



*building long-term relationships*

## Are you ready for your cadLive 2-day Lab?

Please review the list below and indicate **Yes** or **No** for your personal usage in these AutoCAD areas. **If you answer No to 3 or more areas**, please sign up for our AutoCAD 1-Day Lab, held the day before the 2-Day cadLive Lab. This will ensure that all attendees in the cadLive Lab are able to progress at the necessary speed and complete all critical topics. The AutoCAD 1-Day Lab is not a drafting class, but instructs only those cad topics which are mandatory for a successful implementation of the cadlive estimating tool. If you have additional specific questions, please complete and fax back to the number below and a trainer will contact you.

### AutoCAD Navigation

- Understanding AutoCAD's help system
- Open / close drawings
  - Switch between multiple open drawings
- Screen Elements
  - Hide / Show toolbars
- Controlling AutoCAD's settings (blips, grips, ortho, snap, pickbox, etc.)
- Changing AutoCAD's options

### Drawing Navigation

- Screen navigation
  - Wheel mouse
  - Zoom, Zoom extents, Zoom window, Pan
  - REGEN vs. REDRAW
- Drawing Scale
  - Checking scale and Changing model scale
- Uses of Model vs. Layout Tabs

### Object Selection

- Window vs Crossing, Explicit vs Implied, Last vs Previous, Add vs Remove, Fence, Polygons
- Object snapping (OSNAP)

### Object Properties

- Identify layers and properties for objects and blocks
- Create and use layers
  - On / Off, Freeze / Thaw, Lock / Unlock, Plot / Non-plot, Linetypes / Lineweights

### Object Creation

- Polylines / Splines
  - Editing with PEDIT
- Create blocks with attributes
- Write blocks from current drawing (WBLOCK)

### File Management

- External References (XREF)
  - Identify XREF's
    - find missing XREF's
    - Load / Unload / Attach / Detach
    - Opening XREF's

Trainee: \_\_\_\_\_ Company: \_\_\_\_\_

Phone #: \_\_\_\_\_ Best time to call: \_\_\_\_\_

Fax to: **905-761-1234** Attn: **CIP Staff** or email to [cadinfo@accubid.com](mailto:cadinfo@accubid.com) Today's date \_\_\_/\_\_\_/\_\_\_