

AutoCAD 2011: One Step at a Time

Lesson 19: Tables and Fields

11R19	Exercises
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1. Add drawing properties and a revision block (below) to the Piping Plan you've been working on. If you're not up to date on it, use *Piping Plan 19* in the C:\Steps\Lesson19 folder.
 - 1.1. Try setting up a new field (Scale) on the **Custom** tab of the [drawing] Properties dialog box. Give it a value of 3/8"=1'-0". Insert it as a field in the title block as shown.
 - 1.2. When you set up the new table style for the revision block, remember to take the drawing scale factor into account when you assign text sizes. (Hint: I gave you the scale for this drawing in the previous step.)
 - 1.3. Save the drawing.

					North Harris College Houston, Texas		
					Sample Piping Plan		
0	1/5/05	TSS	For Construction	BB	Tim Sykes		PLN-002
No	Date	By	Description	App			
Revision					July 4, 1776	3/8"=1'-0"	Sht. 1 of 1

Revision Block for Piping Plan

2. Add a revision block (below) to the *pid* drawing in the C:\Steps\Lesson19 folder.

					North Harris College Houston, Texas			
					Fractionator Unit Piping & Instrument Diagram -- Sample --			
0	1/5/05	TSS	For Construction	BB	SIZE	PSCH. NO.	DWG. NO.	REV
Rev	Date	By	Description	App	D	N/A	100-D-1001	0
Revision					SCALE	NTS	SHEET	1 of 1






Revision Block for PID

3. Add a reference block (below) to the same *pid* drawing you used in Exercise 2 above. The *PID Data Sheet* is in the C:\Steps\Lesson19 folder. The field should be a hyperlink to the data sheet.

Reference Drawings
PID Data Sheet

Reference Block for PID

4. On the PID Data Sheet (in the C:\Steps\Lesson19 folder):
 - 4.1. Create the legend below. (The appropriate blocks are already a part of the drawing.)
 - 4.2. Create the reference block, too.

Symbols Legend			
Symbol	Description	Symbol	Description
	Check Valve		Drain Valve
	Control Valve		Gate Valve
	Globe Valve		

Legend

Reference Drawings
Piping and Instrument Diagram

Reference Block for PID Data Sheet

Write your answers on a separate sheet of paper.

The term table refers to a collection of (1) and (2).

- 1.
- 2.

List one example each of a top-down table (3) and a bottom-up table (4).

- 3.
- 4.

To create a new table style, either pick the (5) button on the ribbon's (Annotate tab) Tables panel, or enter (6) at the command prompt.

- 5.
- 6.

7. Access the Insert Table dialog box by entering _____ at the command prompt.
8. (T or F) You must use AutoCAD's txt.shx font when entering data into a table.
9. Use the _____ key on your keyboard to move from one table cell to another.
10. Entering data into a table is much like using (DText, MText) procedures.
11. Hold down the _____ key to select more than one cell.
12. Use _____ to edit a table's properties.
13. (T or F) If you set up your table with the wrong number of rows or columns, you can always use tools on the ribbon's table tab to add more or remove a few.
14. Use _____ to alter the size or location of column or row lines in a table.
15. Access the [drawing name] Properties dialog box with the _____ command.
16. (T or F) You should use the fill hatch pattern to add a background to your table.
17. (T or F) You can force a block to fit into a cell by placing a check next to AutoFit on the Insert a Block in a Table Cell dialog box.
18. (T or F) All tables have description and header cells.
19. (T or F) All the cells in a table must be formatted with the same font and color settings.
20. A _____ is a predetermined string of text.
21. To use the Title, Subject, and Author fields in a drawing, the information must first be entered in the _____ dialog box.
22. You can create fields of information using the _____ tab of the [Drawing Name] Properties dialog box.

23. (T or F) Using Windows tools, you can read through the properties of a drawing without having to open the drawing.
24. Use the _____ command to insert a field into a drawing.
25. Use the _____ option on the Table tab's Insert panel to insert a field into a table.
26. (T or F) Fields are a handy way to insert hyperlinks into a drawing.
27. (T or F) You can calculate fields in AutoCAD much as you can in a spreadsheet application.
28. (T or F) You can't calculate the product of two numbers using fields and tables.

What are the three insertion options for creating a new table?

- 29.
- 30.
- 31.
32. (T or F) You can create a new Excel spreadsheet from within AutoCAD.
33. (T or F) It's possible to set up a table so that corrections made in AutoCAD are reflected in an Excel spreadsheet and vice versa.
34. (T or F) Unlike Multiline text, you cannot use columns with tables.
35. (T or F) When importing an Excel spreadsheet, you can also import the formulae used in that spreadsheet and use them in the AutoCAD table.

Answers

1. Rows
2. Columns
3. Legend
4. Revision Block
5. Table Style
6. Tablestyle
7. Table
8. F
9. TAB
10. MText
11. SHIFT
12. The Properties Palette
13. T
14. Grips
15. Dwgprops
16. F
17. T
18. F
19. F
20. Field
21. [Drawing Name] Properties
22. Custom
23. T
24. Field
25. Insert Field
26. T
27. T
28. F
29. Start from empty table
30. From a data link
31. From object data in drawing
32. T
33. T
34. F
35. T