AutoCAD and Its Applications BASICS

Exercise 28-2

- 1. Continue from Exercise 28-1 or start AutoCAD.
- 2. Open the EX28-1 file you saved during Exercise 28-1.
- 3. Save a copy of EX28-1 as EX28-2. The EX28-2 file should be active.
- 4. Pick the plus (+) button to the right of the last layout tab. A new layout named **Layout3** should appear at the end of the list.
- 5. Right-click on the **Layout3** tab and select **Delete**. Pick the **OK** button when you see the alert message to delete **Layout3**.
- Use the Layout1 tab to create a copy of Layout1. Position the new layout to the left of Layout1.
- 7. Change the name of Layout1 (2) to New Layout.
- 8. Move **New Layout** to the end of the list.
- 9. Experiment with other methods of adding layouts using the ribbon and layout tabs.
- 10. Resave and close the file.
- 11. Start a new drawing using the acad.dwt drawing template file.
- 12. Experiment with adding, deleting, and renaming layouts in the new file.
- 13. Close the file without saving.
- 14. Keep AutoCAD open for the next exercise, or exit AutoCAD if necessary.