



AutoCAD Level 2 Training

Frequently Asked Questions

What this course aims to do.

Whilst our Level 1 Beginners course is extremely comprehensive, it does not tap into all the little extras and add on's that makes AutoCAD an extremely powerful and easy to use CAD program. The aim of the Level 2 Intermediate course is to introduce more sophisticated techniques that will extend the user's mastery of the program. For example, we go beyond the basic skill of inserting a block and learn how to create and manage blocks. Instead of being able to use a template, we show you all the features that can make up a template, of which there are more than you think, so that you can create one of your own. You will learn such skills as:

- Using more powerful advanced editing and construction techniques
- Add Parametric constraints to a drawing
- Creating and managing local and global blocks
- Setting up Layers, Annotation Styles and Templates
- Advanced Plotting and Publishing Options
- Adding and controlling the use of External References (Xref's) in a drawing

What to expect

The Level 2 Intermediate course is a two-day course and covers over 200 commands, concepts and settings and comes with a 370 page AutoCAD Approved manual, with over 340 illustrations. We also do many practice exercises during the course.

We will train you on the latest version of AutoCAD, or if where possible you can use the version that you have in your own office.

We offer a 12-month free post course telephone helpline. The instructor is an AutoCAD Certified Professional and an apprentice trained draughtsman with 35 years of CAD experience and over 40 years draughting experience.

Qualifications and Attendance Certificate

All our courses come with an official Autodesk Authorised e-Certificate. There is an optional exam that you can take at a later stage once you have a couple of months' practice that will enable you to become an official AutoCAD Certified User.

Exceptions (what you will not be able to do).

When you have completed this course you will have learnt many new methods that are quicker to use than the standard Level 1 tools. However you will need to go away and practice your skills on a regular basis

Prerequisites / What previous Experience do I need to attend this course?

All delegates must have either attended one of our Level 1 Beginners courses (or another ATC) and be a frequent user of AutoCAD. People who have not been on a level 1 beginners course must "self vet" themselves and ensure they understand ALL level 1 topics as well as being a regular user of AutoCAD. We do have a questionnaire that we can e-mail to you if you are in any doubt of your ability.

Duration & Dates

Our Level 2 (Intermediate) course runs for **2 consecutive days**. We run this course twice per year in April and November or when demand dictates running additional courses. 1 to 1 courses can be arranged at any mutually convenient dates

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For further information call us on

0333 772 2025

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Frequently Asked Questions—Continued

How many people will there be on the course?

Typically, there are 2-4 people on each course though we cater for a maximum of six attendees. This enables all the delegates to have "quality" time with the instructor should they have trouble with certain aspects of AutoCAD. We can also offer "One to One" training as well as limiting the number of places for a single company only.

Where are the courses held/ where is the course location?

All scheduled courses take place at our offices in Colchester, Essex, just 200M from Colchester Town station. We provide all the facilities, PC's & Software configured and tailored to complement our training courseware. A major benefit of training away from the office is that you do not get continual interruptions and telephone calls from colleagues requesting so called urgent or quick errands. We occasionally run courses at your premises or specially arranged venues, however these do incur surcharges for additional costs to us e.g. room hire and travel.

What's included in the price?

All our courses include the following

- All materials that you are likely to need, there is no need to bring anything.
- Official AutoCAD Training Manual that is yours to keep.
- Official AutoCAD Attendance e-certificate in pdf format that you can e-mail or print.
- 12 months' FREE telephone support.
- Lifetime of e-mail support.
- Refreshments & a buffet lunch are included within the price
- (Lunch is not provided on our 1/2 day or on-site courses)

Is there anything I need to do after the course?

You will be expected to practice your new skills frequently, it is very easy to slip back into creating/ editing drawings using the methods that you are used to, however force yourself to use your new skills. If you are not intending to use AutoCAD daily we recommend spending a minimum of 3 hours per week practising. We provide extensive practice and project exercises with your manuals to enable you to do this. If you do not practice you could quickly lose your new skills

After a short time practising would recommend returning to attend our Level 3 Advanced course.

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