

Course Content - AutoCAD 2004 Level One

Stage Two: Becoming More Productive

Day One

Section One: Productivity Tools

Part One: Selection Sets

- Advanced Object Selection
- Quick Select
- Editing with Grips
- Exercises on the Above*

Part Two: Accurate Positioning

- Co-ordinate Entry
- Locating Points with Tracking (not LT)
- Construction Lines
- Placing Reference Points
- Exercises on the Above*

Section Two: Creating and Organising Blocks

Part One: Creating Blocks

- Defining a Block
- Creating Global Blocks
- Editing Blocks
- Removing Unused Elements
- Exercises on the Above*

Part Two: Organising Blocks

- Using Design Centre
- Customising Tool Palettes (v 2004 onwards only)
- Modifying Tool Properties in Tool Palattes (v 2004 onwards only)
- Exercises on the Above*

Section Three: Drawing Set Up and Utilities

Part One: Creating Templates

- Why Use Templates
- Controlling Units
- Creating New Layers
- Creating Text Styles
- Creating Dimension Styles
- Adding Standard Layouts to Templates
- Saving Templates
- Exercises on the Above*

Part Two: Advanced Viewing Tools

- Additional Zoom Options
- Creating & Using Saved Views
- Creating Multiple Viewports
- Exercises on the Above*

Section Four: Additional Commands

- Lengthen
- Break
- Polygons
- Donuts
- Ellipses
- Single Line Text
- Other Text Tools

Section Five: Drawing Projects

Various Drawing Projects produced from start to finish

Choice From

- Titleblock
- Mechanical Project
- Architectural Project
- P & ID Project
- Civil Project

Depending upon your industry.

End Of Course :- Approximately 2.30pm