



This course strives to make the basic user more proficient in the use of AutoCAD® and introduces more developed techniques. This class focuses on topics beyond those covered in the Fundamentals course and includes working with the Ribbon, using efficiency tools including grips and advanced object selection; adding parametric constraints to objects, advanced text objects; setting up layers, styles and templates; using layout tabs, creating blocks and enhanced plotting/publishing.

**Prerequisites:** Students who have taken an AutoCAD Fundamentals course within the past year or those who are comfortable with the basics of creating a 2D drawing and who have a working knowledge of Microsoft Windows.

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### Course Objectives

The primary objective of this course is to learn more sophisticated techniques that will extend the user's mastery of the program. For example, you may know how to insert blocks, you may wish to learn how to create and manage block libraries; or you may be able to use templates for your drawings, how about going beyond the basics to understand the process of setting up a template with organized layers, text and dimension styles.

### After completing this course, students will be able to:

Use more evolved techniques such as shortcut keys, grips and Palettes. Create and use Blocks, Setup template files to include standard layers, text and dimension styles and output to DWF or PDF for electronic markups and review.

Students will also be introduced to some of the management tools in AutoCAD, including the Layer Manager, CAD Standards files, System Setup and Customization.

### Who Should Attend

If you have the AutoCAD basics down or you've taken an AutoCAD Fundamentals class within the past year, and you are looking to further your techniques to the next level, then this class is for you. This class covers many parts to AutoCAD that can help the user not only strengthen what they already know, but teaches the tricks and techniques to be quicker and more effective.

### Day 1

#### Chapter 1: Introduction

Practice Introduction

#### Chapter 2: Advanced Text Objects

Annotation Scale Overview

Using Fields

Controlling the Draw Order

#### Chapter 3: Working with Tables

Working with Linked Tables

Creating Table Styles

#### Chapter 4: Projects – Advanced Annotation

Fields and Tables

#### Chapter 5: Dynamic Blocks

Working with Dynamic Blocks

Creating Dynamic Block Definitions

Dynamic Block Authoring Tools

Additional Visibility Options

#### Chapter 6: Attributes

Inserting Blocks with Attributes

Editing Attribute Values

Defining Attributes

Redefining Blocks with Attributes

Extracting Attributes

**Chapter 7: Projects – Advanced Blocks and Attributes**

Dynamic Block Practice  
Mechanical Attribute Project  
Architectural Attribute Project

**Chapter 8: Output and Publishing**

Output for Electronic Review  
Autodesk Design Review  
Publishing Drawing Sets

**Chapter 9: Other Tools for Collaboration**

eTransmit  
Hyperlinks

**Chapter 10: Online Collaboration and 2D Annotation**

AutoCAD WS  
Automatic Model Documentation

**Chapter 11: Introduction to Sheet Sets**

Overview of Sheet Sets  
Creating Sheet Sets  
Creating Sheets in Sheet Sets  
Adding Views to Sheets  
Importing Layouts to Sheet Sets

**Day 2****Chapter 12: Publishing and Customizing Sheet Sets**

Transmitting and Archiving Sheet Sets  
Publishing Sheet Sets  
Customizing Sheet Sets  
Custom Blocks for Sheet Sets

**Chapter 13: Projects – Sheet Sets**

Sheet Sets

**Chapter 14: Managing Layers**

Working in the Layer Properties Manager  
Creating Layer Filters  
Setting Layer States

**Chapter 15: CAD Standards**

CAD Standards Concepts  
Configuring Standards  
Checking Standards  
Layer Translator

**Chapter 16: System Setup**

Options Dialog Box  
System Variables  
Dynamic Input Settings  
Drawing Utilities  
Managing Plotters  
Plot Styles

**Chapter 17: Introduction to Customization**

Why Customize?  
What Can Be Customized?  
Creating a Custom Workspace

**Chapter 18: Customizing the User Interface**

Using the Customize User Interface (CUI) Dialog Box  
Customizing the Ribbon  
Customizing the Quick Access Toolbar  
Customizing Menus  
Creating Custom Toolbars  
Keyboard Shortcuts

**Chapter 19: Macros and Customer Routines**

Creating Custom Commands and Macros  
Running Scripts  
Action Recorder  
Editing Action Macros  
Loading Custom Routines