How to create new ARIS symbols

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Version 1.0 │ 17 Aug 2023

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1   Introduction

1.1   Purpose

The purpose of this "How to" guide is to illustrate the steps involved in creating a new symbol that can be used to represent an object occurrence in ARIS.

1.2   Assumptions

This "How to" guide was built using ARIS SR22 and assumes that the relevant features / functions / modules that are referenced in this guide are installed and available for use. This guide uses the ARIS Architect download client and Administration in ARIS Connect.

1.3   Background

ARIS customers sometimes have a requirement to change a standard symbol for their use.

This "How to" guide will provide information about how to:

a) Create a new Symbol in Architect
b) Make the new Symbol available for modelling.
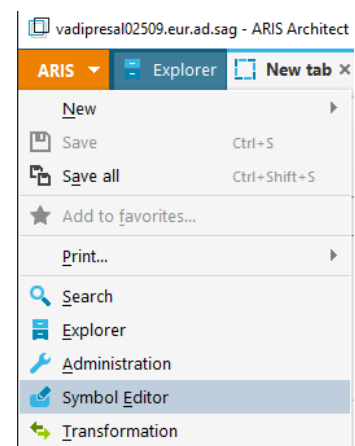
2   How To Step by Step Guidance

2.1   How to Create a New Symbol

To create a new Symbol, you will need the following:

a) Access to the ARIS Architect client.
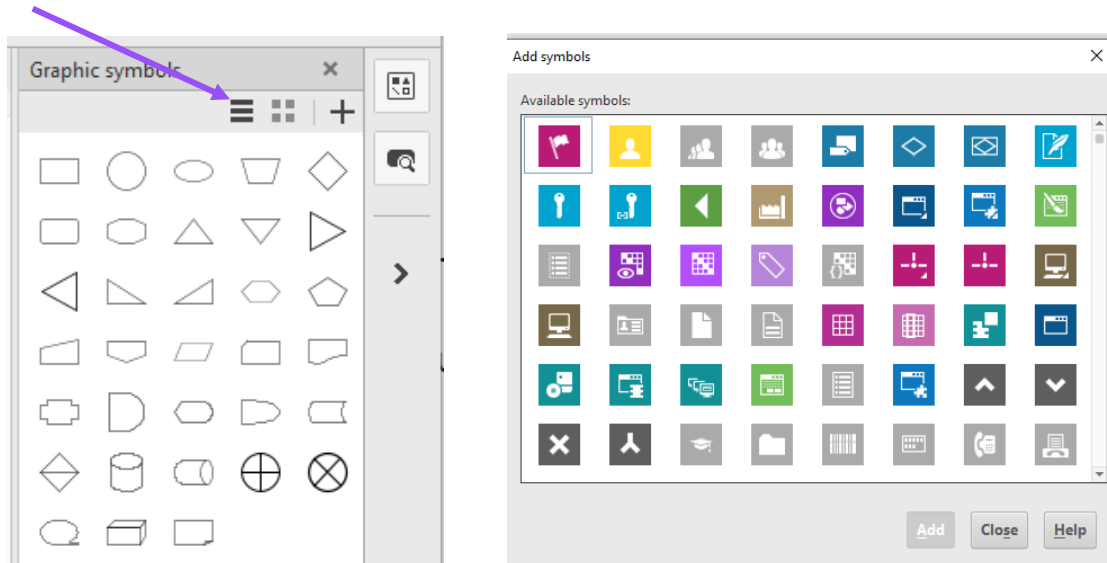b) Images, if you want to use them in creating your symbol.

2.1.1   Log into Architect to open the Symbol Editor

The Symbol Editor will open to an empty canvas.

2.1.2 Choose your graphical symbol which your new symbol will be based on.

The view will change from list to tiles, and optionally click "+" to add a known symbol.


Alternatively, instead of starting from an existing graphic or "known" symbol, you can also start by inserting a basic shape, free format text, or an image, as defined in section 2.1.7.

2.1.3 Select the symbol.

If you are wanting to add a "known" symbol to the "Graphic symbols" palette, select the symbol by double clicking it, or click once and then choose ADD.
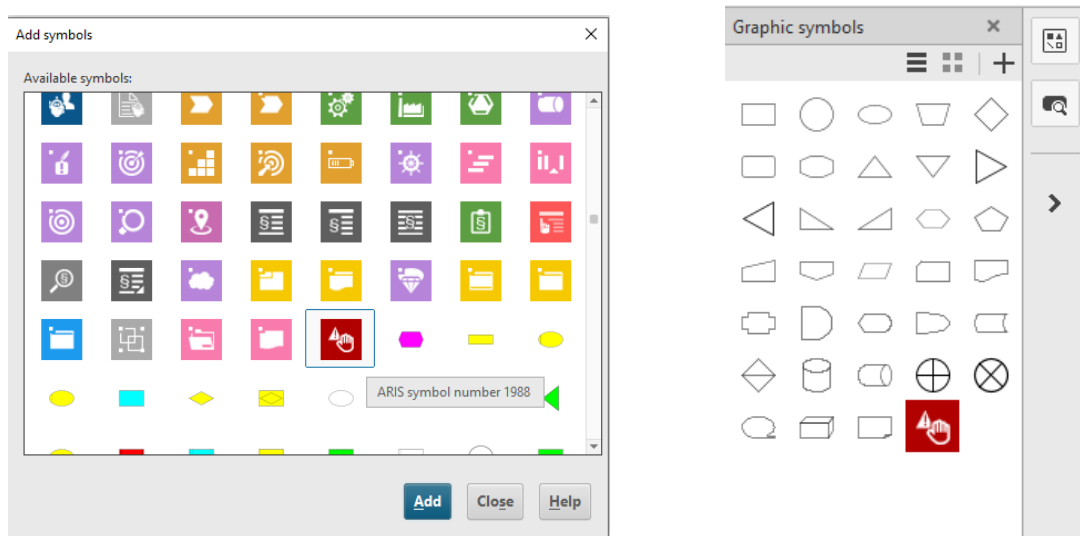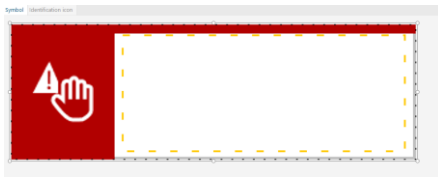
2.1.4 Drag the symbol onto the canvas.
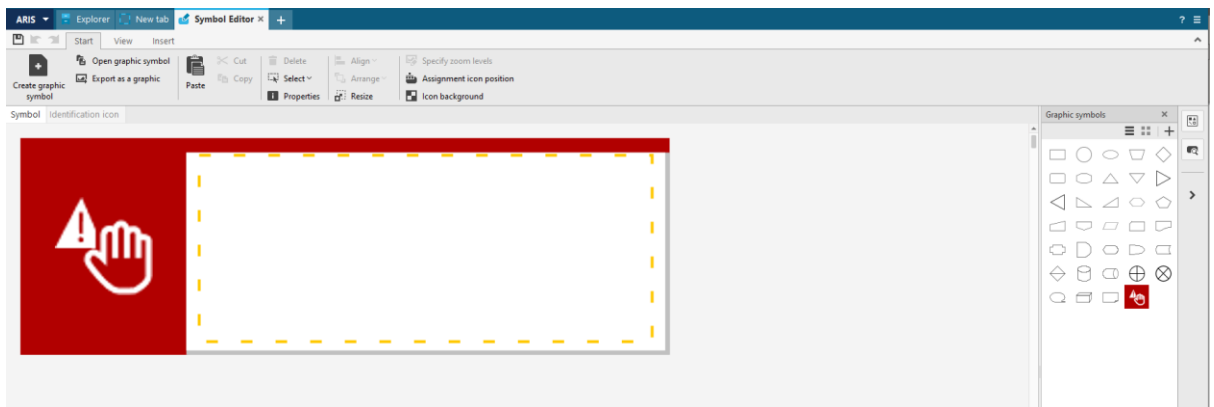
2.1.5 Accessing areas of the symbol

Click on the different areas of the symbol to see how the symbol is constructed. Notice the different highlighting- dots, dashes, yellow line.
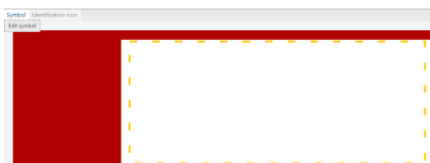

The yellow dashed line can be adjusted as required. It defines the window within which the object attributes such as the name will be shown:


2.1.6 Update the image

Click on the hand symbol, right click to cut. You will see the dots around the image. The symbol will then have just a red background where the image was.

2.1.7 Add the new image to the symbol

Go to the Insert tab and click on Graphic. Choose the image you want to use and select *Import Graphic*. Your graphic will then be placed on the canvas. You can resize it to fit your needs. The image on the right shows the symbol after a traffic light image was imported.
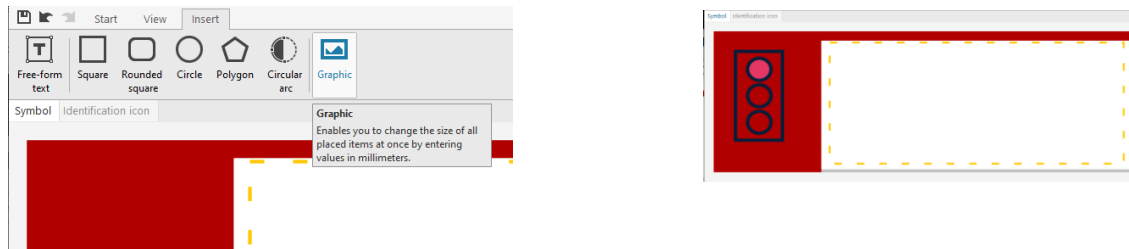
2.1.8 Change the symbol background color

Below are the steps to change the background color behind the symbol:

- Select the background (yellow line will be at the bottom and top right)
- Click on properties.
- Click on Solid Fill for Fill Color.
- Select Color and click OK.
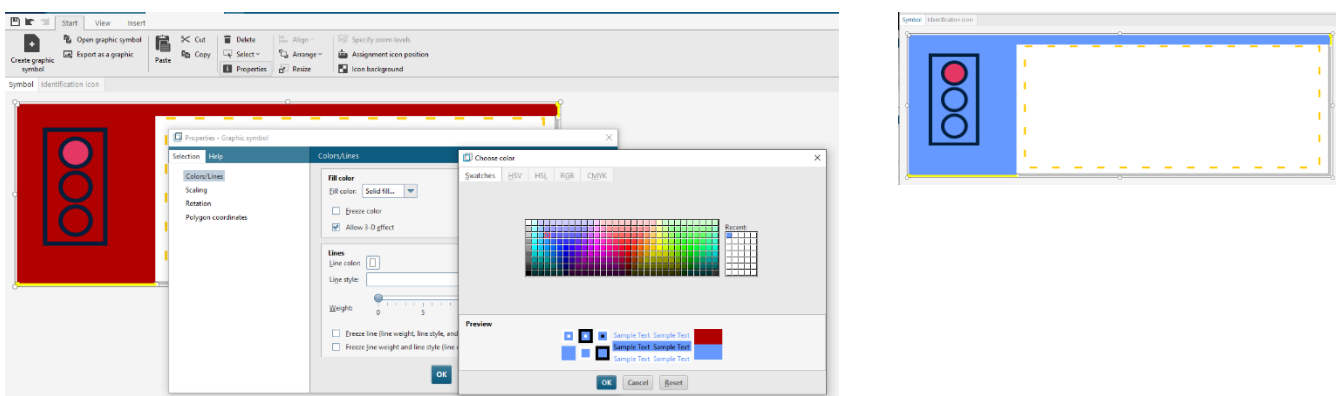
2.1.9 Complete your new symbol

Save your symbol to the appropriate folder. The symbol will be saved as a .amf file (ARIS Meta File). This will then be imported into ARIS in Connect.
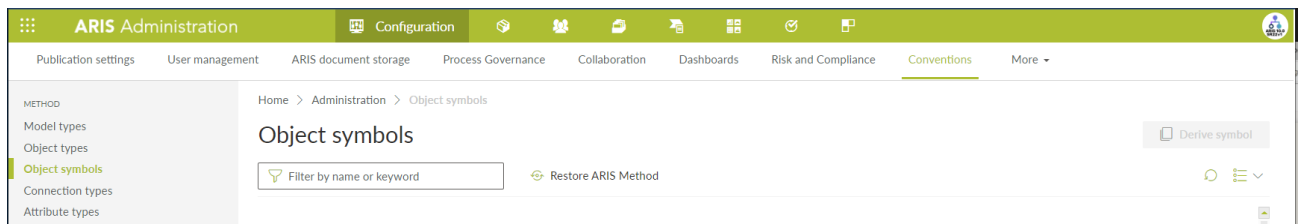
2.2 Making Your New Symbol Available in ARIS

The next step is to make your new symbol available when modeling in ARIS.

2.2.1 Import your new symbol for use in ARIS
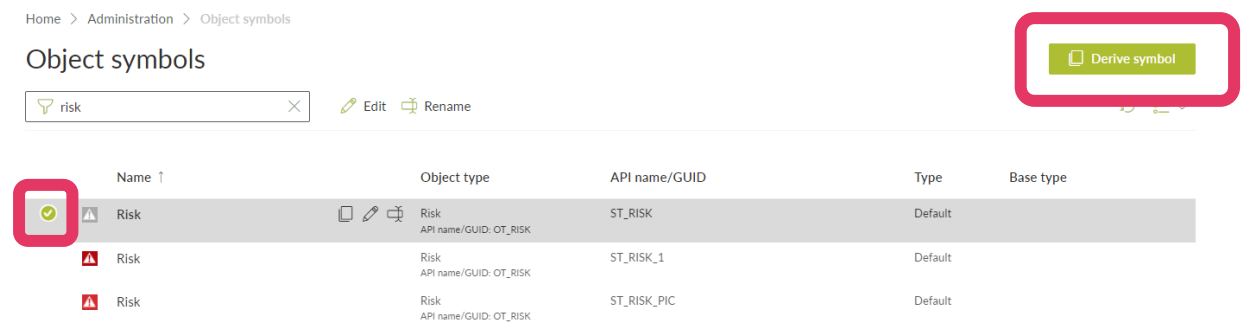
Open Connect and navigate to Object Symbols
- ARIS Administration
- Configuration
- Conventions
- Object Symbols

2.2.2 Locate the based on symbol

Find the Symbol Object that you want to base the new symbol on from the list of Object Symbols. Once you find the symbol, click on it, and then click on **Derive Symbol** button towards the top right of the Object Symbols panel.

2.2.3 Update the details for the new symbol

Enter the details for the new symbol.

1) Enter the name and description under the General Tab
2) On the Symbol tab browse to find the new symbol
3) Select the models the symbol is valid for (will default from symbol selected)
4) Click Apply to save
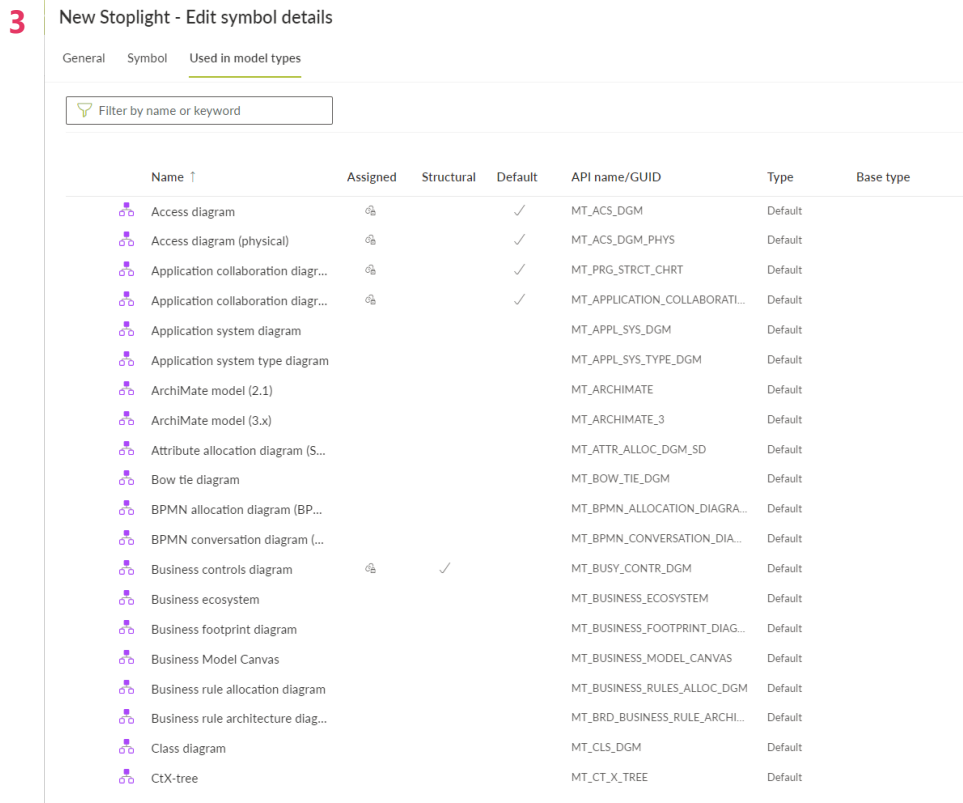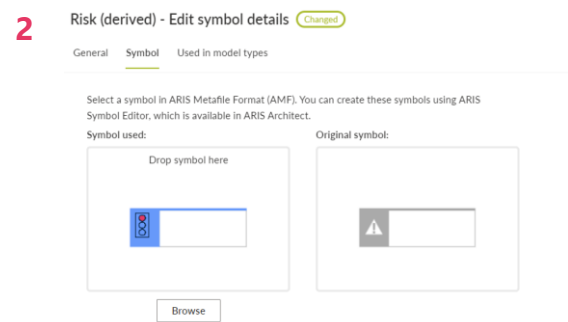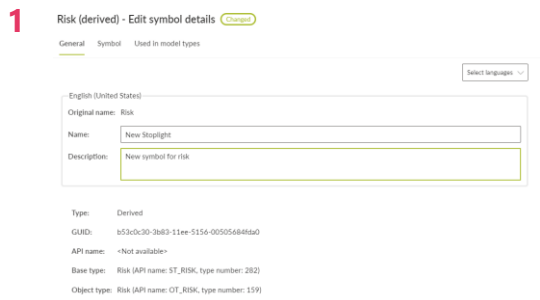
2.2.4 Use your new Symbol

Open a process model in ARIS that you would like to add the new symbol to. If the symbol is not available on the pallet click on Add/Remove symbols and select the new symbol.
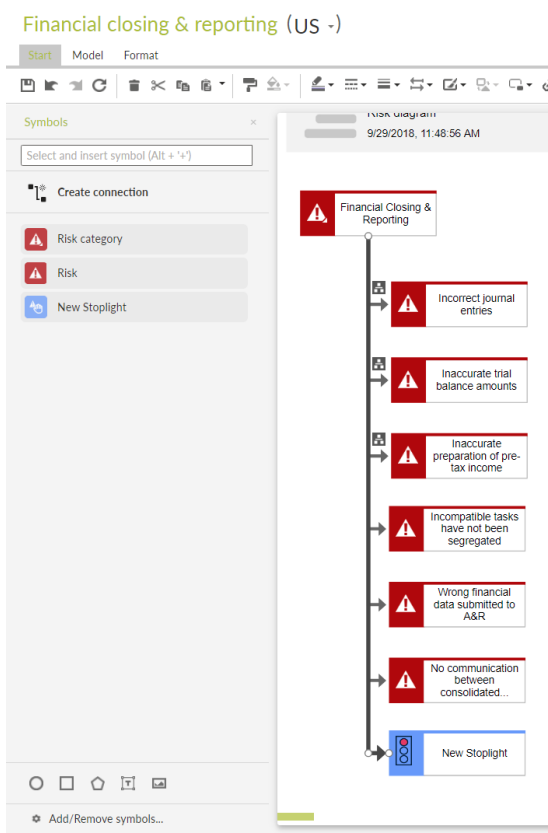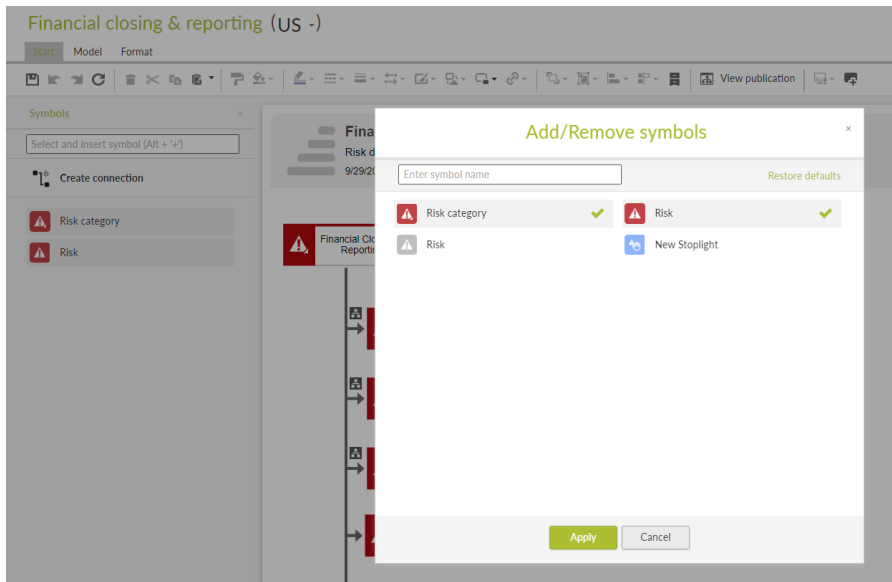
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3.5 Document History

Version	Date	Who	Description
1.0	17 Aug 23	Laura Hamway	Initial release of "How To" template.

4   Additional Sources of Information

4.1 Empower Portal

The Empower Portal (https://empower.softwareag.com) is the hub for Software AG information and will provide you with access to:

Online Support Services   Knowledge Center

Product Information   Discussion Forum

Product Downloads   Feature Requests

Product Fixes   Partner Services

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How to use Satellite Modelling   Know-how for ARIS Enterprise

ARIS Short Training Videos   Useful ARIS links

Best Practices tin using ARIS   HELP! I am an ARIS Admin

4.3 Software AG Knowledge Portal

Software AG Knowledge Portal (https://knowledge.softwareag.com) contains some free ARIS training such as:

ARIS Modeller Basic / Essentials

ARIS Administrator Basic / Essentials

4.4 Software AG YouTube Channels

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