

# How do you start a drawing?

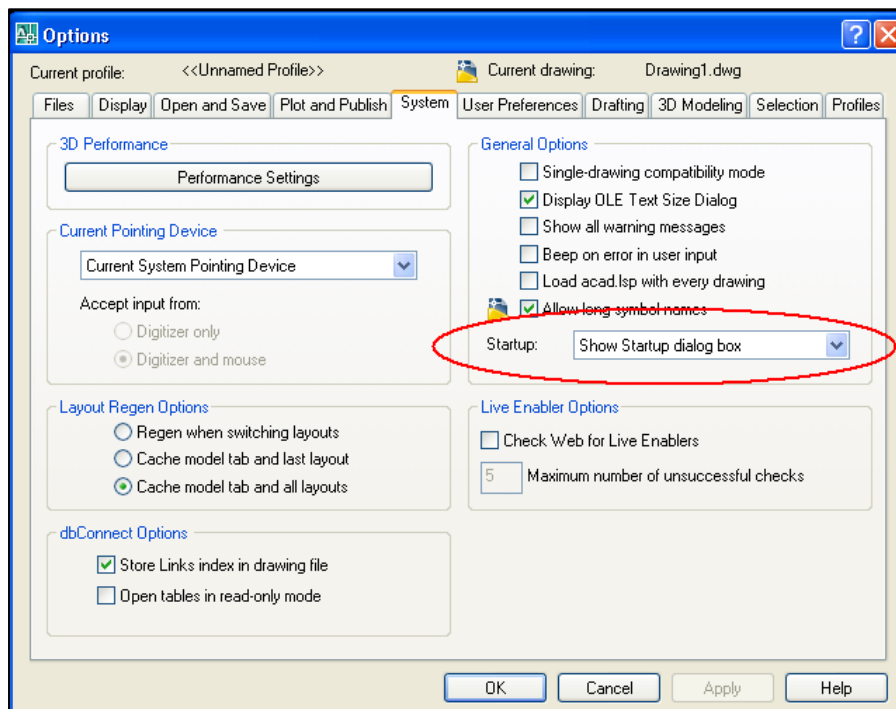
How you enter into your AutoCAD session will determine how successful or unsuccessful you will be. This document goes over some of the very basic recommendations that I have for your AutoCAD preferences and your CAP Designer preferences.

*Important note: The recommendations made are based off the operating system Windows XP Professional. Windows Vista users may experience a different result.*

## Preference settings

I recommend using the AutoCAD Startup dialog box. This box allows you to choose between opening an existing drawing and starting a new one.

If you are using **AutoCAD 2007** or earlier, follow these steps to activate this feature. Open AutoCAD, go to the **Tools** pull-down menu and select **Options**. On the **System** tab, under **General Options**, select **Show Startup dialog box** from the drop down area next to **Startup**. After you have made this selection you can close this window by selecting **OK**.

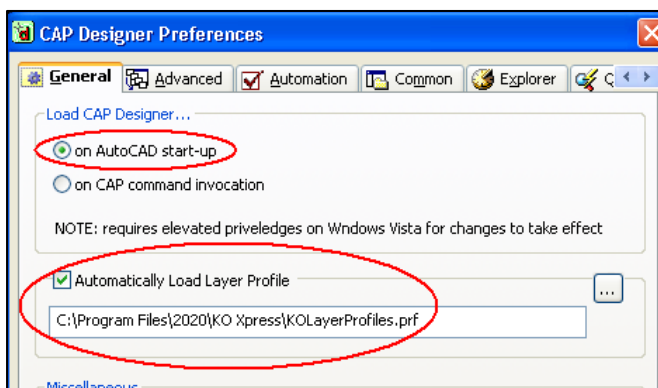


**AutoCAD 2008 & 2009** users will need to type **STARTUP** on their command line and press **Enter**. At the value prompt enter the value of **1** (one).

My other recommendation would be to set CAP to load on AutoCAD start up. This can be done from the **CAP Designer** pull-down menu by selecting **Preferences**. Then on the **General** tab select **on AutoCAD start-up** at the top under **Load CAP Designer...**

The loading of CAP Designer on AutoCAD start up will insure that the CAP functionality loads each time you open AutoCAD.

If you have the KO Xpress information loaded you could also set the Kimball Office layer profiles to load automatically for you as well.



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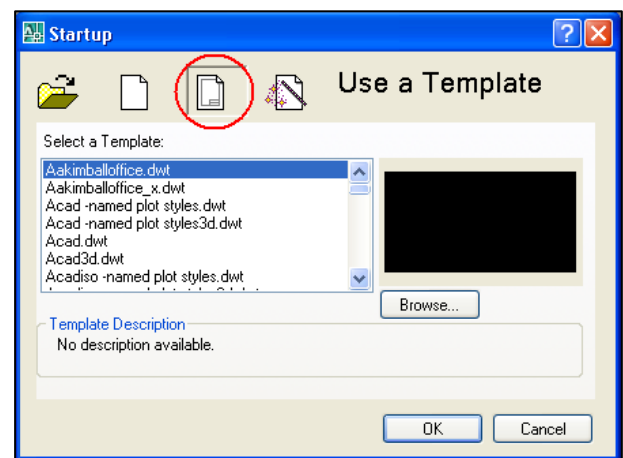
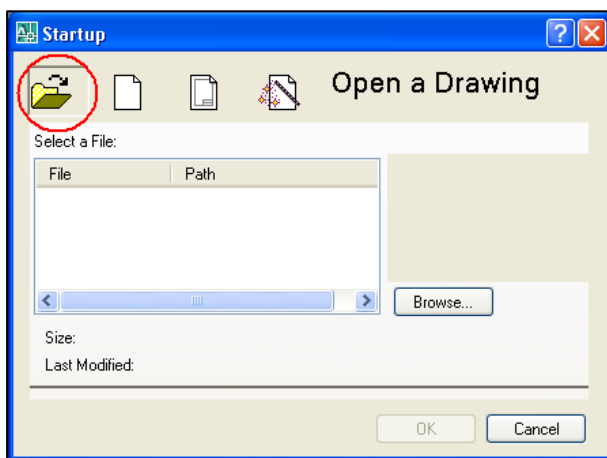
Kimball®Office

The CAP Layer Profiles routine and the file supplied with the Drawing Standards information can be very helpful and allow you to view your drawing in many different ways without having to know which layers to turn on or off.

After setting these preferences close the window by selecting **OK** and then close AutoCAD completely. You do not need to save the drawing in order for these changes to take effect.

## Results of preference settings

With the use of the AutoCAD icon on your desktop, open AutoCAD. You will now see the AutoCAD startup dialog box. In this window you have the choice to open an existing drawing, start a new drawing from scratch, use a template to start a new drawing and start a new drawing with the use the AutoCAD wizard.



I find myself using either of the following two selections the majority of the time:

**Open a Drawing** – I use this selection to open any existing CAP drawing file.

*Important note: Please remember that you should never open an existing building shell or Architectural drawing and start placing furniture symbols. These drawing files were created and set up in an environment that may not be compatible with the CAP software. You should create a brand new drawing that has CAP loaded and then use either the AutoCAD function External Reference (Xref) or Insert to bring the building shell into your CAP friendly drawing.*

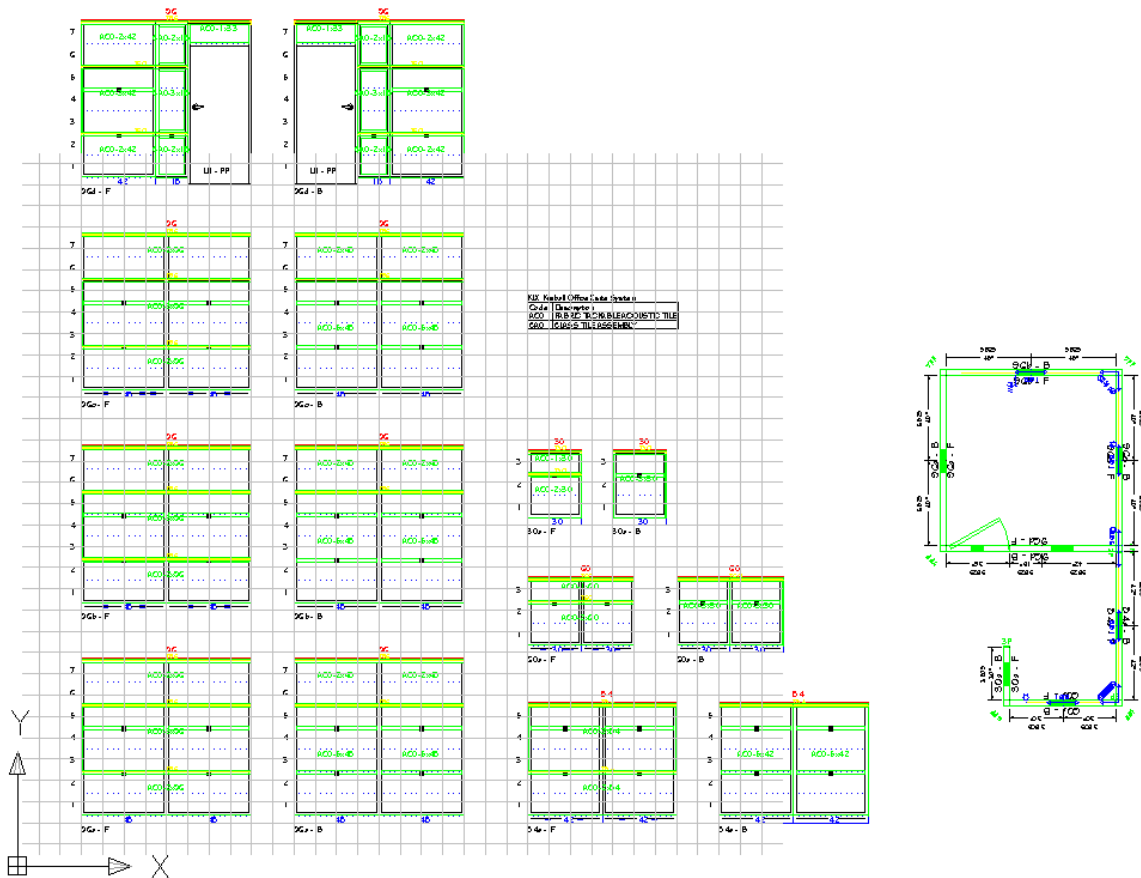
**Use a Template** – I use this selection whenever I need to start a new drawing. A template is used to create the new drawing. I use one of our two template files: Aakimbaloffice.dwt or Aakimbaloffice\_x.dwt. Each of these files has been set up to include the following drawing settings:

- Plot size: E 34 x 48 (CAP Designer preference)
- Plot scale: 1/4" (CAP Designer preference)
- Font style: Stylus BT (Kimball Office preference)
- Dimension styles: KOStructure, KOElevation & KODimensions (Kimball Office preference)
- Line type scale: 8 (Kimball Office preference)
- Drawing units type: Architectural (Kimball Office preference)
- Drawing units precision: 1/8" (Kimball Office preference)

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The only difference between the two is the grid that is included with Aakimbaloffice\_x.dwt. The intention of this grey grid is to assist me with the placement and alignment of the Xsite elevations as shown in the image below.



After I have either opened an existing drawing or started a new one with the use of a template, I see the CAP Studio splash screen appear. This is my visual clue that CAP has loaded.

*Important note with regards to working with Xsite in CAP Designer: When working with the Xsite product it is important that the CAP functionality and the Xsite functionality load. Using the AutoCAD startup dialog box and having CAP load on AutoCAD startup will help insure that this happens which in turn will help reduce issues within your drawing file.*

Another recommendation of mine would be to close your AutoCAD session completely when you are done working on a drawing and ready to start work on another. The functionality is loaded based off the first drawing file you open or create. If the first drawing file is blank or does not include an Xsite elevation the Xsite functionality is not loaded.

I believe these suggestions will help you work more successfully in the CAP Designer program.