

Engineering B24
Template Drawing for 11" x 17" Layout
Spring, 2010

The following instructions provide a sequential order for creating the standard B-sized border we will use throughout the semester. Open Autocad 2010.

Starting a New Template Drawing:

Step 1 At the Command prompt, type in UNITS.

- Select DECIMAL units with 2 decimal places for precision.
- Use the given defaults for all remaining questions.

Step 2 Type in LIMITS.

- Set the LIMITS of your sheet to:

Lower Left: 0, 0
 Upper Right: 17, 11

- After setting the new LIMITS, use ZOOM ALL to resize the drawing area.

Step 3 Set up Standard Layering Scheme.

- Create the following layers for the template drawing.

Name	Color	Linetype	LWT
0	White	Continuous	default
Border	Red	Continuous	0.7 mm
Views	Yellow	Continuous	0.5 mm
Hatch	Cyan	Continuous	default
Text	Magenta	Continuous	default
Hidden	Yellow	Hidden	default
Center	Yellow	Center2	default

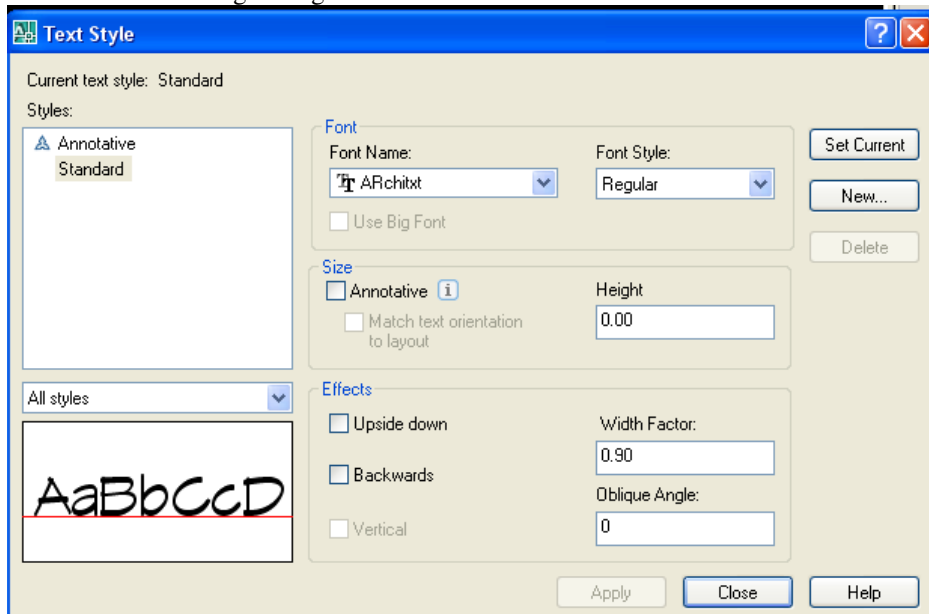
- Make the BORDER layer current.

- Click on the Show/Hide lineweight button at the bottom of the screen.



Step 4 Create a Text Style (Under the Format menu).

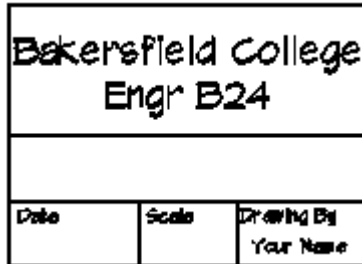
- You can create a text style by adding attributes such as height, width, orientation and angle to an existing text font. Use the following settings.



Step 5

Draw the Border

- Draw the SHEETB style border by using the dimensions found on the attached drawing for the proper sizes of the border. Start your border at 0, 0.
- Use Ortho-ON and Snap-On to help you draw the border.
- Adjust the size of the ARchitxt text to fit the assigned areas. Place all text in the border area on the TEXT LAYER.
- Now fill in the title block with the following: Date, Scale, Drawing by, and Engr B24 as shown. Your title block should contain your name under the “Drawing by” header.



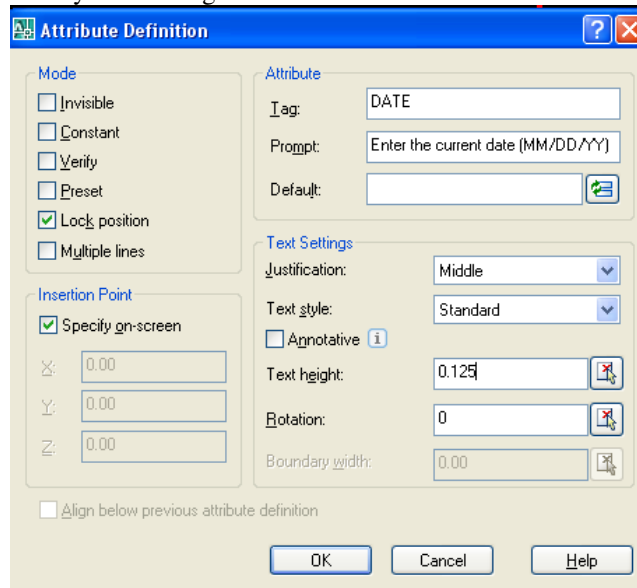
Step 6

Create the Nested Blocks

- Follow the given example **EXACTLY** to create a nested block for the date of the drawing:

Command: **ATTDEF**

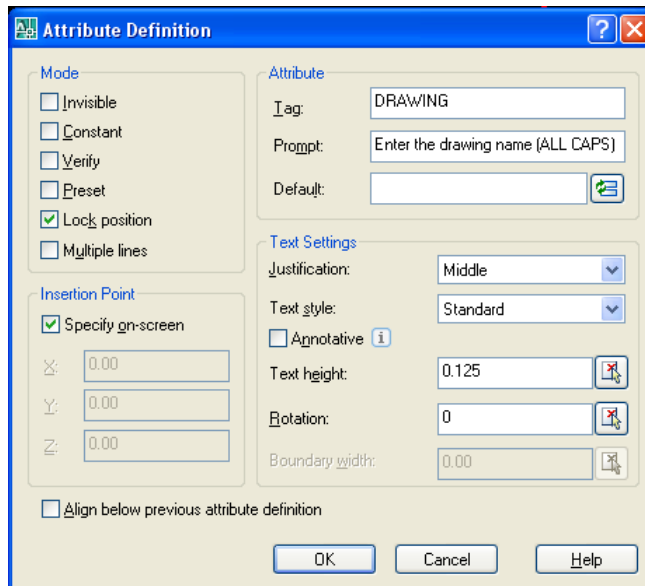
In the dialog box, fill out the options as shown. When all options have been filled out correctly, select Insertion Point to place where the text will be located. After pressing OK, you should see the tag for the date shown as DATE on your drawing.



- Follow the given example **EXACTLY** to create a nested block for the title of the drawing:

COMMAND: **ATTDEF**

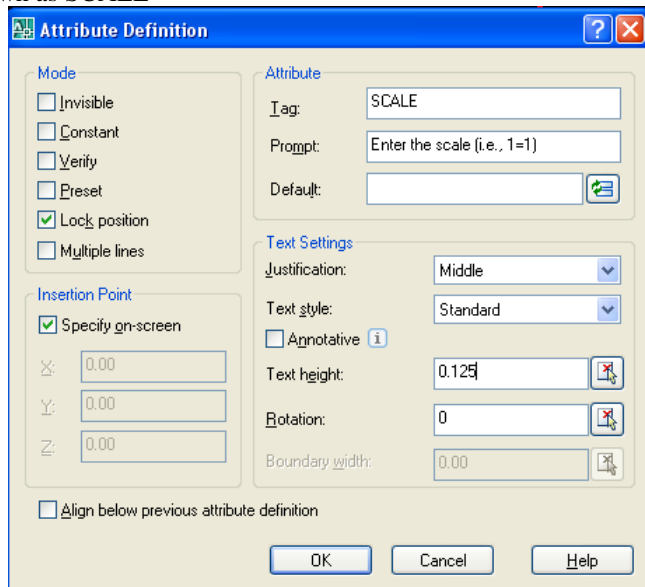
In the dialog box shown on the next page, fill out the options as shown. When all options have been filled out correctly, select Insertion Point to place where the text will be located. After pressing OK, you should see the tag for the drawing name shown as DRAWING.



- Follow the given example **EXACTLY** to create a nested block for the title of the drawing:

COMMAND: ATTDEF

In the dialog box, fill out the options as shown. When all options have been filled out correctly, select Insertion Point to place where the text will be located. After pressing OK, you should see the tag for the drawing name shown as SCALE



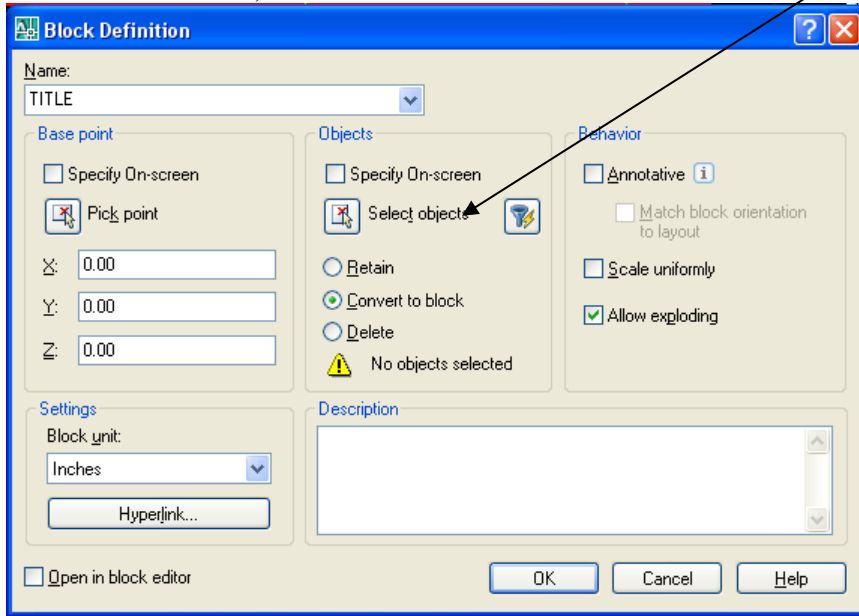
Your title block should now look like this:

Bakersfield College		
Engr B24		
DRAWING		
Date	Scale	Drawing by
DATE	SCALE	

- Now put all three of the defined attributes in a BLOCK.

COMMAND: BLOCK

In the dialog box, fill out the options as shown. Select objects DATE first, SCALE, then DRAWING. (Right click to return to menu.)



After the BLOCK named TITLE is made, the attribute tags DATE, SCALE and DRAWING will disappear. This is supposed to happen, DO NOT be alarmed.

- Cancel on “Edit Attributes” – we will do this later.
- Set the CURRENT LAYER name to VIEWS.

Step 7

Now the Template Drawing is Complete.

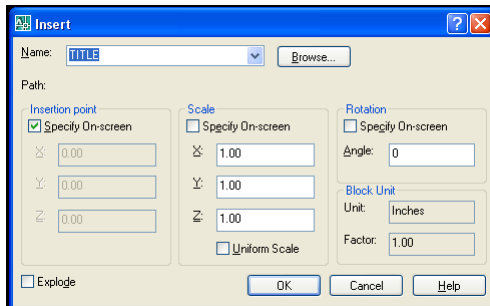
- Use the SAVEAS command to save this file to your account number on the server (H:\YOUR ACCOUNT NUMBER).
 - ✓ Save this file with the name SHEETB as a **.dwg** extension file.
 - ✓ Use SAVEAS again and save this file with the same name into your account number as a **.dwt** file.
- If you find that you need to make a change to your SHEETB border at a later time, simply open the **.dwg** file, make any corrections needed, and resave the file as both a **.dwg** and as a **.dwt** file.

Step 8

Begin a New Drawing with the Template File.

- If you want to create a new drawing using this new border and all of the pre-set information, open the SHEETB.dwt file.
- To enter the DATE and DRAWING title, use the INSERT command

COMMAND: INSERT



The insertion point should be entered as 0,0.

- Now use SAVEAS to save to the drawing file name.

