**Producing a drawing title block (Practice7 )**

1. Select New from Menu bar.



1. Select Folder: Metric.



1. Select appropriate drawing format.

 

1. Right click sheet and click on edit sheet



1. Edit sheet name to Practice 7 and sheet size A3 and click ok.



1. Right click on ISO and delete existing title block.
2. Expand Drawing resources folder in menu, then expand title block folder.



1. Right click title blocks folder and click define new title block.



1. Cluick on rectangle tool to draw rectangle 195 x 70 anywhere on the drawing.



1. Use lines to create 2 vertical lines inside box.



1. Dimension 1st line 40mm from left hand edge of box, and 2d line 30mm from first line.



1. Select lines tool and create 6 horizontal lines between previously plced lines. Dimension lines at 10mm intervals.



1. Extend horizontal lines to create 4 new boxes extending to furthest boundary line.



1. Divide 2 lower boxes with vertical lines and dimension 20mm, 75mm.



1. Finish sketch.



1. Name title block ‘PETA Title block’



1. Right click PETA Title block and click on insert.

