload custom thumbnail** button below the round icon. If you do not upload a thumbnail, a cropped image of the preview will be used. Below the thumbnail, provide a name for this configuration preset. A preview of the preset is displayed. Below the preview, all of the options are listed as either drop-down menus if multiple values are available, or as checkboxes for options that can be enabled or disabled.
3. Select a value for each option. As you modify the value for each option, the preview at the top of the box is updated in real time.
4. Click the **Save** button to close the box and save your changes, or **Cancel** to close the box without saving.



### TIP

#### How to: Save a set of configuration options as a macro

1. To save a set of configuration options as a macro in a product, click on the name of the product to open it. Click on the **Configurations** tab at the top of the page.
2. To create a configuration preset, click on the **+ New** button in the top bar. This opens the **Macros** box.
3. You can upload a custom thumbnail for this macro by clicking on the **📁 Upload custom thumbnail** button below the round icon. If you do not upload a thumbnail, a cropped image of the preview will be used. Below the thumbnail, provide a name for this macro. A preview of the macro is displayed. Below the preview, all of the options are listed as either drop-down menus if multiple values are available, or as checkboxes for options that can be enabled or disabled.
4. Select a value for at least one option. As you modify the value for each option, the preview at the top of the box is updated in real time.
5. Click the **Save** button to close the box and save your changes, or **Cancel** to close the box without saving.

## Configuration Parameters and Their Values




In the **Configuration** tab in the header bar at the top of the editor, you can also organize your configuration parameters into folders (groups) and provide a thumbnail for each of the options available in the product.

The configuration parameters, followed by the values for each parameter, are displayed below the configuration presets and macros.

The items in the current filter are listed just below the top bar. Drag an item onto a group name in order to place it in that group.

When you delete a group, the items in it are returned to the home folder. You can find them by clicking on the name of the home folder in the group path.

You can:

- Place a parameter in a folder. Drag it from the list of parameters and drop it on the folder where it should be placed.
- Remove a parameter from a folder. Click on the name of the folder to view its contents, then drag the parameter from the folder and drop it on the parent folder name in the list of folders. You can also drop it on the section title, **Parameters**, to remove it from all folders and place it at the root.
- Change the order in which parameters or values are displayed. Click and drag a parameter or value to its new position in the list.
- Change the thumbnail used for a parameter or for any of its values.
- View configuration thumbnails in the explorer view.
- Right-click on a parameter or value, and choose  **Edit**. This opens the editing window.
- Prevent the parameter from being shown when the product is viewed. Right-click on a parameter or value and choose  **Hide**. Repeat this action and choose  **Show** to make a hidden parameter or value visible again. In the editor, hidden parameters and values are displayed grayed out.

You can also select multiple configuration parameters to modify their state at the same time. Hold down the **Shift** or the **Control** key and select the desired parameters.



## TIP

### How to: Change the order of configuration parameters / values

To change the order in which configuration options are listed, you will need to edit the product.



1. From the files view, double click on a product to open it.
2. Click on the **Configuration** tab.
3. Scroll down to the **Parameters** section.
4. Click and drag any parameter. Drop the parameter on top of any other parameter in the list to create a new order.

This same procedure will work for parameter values.

**TIP****How to: Change the icon of an option**

To change the icon that represents an option or an option folder when you view a product, you will need to edit the product.



From the files view, double click on a product to open it.

1. Click on the **Configuration** tab.
2. Scroll down to the **Parameters** section.
3. Right-click on the parameter and choose  **Edit**. This opens the editing box.
4. Below the icon, click the  **Upload custom thumbnail** button to open the upload window. You can upload any image file.
5. Navigate to find the image you want to use. Select it, then click **Open** to validate your choice.
6. Click the **Save** button to save changes and close the editing window.

**TIP****How to: View configuration thumbnails in the explorer view**

To view configuration thumbnails in explorer view.

From the files view, double click on a product to open it.

1. Click on the **Configuration** tab.
2. Scroll down to the **Parameters** section.
3. Right-click on the parameter and choose  **Edit**. This opens the editing box.
4. Below the icon, check the **Display explore button** box.
5. Click the **Save** button to save changes and close the editing window.
6. In the product editor click on **Explore** button
7. At the bottom of the explorer view click  **Parameters**
8. Select the parameter you want to explore its configuration thumbnails.
9. Click **Explore** button.

**TIP****How to: Set up a KDR to create automatic thumbnails**

Automatic thumbnails are generated by Lumis 3D based on the cameras present in the KDR.

**NOTE**

This procedure is case-sensitive. Pay attention to the use of capital and lowercase letters for elements that must have identical names.

In Patchwork 3D, create only your configuration rules before creating cameras. Timeline animations must be created after creating cameras.



1. Create a camera group. Name it **Configuration**.
2. Within this group, create a camera for each configuration parameter for which you want a thumbnail to be created automatically. Place the camera in such a way that the element of interest is visible. Rename the camera so that its name and the name of the parameter's partition are identical. If you have a partition named "**headrest**", name the camera "**headrest**". If your partition is named "**paint**", you might have parameters "**paint.blue**" and "**paint.red**". In this case, name your camera "**paint**".
3. Create a second camera group. Name it **Animation**.
4. Within this group, create a camera for each timeline or clip for which you want a thumbnail to be created automatically. Place the camera in such a way that the animated element is visible. Rename the camera so that its name and the name of the timeline are identical.
5. Export the Patchwork 3D product from **Matter** as a KDR via the menu **Export > KDR** (any Enterprise Edition and from Community 2022 Edition). This KDR can be uploaded to Lumis 3D.

Thumbnails for views and for presets are created by Lumis 3D without any preparation on your part.

**TIP****How to: Prevent a parameter from appearing in a product**

To prevent a parameter from being shown when you view a product, you will need to edit the product.

From the files view, double click on a product to open it.

1. Click on the **Configuration** tab.
2. This hides the parameter in viewing and explore modes, whether the product is viewed on its own, as part of a scene, or in a product line review. In the product editor, the hidden parameter now appears grayed out in the list of parameters.
  - Right-click on the parameter you want to hide and select  **Hide**.
  - Scroll down to the **Parameters** section.
3. To show the parameter, right-click on the parameter again and choose  **Show**.

**Using Configuration Zones to Define Custom Parameters**


Configuration parameters can also be created using predefined configuration zones and materials in KMT format.

The configuration zones must be defined in Patchwork 3D or Patchwork 3D Engineering prior to the creation of the KDR model.



**TIP****How to: Set up a KDR to contain configuration zones**


Open the P3D database of your digital aspect mockup in Patchwork 3D or Patchwork 3D Explorer. Make certain that you are in the **Matter** module.

1. Navigate to the **Internal Libraries** and then to the **Material Library**. Click on the  icon to create a material to use as a zone marker.

**NOTE**

The class, name, and properties of this material will make no difference for the configuration zone. The default class (**Standard**) and default material settings are sufficient. However, it is best to choose a name that labels or describes the zone you are creating.

2. Note the name of this material. You will need it later to identify the material when creating the corresponding configuration parameter in Lumis 3D.
3. Assign the material by dragging and dropping it on all surfaces that will be affected when the material configuration will be changed.
4. Repeat steps 1-3 for other configuration zones in the same model.
5. Export your database as a KDR via the menu **Product > Export > KDR**.
6. Remember to save your database.

Create a new configuration parameter by clicking on the  **Add parameters** button in the **Parameters** box. You will need to provide:

- An optional thumbnail for the new material
- A name for the new parameter
- The type element used to define the parameter (**Material** is preselected.)
- A selection of the specific element used to define the parameter, using the drop-down list. The affected surfaces will appear in red in the preview.

**TIP****How to: Use a material to create a custom configuration parameter****NOTE**

You must be Writer in the space where the product you want to edit is stored, and the Product and Scene Editors user module must be attributed to your account.

**NOTE**




The product you are editing must be based on a KDR that is set up to contain configuration zones.

When you use a material to create a custom configuration parameter, all surfaces to which that material is assigned become configurable. When viewing the product, you will be able to apply any materials listed as values of the custom parameter to these surfaces.


1. Double click on the product in which you want to add a custom configuration parameter. This will open the product editor.
2. Click on the **Configurations** tab at the top of the page.
3. Click on the **+ Add parameters** button in the **Parameters** box. This box is the third box on the page, after the **Presets** and the **Macros** boxes.
4. The **Parameter** window will open. In this window, provide the settings for the custom parameter:
  - If desired, you can add a thumbnail representing this parameter that will help you find and select it when viewing the product. To do so, click on the **Upload custom thumbnail** button below the round icon at the top of the window. Choose a thumbnail image from your computer or network and click **Open**.
  - Give your parameter a name in the **Name** field.
  - Select the type of element that will be used to create this parameter. In this case, the default choice, **Material**, is already selected.
  - Use the **Select a material** drop-down menu to select the material assigned to the configuration zone you are creating. The list contains the names of all materials used in the product, listed alphabetically. Once a material has been selected, the surfaces that make up the parameter's zone will appear in red in the preview.

Save the new parameter by clicking the **Save** button at the bottom of the window.

Once saved, the parameter will be added to the list of parameters in the parameter box. When selected, you can use the buttons at the top of the box to:

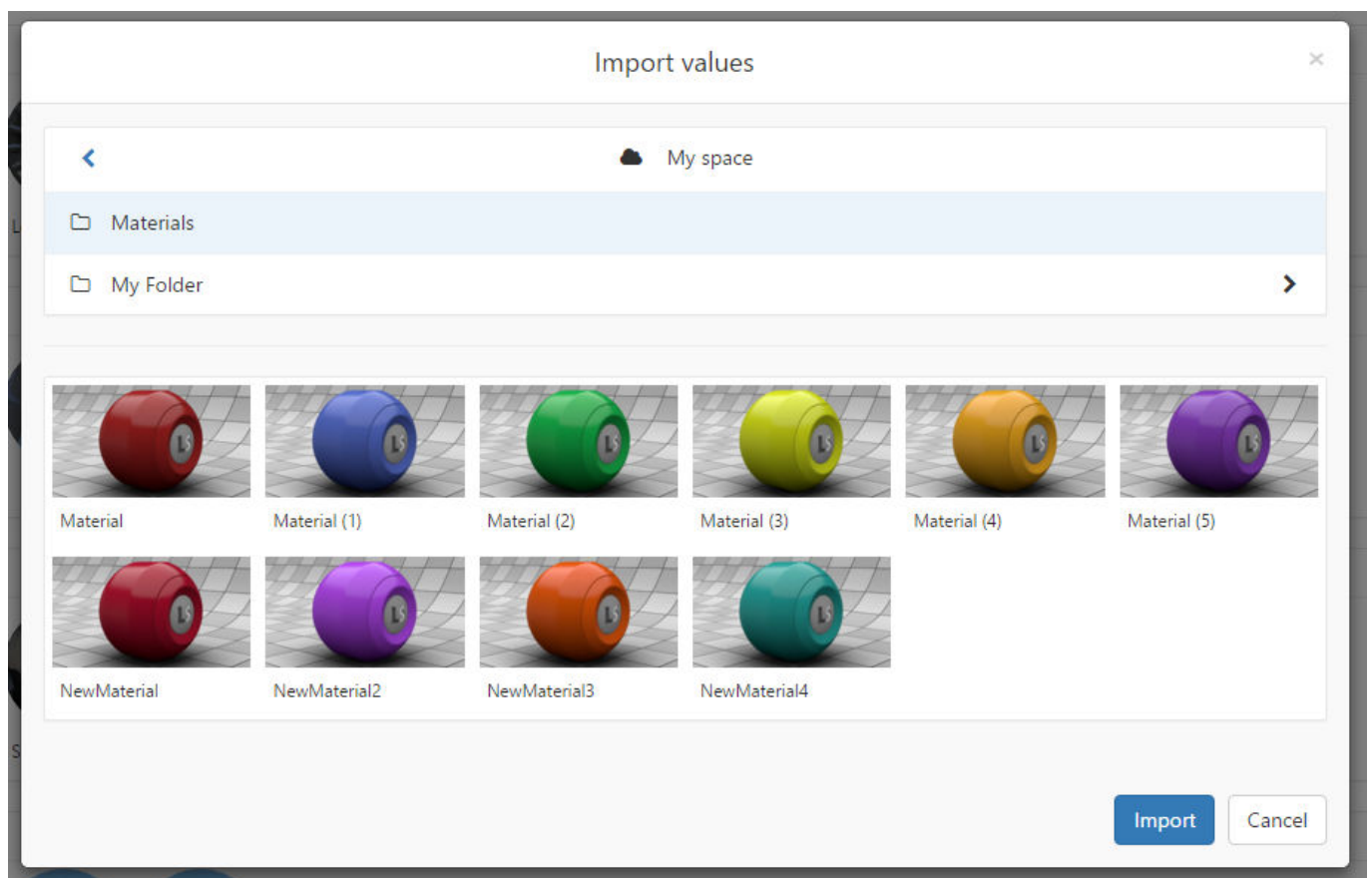
-  **Hide** the parameter in this product
-  **Edit** the parameter
-  **Delete** the parameter

The parameter's values can be set in the box for this parameter, which appears at the end of the list of parameters on this page.

The  **Import values** button in the header of the parameter values box for your new parameter opens a new window. Navigate through the spaces you are a member of to select values for this parameter.

Parameter values can be any KMT files that you have access to.

You can select multiple KMT material files at a time by holding down the **Shift** or **Control** keys.



The **Import values** window allows you to navigate through your spaces to select KMT files as values for your parameter.

**TIP****How to: Add values to a custom parameter****NOTE**

You must be Writer in the space where the product you want to edit is stored, and the Product and Scene Editors user module must be attributed to your account.

**NOTE**


The product you are editing must be based on a KDR that is set up to contain configuration zones, and a custom parameter must already be created in the product.

**NOTE**

You must have access to KMT material files in one of the spaces of which you are a member.

A custom configuration parameter identifies all surfaces that should have the same aspect and lists the materials that can be used as values of this parameter. When viewing the product, you will be able to apply any materials listed as values of the custom parameter to the associated surfaces.


Double click on the product in which you want to add a custom configuration parameter. This will open the product editor.

1. Click on the **Configurations** tab at the top of the page. The custom parameters appear at the bottom of the list on this page.
2. Scroll down to the bottom to find the box labeled with the name of the parameter you want to add values to.
3. Click on the  **Import values** button in the header of the parameter values box. The **Import values** window will open.
4. Use the **Spaces** zone at the top of the window to find the KMT material file or files you want to use as values. You can navigate through all of the spaces to which you have access and their folder structure.
5. Select a material by clicking on it, or select multiple materials using Shift-click or Control-click.
6. Click on the **Import** button at the bottom of the window to add the material as a value for this parameter.

## Rejection

In the **Rejection** tab in the header bar at the top of the editor, certain combinations of configuration values can be forbidden for this product.

In this tab:

- Consult the list of forbidden configuration combinations in the **Rejected parameters** box.
- Consult the list of forbidden configuration combinations in the **Rejected values** box.
- Use the  **Rejection explorer** to mark combinations of configurations as forbidden or permitted.

Forbidden, or rejected, combinations are not available in the product.

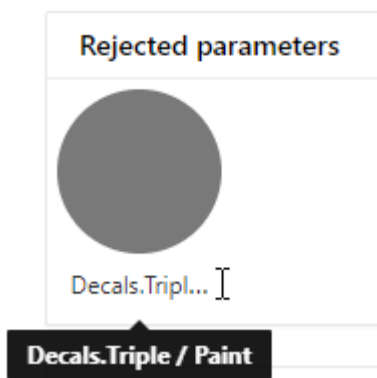
Using rejected combinations allows the creation of product lines in which the available configuration values for one parameter depend on the value selected for a different parameter.

### Rejected Parameters

Rejected Parameters allows you to forbid displaying a parameter compared to the value of another parameter.

An image for each forbidden configuration is displayed in the **Rejected parameters** box.

Hover the mouse over an image to view the combination that has been forbidden.




*The combination of a triple stripes decals and a paint is forbidden (rejected) in this model.*



#### NOTE

In the example above, if a user viewing the product selects a triple stripes decals, the paint color for the car will not be proposed and cannot be selected.

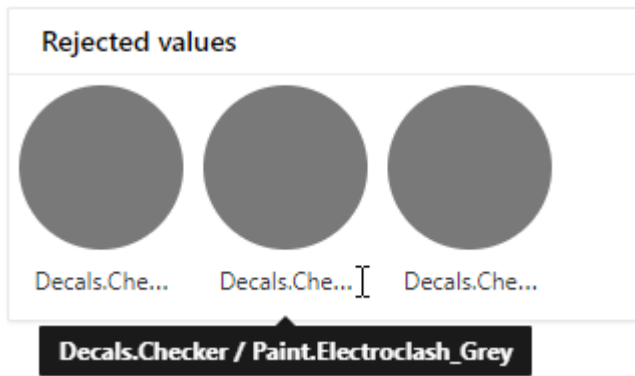
Click on a selected combination to:

-  Delete the rejection for this combination. This combination will once again be allowed in the product.

### Rejected Values

An image for each forbidden configuration is displayed in the **Rejected values** box.

Hover the mouse over an image to view the combination that has been forbidden.




*The combination of a decals with black, grey and espresso colors is forbidden (rejected) in this model.*



## NOTE

In the example above, the following paint colors: black, grey and espresso can't be proposed and cannot be selected with the checker decals.

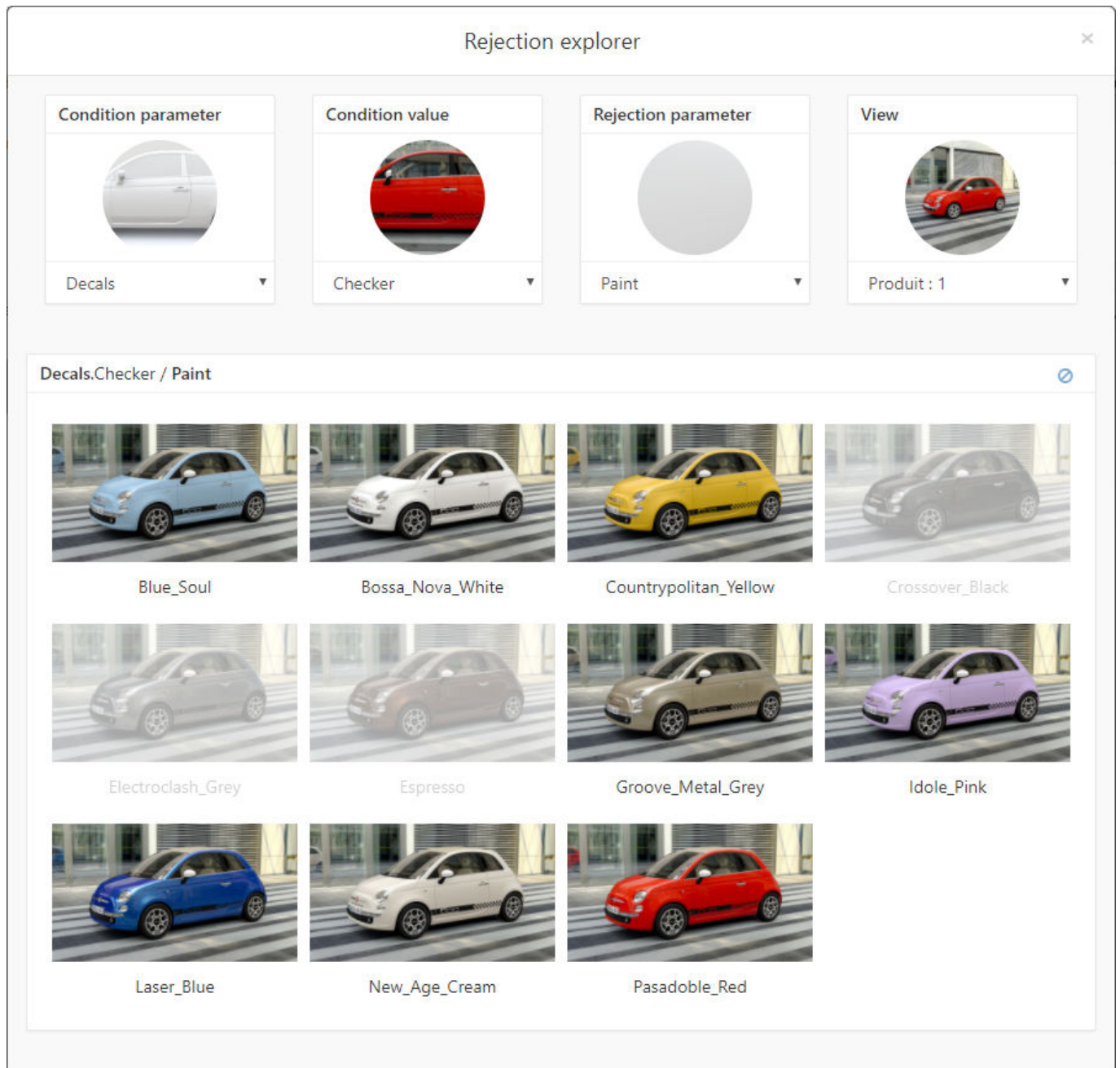
Click on a selected combination to:

-  Delete the rejection for this combination. This combination will once again be allowed in the product.

## Rejection Explorer

The **Rejection explorer** helps you select the configuration combinations you want to reject from this product.

Click on the  logo at the top right of the **Rejected values** box to open the **Rejection explorer**.





This window allows you to select one parameter and its value (the **Condition** parameter and value), and then to decide which values of a different parameter (the **Rejection** parameter and values) are allowed when the condition parameter and value are chosen in the product.

Use the drop-down menus to select:

- The **Condition parameter**
- The **Condition value**
- The **Rejection parameter**
- The **View** used for the visuals

Select the rejection value or values in order to:

-  reject the selected values
-  allow the selected values



## TIP

**How to: Reject combinations of configurations in a product**



## NOTE

You must be a writer or an administrator in a space to modify its contents.

Double click on a product to edit it.

Click on the **Rejection** tab at the top of the content area.

Click on the  logo at the top right of the **Rejected values** box to open the **Rejection explorer**.



You are going to reject values of one configuration parameter (the **Rejection parameter**) when another parameter (the **Condition parameter**) has a specific value (the **Condition value**).

1. First, set the condition parameter and value by using the drop-down menus.
2. Then, select the **Rejection parameter**. The content zone in the lower part of the **Rejection explorer** window is now labeled with the name of the parameter you selected. This zone now contains a labeled image for each of the values of the parameter you selected.
3. In the **View** menu, choose one of the product views that allows you to see the differences between each of the values of the **Rejection parameter**.
4. Click on one of the labeled images to select that value.



## NOTE

You can also select multiple values at the same time by holding down the **Control** key and clicking on additional values, or by holding down the **Shift** key and clicking on a second value to select all of the values between the two you clicked.

5. Click on the  logo at the top right of the content zone to reject the selected value or values.
6. Close the **Rejection explorer** by clicking on the  at the top right when you are finished.









## Animations

The **Animation** tab consists of two boxes, one for **Animations** and the other one for **Timelines**.

The animation clips and the timelines are listed in this tab if your KDR has these types of configuration.



By clicking on a clip this displays actions on the right in the top bar. These actions allow you to:

-  **Add** a new group.
-  **Sort** clips alphabetically.
-  Prevent the clip from being available when the product is viewed. Click the visibility icon to change the availability:
  - A  visible clip will be available in the product.
  - An  invisible clip will be excluded from the product.
-  **Edit** the clip's settings:
  - Change the thumbnail associated with the clip by  deleting the existing thumbnail or  uploading a new one.
  - Allow the clip to be played as a video instead of a still picture by ticking **Play Video** checkbox.


You can select multiple animations to modify their state at the same time. Hold down the **Shift** or the **Control** key and select the desired clip or use drag and drop feature an item onto a group name in order to place it in that group.



## TIP

### How to: Make sure an animation will be visible when played

To ensure that animation will be visible when played, you can associate a view with a clip.


1. Select a clip by clicking on it.
2. Click the  **Edit** button that appears at the right in the top bar. This opens the **Animation** settings box.
3. You can preview the clip and choose whether it **Will use current point of view** when played or whether it **Will use specific point of view**. **Will use current point of view** is selected by default. This allows the animation to play from any point of view for this model.
4. Select **Will use current point of view** to force the view to change when the animation is played. Then, use the drop-down lists to select the camera group and the camera that corresponds to the point of view you want to use.
5. Click the **Save** button to close the box and save your changes, or **Cancel** to close the box without saving.

## Languages













From the **Languages** view, you can allow the names of the options that are displayed in the product to be modified. This is done by adding a language.

You can add multiple languages for the same product. If you have multiple language sets in a product, you can switch between languages from within the product viewer.

From this page you can add and modify languages containing translations of all parameters, values, configuration presets, and animation clips:

-  **Add language**: This button next to the search box creates a new language.

You can click on an existing language to select it. This displays the item action options in the top bar that allow you to:


-  **Sort** languages alphabetically.
-  **Import** a CSV file containing translations for this language.
-  **Hide** languages. Click the visibility icon to change the availability:
  - A  visible language will be available in the product.
  - An  invisible language will be excluded from the product.
-  **Edit** the clip's settings:
  - Change the thumbnail associated with the clip by  deleting the existing thumbnail or  uploading a new one.
  - Allow the clip to be played as a video instead of a still picture by ticking **Play Video** checkbox.
-  **Duplicate** a language to which new translations can be added.
-  **Edit** the language. Add translations for each text element in the language. You can also change the name that will be displayed in the  drop-down language list when you view the product.
-  **Delete** the language.



## TIP

### How to: Edit a language

To edit the translations used for a language, click on the language you want to edit. The buttons allowing you to modify the language will appear at the right in the top bar.

1. Click on  **Edit**. A window will open. Next to each text element in the product, type the translation you would like to appear. If you leave a blank field, the original text will be used instead.
2. Click **Save** to save your changes or **Cancel** to close this box without saving.

## Editing the CSV Translation File

When you export a CSV file for a language, it will contain the following elements:

- A list of all parameters, parameter values, configurations and clips in your product.
- All of the existing translations for the language.

## File Structure

The first line is a list of headings separated by commas. Do not modify the heading.

Each of the following lines corresponds to one item in your product. Its type is listed in capital letters, followed by its name in the original KDR file. Do not modify this information.

After the type and name, the translation into the language you are working on is listed. You can modify the text of an existing translation or add additional translations in this language.

```

1 Type, Name, English
2 PARAMETER, Paint_Color, Paint Color
3 VALUE, Blue047, Sky blue
4 VALUE, Green170, Apple green
5 PARAMETER, Handle_Style, Handle Style
6 VALUE, Type 01, Antique
7 VALUE, Type 02, Contemporary
8 PARAMETER, Has_Overlay, Overlay
9 CONFIGURATION, Base, Base
10 CONFIGURATION, Client XYZ, Client XYZ
11 CLIP, Animation01, Unfolding
12 CLIP, Turntable_360, Turntable

```

Sample CSV file opened in a plain text editor.

## Viewing as a Spreadsheet

In order to view the structure of the file more clearly, this file can be opened in a spreadsheet editor such as Microsoft Excel.



### NOTE

Please see the instructions below in the section **How to use a CSV translation file** on opening and saving a CSV file in Microsoft Excel.

Every CSV translation file will contain the columns **Type, Name**. Do not modify the contents of these columns.

The third column is labeled with the name of the language you are editing. The existing translations are listed in this column.

	A	B	C
1	Type	Name	English
2	PARAMETER	Paint_Color	Paint Color
3	VALUE	Blue047	Sky blue
4	VALUE	Green170	Apple green
5	PARAMETER	Handle_Style	Handle Style
6	VALUE	Type 01	Antique
7	VALUE	Type 02	Contemporary
8	PARAMETER	Has_overlay	Overlay
9	CONFIGURATION	Base	Base
10	CONFIGURATION	Client XYZ	Client XYZ
11	CLIP	Animation01	Unfolding
12	CLIP	Turntable_360	Turntable
13			

*Sample CSV file imported into Microsoft Excel.*

You can:

- Modify the translation of an element. Find the element's row. Modify the text in the third column corresponding to the translation.




#### NOTE

If you leave a cell empty, the original text in the **Name** column will be displayed in the viewer for the item when this language is selected.

**TIP****How to: Use a CSV translation file**

From the product editor, use the header bar at the top of the editor to go to the **Languages** view.

1. Click on the language you want to edit. The buttons allowing you to modify the language will appear at the right in the top bar.
2. Click the  **Export** button. This will download a CSV file named ***your\_product\_name-your\_language\_name.csv*** to your computer containing all of the translatable items in your product. If you have set up a default download location, it will be saved in that folder. If not, you will be asked to choose where to save the CSV file.
3. Open the CSV file. We suggest using a spreadsheet editor such as Microsoft Excel, but you can also use a basic plain text editor such as Notepad if you don't have a spreadsheet editor.

**NOTE**

The CSV file exported from Lumis 3D uses a comma separator. If you want to use Microsoft Excel to edit it, you will need to verify the separator used in CSV files in order to save your work. This must be done before you open Microsoft Excel.

1. In Microsoft Windows 7 or 8, open the **Start** menu, and then click **Control Panel**.
2. Click on the **Clock, Language, and Region** heading.
3. Click on **Regional and Language Options**.
4. Click the **Formats** tab, then click the **Additional settings...** at the bottom of the window.
5. Change the **Decimal symbol** to . (period).
6. Change the **List separator** to , (comma).
7. Click **OK** to close the **Additional settings...** window, then **OK** again to close the **Regional and Language Options** window.

This changes the separator that Microsoft Excel will look for in all files on your computer. You can undo this change by clicking the **Reset** button at the bottom of the **Additional settings...** window.

**NOTE**

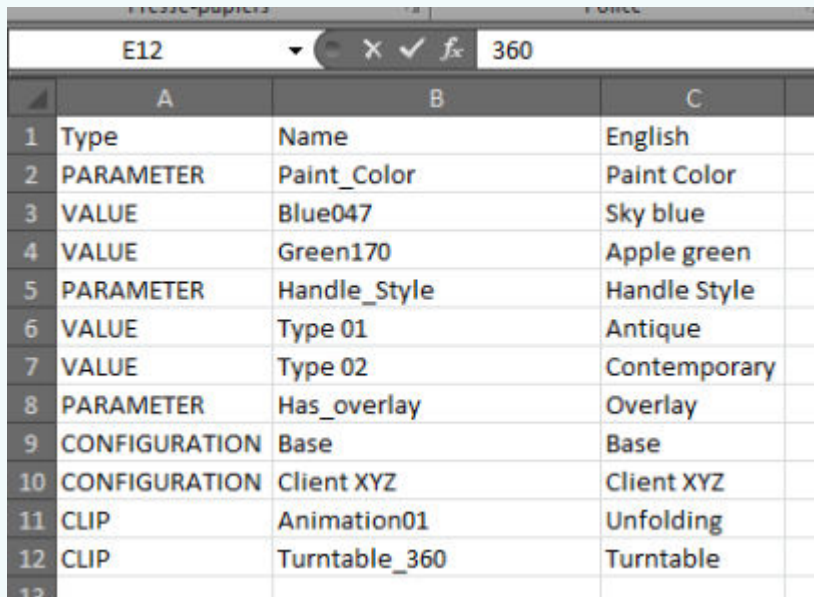
The CSV file exported from Lumis 3D is encoded in UTF-8. If you want to edit it with Microsoft Excel and:

- accents are used in either the original KDR files, or
- any of your translations use accents

**you will need to import the file instead of opening it.**

1. Open Microsoft Excel. This will open a new spreadsheet.
2. Click on the **Data** ribbon.
3. Click on the **From text** import button in the first grouping of buttons on the left.
4. Select your CSV file and click **Open**.
5. In the Import Assistant window that opens:
  - select the radio button **Delimited**,
  - change the **File origin** drop-down list to **65001: Unicode (UTF-8)**.
6. Click **Next**.
7. In the **Separators** list, check **Comma**. Uncheck all other boxes.
8. Click **Finish**.
9. Insert the data in an **Existing spreadsheet**. If it is not already filled in, type **=A\$1** in the text field.
10. Click **OK**.
11. Save your spreadsheet. Choose the file format **CSV (comma delimited) (\*.csv)**.

This file contains three columns: **Type**, **Name**, and a column for your language.




	A	B	C
1	Type	Name	English
2	PARAMETER	Paint_Color	Paint Color
3	VALUE	Blue047	Sky blue
4	VALUE	Green170	Apple green
5	PARAMETER	Handle_Style	Handle Style
6	VALUE	Type 01	Antique
7	VALUE	Type 02	Contemporary
8	PARAMETER	Has_overlay	Overlay
9	CONFIGURATION	Base	Base
10	CONFIGURATION	Client XYZ	Client XYZ
11	CLIP	Animation01	Unfolding
12	CLIP	Turntable_360	Turntable

Sample CSV file imported into Microsoft Excel.

- To modify the translation of an element, find the element's row. Modify the text in the third column.
- Fill in a translation for every item in the translation columns. If you do not provide a translation, the text in the **Name** column will be displayed in the viewer.
- Save your changes.

Return to the product's **Languages** view in Lumis 3D. Click on the language you want to edit. The buttons allowing you to modify the language will appear at the right in the top bar.

Click the  **Import** button and select your modified CSV file.

This replaces all previous translations with the translations in the CSV file.

## Scenes

KPL layouts uploaded to Lumis 3D can be used to create scenes in which products are placed in order to display them together in a pre-set spatial configuration. A scene allows you to configure and manipulate multiple models in the same visual environment in real-time. This option is used to create a virtual showroom or display case, or to create complex models that use multiple digital aspect mockups, such as interior spaces where the enclosed space and its contents are modeled separately.






### TIP

**How to: Create a scene**



### NOTE

You must be a writer or an administrator in a space to create content.

1. Click  **Create**. Select the  **Scene** option. A box appears. In the field at the top of the box, type a name for your scene. You can change the name of your scene later by selecting  **Rename** from the options that appear when the scene is selected or when you right-click on it.
2. In the **Layout** drop-down list, choose the layout you would like to base your scene on. This list contains all of the KPLs that you have uploaded or that have been shared with you.
3. A list of products associated with the scene appears below the **Layout** choice as soon as you have selected a layout. The names of the KDR files used in the layout are displayed next to each product option. The drop-down list gives you a choice among all of the products you have access to that were created based on the listed KDR. These may be products you created yourself or products that have been shared with you.
4. For each different KDR in the layout, choose the product you want to associate with this scene.



### NOTE

You must associate a product with each KDR in the layout. If you do not have products for each, you will need to create them before you can create the scene.

Click the **Create** button to validate the information you entered. The new scene will be created in the current folder.







## Scene Editor

Edit a scene to modify it. You can do this from the file view by double-clicking on the scene you want to edit.

At the top of the editor is a header bar listing the information that is available for a scene:

- **Layout.** Provides a preview of the scene. From this tab you also have the ability to update both the KPL on which the layout is based and the products associated with the elements in the scene, and set a default view.
- **Products.** Lists products associated with the scene.
- **Views.** Provides tools to manage the views available in your scene.
- **Languages.** Lists all of the languages available for each of the products. Filled-in circles help you to choose a default language for the scene by indicating the language that applies to the greatest number of products. Choose a default language by checking the box in that language's column. This will override the default language for each product when viewing the scene.

You can edit a scene by:

- Updating the layout or the products in the scene. Click on the **Layout** tab. Use the  update button in the **Layout** tab to access these settings.
- Selecting its default view. Click on the **Layout** tab. Use the  default view button to make your selection in the pop-up window.
- Using its default language. Click on the **Layout** tab. Use the  default language to make your selection in the pop-up window.
- Adding, deleting or modifying views in the scene. Click on the **Views** tab. Use the  button in the **Views** tab to add a view based on a product's cameras. You can also click the  and  buttons that appear on the right in the top bar when you select a view by clicking on it. These buttons allow you to edit or delete the view.



### NOTE

A scene's views are based on the cameras of the models underlying the products. Consequently, cameras are relative to each instance of the product. To select a camera, first choose the product and the instance of the product in the scene that you would like to use.



### NOTE

In order to correctly display the scene's views, each product instance in the scene must have a unique name. Instances must be renamed in the Product Layout editor of Patchwork Explorer before saving the layout.

- Setting the scene's default language based on the language shared by the greatest number of products. Click on the **Languages** tab. Tick the checkbox of the column corresponding to the language you want to set as the default. Use the circles in each product's row as a guide: the circle is filled-in when the language is present in the product and empty when it is not.



## MOBILE SYNCHRONIZATION (MODULE)

With the Mobile Synchronization user module, you can use Lumis 3D with an iPad or an iPhone.

The Lumis 3D Mobile application for iPad and iPhone is available from the Apple AppStore.



In this section, you will find additional information on the following topics:

### Signing Into Your Lumis 3D Mobile App

Download and install the Lumis 3D Mobile application on your iPhone or iPad. The application is available from the App Store.

Replace the default value of `LUMIS_SERVER_URL` (<https://lumis3d.lumiscaphe.com>) by your own Lumis 3D domain.

When you open the Lumis 3D Mobile app for the first time, sign in using the email and password associated with your user account.

### Downloading Content to Your Lumis 3D Mobile App

You must be signed in to your Lumis 3D account to download content.

The application automatically synchronizes the content of your space but for some reason (wifi disconnect) it is not the case, you can also force the synchronization by sliding your finger down.

Synchronized elements will appear in the same space and folder as they are found when you log in to Lumis 3D normally using a web browser.



#### **WARNING**

Warning! When you sign out of your Lumis 3D account on your device, all downloaded content will be deleted as of a security measure.

### Content Available for Download

When first logging in with your account information, only the spaces you are a member of are visible.

The files below can be downloaded on your device.

Content type	Sync method	iPad / iPhone content mode	iPhone / iPad content viewer
P3Ds	User-selected	online	Lumis 3D app
Images	User-selected	offline	Lumis 3D app
Videos	User-selected	offline	Lumis 3D app
Text	User-selected	offline	Lumis 3D app
PDFs	User-selected	offline	Lumis 3D app
Published products	User-selected	offline	Lumis 3D app
Published scenes	User-selected	offline	Lumis 3D app

## Download Process



### WARNING

Warning! Download and synchronization may use your cellular data connection. Make sure to check how you are connected and to verify your available data quota. For large content, choose a stable WiFi connection.

Please note that only Patchwork 3D databases and Patchwork 3D products created from Lumis 3D can be opened with two following options:

- **Online.** No download is required. Lumis 3D uses the calculation power of the server.
- **Realtime.** Download is required in order to use the Apple hardware to render the display.


## Canceling During the Download

You can interrupt the download process at any time using the **Cancel download** button.

If you use the **Cancel download** button to interrupt the download, or if the process is interrupted by a loss of connection, you will need to start the download again from the beginning for this file.

## Additional Mobile Functions

### Sharing

When viewing a published product or scene, use the  icon at the top right of the screen to share the current view:

- via AirDrop to nearby Apple devices
- via other applications installed on your device that allow image sharing (email, messaging, social networks...)
- via native device functions (save, copy, assign to a contact, print...)

## Full-Screen Viewing

When viewing a published product or scene, use the icon at the bottom right to switch into and out of full-screen mode.

Full-screen mode hides the header bar at the top of the screen, allowing the view of your product, scene, or product line review to use all of the available screen space.

## Deleting Content

It is possible to delete content to free up space or to protect your data when using a shared device.

The delete function removes all downloaded content from the current device.

To delete all of your content, tap the **Profile** icon at the bottom of the application, and tap on **Sign out**.

# DOMAIN ADMINISTRATION (MODULE)



## WARNING

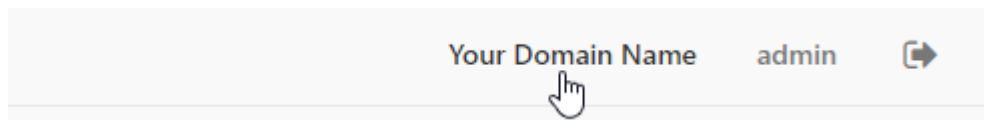
The Domain Administration user module is required to access the functions described in this section. Your user account must be designated as an administrator account for this domain.

The content below is only available for users of the Enterprise edition.

The Domain Administration module for Lumis 3D is a base module included with Lumis 3D that allows domain administrators to:

- Manage the domain and its name.
- Consult license information for this platform of Lumis 3D.
- Monitor the domain's data (disk space) usage.
- Manage the users that make up a team of people who can share and collaborate within the domain.
- Add user modules and distribute them as needed among the users in your domain.

To access the domain administration page, click on your domain name at the upper right corner of the screen.



Click on **Your Domain Name** to access the domain administration page.

In this section, you will find additional information on the following topics:

## Domain

Your domain is made up of a group of users that can collaborate and interact, as well as the spaces these users are members of.

The **Domain** box on the domain management page displays information concerning the Lumis 3D domain you are currently managing.

In this box, you can:

- Change the domain's name
- Permanently delete the domain

## Lumis 3D License

The **License** box on the **Domain** page displays information concerning the Lumis 3D license under which the current platform is running.

## Lumis 3D Data Quota

The **Data quota** box on the domain administration page displays information concerning your domain's data (disk space) usage.

## Users


To access the domain administration page, click on your domain name at the upper right corner of the screen.

In the **Users** box, this page provides an overview of all existing Lumis 3D users and their settings, the user functions attributed to each user.

## User List

All users are listed by their names in the **User** column.



At the top of the column, the number of user accounts attributed and the total number of available accounts are listed as a ratio. As long as the number of available accounts is greater than the number of attributed accounts, you can:

-  Create a user. You will need to provide the following information:
  - **Full name**: the user's name.
  - **Email**: the user's email address, which the user will use to log in and to which notifications such as password reset emails will be sent.
  - **Password**: the user's login password. The user can change this at any time.
- Search a user or a group of users from the LDAP server.



### WARNING

LDAP license required.

-  Invite a user. You will need to provide the **Email address** of the person you would like to invite. An email will be sent to this address. Your account's user name will appear as part of the invite message.
-  Synchronize users from the LDAP server with Lumis 3D users and vice versa.



### WARNING

LDAP license required

## User Status

The **Status** column allows you to differentiate between users who have created accounts and users who have been invited, but have not yet created their account.

Users may have the following statuses:

- ✓ Valid account
- ✉ Invitation pending



### NOTE

Invited users are counted as users, even if they have not yet created accepted the invitation by account.

## User Information

Actions available to domain administrators are available at the right of each user row. You can:

- ✎ Edit a user to modify the user's full name, email, or password.



### NOTE

Best practice Although administrators can override and reset a user's password, users can also manage their own passwords. If a user has forgotten their password, they can request a link to create a new password by clicking on the ***I forgot my password*** button on the sign in screen. This sends an email to the user with a link to reset their own password.

- Delete an account.



### WARNING

Warning! Deleting an account is permanent and cannot be undone.

## Attributing User Functions

When a user is created, no functions are attributed by default.

A user with no attributed functions has access to:

- Their profile
- The Lumis 3D documentation
- Any spaces that are public to all Lumis 3D users on this platform



### NOTE

To modify what a user can do in a given space, an administrator of that space must modify the space's sharing settings. The domain administrator cannot limit user permissions in spaces from the Domain Administration module.

Use the checkboxes in the **Users** table to attribute functions to users.

**TIP****How to: Modify the functions a user has access to****NOTE**

You must have access to the Domain Administration module to modify user functions.

To access the domain administration page, click on your domain name at the upper right corner of the screen.

To attribute a function to a user, find the user's row in the **Users** table. Tick the checkbox in the function's column.

To remove a user's access to a function, untick the checkbox for that function.

The numbers at the top of the column indicate how many user module licenses are attributed for a given function, and how many total user module licenses you hold for that function.

Functions may be attributed to users in any configuration, as long as you have enough user module licenses for the function.

## Module-Function Summary

Function	Required User Module	Maximum Number of Users	Description
<b>Mobile synchronization</b>	Mobile Synchronization	number of purchased modules	Allows to use Lumis 3D with an iPad / iPhone (Lumis 3D Mobile app).
<b>Product editor</b>	Product and Scene Editors	number of purchased modules	Allows creation and modification of products.
<b>Scene editor</b>	Product and Scene Editors	number of purchased modules	Allows creation and modification of scenes.
<b>Private space</b>	Lumis 3D base modules	unlimited	Allows access to a private space.
<b>Space creation</b>	Lumis 3D base modules	unlimited	Allows the creation of shared spaces.
<b>Domain administration</b>	Lumis 3D base modules	unlimited	Allows management of users and functions.

# LIST OF ALL HOW TOS

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[How to: Retrieve a forgotten password \[6\]](#)

[How to: Sign out \[6\]](#)

[How to: Change your password \[8\]](#)

[How to: Change your email address \[9\]](#)

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# COPYRIGHT

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