

# Point Prep

## Standard Session Outline

### 1.0 Introduction of software

- 1.1 Introduction of people
- 1.2 Discussion of software and cad engine
- 1.3 Review of file structure
  - 1.3.1 Crash simulation
- 1.4 Review of access to commands
- 1.5 Access to Help topics
- 1.6 Questions

### 2.0 Setup and Basic Commands – Sample.dwg

- 2.1 File opening commands
  - 2.1.1 General Configuration
  - 2.1.2 Assistant
  - 2.1.3 Hot Toggles
- 2.2 Point Prep settings
  - 2.2.1 Drawing settings
  - 2.2.2 Options
  - 2.2.3 Cleanup drawing
- 2.3 Manipulation of CAD files
  - 2.3.1 Layering
  - 2.3.2 Grips, snaps
  - 2.3.3 Properties
  - 2.3.4 Window selection
  - 2.3.5 XRef

### 3.0 Special Tools and Database creation – Simple Lot.dwg

- 3.1 Align and copy between drawings command
  - 3.1.1 Student as presenter to confirm
- 3.2 Add points to drawing
  - 3.2.1 All options under Points menu (Point, auto-add, stake, patterns, import, etc)
  - 3.2.2 Grid points under draw points add points to CAD intersection
  - 3.2.3 Resize drawing if wrong scale
  - 3.2.4 Student as presenter to confirm
- 3.3 Points Database management
  - 3.3.1 All options coordinate database
- 3.4 Cogo – example calculations
- 3.5 Pad Builder – page 116 of manual
- 3.6 Rescale drawing if wrong units
- 3.7 Drafting
  - 3.7.1 Labeling, leaders, text

### 4.0 Client Sample files

- 4.1 Auto coordinate
- 4.2 Issues with existing control
- 4.3 Issues with blocks and XRef's
- 4.4 Export to field files
- 4.5 Import from field files
- 4.6 Questions