

Exercise 7-3:
Creating a Custom Titleblock

Drawing Name: Architectural Title Block.dwg
Estimated Time: 30 minutes

This exercise reinforces the following skills:

- Title blocks
- Attributes
- Layouts

1.

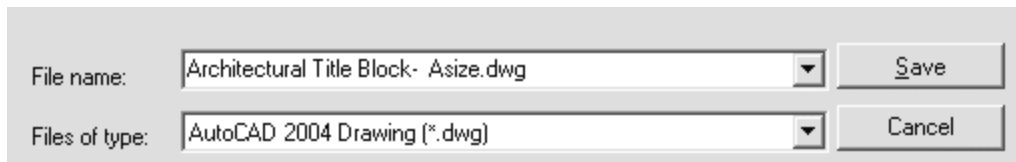


Browse to
*Documents and Settings\All Users\Application Data\Autodesk\ADT
2005\enu\Template\AutoCAD Templates.*

Open the *Architectural Title Block.dwg*

2. Perform a **File→Save as.**

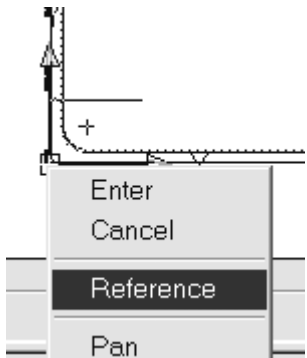
Save the file to your work folder.
Rename **Architectural Title Block-Asize.dwg.**



3.



Select the **Scale** tool.



Type **ALL** to select the title block.
Select the lower left point as the base insertion point.
Right click and select **Reference.**
When prompted for the reference length,
select the left point of the bottom horizontal line, then
select the right point of the bottom horizontal line to
specify the existing titleblock's length.
When prompted for the new length,
Enter **11"**.

The titleblock is now re-scaled to be placed on an 8-1/2" x 11" sheet.

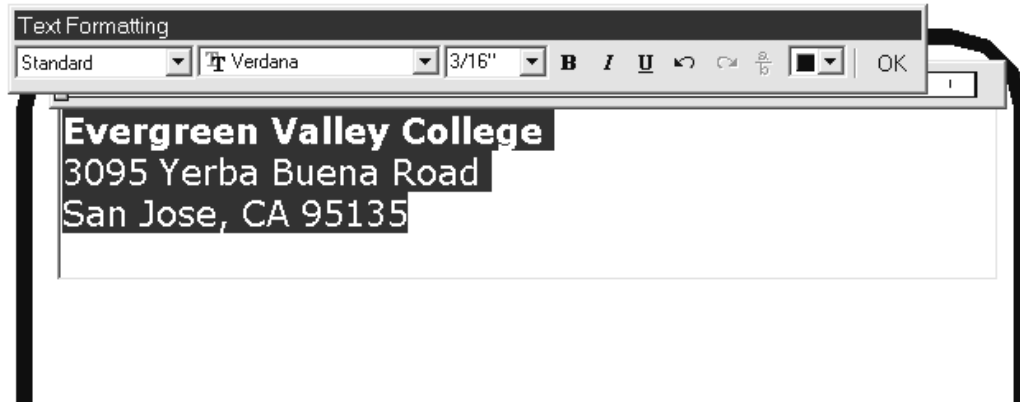
4.



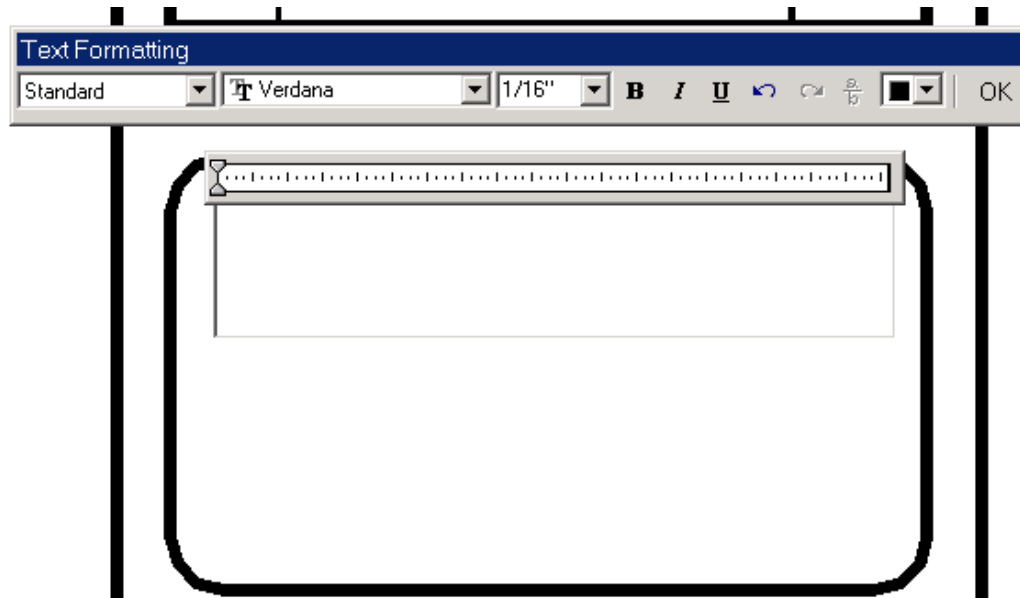
Zoom into the Firm Name and Address rectangle.

5.

A Select the **MTEXT** tool.

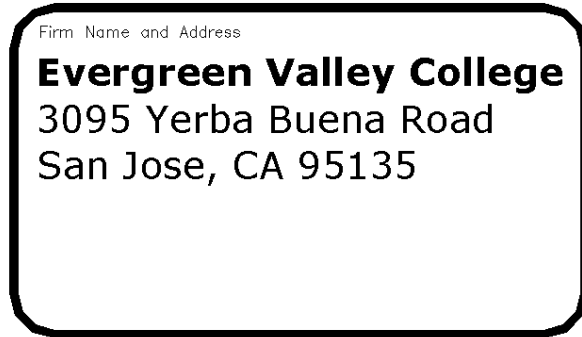


Set the Font to **Verdana**.
Enter the name and address of your college.



Set the text height to 1/16\".
Extend the ruler to change the width of your MTEXT box to fill the rectangle.

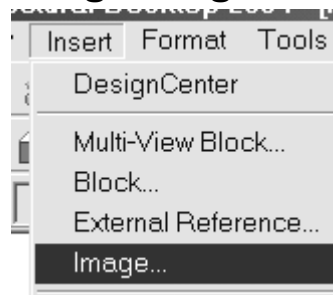
6.



Use **SCALE** and **MOVE** to locate the text properly.

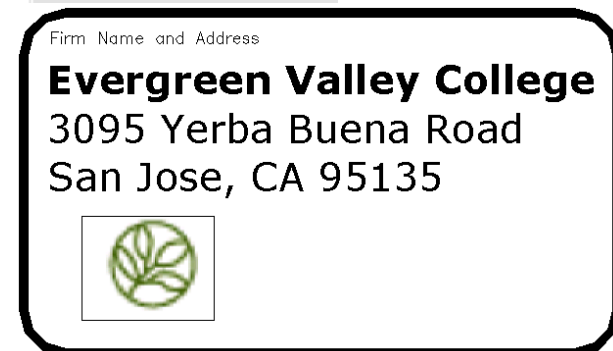
Inserting a Logo

7.



Go to **Insert**→**Image**.

8.



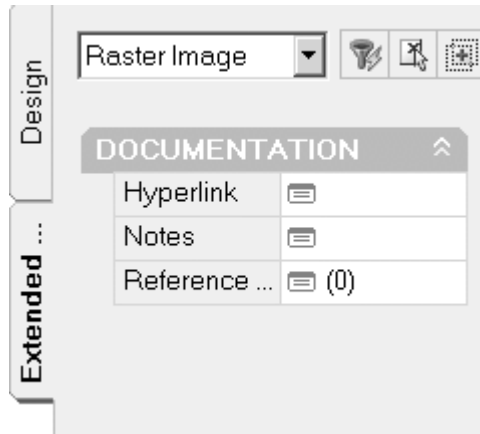
Locate and select the image of your choice.
(You can download *evc-logo.jpg* from www.schroff1.com.)

Place the image in the rectangle.

Add a Hyperlink

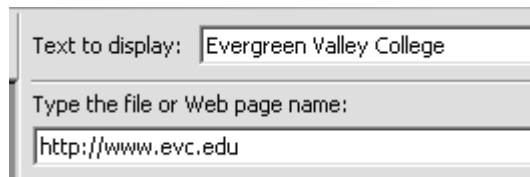
9. Select the image.
Right click and select **Properties**.

10.



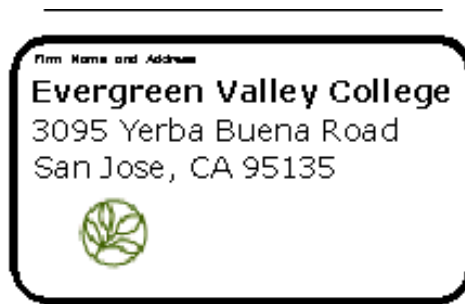
Select the **Extended** Tab.
Pick the Hyperlink field.

11.



Type in the name of the school in the
Text to display field.
Type in the website address in the
Type the file or Web page name field.

12.

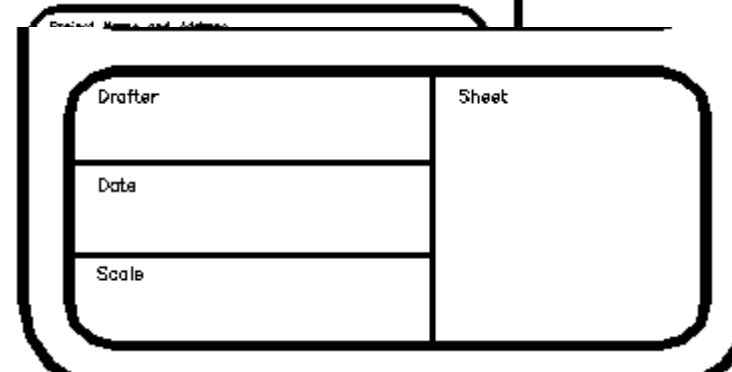


Press **OK**.

To turn off the image frame/boundary:

Type **IMAGEFRAME** at the command
line.
Right click and select **OFF**.

13.



Change the text for
Project to **Drafter**.
To change, simply
double click on the text
and an edit box will
appear.

14.



Select the **Define Attribute** tool.

15.



Select the **Field** tool.

16.

Field names: Author, Comments, CreateDate, CurrentSheetCustom, CurrentSheetDescription, CurrentSheetNumber, CurrentSheetNumberAndTi, CurrentSheetSt...

Format: (none), Uppercase, Lowercase, First capital, Title case

Mode: Invisible, Constant, Verify, Preset

Attribute: Tag: DRAFTER, Prompt: DRAFTER, Value: []

Insertion Point: Specify On-screen, X: 9.75, Y: 0.75, Z: 0"

Text Options: Justification: Left, Text Style: Roman, Height < 1/16", Rotation < 0

Highlight Author
and Uppercase.

17. In the Tag field, enter **DRAFTER**.
In the Prompt field, enter **DRAFTER**.
The Value field is used by the FIELD property.
In the Insertion Point area:
 In the X field, enter: **9.75"**.
 In the Y field, enter: **0.75"**.
 In the Z field, enter: **0"**.
In the Text Options area:
 Set the Justification to **Left**.
 Set the Text Style to **Roman**.
 Set the Height to **1/16"**.

Press **OK**.

18.



Select the **Define Attribute** tool.

In the Tag field, enter **DATE**.

In the Prompt field, enter **DATE**.

In the Insertion Point area:

In the X field, enter: **9.75"**.

In the Y field, enter: **5/8"**.

In the Z field, enter: **0"**.

In the Text Options area:

Set the Justification to **Left**.

Set the Text Style to **Roman**.

Set the Height to **1/16"**.

19.

Select the Field button to set the default value for the attribute.

Select **Date**.

Set the Date format to **M/d/yyyy**.

Press **OK**.

20.

Mode		Attribute	
<input type="checkbox"/> Invisible		Tag:	SCALE
<input type="checkbox"/> Constant		Prompt:	SCALE
<input type="checkbox"/> Verify		Value:	3 23/128" = 1'-0"
<input type="checkbox"/> Preset			
Insertion Point		Text Options	
<input type="checkbox"/> Specify On-screen		Justification:	Left
X:	9.75	Text Style:	Roman
Y:	7/16"	Height <	1/16"
Z:	0"	Rotation <	0



Select the **Define Attribute** tool.

In the Tag field, enter **SCALE**.

In the Prompt field, enter **SCALE**.

In the Insertion Point area:

In the X field, enter: **9.75"**.

In the Y field, enter: **7/16"**.

In the Z field, enter: **0"**.

In the Text Options area:

Set the Justification to **Left**.

Set the Text Style to **Roman**.

Set the Height to **1/16"**.

21.

Field category:	PlotScale:
All	3 23/128" = 1'-0"
Field names:	Format:
PageSetupName	(none)
PaperSize	#:1
PlotDate	1:#
PlotOrientation	#" = 1'
PlotScale	#" = 1'-0"
PlotStyleTable	
Project Description	

Select the Field button to set the default value for the attribute.

Select **PlotScale**.

Set the format to **#"=1'-0"**.

Press **OK**.

Press **OK** to place the attribute.

Excerpt from ADT2005 Fundamentals
By Elise Moss, Schroff Development Corp.

22.



Select the **Define Attribute** tool.

In the Tag field, enter **SHEETNO**.
In the Prompt field, enter **SHEET NO**.

In the Insertion Point area:
In the X field, enter: **10.125**
In the Y field, enter: **0.5**
In the Z field, enter: **0**.

In the Text Options area:
Set the Justification to **Left**.
Set the Text Style to **Roman**.
Set the Height to **1/16"**.

23.

Select the Field button to set the default value for the attribute.

Select **CurrentSheetNumber**
Set the format to **Uppercase**

Press **OK**.

Press **OK** to place the attribute.

Excerpt from ADT2005 Fundamentals
By Elise Moss, Schroff Development Corp.

24



Select the **Define Attribute** tool.

In the Tag field, enter **PROJECTNAME**
In the Prompt field, enter **PROJECT NAME**

In the Insertion Point area:
In the X field, enter: **9.6**
In the Y field, enter: **1.40**
In the Z field, enter: **0**.

In the Text Options area:
Set the Justification to **Left**.
Set the Text Style to **Roman**.
Set the Height to **1/16"**.

25

Select the Field button to set the default value for the attribute.

Select **Project Name**.
Set the format to **Uppercase**

Press **OK**.

Press **OK** to place the attribute.

Excerpt from ADT2005 Fundamentals
By Elise Moss, Schroff Development Corp.

26



Select the **Define Attribute** tool.

In the Tag field, enter **PROJECTLOC**.
In the Prompt field, enter **PROJECT LOCATION**

In the Insertion Point area:
In the X field, enter: **9.6**
In the Y field, enter: **1.325**.
In the Z field, enter: **0**.

In the Text Options area:
Set the Justification to **Left**.
Set the Text Style to **Roman**.
Set the Height to **1/16"**.

27.

Select the Field button to set the default value for the attribute.

Select **Project Location**
Set the format to **Uppercase**

Press **OK**.

Press **OK** to place the attribute.



TIP: A common error for students is to forget to enter the insertion point. The default insertion point is set to 0,0,0. If you don't see your attributes, look for them at the lower left corner of your titleblock and use the MOVE tool to position them appropriately.

Firm Name and Address	
EVERGREEN VALLEY COLLEGE 3095 YERBA BUENA ROAD SAN JOSE, CA 95135	
Project Name and Address	
PROJECTNAME PROJECTLOC	
Drafter	DRAFTER
Date	DATE
Scale	SCALE
Sheet	SHEETNO

Your titleblock should look similar to the image shown.

Do not worry about the fact that the DRAFTER attribute is too long as you only have three initials in the value field.

28 Save the file and go to **File**→**Close**.