HAGERMAN & COMPANY®

AutoCAD New User Training

3-day class

The AutoCAD®/AutoCAD® LT New User course covers the essential 2D core topics for working with the AutoCAD software. The teaching strategy is to start with a few basic tools that enable the student to create and edit a simple drawing, and then continue to develop those tools. More advanced tools are also introduced throughout the training guide. Not every command or option is covered, because the intent is to show the most essential tools and concepts.

- **Getting Started with AutoCAD**
  - Starting the Software
  - User Interface
  - Working with Commands
  - Cartesian Workspace
  - Opening an Existing Drawing File
  - Viewing Your Drawing
  - Saving Your Work
- **Basic Drawing & Editing Commands**
  - Drawing Lines
  - Erasing Objects
  - Drawing Vertical and Horizontal Lines
  - Drawing Rectangles, Circles
  - Undo and Redo Actions
- **Drawing Precision in AutoCAD**
  - Using Running Object Snaps
  - Using Object Snap Overrides
  - Polar Tracking at Angles
  - Object Snap Tracking
  - Drawing with Snap and Grid
- **Making Changes in Your Drawing**
  - Selecting Objects for Editing
  - Move, Copy, Rotate, Scale and Mirror
  - Editing with Grips
- **Organizing your Drawing with Layers**
  - Drawing Templates
  - Working with Layers and Layer States
- **Advanced Object Types**
  - Arcs, Polylines, Polygons and Ellipses
  - Editing Polylines

- **Analyzing Model and Object Properties**
  - Working with Object Properties
  - Measuring Objects
- **Advanced Editing Commands**
  - Trim, Extend, Stretch
  - Creating Fillets and Chamfers
  - Offset and Arrays of Objects
- **Inserting Blocks**
  - Simple Block & Dynamic Blocks
  - DesignCenter and Content Explorer
- **Setting up a Layout**
  - Working in Layouts
  - Creating Layouts and Viewports
  - Name View & Guidelines for Layouts
- **Printing your Drawing**
- **Text**
  - Working with Annotations
  - Multiline Text
  - Notes and Leaders
  - Tables
- **Hatching**
- **Adding Dimensions**
  - Dimension Concepts
  - Linear, Radial, Angular Dimensions
  - Editing Dimensions

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