



Republic of the Philippines
Department of Education
REGION III
SCHOOLS DIVISION OFFICE OF NUEVA ECIJA

LEARNING ACTIVITY SHEET
SEPCIAL PROGRAM IN ICT 8
COMPUTER 2
Fourth Quarter, Week 3

Name of Learner: _____ Date: _____

Grade Level /Section: _____

BACKGROUND INFORMATION FOR LEARNERS

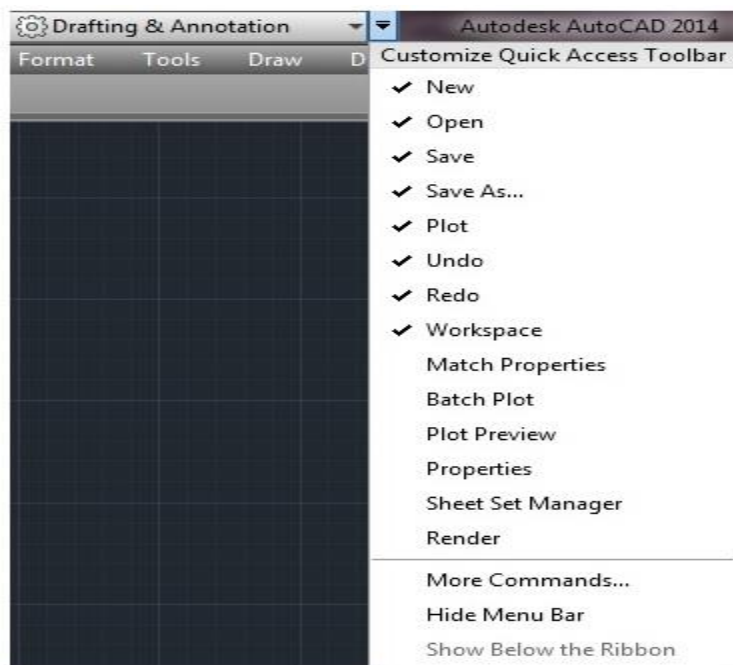
Manipulation in the Autocad drawing environment

1. Quick Access Toolbar

The window above is not in Maximize mode, so you cannot find the Quick Access Toolbar (QAT) and the Workspace tab. If you can't find the Quick Access Toolbar (QAT) and the Workspace tab, click the Maximize tab.

By default, this window includes tabs like New, Open, Save, Save All, Plot, Undo and Redo. To customize QAT, click the tab next to the Workspace list.

Customize Quick Access Toolbar window:



2. Ribbon tab

The default WorkSpace is Drafting and Annotation.

Different Ribbon tabs provide different Ribbon tables, depending on your work.

3. Search

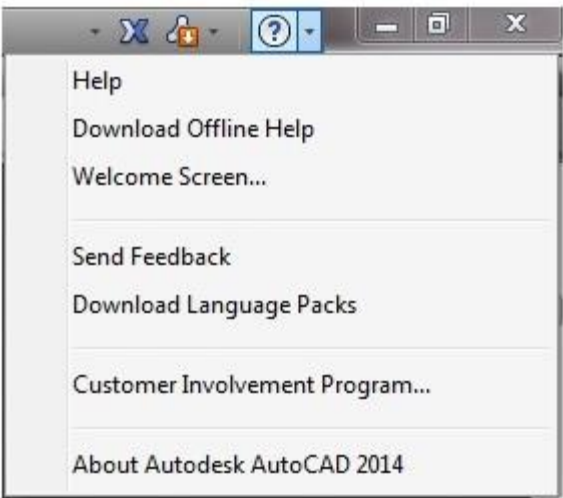
You can search for any command or information by entering keywords or phrases in the search box.

4. External Link

This is also the information center associated with AutoCAD 360.

5. Help tab

The Help tab links to the help file where you can search the help content as well as other information. If you wish you can change the welcome screen settings here.



6. Title Bar (title bar)

This will display the name of the drawing file you are opening.

7. Application menu button (Autocad Logo)

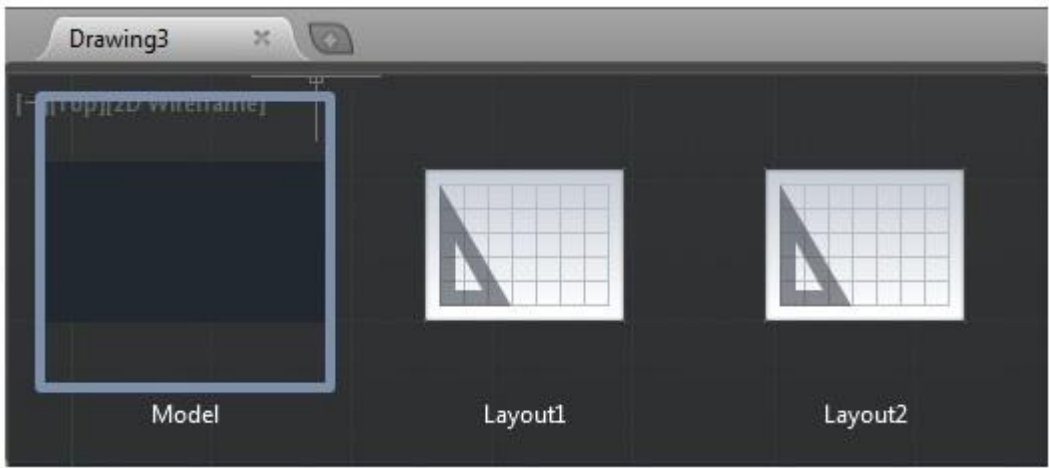
The Autocad application menu provides various options along with the default QAT options.

8. Ribbon

This is the main area on the Toolbar, where you can find all the tabs in tabular format, organized by purpose. Ribbon included control panel. Some tables linked to dialog boxes can be used by clicking the arrow tab located in the bottom right corner of the table.

9. File tab

To add a new drawing file, click the icon [+] on the File tab or if you want to switch between the Model tabs and the Layout, just hover over the File tab, on the screen will display a preview window, select the Layout tab.



10. Viewport Control

This is the viewport portal, where you can change Autocad and Visual Styles views into different options.

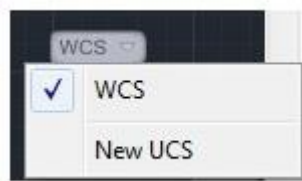


11. View Cube

Through the Cube view, you can see various drawing components, including view mode and rotation mode.

12. WCS

Under View Cube, you can choose WCS or create a new Co-coordinating system.

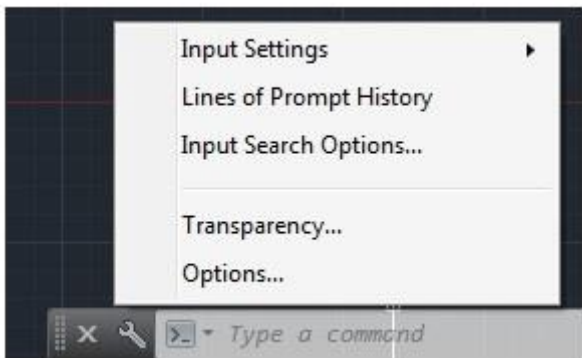


13. Navigation bar

The navigation bar allows you to locate the other end of the Autocad window, and also contains some additional tools like Pan.

14. Drawing area / graphic area

This is the main area of the Model, where you create new drawing elements.



15. Command line

In addition to using Autocad features we can run commands from the command line utility. This command line setup option looks like this:

16. Model and Tab Layout

This tab is used for Model and Layout tabs. You can create renaming tabs and delete the Layout here. Alternatively, you can hide the Model and Layout tabs in the status bar by right-clicking and selecting options to hide.

17. Install the drawing

This is the Station bar application, including various settings. You can toggle these icons on and off.

18. Additional settings

These include the Model, comments and some additional settings. The settings are available on the Drawing window.

19. Coordinates drawing

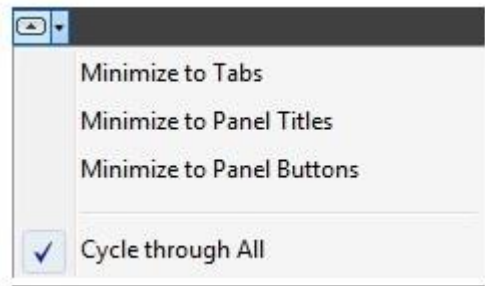
Displays the current position of the mouse cursor in drawing coordinates.

20. Coordinates

This is the drawing coordinates.

21. Ribbon view

You can change the Ribbon to minimize tabs, panel titles, control panel buttons, etc.



Plot Settings

- 1. Choose the Plot Settings tab.
- 2. Choose the appropriate paper size based on the chosen plotter.
- 3. Choose the paper units (inches or mm).
- 4. Choose the drawing orientation (Portrait, Landscape, Upside down).
- 5. Choose the plotting area.
- 6. Choose the plot scale.
- 7. Choose plot to center or specify an x or y offset.
- 8. Click OK.

Exercises/Activities

Activity 1 Select your answer from the box and write it in a one whole sheet of pper..

<i>Coordinates drawing</i>	<i>Additional settings</i>	<i>Install the drawing</i>
<i>Model and Tab Layout</i>	<i>Command line</i>	<i>Drawing area / graphic area</i>
<i>Navigation bar</i>	<i>View Cube</i>	<i>Viewport Control</i>
<i>Title Bar</i>	<i>Help tab</i>	<i>Ribbon Tab</i>
<i>File tab</i>	<i>External Link</i>	<i>Quick Access Toolbar</i>

- 1. Displays the current position of the mouse cursor.
- 2. This window includes tabs like New, Open, Save, Save All, Plot, Undo and Redo.
- 3. The default WorkSpace is Drafting and Annotation.
- 4. This is also the information center associated with AutoCAD 360.
- 5. Links to the help file where you can search the help content as well as other information.
- 6. This will display the name of the drawing file you are opening.
- 7. The settings are available on the Drawing window.
- 8. Allows you to locate the other end of the Autocad window, and also contains some additional tools like Pan.
- 9. This is the main area of the Model, where you create new drawing elements.
- 10. To add a new drawing file, click the icon [+] on the _____.
- 11. In addition to using Autocad features we can run commands from the command line utility.
- 12.You can create renaming tabs and delete the Layout here.
- 13.This is the Station bar application, including various settings. You can toggle these icons on and off.
- 14. This is the viewport portal, where you can change Autocad and Visual Styles views into different options.
- 15. You can see various drawing components, including view mode and rotation mode.

References

<https://sccaid.com/lesson-1-interface-and-manipulation-in-autocad-drawing-environment/file:///C:/Users/Acer/Downloads/AutoCAD%20Tutorial%20002.pdf>

Prepared by: **MYDONNA A. DERIJE**
Name of Writer/s

Noted by: **LABERNE A. LADIGNON, JR.**
Division ICT Coordinator / OIC EPS