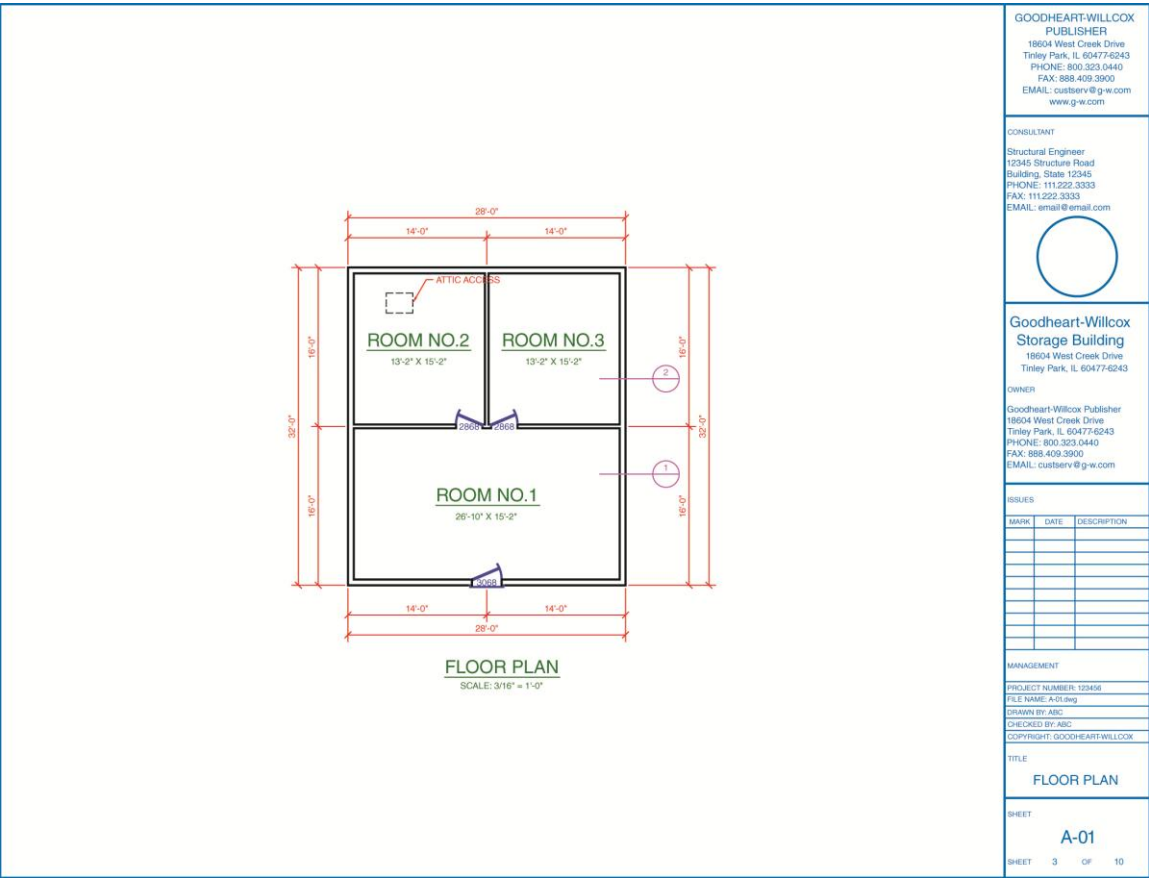# Exercise 30-4

1. Continue from Exercise 30-3 or start AutoCAD.

2. Open the EX30-3 file you saved during Exercise 30-3.

3. Save a copy of EX30-3 as EX30-4. The EX30-4 file should be active.

4. Pick the **ARCH C-SIZE** layout and activate the floating viewport.

5. Unlock the viewport. Turn off **ANNOALLVISIBLE** and **ANNOAUTOSCALE** if they are on.

6. Change the viewport scale to 3/8″ = 1′-0″. The annotative objects should disappear. Change the viewport scale to 1/4″ = 1′-0″. The annotative objects should reappear. Change the viewport scale to 3/8″ = 1′-0″. The annotative objects should disappear.

7. Turn on **ANNOALLVISIBLE** to display the 1/4″ = 1′-0″ scaled annotations. Change the viewport scale to 1/4″ = 1′-0″ and turn on **ANNOAUTOSCALE**.

8. Change the viewport scale to 3/16″ = 1′-0″. With **ANNOAUTOSCALE** on, the 3/16″ = 1′-0″ annotation scale is automatically added to all annotative objects, and the annotations appear in the correct scale.

9. Change the viewport scale to 1/4″ = 1′-0″ and observe the effects of changing the scale.

10. Access the **Properties** palette and select any one of the annotative objects. Notice the default display of the multiple scale representations. Pick the ellipsis (**...**) button of the Annotative scale property to access the **Annotation Object Scale** dialog box. The object scale list should contain 1/4″ = 1′-0″ and 3/16″ = 1′-0″ scales. Close the dialog box.

11. Change the viewport scale to 3/16″ = 1′-0″ and pan the view to center the floor plan in the viewport.

12. Lock the viewport. Move the title if necessary. Turn off the A-ANNO-NPLT layer if it is on.

13. Change the title scale to 3/16″ = 1′-0″. The final exercise should look similar to the drawing shown.

14. Resave and close the file.
15. Keep AutoCAD open for the next exercise, or exit AutoCAD if necessary.