



SCANDINAVIAN ACADEMY
For Training and Development

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Course: Basic AutoCAD Training Courses

Code	City	Hotel	Start	End	Price	Language - Hours
632	Manama (Bahrain)	Hotel Meeting Room	2025-11-16	2025-11-20	2950 €	En - 25

Course Introduction:

AutoCAD is a fundamental tool for engineers, architects, and designers, allowing them to create precise 2D and 3D drawings for a wide range of applications. Mastering AutoCAD enhances productivity, improves design accuracy, and streamlines drafting workflows. This training program is designed to equip participants with essential AutoCAD skills, from basic commands to advanced drafting techniques.

Through hands-on exercises, real-world projects, and expert guidance, participants will gain practical experience in using AutoCAD efficiently for design and documentation purposes.

Course Objectives:

By the end of this course, participants will be able to:

- Understand the AutoCAD interface and essential tools.
- Create, modify, and annotate 2D drawings.
- Utilize layers, blocks, and templates for efficient drafting.
- Apply dimensioning and text annotations correctly.
- Convert 2D drawings into basic 3D models.
- Optimize workflows through customization and shortcut techniques.

Target Audience:

- Engineers and Draftsmen



- Architects and Interior Designers
- Construction and Civil Engineers
- Mechanical and Electrical Designers
- Students and Beginners in CAD Design
- Anyone looking to enhance their AutoCAD proficiency

Course Content:

Introduction to AutoCAD and Interface Navigation

- Overview of AutoCAD and its applications
- Navigating the AutoCAD workspace and ribbon
- Customizing toolbars and settings for efficiency
- Using coordinate systems and basic drawing commands
- Understanding file formats and saving best practices
- Hands-on practice: Creating a simple 2D drawing

Basic Drawing and Editing Tools

- Drawing lines, circles, rectangles, and polygons
- Editing tools: Move, copy, rotate, scale, trim, and extend
- Object snaps and grid settings for precision
- Mirror, array, and offset functions
- Using layers for organized drawing management
- Workshop: Creating and modifying a technical drawing

Annotations, Dimensions, and Text

- Adding text and managing text styles
- Applying dimensions and understanding dimension styles
- Working with leaders and multileaders
- Using hatching and gradients for visualization



- Annotating drawings with revision clouds and tables
- Case study: Preparing a construction drawing with annotations

Blocks, Templates, and Layouts

- Creating and inserting reusable blocks
- Managing attributes and dynamic blocks
- Setting up drawing templates and title blocks
- Working with viewports and plotting layouts
- Introduction to Xrefs (external references) for complex projects
- Hands-on project: Developing a standardized drawing template

Introduction to 3D Modeling and Advanced Techniques

- Understanding basic 3D concepts in AutoCAD
- Creating extrusions, lofts, and revolved surfaces
- Editing 3D objects and applying materials
- Converting 2D drawings into 3D models
- Rendering and visualizing models



The Scandinavian Academy for Training and Development adopts the latest scientific and professional methodologies in training and human resource development, aiming to enhance the efficiency of individuals and organizations. Training programs are delivered through a comprehensive approach that includes:

- Theoretical lectures supported by PowerPoint presentations and visual materials (videos and short films).
- Scientific evaluation of participants before and after the program to measure progress and knowledge acquisition.
- Brainstorming sessions and practical role-playing to simulate real-life scenarios.
- Case studies tailored to align with the training content and participants work nature.
- Assessment tests conducted at the end of the program to evaluate the achievement of training objectives.

Each participant receives the training material (both theoretical and practical) in printed form and saved on a CD or flash drive. Detailed reports, including attendance records, final results, and overall program evaluations, are also provided.

Training materials are prepared professionally by a team of experts and specialists in various fields. At the end of the program, participants are awarded a professional attendance certificate, signed and accredited by the Scandinavian Academy for Training and Development.

Program Timings:

- 9:00 AM to 2:00 PM in Arab cities.
- 10:00 AM to 3:00 PM in European and Asian cities.

The program includes:

- A daily buffet provided during the sessions to ensure participants comfort.