

Creating Blocks with Attributes

The following instructions will guide you through creating AutoCad blocks with attributes. Carlson modules are displayed as {**COGO-Design**}, main menus are displayed as [**Points**], and submenus and menu commands are displayed as <**Edit Points**>.

- 1) Open an existing .dwg file that you want to convert into a block.
- 2) Click on {**AC Module**} → [**Setup**] → <**Drawing Utilities**> → <**Purge**> to remove any unwanted layers and blocks
- 3) Make sure your drawing is located at 0,0,0 coordinates. If not, highlight all of your drawing, right click on it <move>
- 4) Click on the bottom left hand corner of the drawing → type in 0,0,0 to move to the correct location.
- 5) Make sure the {**AutoCAD**} module is active.
- 6) Click on {**AC Module**} → [**create**] → <**define a block**> or from the command line → type **block**
- 7) In the block definition screen
 - a) Create a name for your block
 - b) Click on <**select objects**> (make sure *convert to block is selected*)
 - c) Select the entire drawing you want to convert into a block, hit <**enter**>
 - d) Click on <**base point**> and use 0,0,0
 - e) Click <**ok**> on the block definition box
- 8) You have now created a block to use in drawings

Adding Attributes to a Block

- 9) Open up an existing block.
- 10) Click on {**AC Module**} → [**Modify**] → <**Explode**> or from the command line type → **Explode**
- 11) Select the block you want to explode and hit “**Enter**”
- 12) Click on {**AC Module**} → [**Draw**] → <**Block**> → <**Define Attributes**>. The define attributes box appears
- 13) In the **MODE** box
 - a) Invisible – attribute that is not visible on the screen by default
 - b) Constant – attribute that has a fixed value and cannot be changed after block insertion

- c) Verify – verifies the attribute value you have entered when inserting a block by asking twice for data
- d) Preset – attribute that is automatically set to default value
- 14) Usually the **Constant** and **Verify** is selected
- 15) In the **ATTRIBUTE** box
 - a) Tag – this is the label to identify your attribute. It may contain NO spaces
 - b) Prompt – the text you enter here is used as a prompt when you insert a block that contains the defined attribute
 - c) Value – you can enter a value of the defined attribute if needed
- 16) In the **INSERTION** box → you can leave this as the default...**Specify on screen**
- 17) In the **TEXT OPTIONS** box enter the text options that you require
- 18) Uncheck → **Lock position in block**
- 19) Repeat **steps 6-8** to create the block again now with attributes

Please keep in mind that when entering attributes, the order that you place in your block will be the order that the block will define the attributes.