



February 2021  
 TH&A Monthly Training  
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*Thomasville Experience:  
 Using the Replace Function*

Do you have a  
 20-20 question?

Ask your  
 Thomasville Representative!

**TH&A**

Todd Haley & Associates

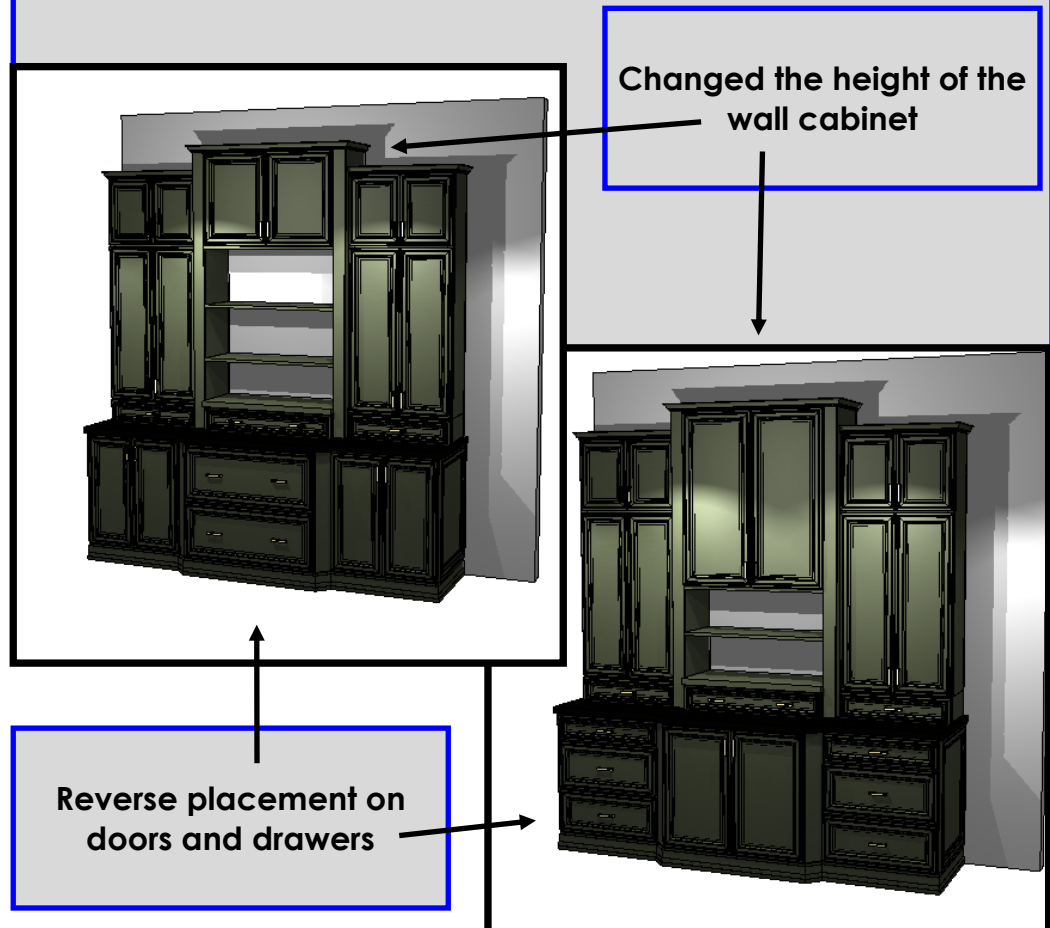
[www.thomasvillecabinetry.com](http://www.thomasvillecabinetry.com)  
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## Thomasville Experience: Using the Replace Items Function

Have a customer change their minds on cabinet choices mid-way through the process? Changing their island to a new color? Adjusting the height of your wall cabinets from 30" to 36"?

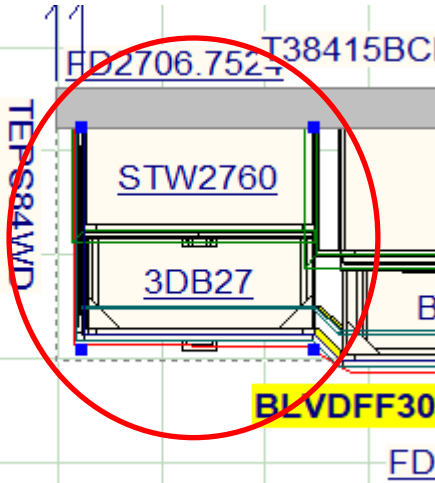
While designing, the Replace function allows you to switch cabinet types, or switch between catalogs without having to reposition the cabinet.

*This is particularly helpful when you have more involved designs where maneuvering a new cabinet into place would require a lot of effort.*

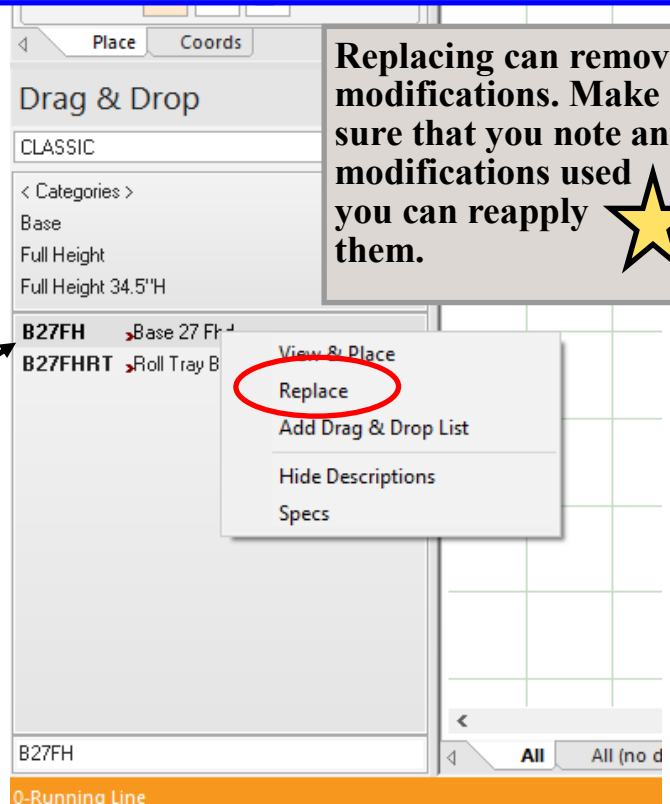


*See Next Page to continue:*

# Thomasville Experience: Using the Replace Items Function



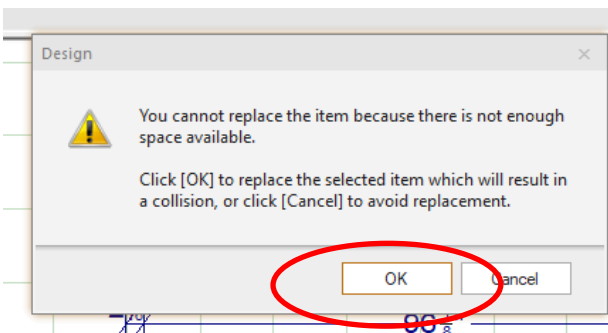
Step 1: Left-Click on the cabinet that you will be replacing. Once selected, you will see 4 blue dots around the cabinet.



Replacing can remove modifications. Make sure that you note any modifications used so you can reapply them. ★

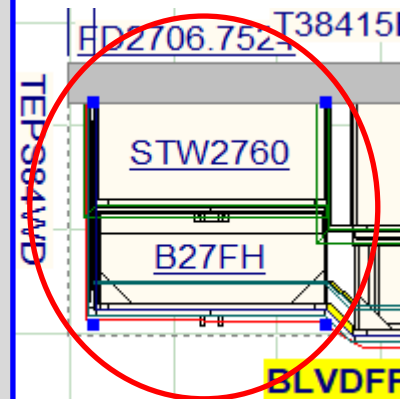
Step 2: In the Drag & Drop Menu, either browse or search for the desired cabinet. Once located, Right-Click on the cabinet. Click the "Replace" option in the menu.

Step 3: In some cases, an alert box may pop-up saying there is not enough room. Click "OK"



Step 4: After Replacing, confirm that the newly selected cabinet is in place. Then you can reapply any modifications. Once finished, click away from your cabinet to deselect.

Repeat steps as needed to complete your changeover.



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