

## AutoCAD Management Course

### Overview

This courseware helps students understand the technical pieces of CAD Management support. CAD managers learn how to reach larger CAD management goals of standardizing the work environment to attain greater productivity for their users.

### Duration

2 Days (9:30am – 4:30pm) demonstration & practical exercises.

### Prerequisites

It is recommended that the student have a working knowledge of:  
Microsoft® Windows® 98, Microsoft® Windows® NT 4.0/Microsoft® Windows® 2000, or Microsoft® Windows® XP.

Network fundamentals including creation of mapped drives.

The current or a previous release of AutoCAD.

Basic AutoCAD configuration including software installation, configuration, and use of profiles.

Basic menu/CUI customization.

Basic tool palette construction and usage.

Basic sheet set usage.

Basic configuration of printing and plotting devices.

Basic use of adjunct file types like templates, standards, blocks, and support files.

### Syllabus

#### The CAD Management Mission

About Job Parameters

Applying Standardization Metrics

#### Installation Topology

Identifying System Topology

Understanding Licensing Types

#### Optimizing the Installation

Network Techniques Overview

Configuration Files

Temporary Files

Profile Management

#### Standardizing the Installation

Managing Support Files

Managing Driver Files

Plotter Files

Using Drawing Templates

Managing Template Files

Working with Standards Files

Batch Standards Checking

Using Standards Files

Managing Help and Documentation Files

#### Customizing the Installation

Customization File Management

Creating Custom Tool Palettes

Managing and Sharing Tool Palettes

Managing Tool Palettes

Creating and Applying Materials and Textures (Lab)

Creating Sheet Sets

Working with Sheet Sets

Setting Sheet Set Properties

Using Fields in Sheet Sets

Using Attributes in Sheet Sets

Archiving Sheet Sets

#### File Library Management

Managing XREF and Block Files

Managing Standards Files

#### Tools and Resources

Additional Tools