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General News

Hi again, a bit late for Happy New Year but...

We hope you all had a great Xmas and the New Year has been good to you so far. We had a busy Xmas period this year with One-on-one training, phone support calls, the odd course, and a revamp of our Training Lab. For others, it was the perfect chance to practise what they had learnt throughout the year, and it seemed like lots of people were reading through old tips and tricks and finding new tools and methods to improve their work. Don't hesitate to visit our website to print off previous newsletters for tips/tricks we have sent in the past.

Renovated Training Lab

We have finally renovated the training lab and extended it out and up. We have installed new desks and have room for more people to attend training if necessary; this will be good for those of you wanting customised training with larger groups. We will still only allow 6 people maximum in our standard courses to keep the interactive & personal style we endeavour to supply. We have had some good comments on the revamped lab, so look forward to seeing clients again using the new facilities.

JOB VACANCIES



There has been a great success with the new "Job Vacancies" portion of our website. Several have found jobs, and found staff. If you would like more information on this please call us and we can send you a listing of jobs available. Or go to our website at <http://www.educad.co.nz/jobs.htm> this list will be updated on the day that jobs come available.

If you have a job vacancy you wish to advertise, you can email robyn@educad.co.nz and we will put your details on the site.

2002 Course Schedule + Newsletters

Some of you will have received this newsletter via email. Our Christmas newsletter was posted along with the [course schedule](#) for Jan-June 2002. If you did not receive this schedule, please call or email us and we will post one out to you. Alternatively, you could visit our website at www.educad.co.nz for the course schedule, tips and tricks from previous newsletters, link and loads more.

SOLIDWORKS



Don't forget we are running Solidworks training Courses now. These courses are suitable for new users, and/or existing CAD users. Increase your employment options by having skills in other CAD packages. The courses listed on our course schedule are at the special discounted price. These prices may change after June, so get in quick to make the most of this.

AutoCAD - Tips & Tricks

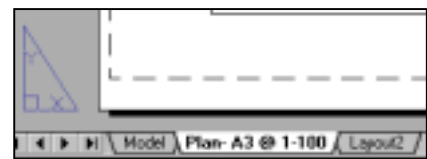
[Saving and Copying Page Setups within & between Drawings](#)

When you set up a drawing ready to print, it is best to use the **Page Setup** option rather than **Plot**. **Page Setup** retains everything you have set up in preparation to print for example Plotter, sheet size, orientation etc, without actually having to **Plot** the file. You can then use **Plot** at any stage to **Preview** and print the file at a later time. (This is important for those of you that have upgraded to AutoCAD 2000 – this is an important and awesome improvement).

Once the **Page Setup** is setup for a drawing Modelspace or Layout sheet, it can then be saved and copied/imported to other layouts or other drawings.

To save a Page Setup:

1. Either in **Model tab** or a **Layout Tab**
- go to the **File menu > Page Setup**
(or right click on the Model/Layout Tab > Page Setup)
2. In the **Page Setup** dialog box, choose the **Plot Device tab** and choose a printer or plotter & plot style table. Choose the **Layout Settings tab** and change any settings as necessary e.g. sheet size, scale, orientation etc.
3. In the **Page Setup Name** (top right hand side), choose **Add**.
4. In the **User Defined Page Setups** box, enter a **name** for the page setup e.g. A3-1-100
5. Choose **OK**.



The name you enter is displayed as the current name in the Page Setup dialog box. You can now select this saved Page Setup name to apply to any Layout tab in the current drawing. Simply go to the appropriate Tab, then select the Page Setup name from the list.

To import a page setup from another drawing:

C A D T R A I N I N G S P E C I A L I S T S

PO Box 300 433, Albany, Auckland, New Zealand WWW.EDUCAD.CO.NZ

Phone 09 444-5953, Fax 09 444-5101, Email raewyn@educad.co.nz

1. In the drawing you wish to import a Page Setup into, go to the **File menu > Page Setup**.
2. In the **Page Setup** dialog box, under **Page Setup Name**, choose **Add**.
3. In the **User Defined Page Setup(s)** dialog box choose **Import**.
4. In the **Select File** dialog box, select the file containing the page setup(s) you want to import. Choose **Open**.
5. In the **Import User Defined Page Setup(s)** dialog box, select the page setup(s) you want to import.

Note: If a page setup with the same name already exists in the drawing, you are prompted to redefine it with the imported page setup.

6. Choose **OK**. This can now be selected from the Page Setup Name list as above, and assigned to any Layout tab.

Chief Architect - Tips & Tricks



Chief 8.0 is now available

Chief 8.0 is now available for purchase. Please don't hesitate to use the link on our website to www.chiefarch.com to view the list of update features since Chief 7.0 and for more information and pricing on the upgrade.

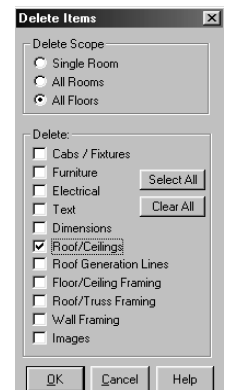
Some of our favourite new features are: **Custom Symbol Wizard** (easily import 3D dwg and 3D DXF files to create your own custom symbols!), **Terrain Modelling enhancements**, **Model Maker** (print and assemble your own custom 3D models), **Convert CAD to Walls** feature (import 2D lines from other CAD programs and convert to walls, doors, windows and railings), **Import of AutoCAD .dwg** file format, **Improved Saved Layer Set** facility.

Watch our website or call us for **Upgrade to Chief 8.0 course** dates coming soon. If you wish us to contact you with the dates once they are scheduled, call us or email prue@educad.co.nz.

Deleting items quickly and easily in one click!

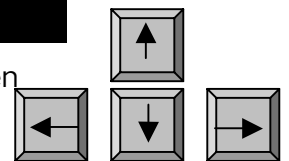
A common question asked of us is, can a whole roof system, framing or furniture can be removed from a plan in one go.

To do any of the above – go to **Edit menu > Delete Items** > choose whether to remove the objects over **one room, one floor, or the entire plan** > then choose what to remove e.g. Roof Framing, and click **OK**. This can always be undone if a mistake is made (be careful of Undo pre-Chief 7).



Vectorworks - Tips & Tricks

Nudging You can use the Nudge command to move an object one pixel (one screen picture element) at a time, or a set distance as set in your Snap Grid spacings. In VectorWorks 9.0 and above, nudge is always available whilst you are working.



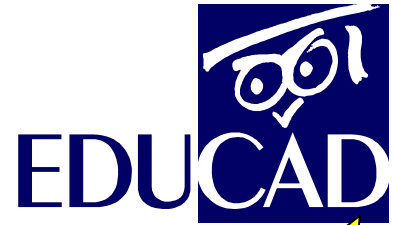
To nudge an object by 1 pixel: Select an object (or several objects) and then hold down the Shift key and hit one of the cursor control arrow keys (the up, down, left and right arrow keys to the right of your main keyboard (not the numpad arrows)). The selected object moves one pixel at a time.

Because nudge moves things one pixel at a time if you are zoomed in nudge will move you a different amount (less) than if you are zoomed out (more). Also because nudge moves one pixel at a time it doesn't relate to your current units. **Do not** use nudge for anything that you may want to dimension. However, you can nudge objects a specific amount if you want to.

To nudge a set distance: First set your Snap Grid to a specific amount, say 100mm then select the object and use the Shift-Ctrl-Arrow (Shift-Command-Arrow keys on a Mac) keys and your object will nudge 100mm. (The command key on the Mac is sometimes called the Apple Key).

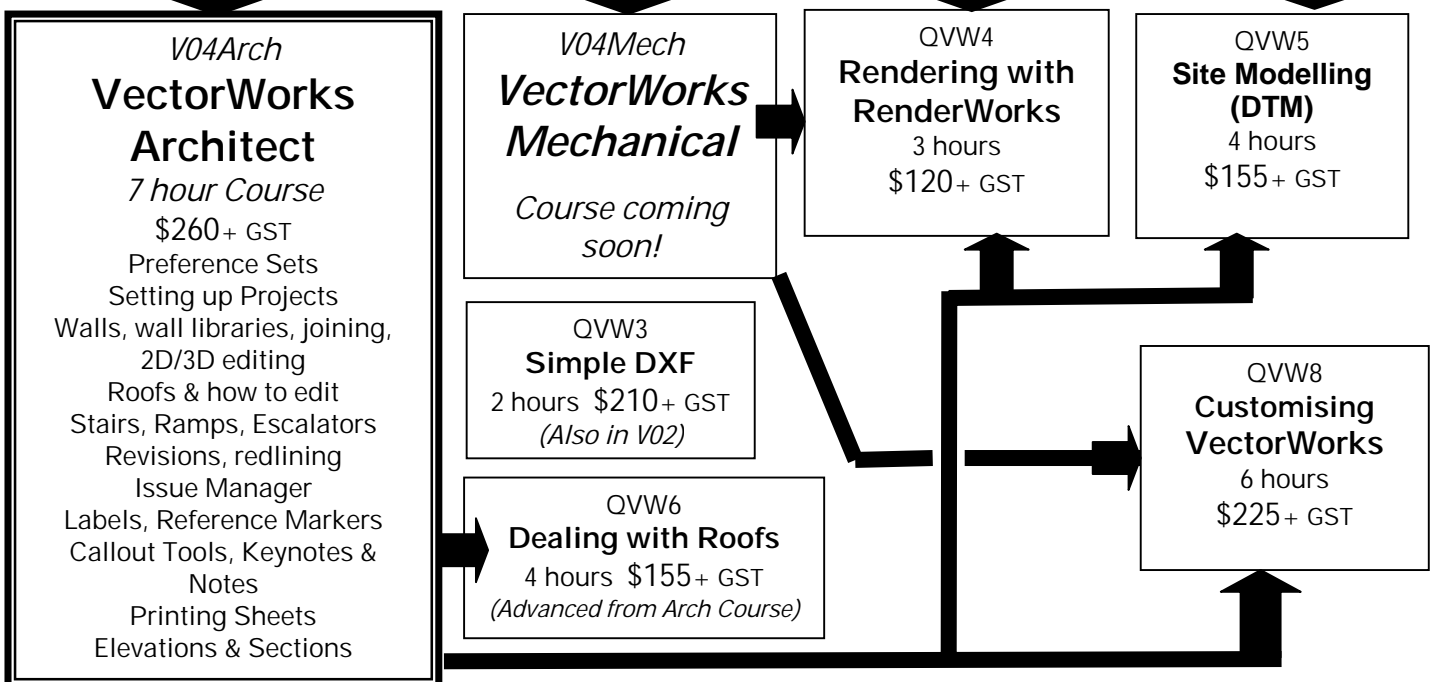
New Vectorworks Courses

Course Revamp: Over the past few months we have been upgrading and improving our VectorWorks Courses. We now offer new times, upgraded Training Manuals, and some content changes. Below is the new structure for all of our VectorWorks Courses. So far this has been running well, with positive feedback from those who have attended.



V01 - VectorWorks Fundamentals	
<p>\$384.00 + GST 20 hour course. Suitable for all professions. Most V01 courses are split over 5 x 4hr sessions over a 2-week period. <i>However we do run courses over 2½ full days from time to time for those of you who live outside the Auckland Region.</i></p>	<p style="text-align: center;"><u>Course Contents:</u></p> <ul style="list-style-type: none"> Getting Started with VectorWorks File Management Viewing the Drawing Drawing Setup & Commands Drawing with Accuracy Layers & Classes, Saved Sheets Editing & Inquiry Commands 3D Introduction Creating & Using Symbols Printing your Drawings

V02 - VectorWorks Intermediate	
<p>\$384.00+ GST 16 hour course. Suitable for all professions. Most V02 courses are split over 4 x 4hr sessions over a 2-week period. <i>However we do run courses over 2 full days from time to time for those of you who live outside the Auckland Region.</i></p>	<p style="text-align: center;"><u>Course Contents</u></p> <ul style="list-style-type: none"> Selecting Objects & Constraint Setup Setup Layers, Classes, Layer Linking, 3D Layer settings, Saved Sheets, Printing to Large Format Workgroup Referencing Intro 3D Modelling – Viewing, solids, Extruding, Elevations & Sections Symbols – Hybrid Symbols, Symbol Libraries, Building Titleblocks, Record Formats & Worksheets Layer & Class Standards & Template Files File Translation (DWG/DXF)



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