



## CADD Office Standards

### Sheet and Dimension Style Settings

#### Imperial Settings

##### Imperial Sheet Sizes

Sheet Size	Imperial Dimensions
Size A	8-1/2" x 11"
Size B	11" x 17"
Size C	17" x 22"
Size D	22" x 34"
Size E	34" x 44"

##### Imperial PLOT settings

B-Size	
Plot Device Name	DWF6 eplot.pc3
Plot Style Table	Office Standard B.ctb
Paper Size	ANSI full bleed B (17.00 x 11.00 inches)
Scale Units	Inches
Orientation	Landscape
Plot Scale	1:1
Plot Area	Layout

C-Size	
Plot Device Name	DWF6 eplot.pc3
Plot Style Table	Office Standard B.ctb
Paper Size	ANSI full bleed C (22.00 x 17.00 inches)
Scale Units	Inches
Orientation	Landscape
Plot Scale	1:1
Plot Area	Layout

<b>D-Size</b>	
Plot Device Name	DWF6 eplot.pc3
Plot Style Table	Office Standard D.ctb
Paper Size	ANSI full bleed D (34.00 x 22.00 inches)
Scale Units	Inches
Orientation	Landscape
Plot Scale	1:1
Plot Area	Layout

<b>E-Size</b>	
Plot Device Name	DWF6 eplot.pc3
Plot Style Table	Office Standard D.ctb
Paper Size	ANSI full bleed E (34.00 x 44.00 inches)
Scale Units	Inches
Orientation	Landscape
Plot Scale	1:1
Plot Area	Layout

#### Regular Text Styles

Name	Font	Height	Width Factor	Apply to:
N0	Romans.shx	1/16	1	Very small text
N1	Romans.shx	1/8	1	Normal Text
N2	Romans.shx	3/16	1	Drawing Number & Title
DIM	Romans.shx	0	0.8	Dimensions

#### Additional Text Styles

Name	Font	Height	Width Factor	Apply to:
Arch-Notes	Comic Sans MS	1/8	1	Notes
Arch-Titles	Comic Sans MS	3/16	1	Titles
Arch-Dim	Comic Sans MS	0	0.8	Dimensions
Eng-Notes	Romans.shx	1/8	1	Notes
Eng-Titles	Romans.shx	3/16	1	Titles
Eng-Dim	Romans.shx	0	0.8	Dimensions

**Imperial ARCH Dim Style:**

Lines	Baseline spacing	3/8
	Colour	BY Layer
	Extension beyond dim line	1/8
	Extension line Colour	9
	Offset from origin	1/8
Arrows	1 <sup>st</sup> arrow	Architectural Tick
	2 <sup>nd</sup> arrow	Architectural Tick
	Leaders	Closed filled
	Size	1/8
	Center	Mark
	Center mark size	1/16
Text	Text style	Arch-Dim
	Text height	1/8
	Text colour	Cyan
	Placement Vertical	Above
	Placements horz.	Centered
	Alignment	Aligned with dim line.
Primary Units	Format	Architectural
	Precision	1/16
	Fraction format	Diagonal
	Angular unit format	Degree Min Sec
	Angular precision	0d00'00"
Alternate units	Not used	
Tolerance	Not used	

"Child" Leader, Radius and Diameter (for arrow settings)

**Imperial MECH dim style:**

Lines	Baseline spacing	3/8
	Colour	BY Layer
	Extension beyond dim line	1/8
	Offset from origin	1/8
Arrows	1 <sup>st</sup> arrow	Closed filled
	2 <sup>nd</sup> arrow	Closed filled
	Leaders	Closed filled
	Size	1/8
	Center	Mark
	Center mark size	1/16
Text	Text style	ENG-Dim
	Text height	1/8
	Text colour	Cyan
	Placement Vertical	Centered
	Placements horz.	Centered

	Alignment	Horizontal
Primary Units	Format	Architectural
	Precision	1/16
	Fraction format	Diagonal
	Angular unit format	Degree Min Sec
	Angular precision	0d00'00"
Alternate units	Not used	
Tolerance	Not used	

**Imperial ENG Dim Style:**

Lines	Baseline spacing	3/8
	Colour	BY Layer
	Extension beyond dim line	1/8
	Offset from origin	1/16
Arrows	1 <sup>st</sup> arrow	Closed Filled
	2 <sup>nd</sup> arrow	Closed Filled
	Leaders	Closed filled
	Size	1/8
	Center	Mark
	Center mark size	1/16
Text	Text style	Eng-Dim
	Text height	1/8
	Text colour	Cyan
	Placement Vertical	Above
	Placements horz.	Centered
	Alignment	Aligned with dim line.
Primary Units	Format	Architectural
	Precision	1/16
	Fraction format	Diagonal
	Angular unit format	Degree Min Sec
	Angular precision	0d00'00"
Alternate units	Not used	
Tolerance	Not used	

"Child" Leader, Radius and Diameter (for arrow settings).r

Metric settings

**Metric Sheet Sizes**

Sheet Size	Metric Dimensions
Size A0	1189 x 841
Size A1	841 x 594
Size A2	594 x 420
Size A3	420 x 297
Size A4	297 x 210

**Metric Page Setup settings...**

A0-Size	
Plot Device Name	DWF6 eplot.pc3
Plot Style Table	Office Standard D.ctb
Paper Size	ISO full bleed A0 (841 x 1189 MM)
Scale Units	mm
Orientation	Landscape
Plot Scale	1:1
Plot Area	Layout

A1-Size	
Plot Device Name	DWF6 eplot.pc3
Plot Style Table	Office Standard D.ctb
Paper Size	ISO full bleed A1 (841 x 594 MM)
Scale Units	mm
Orientation	Landscape
Plot Scale	1:1
Plot Area	Layout

A2-Size	
Plot Device Name	DWF6 eplot.pc3
Plot Style Table	Office Standard B.ctb
Paper Size	ISO full bleed A2 (594 x 420 MM)
Scale Units	mm
Orientation	Landscape
Plot Scale	1:1
Plot Area	Layout

<b>A3-Size</b>	
Plot Device Name	DWF6 eplot.pc3
Plot Style Table	Office Standard B.ctb
Paper Size	ISO full bleed A3 (420 x 297 MM)
Scale Units	mm
Orientation	Landscape
Plot Scale	1:1
Plot Area	Layout

<b>A4-Size</b>	
Plot Device Name	DWF6 eplot.pc3
Plot Style Table	Office Standard A.ctb
Paper Size	ISO full bleed A4 (297 x 210 MM)
Scale Units	mm
Orientation	Landscape
Plot Scale	1:1
Plot Area	Layout

**Metric Regular Text Styles:**

Name	Font	Height	Width Factor	Apply to:
N0	Romans.shx	1.5	1	Very small text
N1	Romans.shx	3	1	Normal Text
N2	Romans.shx	5	1	Drawing Number & Title
DIM	Romans.shx	0	0.8	Dimensions

**Additional Text Styles:**

Name	Font	Height	Width Factor	Apply to:
Arch-Notes	Comic Sans MS	3	1	Notes
Arch-Titles	Comic Sans MS	5	1	Titles
Arch-Dim	Comic Sans MS	0	0.8	Dimensions
Eng-Notes	Arial	3	1	Notes
Eng-Titles	Arial	5	1	Titles
Eng-Dim	Arial	0	0.8	Dimensions

**Metric - ARCH Dim Style:**

Lines	Baseline spacing	10
	Colour	BY Layer
	Extension beyond dim line	3
	Extension line colour	9
	Offset from origin	3
Arrows	1 <sup>st</sup> arrow	Architectural Tick
	2 <sup>nd</sup> arrow	Architectural Tick
	Leaders	Closed filled
	Size	3
	Center	Mark
	Center mark size	1
Text	Text style	Arch-Dim
	Text height	3
	Text colour	Cyan
	Placement Vertical	Above
	Placements horz.	Centered
	Offset from Dim line	1
	Alignment	Aligned with dim line.
Primary Units	Format	Decimal
	Precision	0
	Fraction format	(not needed)
	Angular unit format	Degree Min Sec
	Angular precision	0d00'00"
Alternate units	Not used	
Tolerance	Not used	

"Child" Leader, Radius and Diameter (for arrow settings.)

**Metric MECH dim style:**

Lines	Baseline spacing	10
	Colour	BY Layer
	Extension beyond dim line	3
	Offset from origin	3
Arrows	1 <sup>st</sup> arrow	Closed filled
	2 <sup>nd</sup> arrow	Closed filled
	Leaders	Closed filled
	Size	3
	Center	Mark
	Center mark size	1
Text	Text style	ENG-Dim

	Text height	3
	Text colour	Cyan
	Placement Vertical	Centered
	Placements horz.	Centered
	Offset from dim line	1
	Alignment	Horizontal
Primary Units	Format	Decimal
	Precision	0
	Fraction format	(not needed)
	Angular unit format	Degree Min Sec
	Angular precision	0d00'00"
Alternate units	Not used	
Tolerance	Not used	

**Metric ENG Dim style:**

Lines	Baseline spacing	10
	Colour	BY Layer
	Extension beyond dim line	3
	Offset from origin	3
Arrows	1 <sup>st</sup> arrow	Closed filled
	2 <sup>nd</sup> arrow	Closed filled
	Leaders	Closed filled
	Size	3
	Center	Mark
	Center mark size	1
Text	Text style	Eng-Dim
	Text height	3
	Text colour	Cyan
	Placement Vertical	Above
	Placements horz.	Centered
	Offset from Dim line	1
	Alignment	Aligned with dim line.
Primary Units	Format	Decimal
	Precision	0
	Fraction format	(not needed)
	Angular unit format	Degree Min Sec
	Angular precision	0d00'00"
Alternate units	Not used	
Tolerance	Not used	

"Child" Leader, Radius and Diameter (for arrow settings)