

# AutoCAD Level 1 Beginners

## Training Course Content



### Course Overview

AutoCAD Level 1 Beginners is a 3 day hands-on practical course that will teach the student the commands and skills to be able to create 2D drawings in AutoCAD, to a reasonable standard. The course covers over 200 commands, concepts and settings, all of which are covered in the 530 page manual. The manual also includes exercises and projects which can be used as practice once the course is completed.

### Who should attend / prerequisites

This course is for new users of AutoCAD who wish to start using the program as soon as possible, whether as part of a business role or for personal use. No previous AutoCAD experience is necessary, however you should have an understanding of Microsoft Windows, ideally version 7 or above and basic computing skills.

### Courseware / Certificate / Instructor

Everything we do is authorised by Autodesk—the writers of AutoCAD Software. Included in the price of your course will be:-

- An Autodesk Official Training Manual with practical exercises and supporting AutoCAD files/examples.
- An e-certificate in pdf format direct from Autodesk confirming successful completion of an Accredited AutoCAD Course.
- The instructor is an Autodesk Certified Instructor (ACI) with many years experience.

### Location & Facilities

Our training facility in Colchester, Essex, is an Autodesk Authorised Training Centre and has the latest AutoCAD software along with older versions if you prefer. We limit the number of attendees to a maximum of six people to ensure you have quality time with the instructor. We can provide one to one or group training at your premise anywhere in the UK.

### Dates, Pricing & Discounts

Our scheduled courses are run on the last Wednesday to Friday of each month. Prices per person are £649 ex VAT or £625 each for 2 people. Further discounts are available for larger bookings, please ask for details.



**CAD Bureau Southern Ltd**  
Colchester Business Centre,  
1 George Williams Way, Colchester, Essex CO1 2JS  
[www.cad-bureau.co.uk/cad-training](http://www.cad-bureau.co.uk/cad-training)  
[steve@cad-bureau.co.uk](mailto:steve@cad-bureau.co.uk)

### Summary

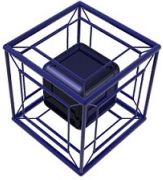
<b>Level:</b>	Beginners
<b>Type:</b>	Hand on—Practical
<b>Duration:</b>	3 Days
<b>Time:</b>	9:15am to 4:30pm
<b>Cost:</b>	£649 ex VAT
<b>Frequency:</b>	Every month
<b>Dates:</b>	<a href="#">Click Here</a>
<b>Support:</b>	12 Months Phone Lifetime via e-mail
<b>Class Size:</b>	6 people maximum
<b>Software:</b>	AutoCAD/AutoCAD LT (Latest release unless requested otherwise)
<b>Certification:</b>	Autodesk Authorised e-certificate
<b>Courseware:</b>	Autodesk Training Guide Included
<b>Location:</b>	Colchester, Essex or on site (at extra cost)
<b>Prerequisites:</b>	See main text

For further information call us on

**0333 772 2025**

Or e-mail [steve@cad-bureau.co.uk](mailto:steve@cad-bureau.co.uk)





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Topics	Sub-Topics
<b>Day One</b>	
<b>Getting Started with AutoCAD</b>	User Interface, Working with Commands, Drawing Files
<b>Basic Drawing &amp; Editing Commands</b>	Drawing Lines, Erasing Objects, Drawing Rectangles & Circles, Undo & Redo
<b>Drawing Precision</b>	Object Snaps, Polar Tracking, Object Snap Tracking, Snap & Grid
<b>Making Changes in Your Drawing</b>	Selecting, Moving & Copying Objects, Rotating, Scaling & Mirroring Objects, Editing with Grips
<b>Organising with Layers</b>	New Drawings with Templates, Layers & Layer States, Changing an Objects Layer
<b>Day Two</b>	
<b>Advanced Object Types</b>	Drawing Arcs, Drawing & Editing Polylines, Drawing Polygons & Ellipses
<b>Getting Information from Your Drawing</b>	Object Properties, Measuring Objects
<b>Advanced Editing Commands</b>	Trimming and Extending, Stretching Objects, Fillets & Chamfers, Offsetting Objects, Creating Arrays of Objects
<b>Inserting Blocks</b>	What Are Blocks?, Inserting Blocks, Working with Dynamic Blocks, Inserting Blocks from Design Centre & Content Explorer.
<b>Setting Up a Layout</b>	Printing Concepts, Working in Layouts, Copying Layouts, Creating Layout Viewports, Guidelines for Layouts
<b>Printing Your Drawing</b>	Printing Layouts, Printing from Model Tab
<b>Day Three</b>	
<b>Text</b>	Working with Annotations, Adding Text, Modifying & Formatting Multiline Text, Adding Notes with Leaders to Your Drawing, Creating & Modifying Tables
<b>Hatching</b>	Creating & Editing Hatching
<b>Adding Dimensions</b>	Dimensioning Concepts, Adding Linear Dimensions, Adding Radial & Angular Dimensions, Editing Dimensions

**Note:** The instructor may add or remove topics depending upon the ability of the students attending.

The topics above are from the Official Autodesk Training Guides that may change at the discretion of Autodesk of which we have no control.



## Contact Us

Give us a call on 0333 772 2025 for more Information about our services and products

**CAD Bureau Southern Ltd,**  
Colchester Business Centre, 1 George Williams Way, Colchester, Essex CO1 2JS

[steve@cad-bureau.co.uk](mailto:steve@cad-bureau.co.uk)

Visit us on the web at [www.cad-bureau.co.uk](http://www.cad-bureau.co.uk)

