



LIBRECAD

Creating a Title Block Template (03.10)

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ABOUT LIBRECAD

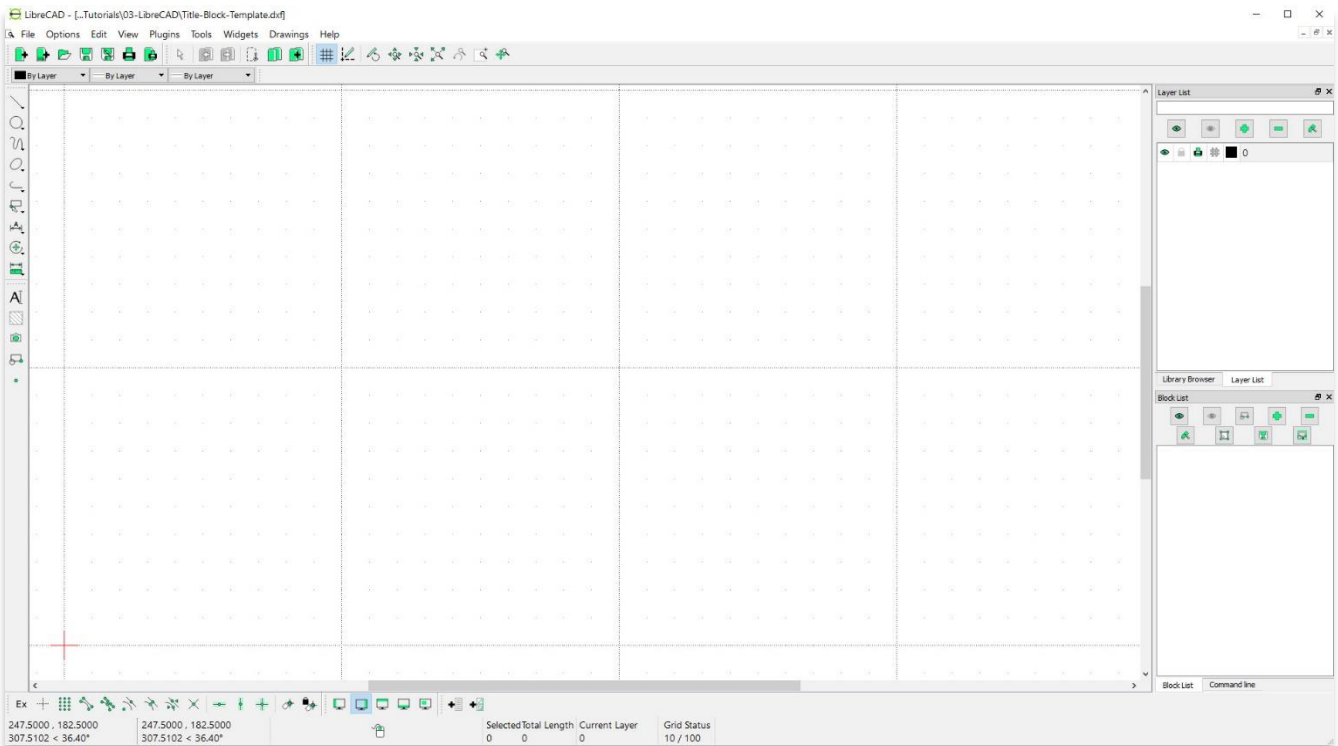
[LibreCAD](#) is a free Open Source computer-aided design (CAD) application for 2D design. LibreCAD works for Windows, Apple and Linux operating systems. Most of the interface and concepts are analogous to AutoCAD, making it easier to use for users with experience of this type of commercial CAD application. [Support and documentation](#) are free from a large, dedicated community of users, contributors and developers.

This **ASOR Tutorial (03.10)** will cover how to create a title block template in LibreCAD. This tutorial focuses on workflows common in heritage preservation projects and is not fully comprehensive on LibreCAD's abilities in other professions and fields of study.

For more detailed documentation about LibreCAD, please consult the software's User Manual: <https://librecad.readthedocs.io/en/latest/>.

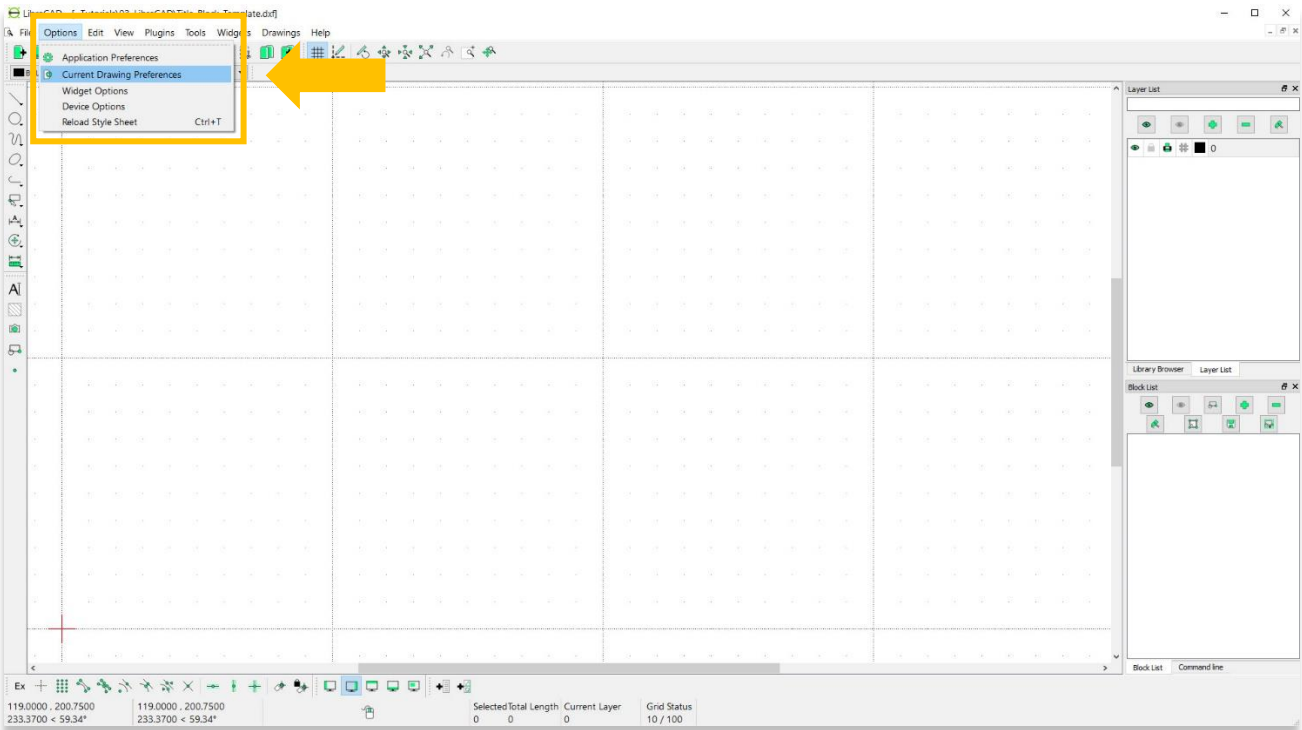
OPENING LIBRECAD

1. To open LibreCAD, search for the program by typing in "LibreCAD" in your computer-wide search function (bottom left corner of your screen). Click on the LibreCAD application in your programs window to open.

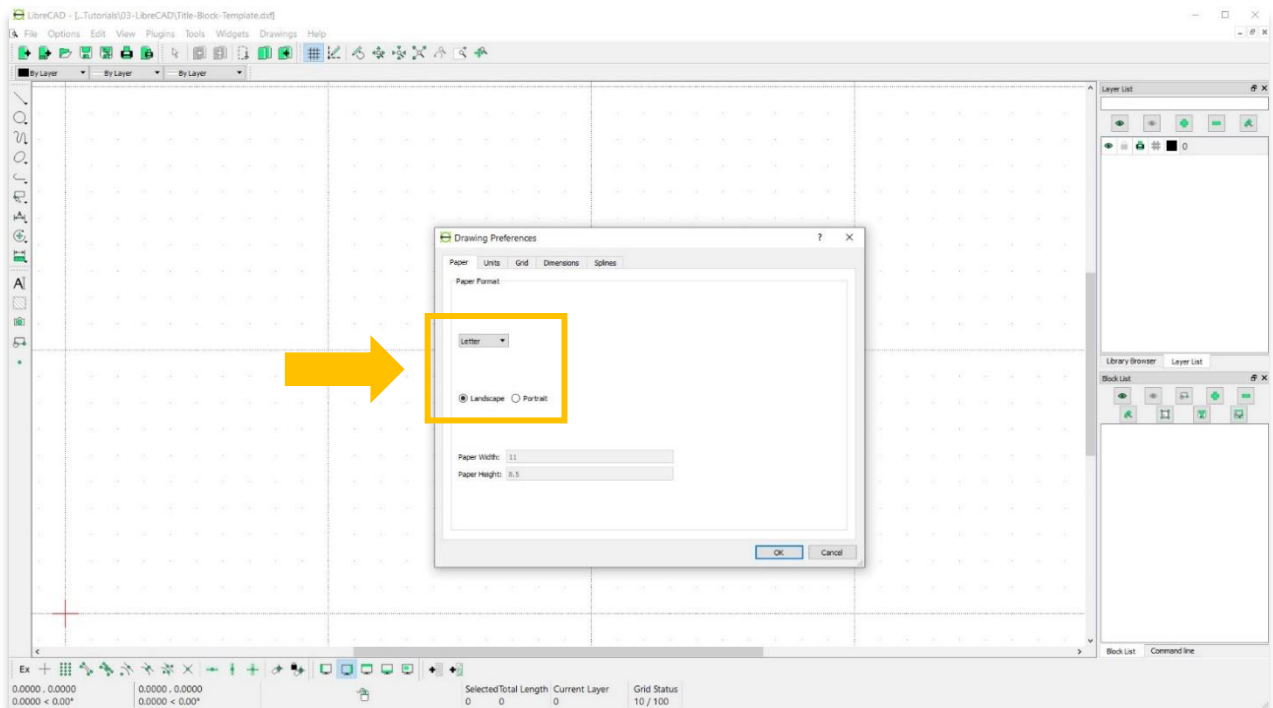


CREATING TEMPLATE FRAME

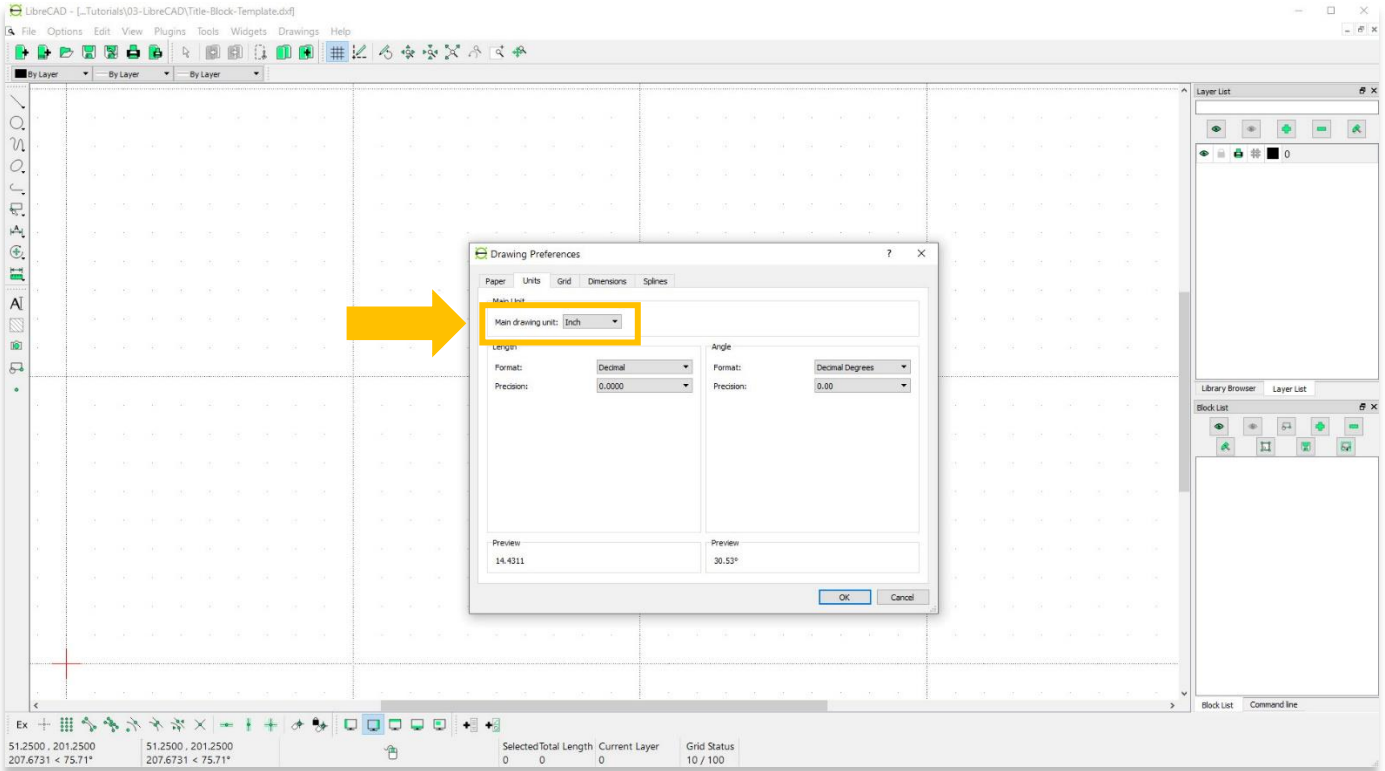
- Adjust your paper size by clicking the **Options** command, then select **Current Drawing Preference**.



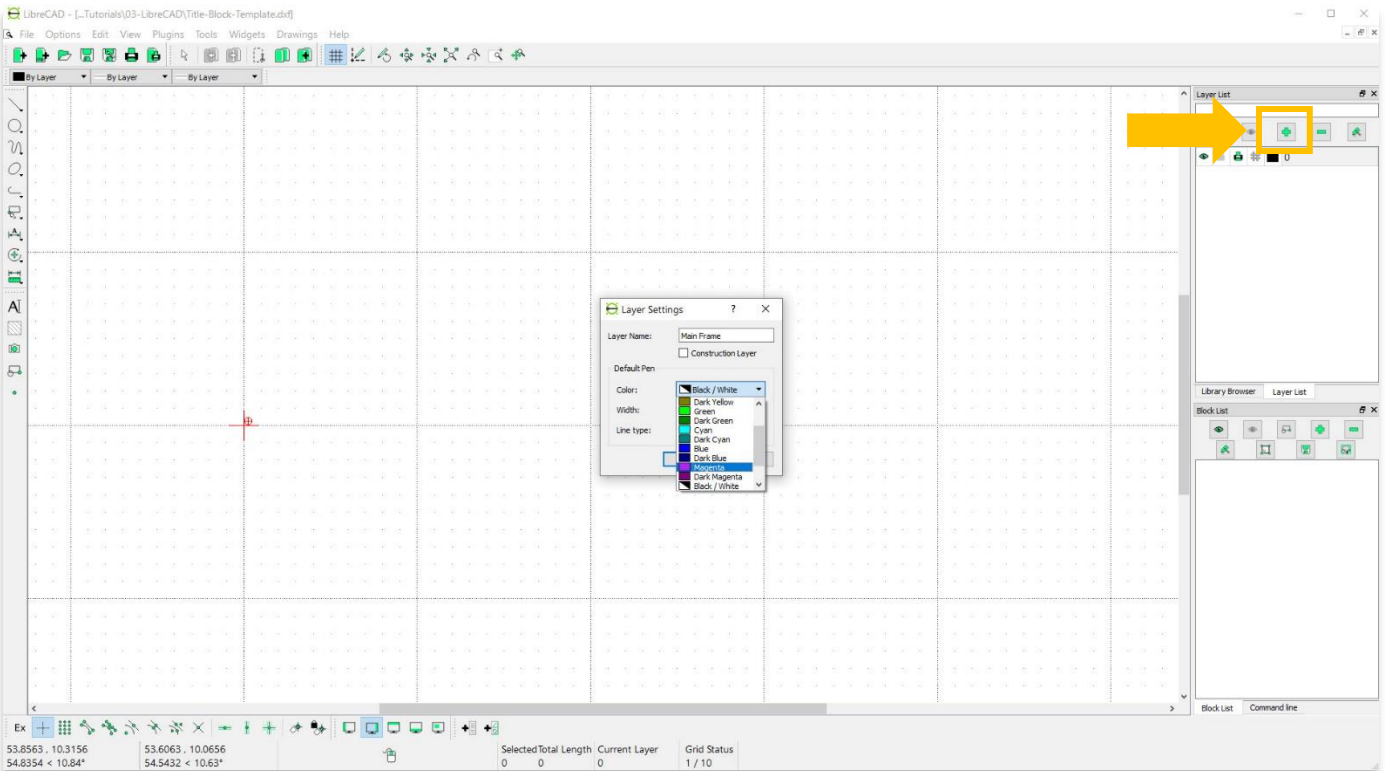
- Within the **Paper** tab, select the type of the paper you would like to use. The list includes a lot of options for paper size. Next select the **Orientation** (landscape or portrait) of the paper.
* Please note— it is recommended for this tutorial to use **Letter paper type** and **Landscape** orientation as shown in the screenshot below, however any paper type can be used depending on your printer's abilities.



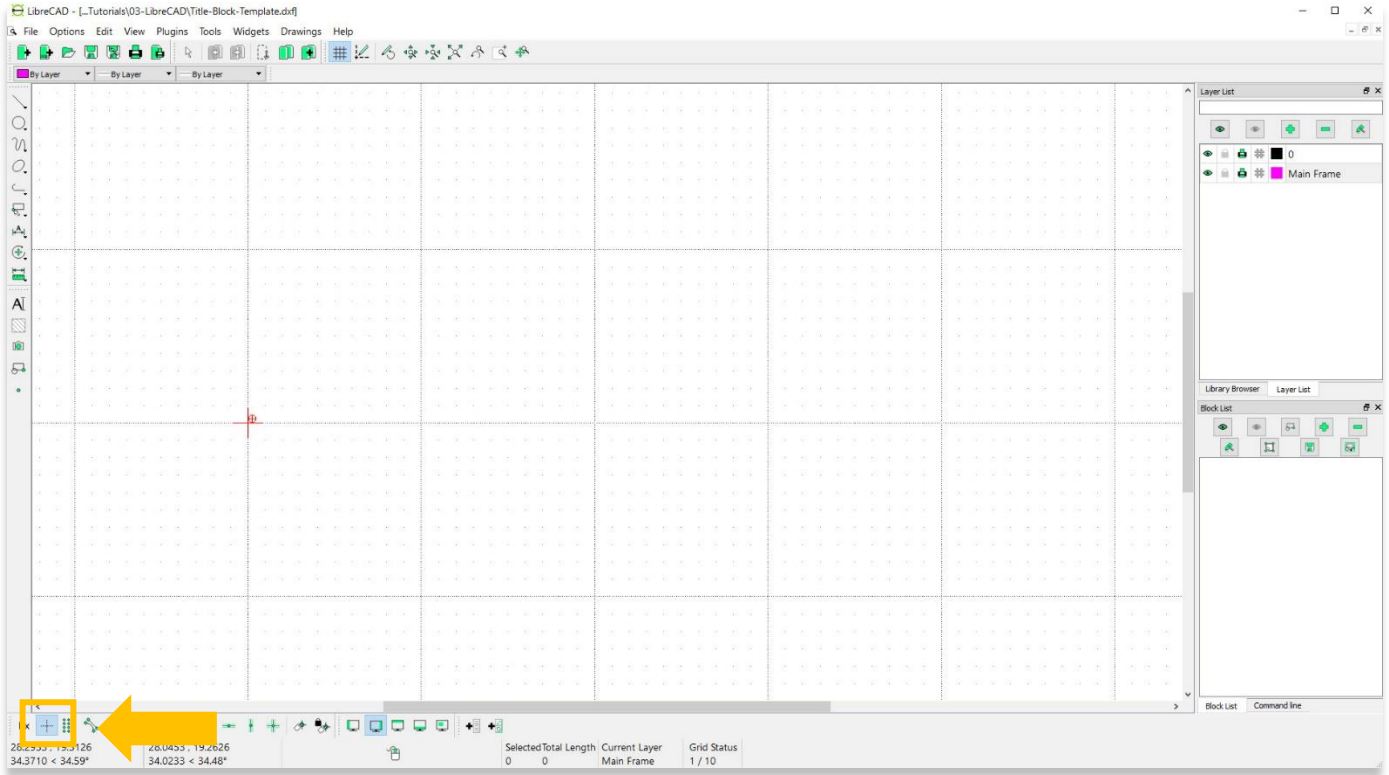
4. Under the **Units** tab, select **Inch** as the main drawing unit. The press **Ok**.



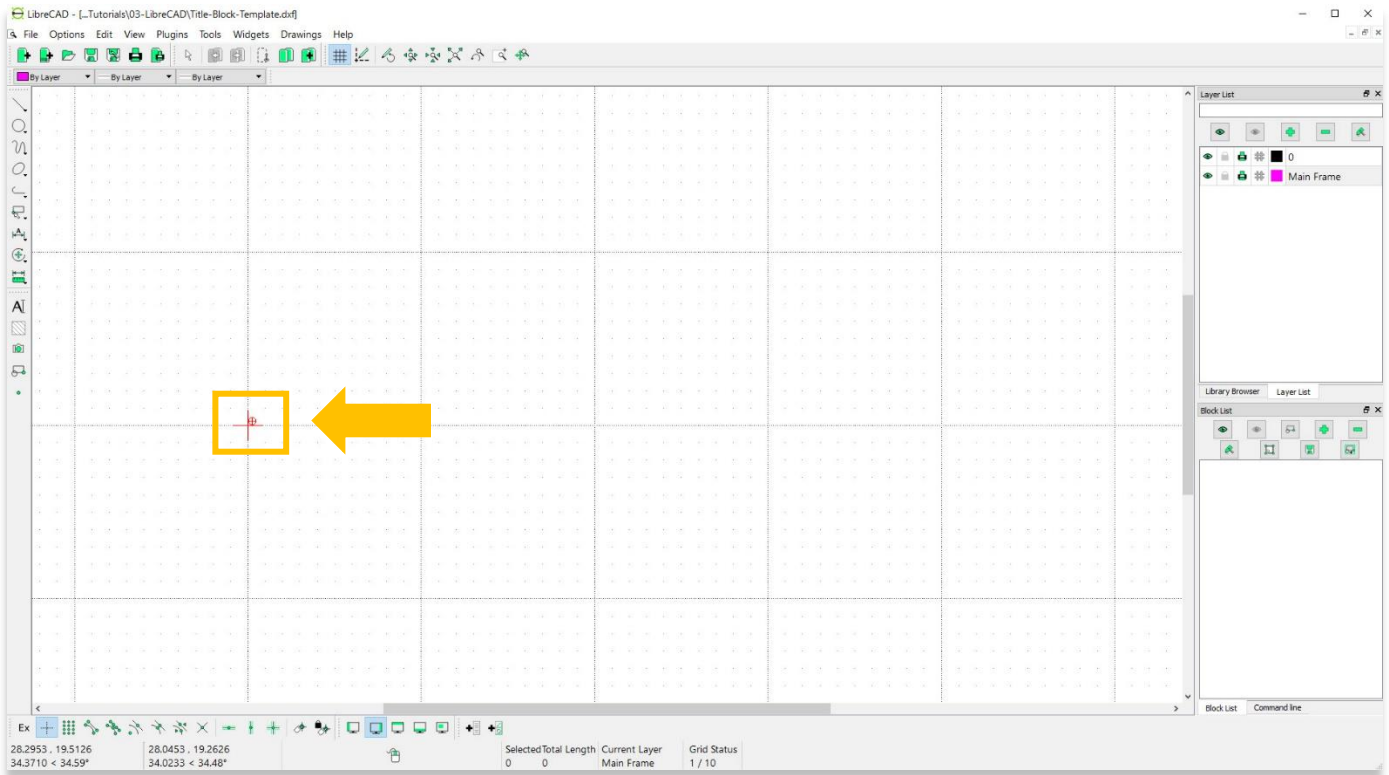
5. The drawing needs a main frame before creating the title block. Create a new layer, “Main Frame” that is magenta in color. This will mirror the actual size of Letter paper and will guide the design for the title block.



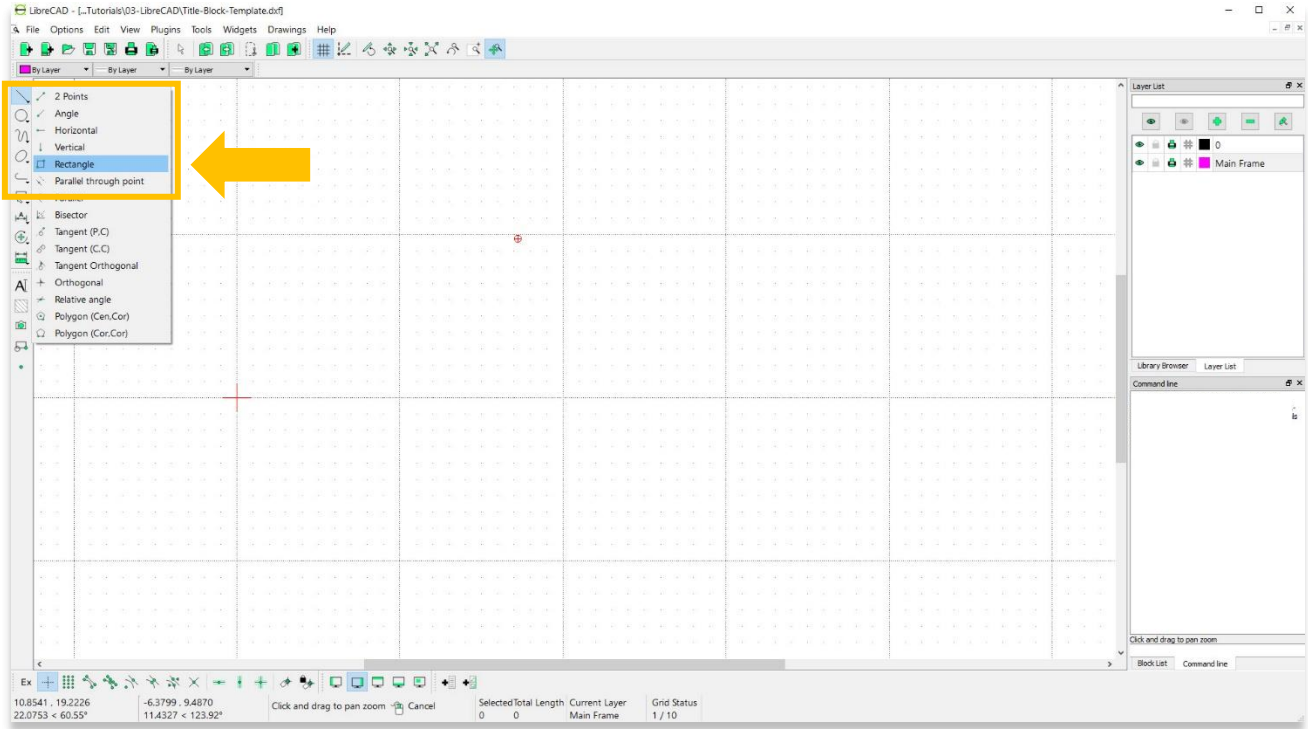
6. Enable **Snapping** and ensure that you have the Main Frame layer selected.



7. Locate the origin within the Main Drawing Area.

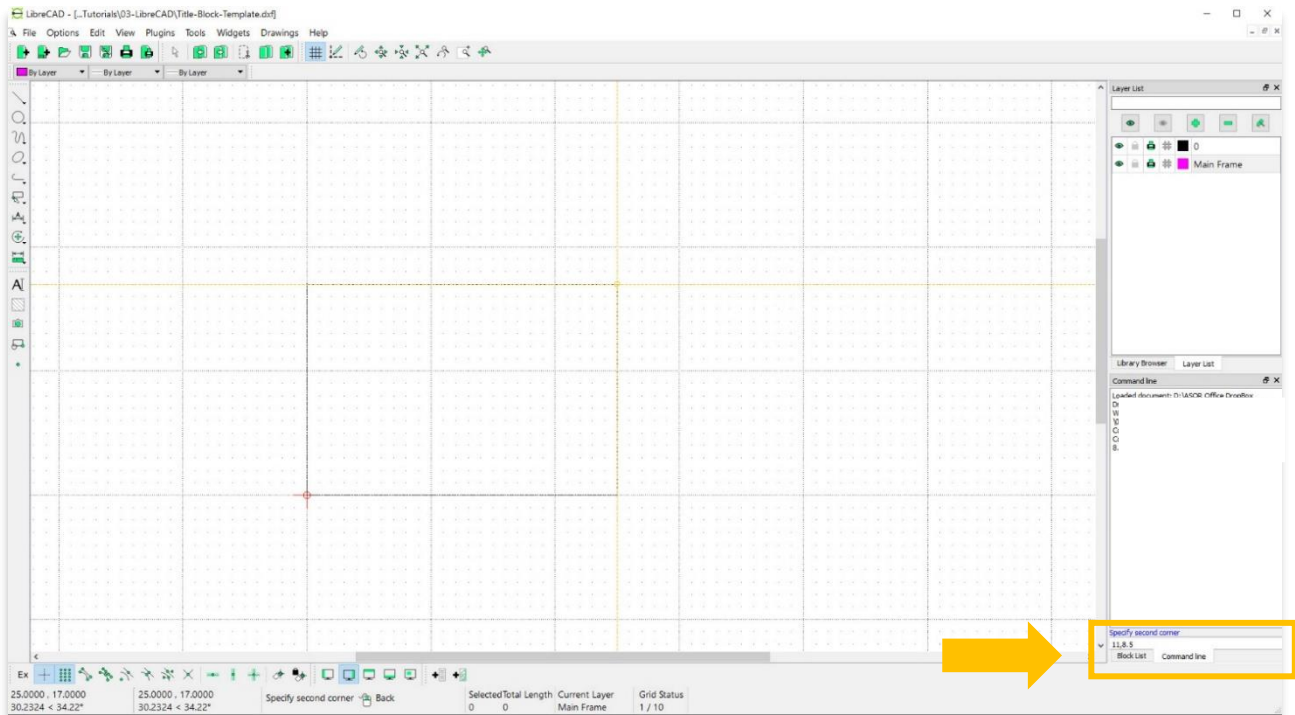


8. Select the **Rectangle** drawing tool.

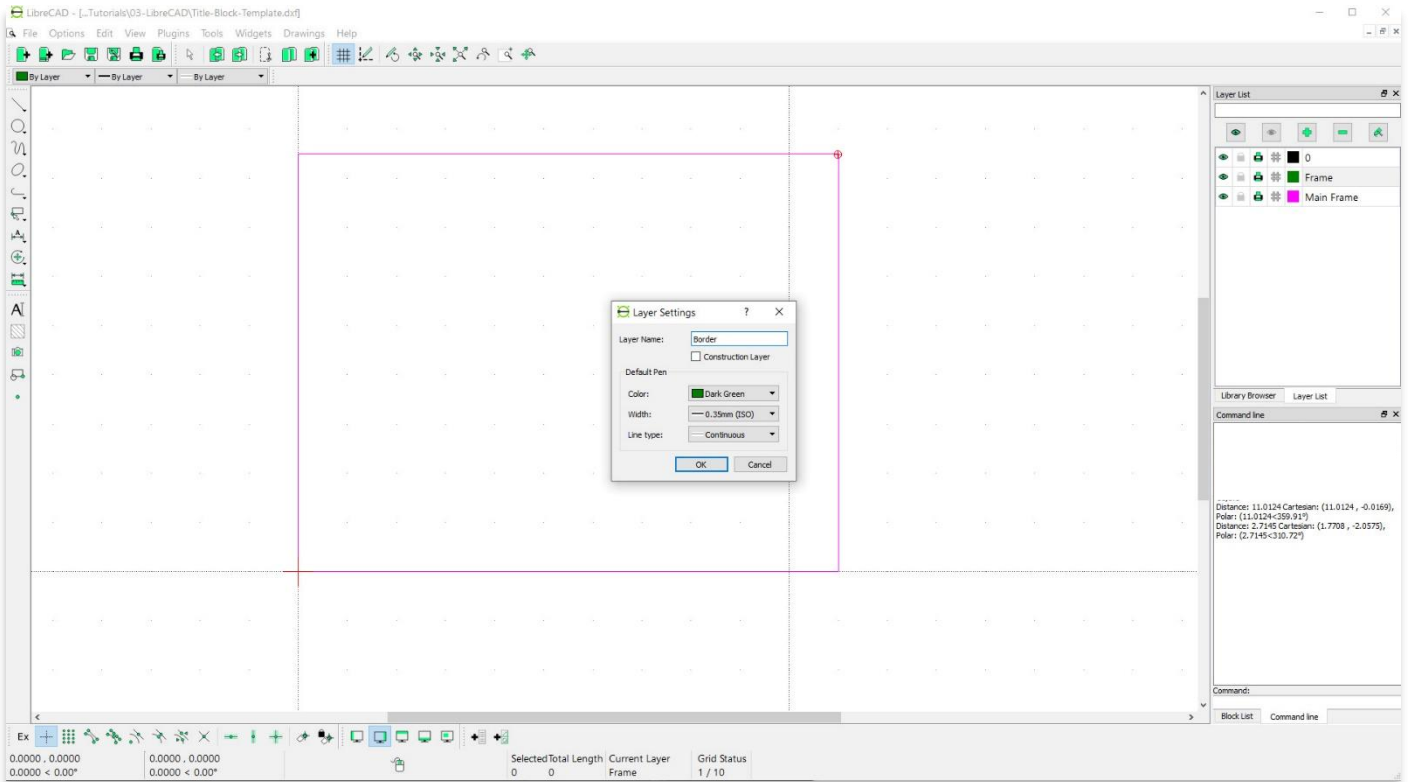


9. Click on the **origin point (0,0)** then drag your cursor away from the origin. Using your keyboard, type “**11,8.5**”, creating the opposite corner point of your rectangle. You will see the coordinates also appear in the **Command** panel. In this case, you have commanded LibreCAD to place a point that is 11 inches to the right of and 8.5 inches above the origin point.

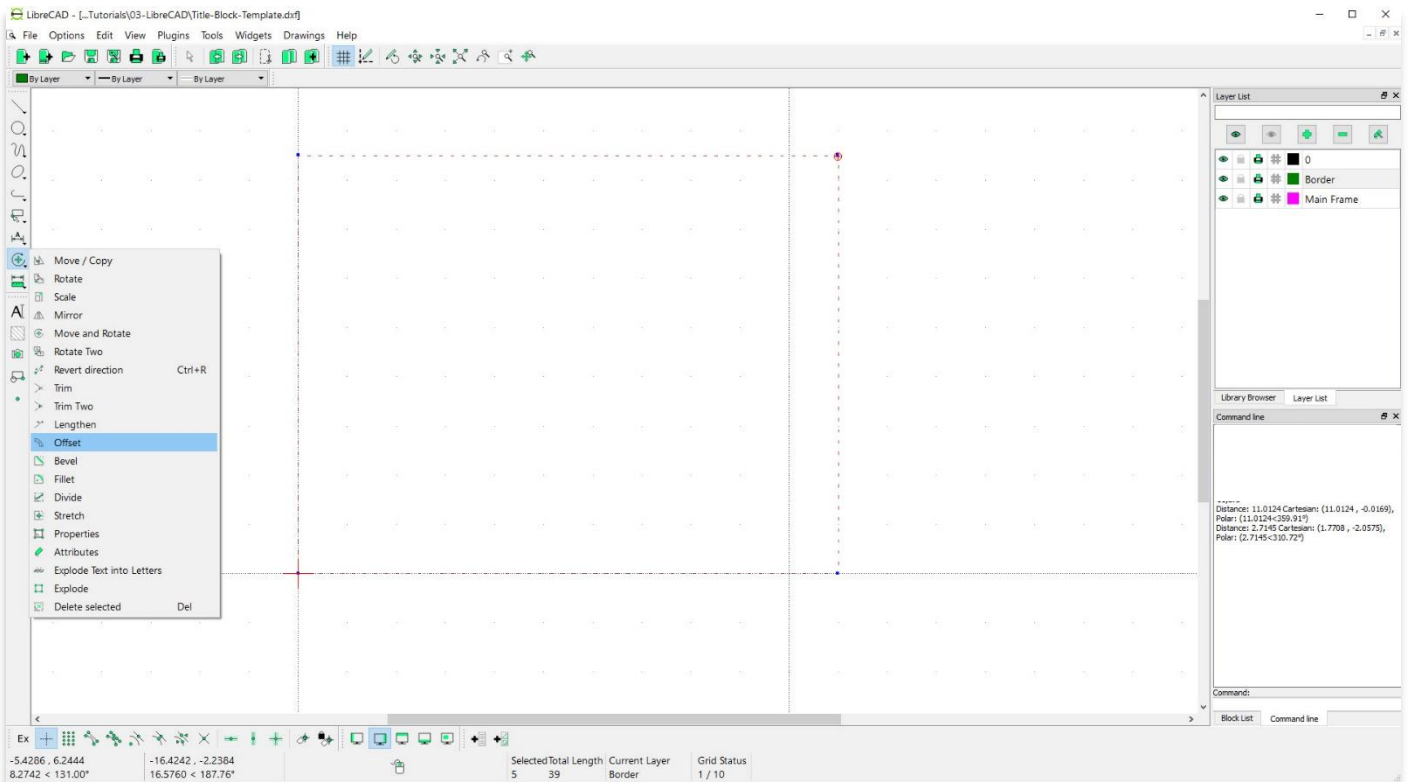
Left click your mouse to place the drawing within the Frame. Next right-click to escape the rectangle tool.



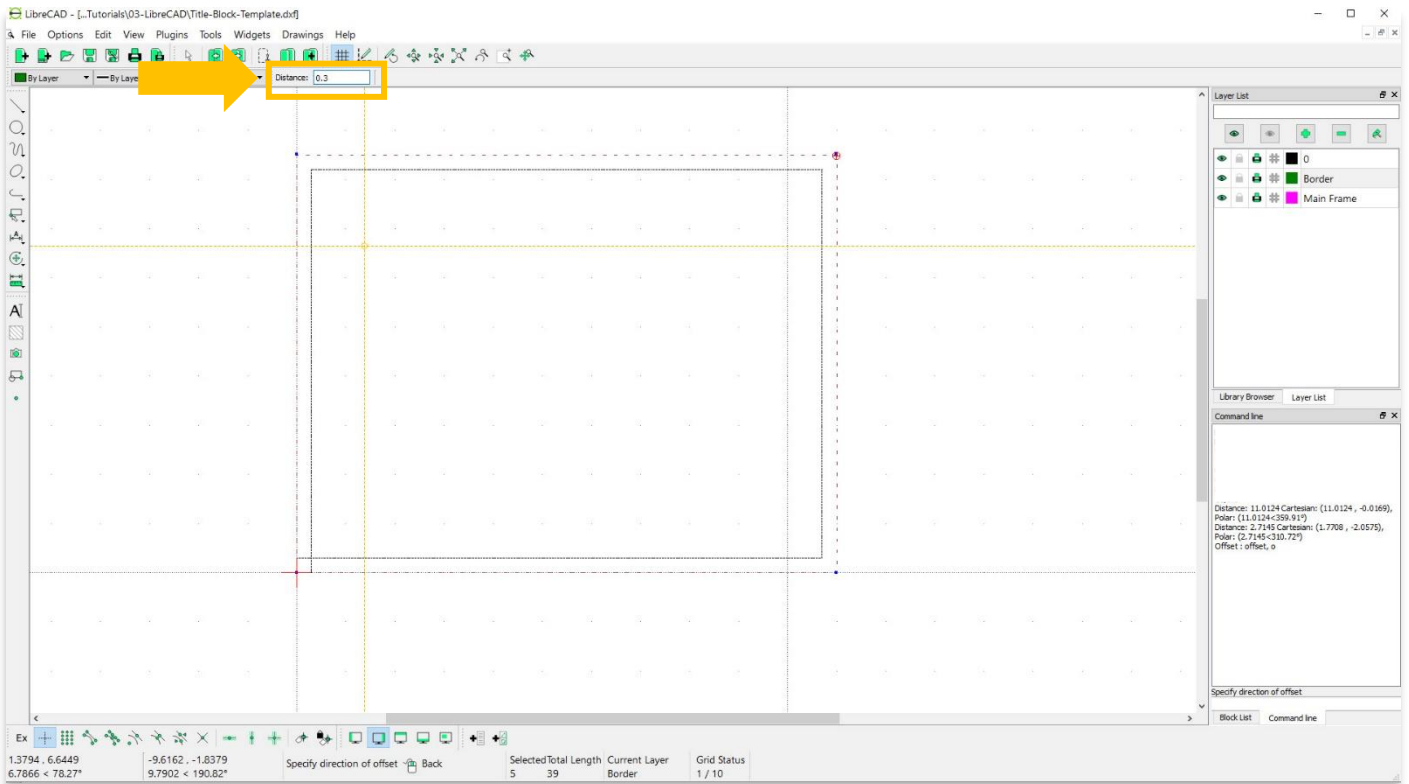
10. Create a new layer named, **Border**. Set the line width to **0.35mm**.



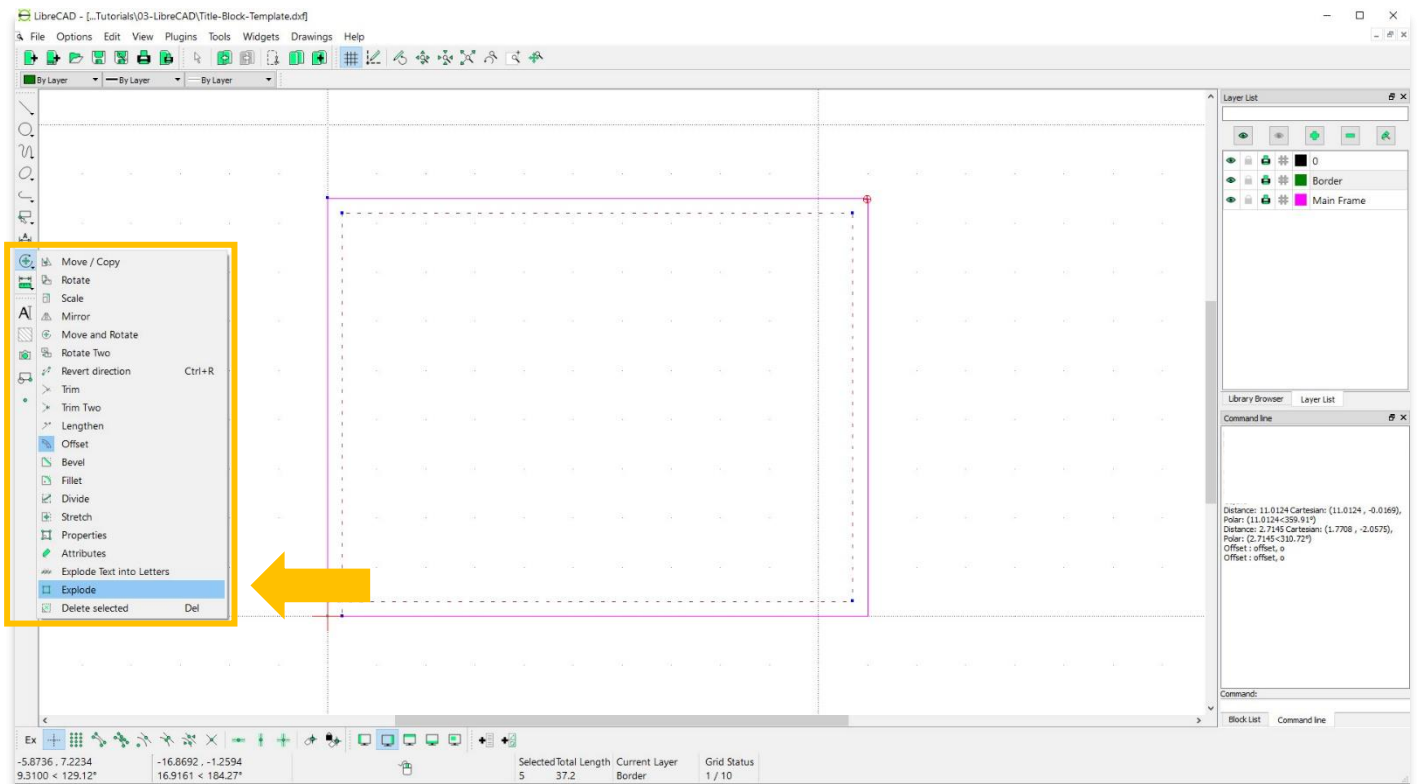
11. Select the rectangle element (while in the **Border** layer). **Modify > Offset**.



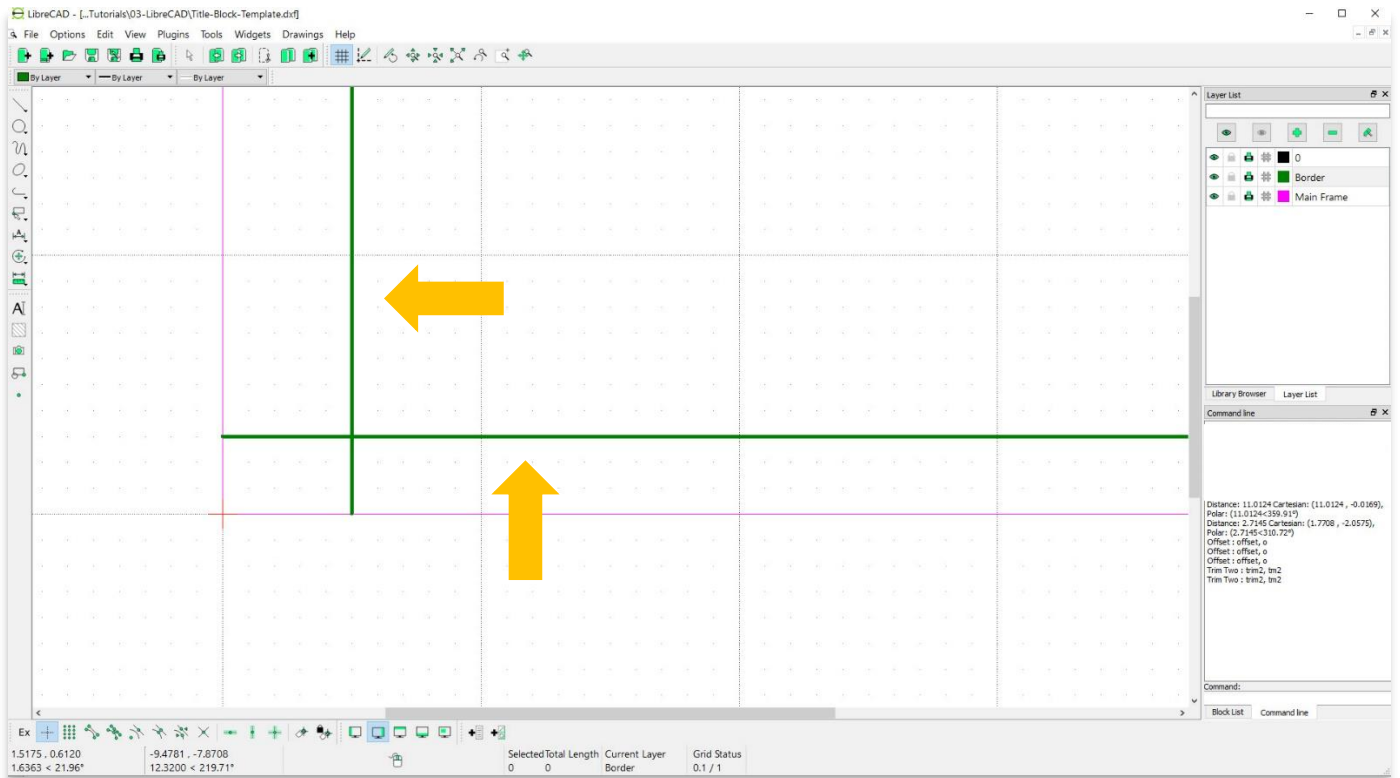
12. Move cursor within the rectangle. Type "0.3" in the Distance field. Click on mouse to place the offset drawing.



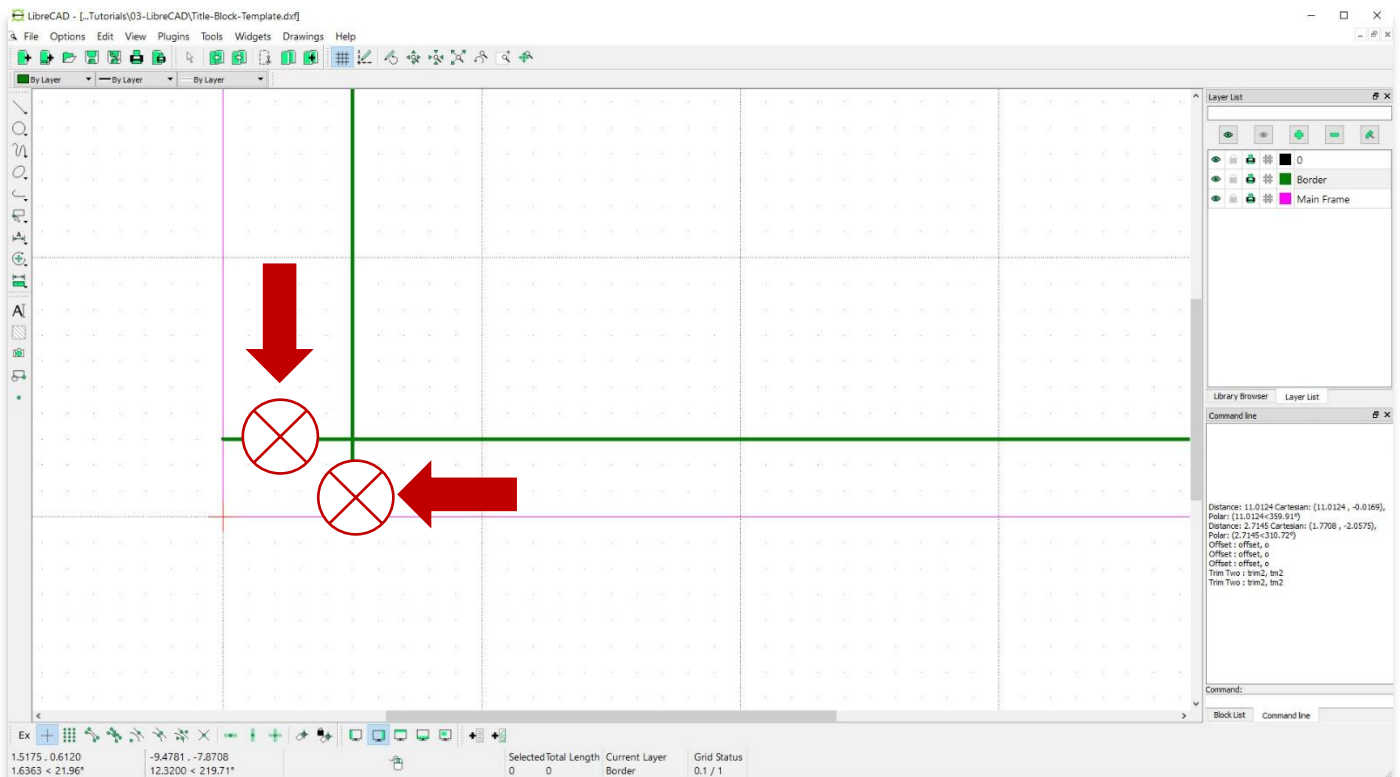
13. Select border element, then **Modify > Explode**. This will separate each line of the rectangle so you can edit them individually.



14. To clean up the edges, **Modify > Trim Two**. Select the two sides you wish to trim.

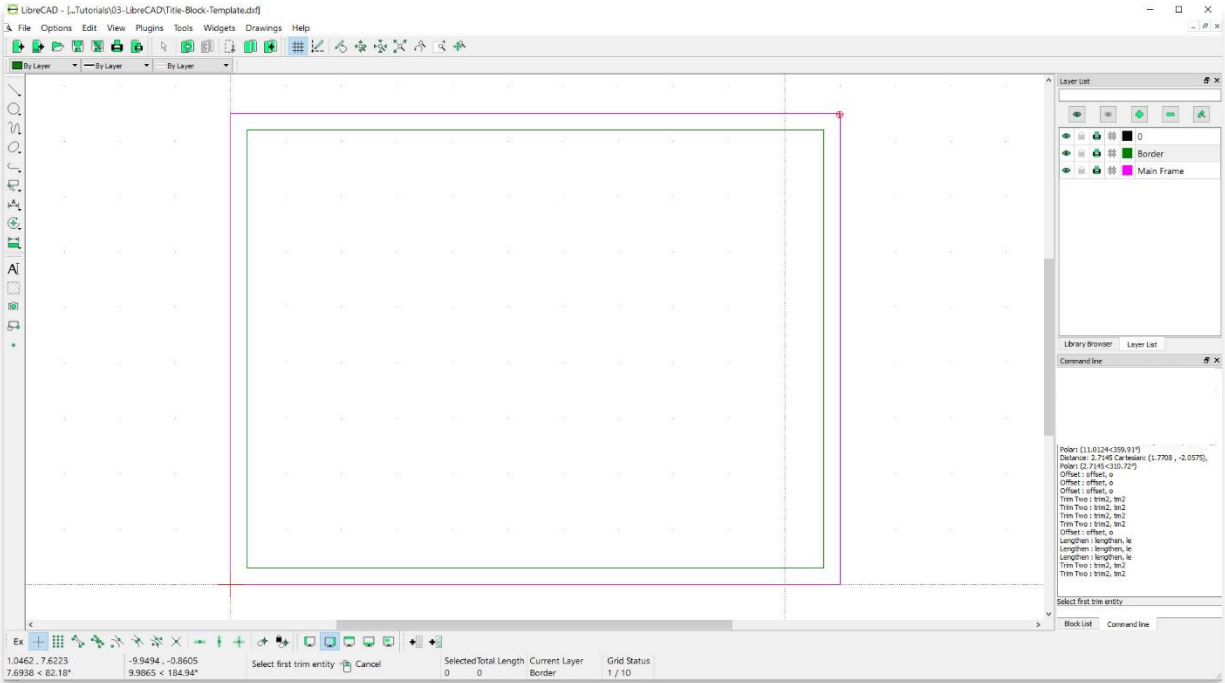


* Note—Select the portion of the line that you wish to keep as demonstrated in the screenshot above. Do not select the part of each line that you wish to remove (as seen below).



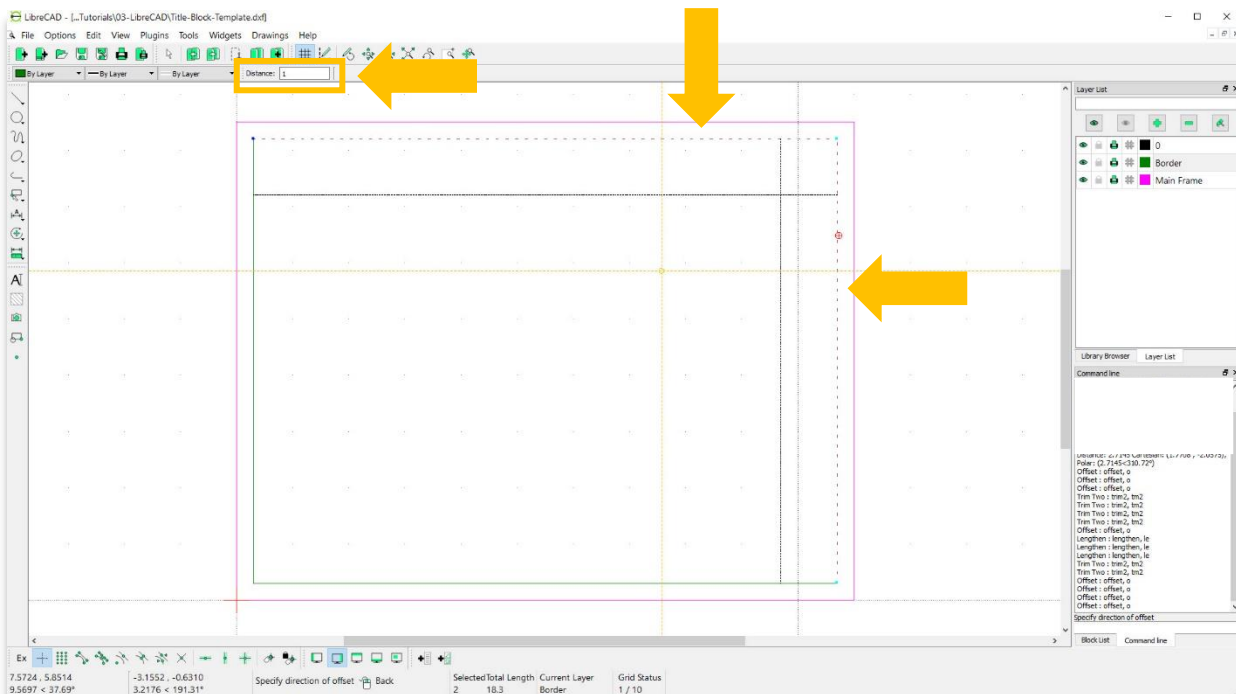
CREATING A TITLE BLOCK

15. Now that the page frame and border are set, you can build a title block to include any descriptive information that could be useful, including the date of the drawing's creation, the author of the drawing, logo images, notes, and information about what the drawing represents. This tutorial will demonstrate how to create a few blocks and label them on the right side of the drawing.

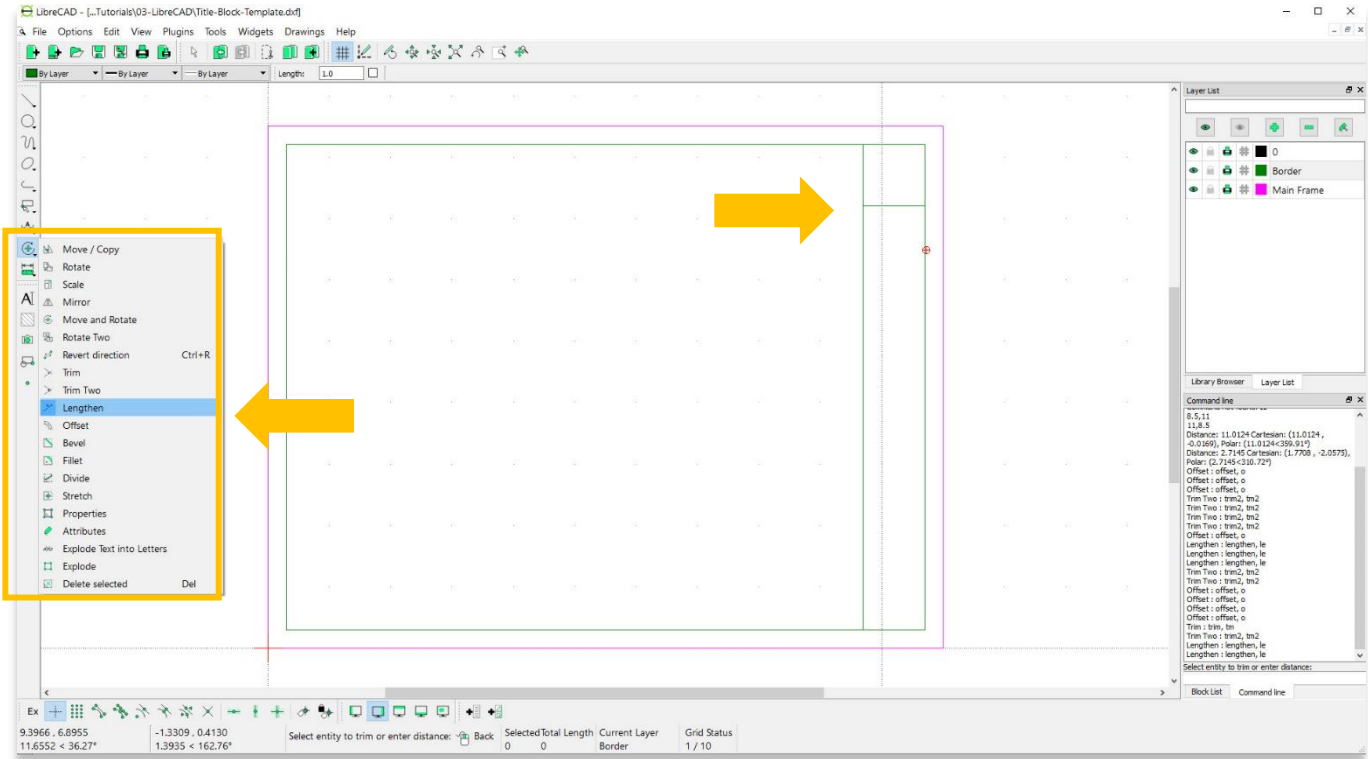


16. The following method uses the **Offset** tool, however there are many ways to create a title block.

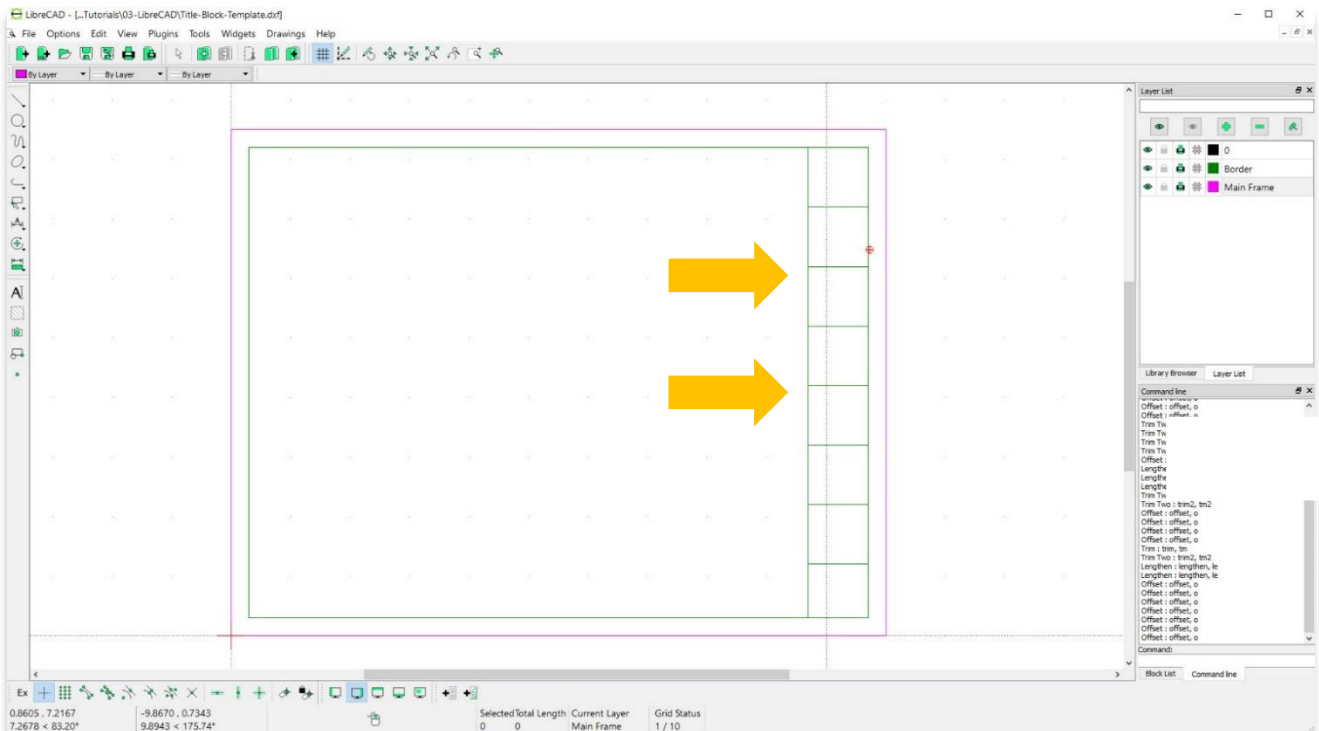
Offset by 1 inch inside the border frame by selecting both the top and right lines of the border together.



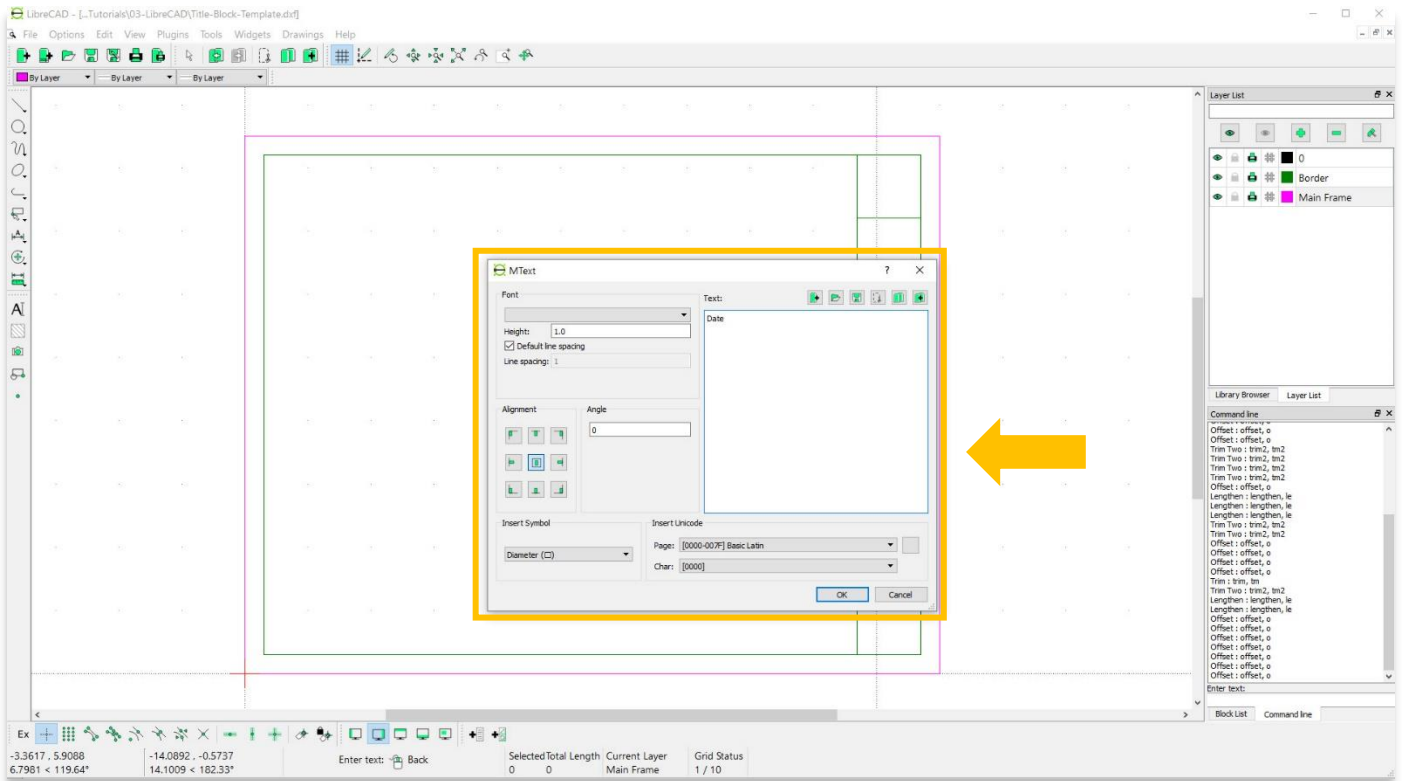
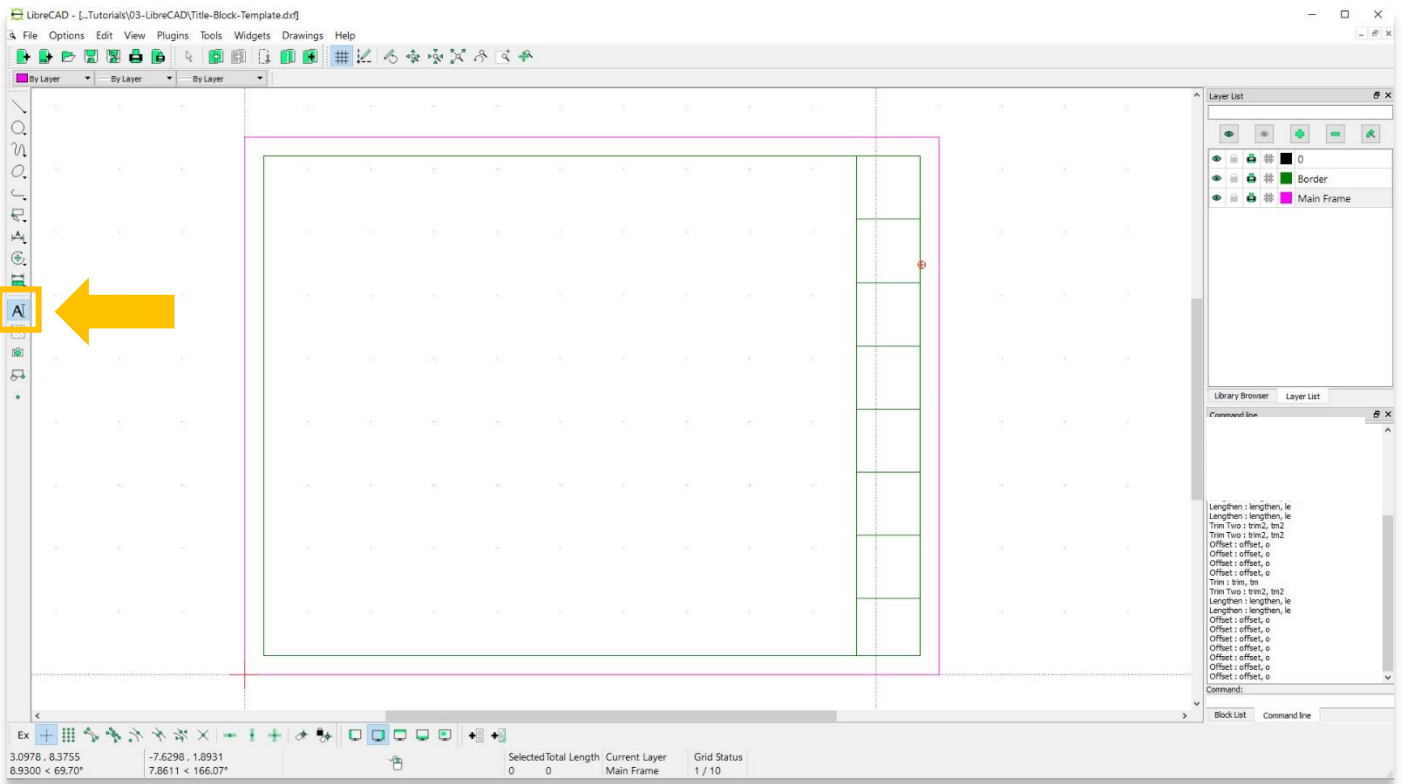
17. **Trim** and **Lengthen** lines as needed until your frame looks like the screenshot below (both located within the **Modify** toolset).



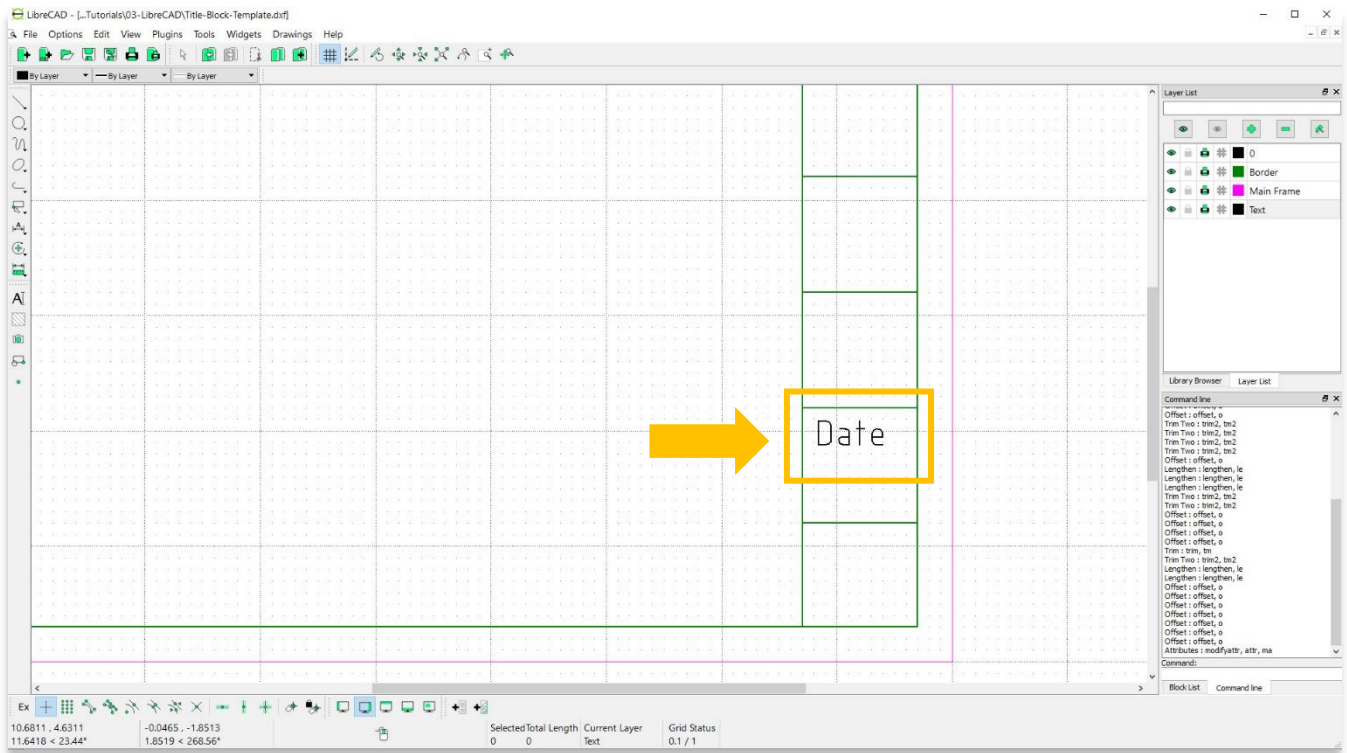
18. **Offset** the horizontal dividing line within the **Title Block**. Do this as many times as is required so you can add your descriptive information about the drawing.



19. Add labels (text) to the Text block by first creating a new layer (0.25mm line width), then select the **MText** tool. Adjust the height, font, and alignment as needed.

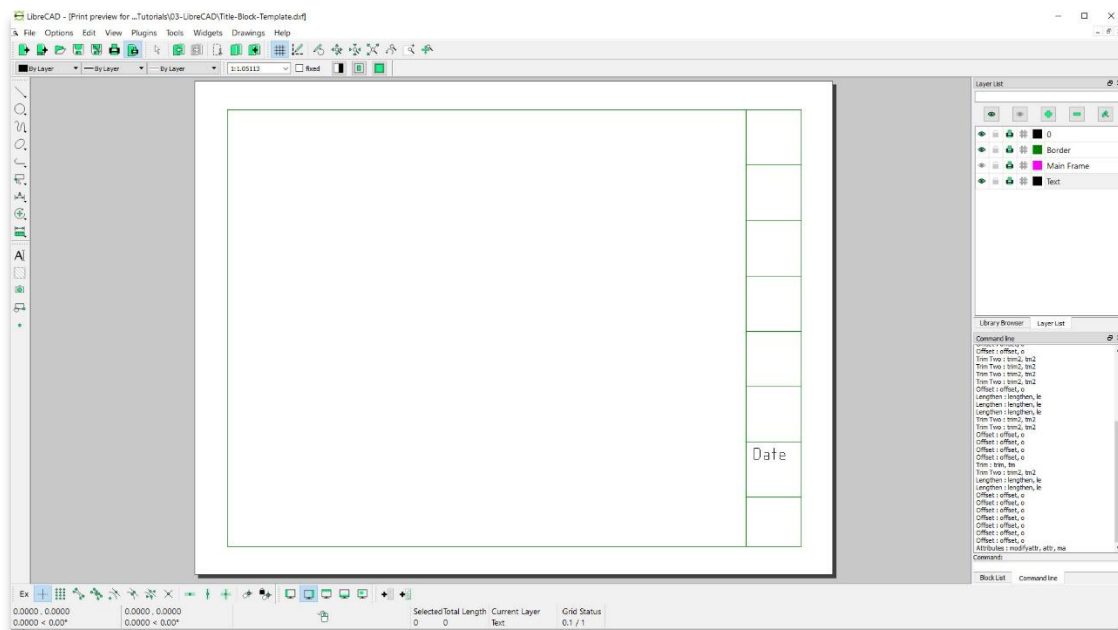


20. Place the text layer where you would like it within the Text Block. Repeat this process for all of the other text layers that you would like to create.



21. Once you have finished adding labels. **Save** your project in a folder with your other project files. This project is now a template that you can use for any future drawing you create in LibreCAD. [ASOR Tutorial 03.11 \(Importing a Drawing into an Existing Title Block Template and Printing a Drawing\)](#) will show how to use this template for future projects.

You can check how the final drawing will look once printed by selecting **File > Print Preview**. Turn off the Main Frame layer before viewing **Print Preview**.





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