

# Part 2: Working with Figures

## Figure Stencils

A stencil is a figure or a group of figures that you can re-use.

To create a stencil simply select one or more figures then right-click and choose Save as Figure Stencil.

### Complex Stencils

If the stencil is a group of figures then the gallery will show those items with the count of contained figures in parentheses.

Drill-down into a complex stencil to choose one or more specific inner figures. Click the Back button in the gallery to come back out.

