

Table of Contents

Introduction

About this book	Intro-1
About the Author	Intro-1
Configuring your system	Intro-2
Customizing your Wheel Mouse	Intro-13
System Requirement	Intro-14

Lesson 1

Start AutoCAD program	1-2
AutoCAD Workspaces	1-3
AutoCAD 2009 Application Window	1-4
AutoCAD's Help	1-15
Tooltip Help	1-16

Lesson 2

Create a Template	2-2
Using a Template	2-5
How to select a command	2-6
Drawing Lines	2-9
Methods of selecting objects	2-12
Erase	2-13
Starting a new drawing	2-14
Opening an existing drawing	2-15
Saving a drawing file	2-16
Back up files and Recover	2-18
Exiting AutoCAD	2-19
Exercises	2-20

Lesson 3

Circle	3-2
Rectangle	3-4
Undo and Redo	3-7
Grid & Increment Snap	3-8
Layers	3-9
Lineweights	3-12
Exercises	3-14

Lesson 4

Object snap	4-2
Running Object snap	4-6
Zoom	4-7
Drawing setup	4-9
Drawing Limits	4-9
Units and Precision	4-10
Exercises	4-11

Lesson 5

Polygon	5-2
Ellipse	5-3
Donut	5-6
Point	5-7
More object snaps	5-8
Exercises	5-9

Lesson 6

Break	6-2
Trim	6-4
Extend	6-5
Move	6-6
Explode	6-7
Exercises	6-8

Lesson 7

Copy	7-2
Mirror	7-3
Fillet	7-4
Chamfer	7-6
Exercises	7-8

Lesson 8

Single line text	8-2
Multiline text	8-4
Tabs	8-6
Indents	8-6
Spelling Checker	8-6
Columns	8-7
Line spacing	8-9
Editing text	8-10
Background Mask	8-11
Exercises	8-12

Lesson 9	
Coordinate input	9-2
Absolute and Relative	9-3
Direct Distance Entry	9-6
Inquiry	9-7
List, Distance, Locate Point	9-7
Creating a Border	9-8
Basic Plotting from Model Space	9-9
Exercises	9-13
Lesson 10	
Moving the Origin	10-2
Displaying the UCS icon	10-3
Exercises	10-4
Lesson 11	
Polar Coordinate Input	11-2
Using Polar Coordinates and DDE	11-3
Dynamic Input	11-4
Using Dynamic Input and Polar Coordinates	11-6
Polar Tracking	11-7
Polar Snap	11-9
Exercises	11-11
Lesson 12	
Offset	12-2
Offsetgapttype	12-4
Properties Palette	12-5
Quick Properties Panel	12-7
Exercises	12-7
Lesson 13	
Array	13-2
Rectangular	13-3
Polar	13-4
Exercises	13-8
Lesson 14	
Scale	14-2
Stretch	14-3
Rotate	14-4
Exercises	14-5

Lesson 15

Hatch	15-2
Gradient Fills	15-8
Editing hatch	15-10
Exercises	15-11

Lesson 16

True Associative Dimensioning	16-2
Linear	16-4
Continue	16-5
Baseline	16-6
Grips	16-7
Dimension styles	16-8
Creating dimension styles	16-9
Ignoring Hatch Objects	16-16
Exercises	16-17

Lesson 17

Editing dimension text values	17-2
Editing dimension position	17-3
Modify an entire dimension style	17-4
Override a dimension style	17-5
Editing an individual existing dimension	17-6
Dimension Breaks	17-7
Jog a dimension	17-10
Adjust distance between dims	17-11
Exercises	17-12

Lesson 18

Dimensioning Diameters	18-2
Dimensioning Radii	18-3
Angular dimensioning	18-4
Center mark	18-5
Flip Arrow	18-6
Creating a dimension sub-style	18-7
Exercises	18-9

Lesson 19

Aligned dimensioning	19-2
Multileader	19-3
Special Text Characters	19-6
Prefix and Suffix	19-7
Exercises	19-8

Lesson 20

Quick dimensioning	20-2
Editing multiple dimensions	20-4
Exercises	20-6

Lesson 21

Match Properties	21-2
Layer Match	21-3
Creating a Revision Cloud	21-4
Convert a closed object into a Revision Cloud	21-5
Revision Cloud Style	21-6
Wipeout	21-7
Exercises	21-8

Lesson 22

Arc	22-2
Dimensioning Arc Lengths	22-3
Dimensioning a Large Curve	22-5
Exercises	22-6

Lesson 23

Polyline	23-2
Exercises	23-5

Lesson 24

Editing Polylines	24-2
Join	24-4
Exercises	24-5

Lesson 25

Creating new text styles	25-2
How to select a text style	25-4
Delete a text style	25-5
Changing effects of a text style	25-6
Divide	25-7
Measure	25-8
Exercises	25-9

Lesson 26

Starting from scratch	26-2
Creating New Layers	26-3
Layer Color	26-4
Loading and selecting Linetypes	26-5
Layer control definitions	26-6
Model and Layout options	26-7
Model and Layout tabs	26-8
Viewports	26-10
Pan	26-14
How to Lock a viewport	26-16
How to create a page setup	26-17
Using the Layout	26-20
How to plot from the Layout	26-22
Annotative Property	26-26
Exercises	26-27

Lesson 27

Creating Scaled Drawings	27-2
Adjusting the viewport scale	27-3
Annotation objects	27-4
Assigning multiple annotative scales	27-6
Annotative Hatch	27-10
Paper space dimensioning	27-11
Exercises	27-12

Lesson 28

Exercise	
Add / Delete viewport dimensions	28-2
Add / Delete viewport hatch	28-4

Lesson 29

Blocks	
Creating blocks	29-2
Inserting	29-6
Presetting the Insertion Point, Scale or Rotation	29-7
Re-defining a block	29-8
Purging unwanted blocks	29-9
Exercise	29-10

Lesson 30

Multileader and Blocks	30-2
Collect Multileader	30-6
Exercise	30-7

APPENDIX

A	Add a Printer / Plotter
B	Metric Conversion Factors
C	Dynamic Input

Index