

## AutoCAD Essentials

Learn the features, commands, and techniques for creating, editing, and printing drawings with AutoCAD® and AutoCAD LT®. Using hands-on exercises, users explore how to create 2D production drawings.

## Objectives

To teach users the basic commands necessary for professional 2D drawing, design, and drafting using AutoCAD and AutoCAD LT. After completing this class, users will be able to:

- Navigate the AutoCAD and AutoCAD LT user interfaces.
- Use the fundamental features of AutoCAD and AutoCAD LT.
- Use the precision drafting tools in AutoCAD and AutoCAD LT to develop accurate technical drawings.
- Present drawings in a detailed and visually impressive way.

## Duration

3 days

## Who should attend?

New users of AutoCAD or AutoCAD

## Typical Schedule

Unless otherwise noted on your class registration e-mail, this class starts each day at 9:00 am and ends at 4:00 pm.

## Prerequisites

Before using this guide, users should have a working knowledge of the following:

- Drafting, design, or engineering principles.
- Microsoft® Windows® Vista or Microsoft® Windows® XP.

## Outline

### Taking the AutoCAD Tour

- Navigating the Working Environment
- Working with Files
- Displaying Objects

### Creating Basic Drawings

- Inputting Data
- Creating Basic Objects
- Using Object Snaps
- Using Polar Tracking and PolarSnap™
- Using Object Snap Tracking
- Working with Units

### Manipulating Objects

- Selecting Objects in the Drawing
- Changing an Object's Position
- Creating New Objects from Existing Objects
- Changing the Angle of an Object's Position
- Creating a Mirror Image of Existing Objects
- Creating Object Patterns
- Changing an Object's Size

### Drawing Organization and Inquiry Commands

- Using Layers
- Changing Object Properties
- Matching Object Properties
- Using the Properties Palette
- Using Linetypes
- Using Inquiry Commands

### Altering Objects

- Trimming and Extending Objects to Defined Boundaries
- Creating Parallel and Offset Geometry
- Joining Objects
- Breaking an Object into Two Objects
- Applying a Radius Corner to Two Objects
- Creating an Angled Corner Between Two Objects
- Changing Part of an Object's Shape

**Working with Layouts**

- Using Layouts
- Using Viewports

**Annotating the Drawing**

- Creating Multiline Text
- Creating Single Line Text
- Using Text Styles
- Editing Text

**Dimensioning**

- Creating Dimensions
- Using Dimension Styles
- Editing Dimensions
- Using Multileaders

**Hatching Objects**

- Hatching Objects
- Editing Hatch Objects

**Working with Reusable Content**

- Using Blocks
- Working with DesignCenter™
- Using Tool Palettes

**Creating Additional Drawing Objects**

- Working with Polylines
- Creating Splines
- Creating Ellipses
- Using Tables

**Plotting Your Drawings**

- Using Page Setups
- Plotting Drawings

**Creating Drawing Templates**

- Using Drawing Templates

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