

Autodesk AutoCAD Template Setup Training Course

Course Length: 16-Hours*

- 16-Hours (8 x 2-Hour Sessions) Training*
- Delivered remotely over MS Teams
- Sessions are recorded and download links are provided after each session for your future use and reference.
- Pricing is based on 1-3 people.
- Volume Discounts apply for 5+ people.
- Training is usually broken up into 2 or 4-hour sessions in the morning and flexible (i.e. consecutive or Monday, Wednesday, Friday, etc.)
- Training sessions can start within 14 days of booking
- Courses are private and topics can be customised to suit

*Training may go over 16-hours depending on requirements and can be determined prior to commencement

The Autodesk AutoCAD Template Setup Training Course is designed for organisations looking to standardise their AutoCAD environment, improve drawing consistency, and implement company drafting standards across projects and teams.

Unlike traditional AutoCAD training courses, this course combines template management training with practical template development. Participants are provided with a professionally developed AutoCAD base template which is then customised throughout the training to suit your company's drafting standards, drawing requirements, title blocks, layers, annotation styles, plotting standards, and workflows.

By the end of the course, attendees not only understand how AutoCAD templates work but also leave with a customised company template ready for implementation across future projects.

Topics Covered

- AutoCAD template fundamentals
- Company drafting standards
- Template management
- Layer standards and layer management
- Text styles
- Dimension styles
- Multileader styles
- Annotation standards
- Title block creation
- Drawing borders
- Layout setup
- Viewport configuration
- Plotting and publishing standards
- Block libraries
- Dynamic blocks

- CAD standards implementation
- Template maintenance
- Quality assurance workflows

Prerequisites

Participants should have a working knowledge of Autodesk AutoCAD and general drafting workflows. Previous experience creating drawings, layouts, annotations, and plotting is recommended.

Training Course Contents

Chapter 1: AutoCAD Template Fundamentals

- Understanding DWT Files
- Template Structures
- CAD Standards
- Template Planning

Chapter 2: Layer Standards and Management

- Layer Structures
- Layer Naming Standards
- Colours and Linetypes
- Layer States

Chapter 3: Text and Annotation Standards

- Text Styles
- Annotation Scaling
- Annotation Standards
- Drafting Consistency

Chapter 4: Dimension and Multileader Styles

- Dimension Styles
- Multileader Styles
- Annotation Settings
- Documentation Standards

Chapter 5: Title Blocks and Drawing Borders

- Title Block Configuration
- Company Branding
- Drawing Information Fields
- Revision Management

Chapter 6: Layouts and Viewports

- Layout Standards
- Viewport Configuration
- Sheet Setup
- Documentation Workflows

Chapter 7: Blocks and Reusable Content

- Block Creation
- Dynamic Blocks

- Block Libraries
- Standard Content Management

Chapter 8: Plotting and Publishing Standards

- Plot Styles
- PDF Output
- Publishing Workflows
- Quality Control

Chapter 9: Customising Your Company Template

- Applying Company Standards
- Template Refinement
- Workflow Optimisation
- Template Testing

Chapter 10: Template Deployment and Maintenance

- Template Rollout
- User Adoption
- Template Governance
- Ongoing Maintenance

*Training may go over 16-hours depending on requirements and can be determined prior to commencement