

## **Assessment 1**

### **Object**

To produce 2 CAD Engineering drawing templates (A4 & A3 Metric) which meet the organisational guidelines and procedures.

**You must consider the following factors when planning your drawing:**

1. The Operating environment – Ensure dimensions , Lines types, units ,Snaps are set accordingly
2. Physical space - The amount of drawing area must be considered - so ensure your box information does not take up valuable drawing area.
3. Quality – make sure your drawing templates are of a good practical standard and meets BS888/ISO128 standards. Ensure all your sizes are dimensionally correct and to scale

### **Method**

- 1- Study the given Example template and decide how you can make improvements
- 2- Decide what box information you need to include which meets your organisational guidelines and BS888/ISO128 standards like:  
Description, Title, Date, Scale, Drawn by, projection used and any other relevant information.
- 3- Use appropriate the BS888/ISO128 symbol for projection
- 4- Consider information that will suit the purpose of the task e.g. Tolerance box, Modification box, Company logo
- 5- When creating your templates is good practice to use layers and the layer functions like colour, locking etc.

To complete the task and meet the organisational guidelines and procedures you must ensure all the following criteria have been met:

- Check your drawing for errors
- Ensure the drawing is correctly titled and referenced
- Ensure that your drawings have been checked and approved by your training officer
- Produce hard copies of all the drawings for assessment
- Save and back up all data to the appropriate locations