

STEPPING INTO AUTOCAD 2010

09/02 ó 27/04/2010

Demstar Education,

Since there is a need in the Cyprus marketplace for developing skills and knowledge for engineers, designers, architects and engineers, in order to possess the knowledge and the skills to develop and maintain better drafting projects in a shorter time, the participants need to know how to work with the Autocad package. This course will try to make possible the transition towards Computer Aided Design and Drafting (CADD) from conventional drafting and design methods with the use of Autocad 2010.

The objective of the workshop is for the participants once they have completed this course, to be able to operate the Autocad program and use it to develop drafting projects fast and accurately. In greater detail, they will learn:

ÉElectronic drawing process

ÉTo use the AutoCAD tools and utilities

ÉTo use the constructing commands

ÉTo use the modification command

ÉTo use more advanced commands to increase productivity

ÉTo manage large drawing projects

Architects, civil engineers, mechanical engineers/draftsmen, electrical engineers/draftsmen building management engineers, water supply engineers. The trainees should have some experience relating to the activities taking place in the drafting room. Familiarity with the Windows environment required. Also the participants must have a good knowledge of the English language and easy access to a microcomputer either at the office or at home.

Ms. Eleni Stylianidou

1 **09/02** **18:00 ó 20:45**

Introduction to AutoCAD 2010- AutoCAD Basics 2010

ÉStarting AutoCAD 2010 - Using Your Pointing Device
 ÉOpening an Existing Drawing File
 ÉAutoCAD 2010 Screen Layout - Menus Vs Toolbars / Tool Palettes / Ribbon / Tabs / Panels
 ÉCommand Line & Using the Keyboard - What Happens When You Right-Click? - Self Check: Getting Started with AutoCAD 2010

2 12/02 18:00 ó 20:45

Object Selection Methods ó Display Controls - Layouts
 ÉViewing Your Drawing ó Display Controls - Pick, Window, Crossing Window, Window Polygon, Crossing Polygon, Remove, Add, Fence, Filtering Object Selection
 ÉMore on Display Controls (Utilizing the full capabilities of the program)
 ÉAutoCAD 2010 Drawing Layout (Model Vs Paper space) - Prototype Drawing Concept

3 16/02 18:00 ó 20:45

Drawing Aids ó Precision Tools
 ÉAutoCAD 2010 Cartesian Workspace / Coordinates System - Drawing with GRID and SNAP - Setting Drawing Scale and Units
 ÉUndo / Multiple Undo / Redo
 ÉSaving Your Work - Exiting AutoCAD 2010 - Command Summary - Self Check: Basic Tools

4 19/02 18:00 ó 20:45

Object Snap Tools (Snapping to Objects Geometric),
 ÉElaborating on Object SNAP Tools Overrides
 ÉRunning Object Snap Modes - Permanent Object Snap Modes
 ÉPolar Tracking
 ÉObject Snap Tracking - Implementing Drawing Scale and Units
 ÉDrawing Sheet Concept and Project Management
 ÉGood Housekeeping, Recovering from Mistakes

5 23/02 18:00 ó 20:45

Creating a simple drawing as a prototype drawing
 ÉFile Management Commands - Elaborating Implementing Advantages of Drawing Sheets Concept
 ÉLINE, CIRCLE, OFFSET, MOVE Commands
 ÉBuilding essential knowledge with new commands from the Modify Toolbar - Trimming Objects -TRIM Command, Extending Objects-EXTEND Command
 ÉFILLET and CHAMFER Commands
 ÉErasing Objects with ERASE Command

6 **26/02** **18:00 ó 20:45**

Improving a simple drawing as a prototype drawing
 ÉSetting Layers Using the Property Toolbar
 ÉSetting Layers Using the Layer Command
 ÉNaming layers
 ÉCreating layers
 ÉAssigning Properties to Layers
 ÉUsing layers
 ÉManaging layers

7 **02/03** **18:00 ó 20:45**

Working with Polylines
 ÉPOLYLINE, RECTANGLE, POLYGON, Commands (Draw Toolbar)
 ÉPOLYLINE EDIT Commands (Modify Toolbar)
 ÉWhy using Polylines - FILLET / CHAMFER on Polylines
 ÉMaking modifications, applying FILLET & CHAMFER Commands

8 **05/03** **18:00 ó 20:45**

Getting Information from Your Drawing
 ÉMeasuring a Distance - Measuring an Area
 ÉInformation about Objects - Command Summary
 ÉSelf Check: Getting Information from Your Drawing
 ÉProject Exercise: Drawing Organization and Information

9 **09/03** **18:00 ó 20:45**

Annotating your drawings - Text Related Commands
 ÉTEXT STYLES - TEXT Commands (Single Line & Multiline Text)
 ÉEditing Single Line Text - Revision Clouds
 ÉEditing Multiline text ó Tables
 ÉAnnotative Text
 ÉAnnotation Scaling

10 **12/03** **18:00 ó 20:45**

Blocks and Groups
 ÉBLOCK (Definition & Insertion) - Block Redefinition
 ÉGrouping Objects - Dynamic Blocks (New in AutoCAD 2010)

11 **16/03** **18:00 ó 20:45**

Construction Tools

ÉARRAYS ó COPY - DIVIDE
ÉMEASURE
ÉMIRROR

12 **19/03** **18:00 ó 20:45**

Summarize and Reviewing the AutoCAD 2010 approach to drawings
ÉDrawing Interface - Coordinate System
ÉDrawing Aids
ÉDrawing Commands - Modify Commands
ÉConstruction Commands - Layer and Linetype Concept
ÉBlock and Group Concept
ÉDimensioning Drawings

13 **23/03** **18:00 ó 20:45**

More Drawing Commands and Hatching
ÉMore Drawing Commands - Drawing Donuts
ÉHATCH / Gradient Hatch Patterns
ÉTuning Hatch Appearance / Scale - Editing Hatching

14 **26/03** **18:00 ó 20:45**

More Editing Commands and Techniques
ÉModifying Object, using the STRETCH Command
ÉRotating Objects using the ROTATE Command
ÉScaling objects using the SCALE Command
ÉChanging an Object's Layer and/or properties
ÉRemoving unwanted drawing named elements using the now safe Purge command
ÉCut, Copy, Paste Techniques to Modify Drawings
ÉConverting Polylines to Lines & Arcs - Converting Lines & Arcs to Polylines

15 **30/03** **18:00 ó 20:45**

Drawing Dimensions
ÉDimension Styles - Lineal Dimensioning
ÉAngular Dimensioning - Radius / Diameter Dimensioning

16 **09/04** **18:00 ó 20:45**

More on Dimensions
ÉMore on Dimensioning
ÉDynamic Editing of Dimensions
ÉAssociative dimensions benefits - Adding linear dimensions capitalizing on BASELINE & CONTINUE options

ÉAdding Leader and Center Marks

17 **13/04** **18:00 ó 20:45**

Implementing ATTRIBUTES with Blocks

ÉATTRIBUTES

ÉUsing Attributes to store the technical Data with the block definitions of doors and windows symbols

ÉUsing attributes to automatically annotate axis labels in standard technical drawing axis labeling.

ÉExtracting Data from attributes into formatted tables inside AutoCAD 2010 or exporting them to an EXCEL file

18 **16/04** **18:00 ó 20:45**

Working with a large drawing

ÉExternal Reference Commands

ÉPlotting various drawings with different scale on the same paper, with the aid of PaperSpace Mode (Layout Tab)

19 **20/04** **18:00 ó 20:45**

Setting Up a Layout / Sheet Management- Preparing to Plot

ÉCreating a Layout - Manipulating Floating Viewports

ÉCreating Floating Viewports - Working inside Floating Viewports

ÉGuidelines for Layouts - Organizing Drawing Sheets

ÉCommand Summary - Self Check: Setting Up a Layout .

20 **23/04** **18:00 ó 20:45**

Plotting your Work

ÉPLOT Command - Plot Settings

ÉPlot Preview - Command Summary

ÉSelf Check: Plotting - Project Exercises: Preparing to Plot

21 **27/04**

System Configuration /Customization / Macros

ÉBasic Customization (Menu / Toolbars / Palettes / Ribbons)

ÉMacros / Macro Recording ó Running - Assigning Macros to Icons

Medium Size Project - General Review

ÉGeneral Review / Summarize - Building Confidence

ÉWorking on a medium size project, from the beginning through to plotting

