

# Drawing & Planning Level 2 (AutoDesk)

## Module Goals

This module requires the candidate to use suitable software to combine and manipulate drawings or plans that will be suitable for screen or print using AutoDesk software.

Successful candidates will be able to:

- Identify what types of shapes and other elements will be needed
- Select, input and use the appropriate shapes to meet needs, including importing shapes from other sources
- Identify what copyright constraints apply to the use of shapes or other elements
- Combine information for drawings or plans including importing information produced using other software
- Store and retrieve drawing files effectively, in line with local guidelines and conventions where available
- Identify what drafting guides to use so that the shapes and other elements are appropriately prepared
- Select and use appropriate software tools to format shapes and other elements, including applying styles and colour schemes
- Identify and respond to any quality problems with drawings or plans to make sure they meet needs

## Module Chapters

- Input, organise and combine information for drawings or plans
- Use tools and techniques to edit, manipulate, format and present drawings or plans

## Additional Course Information

Estimated learning time: 20 hours

Versions available: 2010, 2013

Examinations: None assignment based achievement

Course style: Offline assignments

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## Progression Options

### Certificate IT User Skills (ECDL Extra)

Word Processing Level 2

Spreadsheets Level 2

Presentations Level 2

Improving Productivity Level 2

### Principles of Marketing Level 2

### Principles of Business & Administration Level 2



## Rewards Training

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