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approved ND

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TRAINING SYLLABUS

AUTOCAD ADMINISTRATION

no. of delegates Up to 6 maximum.

description This course introduces attendees to the principles of implementing and managing a centralised set of standards in a networked environment.

prerequisites The student should be proficient working in AutoCAD.

objectives To understand the configuration and setup of AutoCAD, the following product areas will be covered during this course:

1.0 MANAGING AUTOCAD

- Central resource folders
- Using Options and Profiles
- Deployments

2.0 DELIVERING COMPANY STANDARDS

- Templates
- Units
- Layer standards
- Managing annotation
- Blocks & block libraries
- Linetypes

3.0 USER INTERFACE

- Customizing the user interface
- The Enterprise and Main customisation files
- Workspaces
- Creating and editing Ribbons
- Custom commands
- Creating and editing palettes

4.0 PLOTTING

- Drawing borders
- Page Setups
- Plotter Configuration files

5.0 TROUBLESHOOTING

6.0 UPGRADES