Uploading your title block

1. Open your title block
   1. Highlight everything
   2. Right click
      1. Clipboard
      2. Copy with base point
      3. Choose a base point
2. Close your title block
3. Open your current drawing
4. Go to layout 1
   1. Erase everthing
   2. Right click on the screen
      1. Choose clipboard
      2. Paste
      3. Save
5. Import drawingviewviewport
   1. Type in “viewport”
   2. Select ok
   3. Create a view port in the open area of the title block
   4. Your drawing will be there.
6. Select an appropriate scale.
7. Fix the drawing #, Drawing name and date.
8. Print and turn in.