

Defining the Drawing Sheet Setup for Printing

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The information in this article applies to:




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.

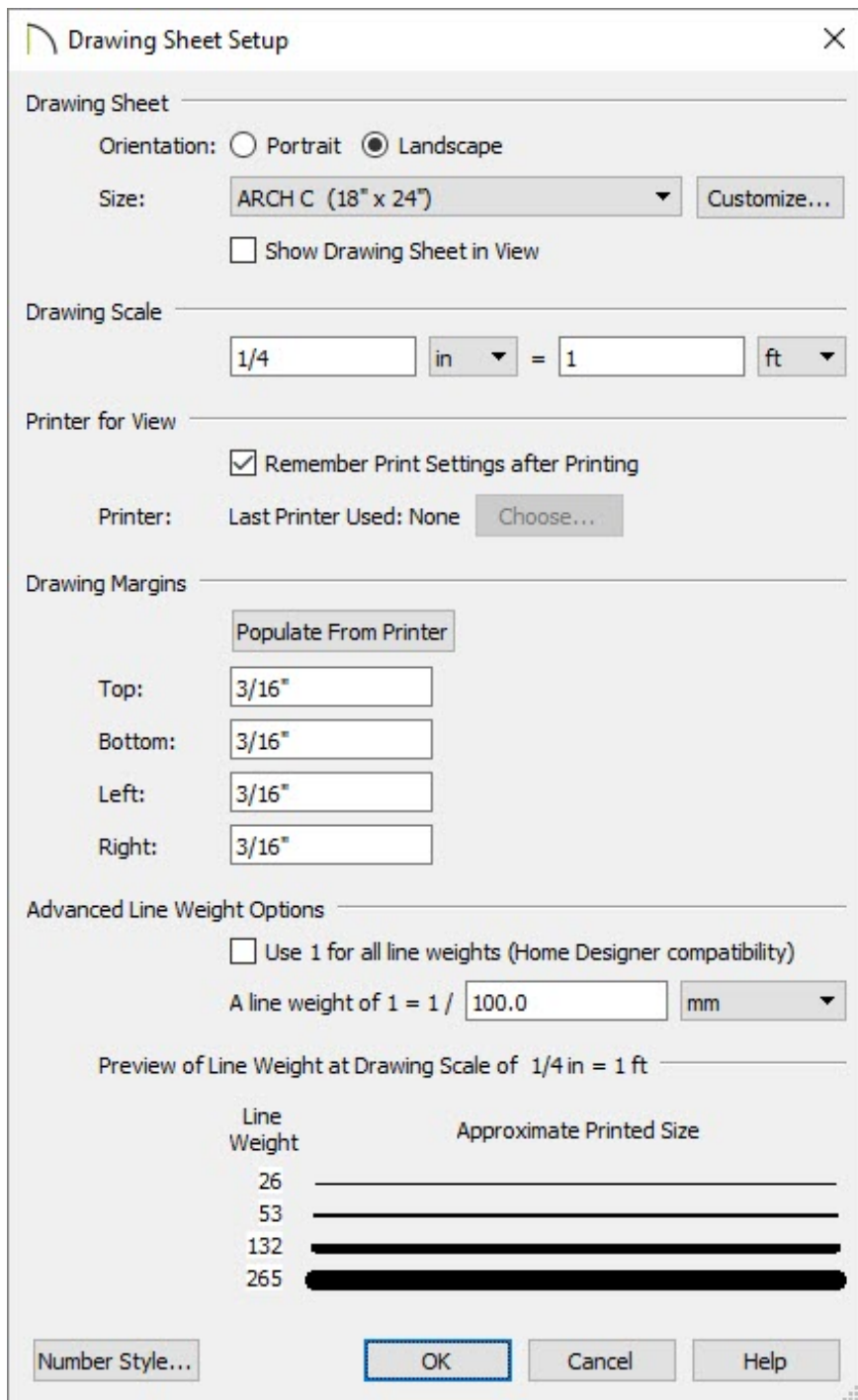
To adjust the Drawing Sheet Setup in a Plan


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.
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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.

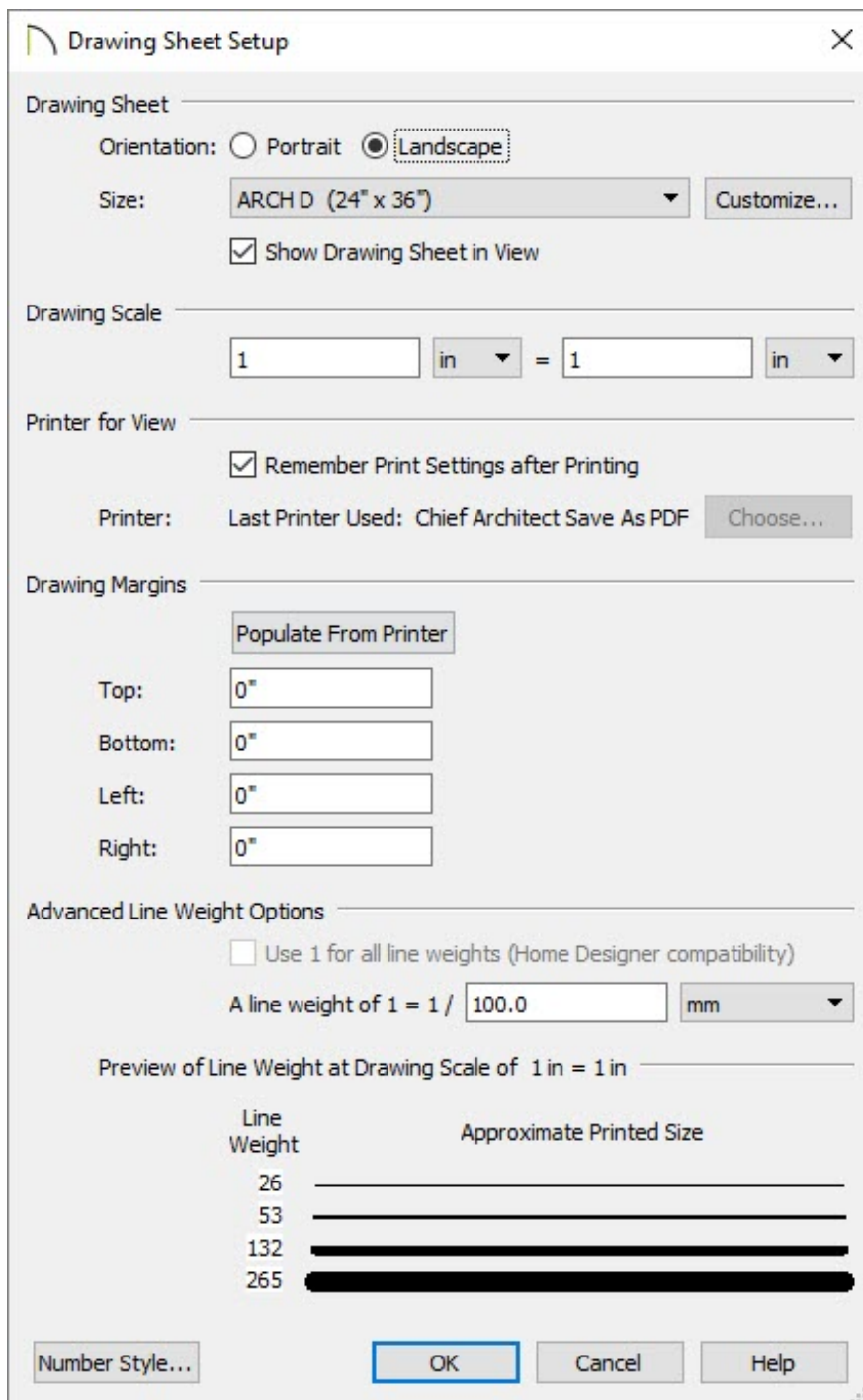


3. Once you have completed making any necessary changes in the **Drawing Sheet Setup** dialog, click **OK** to apply them.
4. Select **File> Print> Print Preview**  to turn on the print preview display, to verify that the correct page size and orientation that you want have been accurately set.

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.



The image shows the 'Drawing Sheet Setup' dialog box in a software application. The dialog is titled 'Drawing Sheet Setup' and has a close button (X) in the top right corner. It is divided into several sections:


- Drawing Sheet:** Orientation is set to 'Landscape' (selected with a radio button). Size is 'ARCH D (24" x 36")' with a 'Customize...' button. A checkbox 'Show Drawing Sheet in View' is checked.
- Drawing Scale:** The scale is set to '1 in = 1 in'.
- Printer for View:** A checkbox 'Remember Print Settings after Printing' is checked. The printer is 'Last Printer Used: Chief Architect Save As PDF' with a 'Choose...' button.
- Drawing Margins:** A 'Populate From Printer' button is present. Margins for Top, Bottom, Left, and Right are all set to '0"'. There are input fields for each margin.
- Advanced Line Weight Options:** A checkbox 'Use 1 for all line weights (Home Designer compatibility)' is unchecked. A line weight of 1 is set to '100.0 mm'.
- Preview of Line Weight at Drawing Scale of 1 in = 1 in:** A table showing line weights and their approximate printed sizes.

At the bottom, there are buttons for 'Number Style...', 'OK', 'Cancel', and 'Help'.

Line Weight	Approximate Printed Size
26	Thin line
53	Medium-thin line
132	Medium-thick line
265	Thick line

2. Select the **Drawing Sheet Size** and **Orientation**.
3. Specify a **Drawing Scale** of 1 in = 1 in if using Imperial units or 1 mm = 1 mm if using Metric units.

Note: It's important to leave the drawing scale at 1 in = 1 in or 1 mm = 1 mm 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

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- [📄 Creating and Using Layout Templates \(/support/article/KB-00737/creating-and-using-layout-templates.html\)](/support/article/KB-00737/creating-and-using-layout-templates.html)