Sr.No. 9(a) * **Syllabus for Draftsman Autocad/Electrical**

1. Basic Workflow

- ***Navigating the Interface***
  - Environment Comparisons
  - About the Quick Access Toolbar
  - About the Ribbon
  - Changing Ribbon Settings and Display Options
  - Using the Application Menu
  - Searching for Information Using InfoCenter
- ***Basic Workflow***
  - Basic Circuit Workflow

2. Project Basics

- ***Project Manager***
  - About Project Files
  - About the Project Manager
  - Creating New Projects
- ***Project Drawing List***
  - About the Drawing List
  - Creating New Drawings
  - Editing the Project Drawing List
  - About Drawing Descriptions and Sections
  - Adding Drawing Descriptions and Sections
  - Changing the Drawing List Display
  - Project Batch Plotting
- ***Moving Through Projects***
  - Selecting Drawings Using the Project Manager
  - About Opening the Previous or Next Project Drawing
  - Searching Project Drawings Using the Surfer Tool
- ***Managing Projects***
  - Opening Projects
  - Activating and Closing Projects
  - Copying Projects

3: Schematic Wiring

- ***Wires and Ladders***
  - About Wires
  - Inserting Wires
  - Layer Assignments
  - Trimming Wires
  - About Ladders and Rungs
  - Referencing
  - Inserting Ladders and Rungs
  - Revising Ladders
  - Point-to-Point Wiring
  - Point-to-Point Style Drawings

20/11

- Point-to-Point Wiring Tools
- Using Point-to-Point Wiring Tools

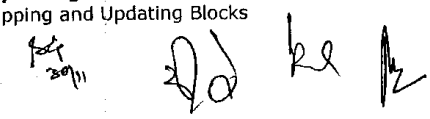
- ***Wire Numbers and Leaders***
  - About Wire Numbers and Leaders
  - Setting Wire Number and Leader Defaults
  - Automatically Adding Wire Numbers and Leaders
  - Manually Adding and Editing Wire Copies and Leaders
- ***Source and Destination Signals***
  - About Source and Destination Signals
  - Adding Source and Destination Signals

4. Schematic Components

- ***Inserting Schematic Symbols***
  - Schematic Symbol Insertion Process
  - About the Insert/Edit Component Dialog Box
  - Selecting Existing Catalog Part Numbers
  - Creating Parent-Child Relationships
- ***Inserting Schematic Components from Lists***
  - About Equipment, Panel, and Catalog Lists
  - Inserting Components from Lists
- ***Connectors***
  - Inserting Connectors
  - Editing Connectors
- ***Terminals, Multiple Level Terminals and Jumpers***
  - About Terminals and Jumpers
  - About Multiple Level Terminals
  - Inserting Terminals, Multiple Level Terminals, and Jumpers
- ***Circuits***
  - About Circuits
  - Moving and Copying Circuits
  - Inserting Wblocked Circuits
  - Saving Circuits to an Icon Menu
  - Inserting Saved Circuits
- ***Multiple Phase Circuits***
  - Adding Multiple-Phase Wires
  - Adding Three-Phase Components

5. Schematic Editing

- ***Basic Utilities***
  - Changing Component Locations with Scoot
  - Changing Component Locations with Move Component
  - Aligning Components Vertically and Horizontally
  - Copying Components
  - Deleting Components
  - Toggling Between Normally Open and Normally Closed Contacts
- ***Copy Catalog and Location Tools***
  - Copying Catalog Assignments
  - Copying Installation/Location Values
- ***Swapping and Updating Blocks***
  - About Swapping and Updating Blocks



- Swapping Blocks
- Updating Blocks
- Mapping Attributes

- ***Using the Auditing Tools***
  - Using Electrical Audit
  - Using Drawing Audit
- ***Update and Retag Drawings***
  - Updating and Retagging Drawings
  - Changing Drawing Sequence

6. Schematic Reports

- ***Schematic Reports***
  - About Reports
  - Creating Schematic Reports
  - Using the Report Generator
  - Changing Report Formats
  - Placing Reports in Drawings
  - Saving Reports to Files

7. Panel Layouts

- ***Creating Panel Layouts***
  - Inserting Panel Footprints from a Schematic List
  - Assigning Footprint Blocks
  - Inserting Panel Footprints Using the Panel Icon Menu
  - About Nameplates
- ***Using the DIN Rail Tool***
  - About DIN Rails
  - Inserting DIN Rails
- ***Using the Terminal Strip Editor***
- ***Panel Layout Annotation and Reports***

Course Description (AutoCAD)

1. Introduction to CAD Industry
2. Drawing Settings
3. Orthographic Drawings
4. Isometric Drawings
5. Perspective Drawings
6. Editing the drawings
7. Annotations andDimensions
8. Layer management
9. Project Planning and Management: An Overview
10. Selection Methods
11. Creating and UpdatingRepeated Elements
12. Parametric Drawings
13. Preparing Joinery Details /BOM
14. Presenting the Project
15. Working with a team
16. Layout Management
17. Scale setting and Plotting
18. Import and Export