Chief Architect®

Architectural Home Design Software

Defining the Drawing Sheet Setup for Printing

Reference Number: **KB-00725**

Last Modified: **July 15, 2021**

The information in this article applies to:

PREMIER   INTERIORS

QUESTION

I want to set up my printer so that I get good results when printing from layout. How is this done?

ANSWER

For best results, it is recommended that you specify the desired Drawing Sheet Setup settings not only in your layout file, but in any associated plan files as well.

To adjust the Drawing Sheet Setup in a Plan

1. For each floor plan view, CAD Detail, and Cross Section/Elevation, set the drawing scale you will most likely use when printing by selecting **File> Print> Drawing Sheet Setup** ↕ from the menu.

    Note: The information in the Drawing Sheet (Page) Setup dialog is not only file

specific - in a given plan file, you can have different Drawing Sheet Setup settings for floor plan view, each CAD Detail, and each Cross Section/Elevation view.

2. Set the **Orientation** and **Size** of your Drawing Sheet, then set the **Drawing Scale** to the scale you intend to print.

   In most cases, this will be 1/4in = 1ft for imperial plans and 1m = 50m for metric plans.
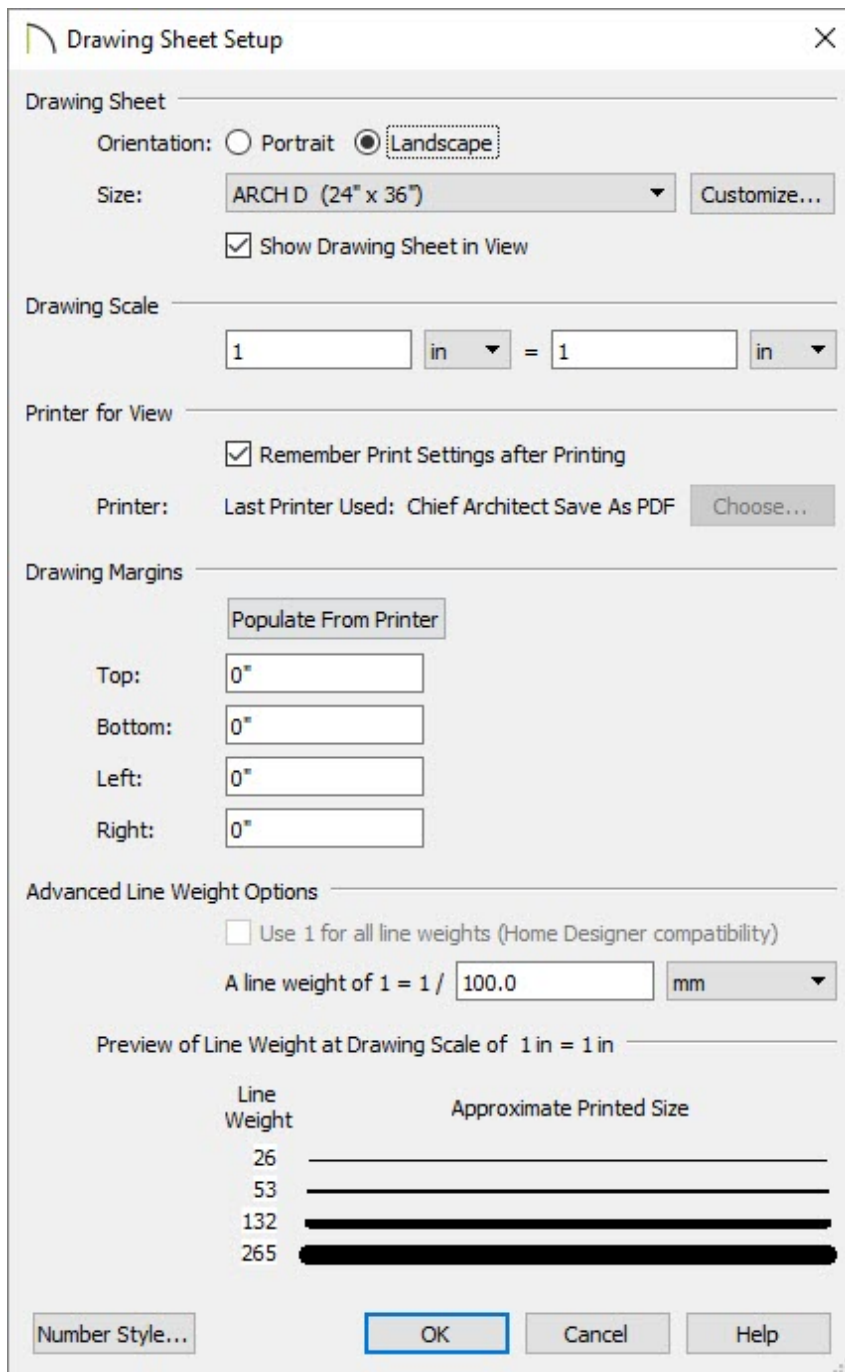

3. Once you have completed making any necessary changes in the **Drawing Sheet Setup** dialog, click **OK** to apply them.

4. Select **File> Print> Print Preview** to turn on the print preview display, to verify that the correct page size and orientation that you want have been accurately set.

> A blue border represents the margins of the printable area. If the margins have been set to populate from the selected printer, this border may not display on all edges of the drawing sheet.

To set the Drawing Sheet Setup in a Layout

1. **Open** the layout file you wish to set up and select **File> Print> Drawing Sheet Setup** from the menu.

2. Select the **Drawing Sheet Size** and **Orientation**.

3. Specify a **Drawing Scale** of 1in = 1in if using Imperial units or 1mm = 1mm if using Metric units.

> **Note:** It's important to leave the drawing scale at 1in = 1in or 1mm = 1mm for layout files. This is because the drawing and/or views that are on the layout have already been sent over at a specific scale.

4. Click **OK** to close the dialog and apply your changes.

5. Select **File> Save** 🖫 from the menu to save your **Drawing Sheet Setup** information so that it's ready for you whenever you wish to print this layout.

Related Articles

📄 Creating and Using a Plan Template (/support/article/KB-00463/creating-and-using-a-plan-template.html)
📄 Creating and Using Layout Templates (/support/article/KB-00737/creating-and-using-layout-templates.html)

🄽 (https://chieftalk.chiefarchitect.com/)
🄲🄰 (/blog/)

🅵 (https://www.facebook.com/ChiefArchitect)

▶ (https://www.youtube.com/user/ChiefArchitectInc)

🄾 (https://www.instagram.com/chiefarchitectsoftware/)

🄷 (https://www.houzz.com/pro/chiefarchitect/)

🄿 (https://www.pinterest.com/chiefarchitect/)