

CADD NOTE 16

This CADD Note provides instructions on creating an image from an AutoCAD drawing that can be pasted into another application (e.g., Word, Powerpoint, etc.). These instructions assume the use of Autocad Civil 3D 2009 or greater and Adobe Acrobat 9 Standard or better. This procedure actually takes a few steps, but provides acceptable image quality. (NOTE: There is a procedure to save directly to an image, but the image quality is quite poor). You first plot to a PDF file using Autocad and then export that PDF file to an image file (i.e., jpg) using Adobe Acrobat.

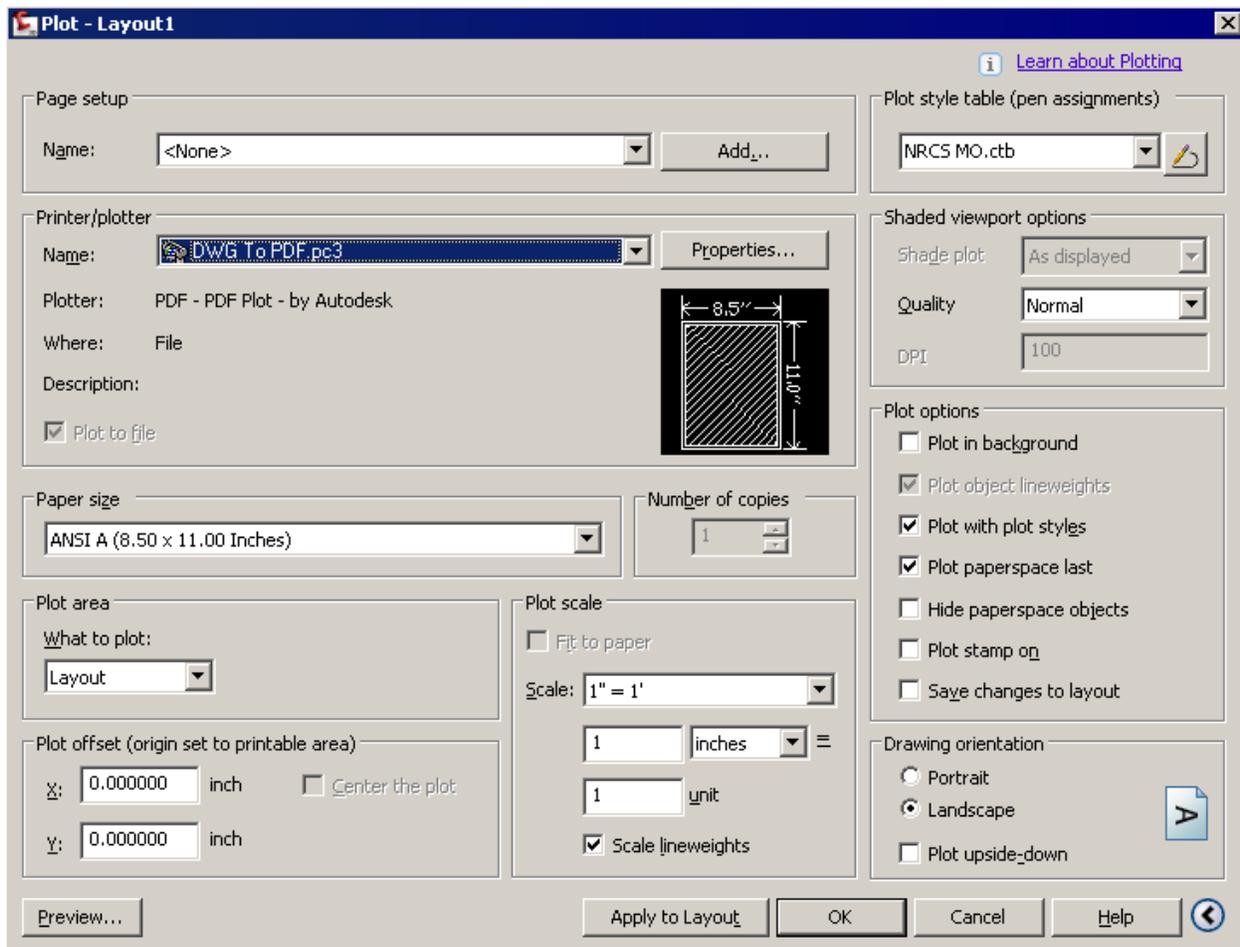
Step 1: Plotting to a PDF file

MENU: AutoCAD, File, Plot

COMMAND: plot

ICON: 

Prepare your drawing as usual. Start AutoCAD's plot command using one of the methods above or a method of your own if different.



In the plot window, select "DWG to PDF.pc3" as the printer/plotter device.

If that device is not listed, see below to add it.

CREATING AN IMAGE FROM AUTOCAD

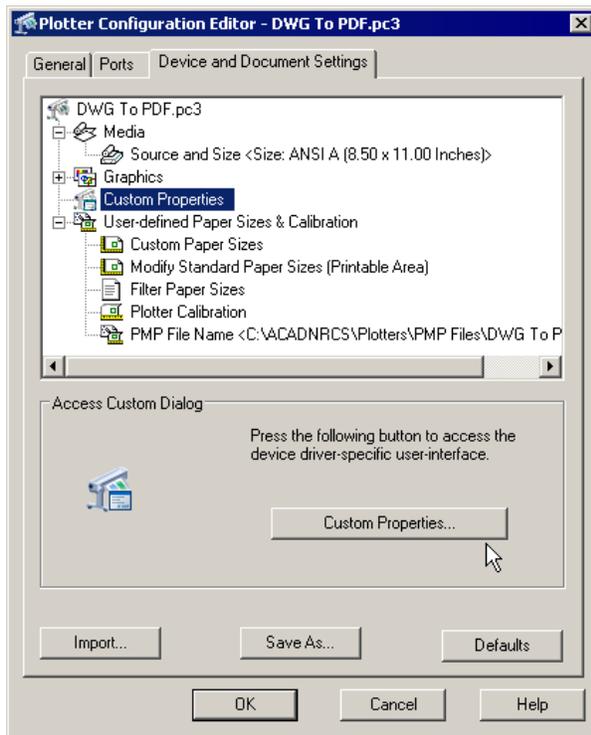
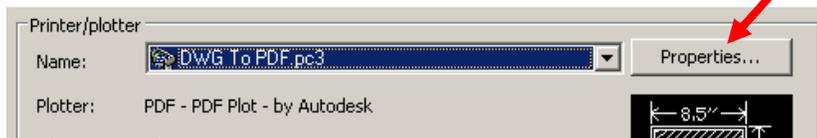
Create needed plot device

If the plotter was not listed, add it as follows:

- Exit plot window by clicking [Cancel],
- Select *File-> Plotter Manager*,
- Double-click on “Add a Plotter Wizard”;
- Click [Next >],
- Select “My Computer” and click [Next >],
- Under “Manufacturers”, select “Autodesk ePlot (PDF)”’,
- Under “Models”, select “DWG to PDF”’,
- Click [Next >],
- Click [Next >],
- Select “Plot to File”’,
- Click [Next >],
- Enter a plotter name and click [Next >],
- Click [Finish].

Check plotter properties

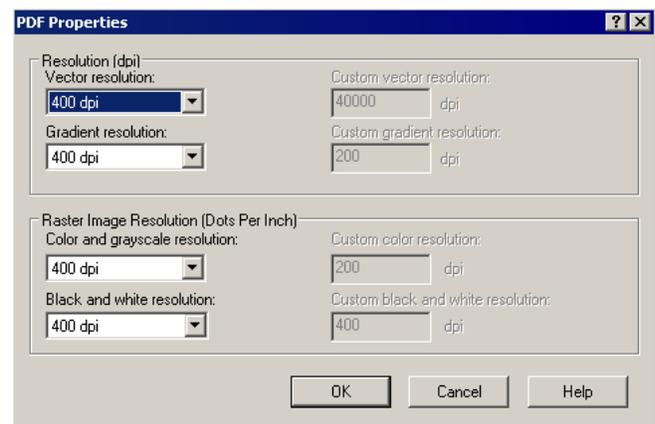
You might want to check the properties of the “DWG to PDF” plotter.
Do this by clicking [Properties...] button to the right of the plotter name.



Click on “Custom Properties” in upper window.

Click [Custom Properties...] button in lower window.

Set resolutions as desired. Defaults of 400 dpi should be fine.
Keep these at 300 dpi or higher to insure acceptable quality output. Click [OK].

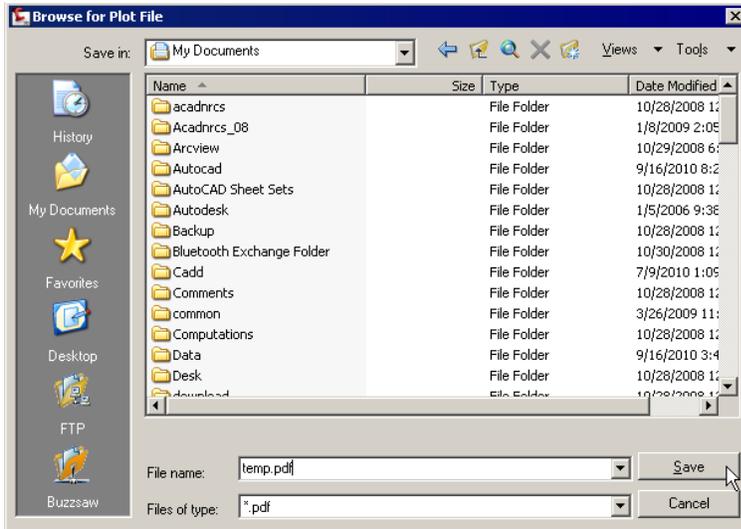


Click [OK] to exit configuration window.

CREATING AN IMAGE FROM AUTOCAD

Back on the Plot window, enter other plot settings (i.e., paper size, plot area, etc.) as you would normally when plotting the drawing. Be sure to select the desired plot style (e.g., NRCS_MO.ctb).

Click [OK] to begin the plot process.



This "Browse for Plot File" window should appear.

Navigate to desired folder.

Enter the desired filename.

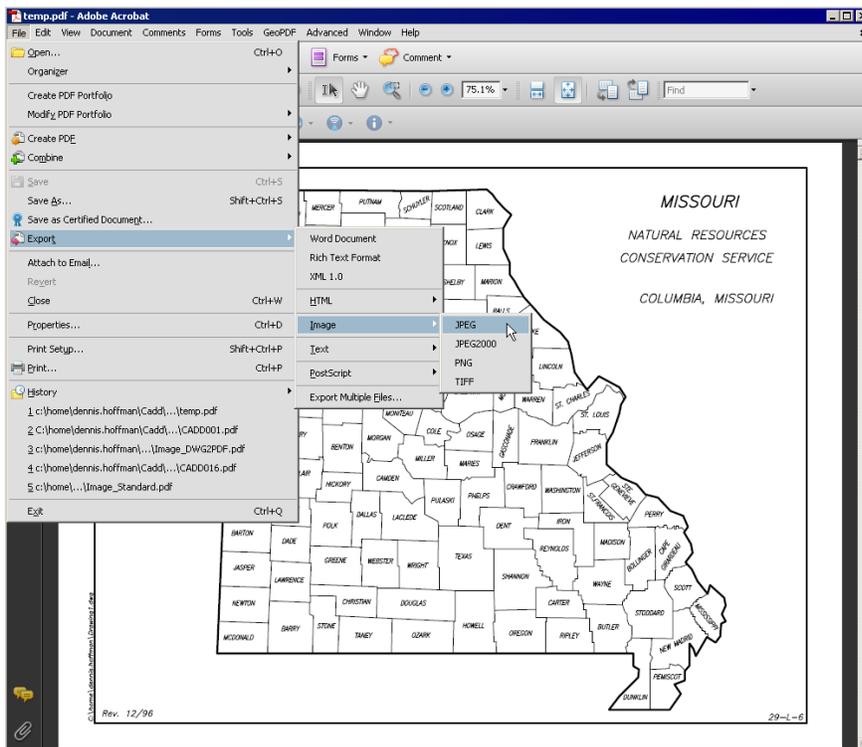
Note: You can use a temporary filename since you most likely will not need this file after pasting the image into another application (e.g., Word).

Leave 'Files of type' set to "*.pdf"

Click [Save].

Step 2: Export PDF file to image file

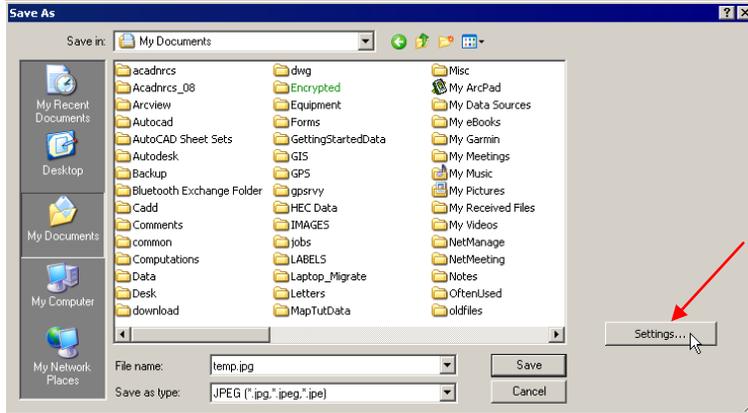
If the PDF file created above does not open automatically, find and open it in Adobe Acrobat.



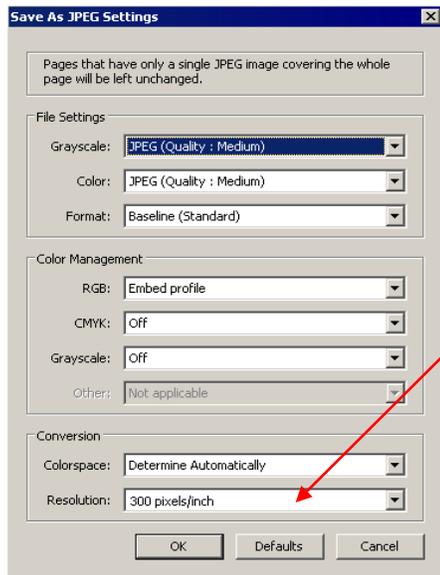
Select
File ->
Export ->
Image ->
JPEG

If you prefer one of the other formats, simply select the desired format. The following instructions, however, will assume JPEG is selected.

CREATING AN IMAGE FROM AUTOCAD



In the “Save As” window,
Click [Settings...] button.



In the “Save As JPEG Settings” window,
the one item that should be checked and changed is the
“Resolution” setting in the “Conversion” section.
It most likely will be set to “Determine Automatically”.
You should change this to “300 pixels/inch” or greater to ensure
a good quality image.

Click [OK].

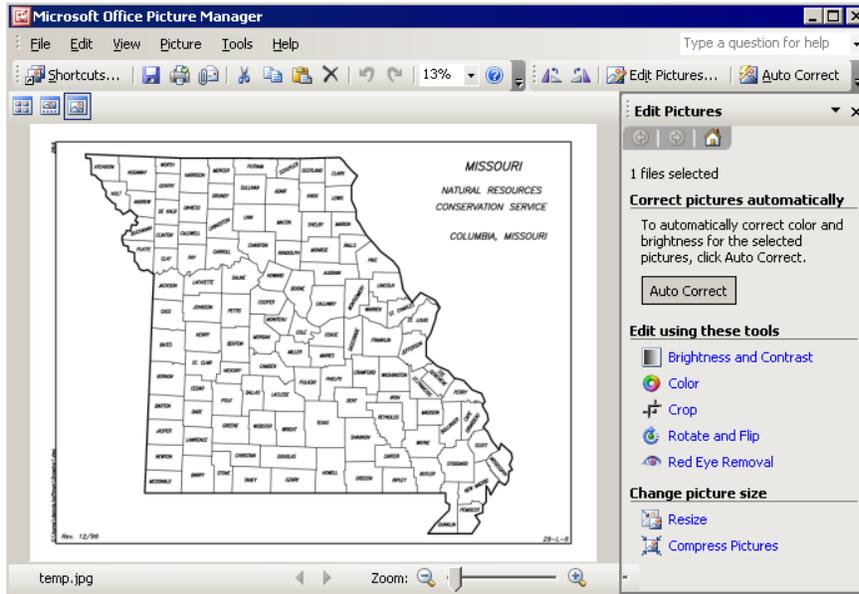
Back in the “Save As” window above, navigate to desired folder,
enter a filename and click [Save].

CREATING AN IMAGE FROM AUTOCAD

Step 3: Using the created image

Once the image is created, you can use it as you would any other image (e.g., modify the image, insert into Word or Powerpoint document, include on a web page, etc.)

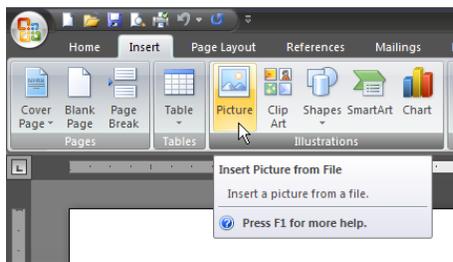
Modifying the image



If you need to modify the image (i.e., crop, rotate, flip, etc.), the Microsoft Office Picture Manager application shown here is one tool you can use to do some limited editing. Open the file in the application, click the [Edit Pictures...] button on the toolbar, and select the edit tool you wish to use.

You can then save the edited image by selecting *File -> Save* or *Save As*.

Inserting into Word or Powerpoint



In Microsoft Word or Powerpoint (version 2007 detailed here), simply select the "Insert" ribbon and click "Picture" in the "Illustrations" group. Navigate to the image file created above and click [Insert]. You can then position, resize, and even crop the image using the tools available in Word or Powerpoint.

Other applications most likely have the capability to insert an image as well. Check out the help available in the desired application.

On a final note, once you have inserted the image into an application such as Word or Powerpoint, the pdf and jpg files are no longer needed and can be deleted if desired. In some applications, however, the image is actually linked to the file and, therefore, the file should not be deleted. Just be aware of how your application uses images and act accordingly.