

## Topic 2 Planning and Layout of drawing

### 1. Why margin is kept in drawing sheet?

- a. Margin provides exact working rectangle drawing space.
- b. Cutting of print is possible.
- c. Left side (25mm) binding margin is useful for filing / binding the drawing.
- d. Drawing views may be safe even if edges of sheet may tear out.

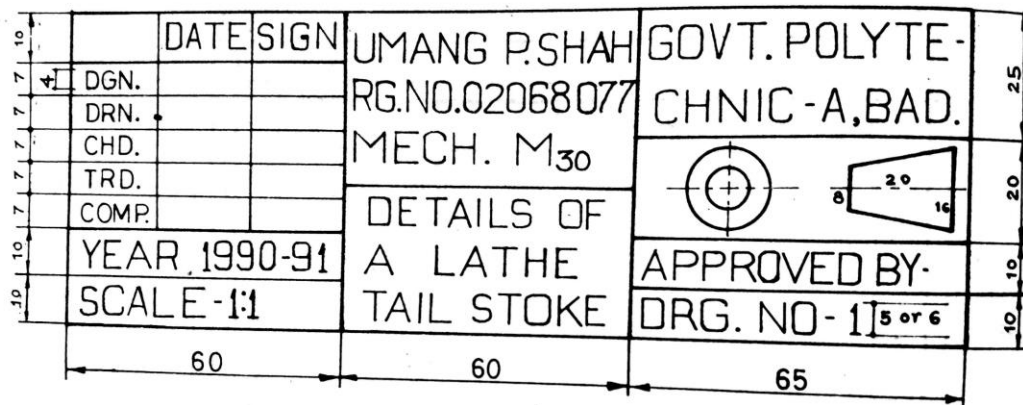
### 2. What are folding marks? Why they are necessary?

- After the completion of a drawing the sheet must be properly folded and neatly filed.
- As per recommendation, Folding marks are made on drawing sheet and sheet is folded as per markings.
- Title block is always seen on top of folded sheet.
- Drawing sheet is folded for two purposes,
  - (1) For filling or binding
  - (2) For storage in filing cabinet.

### 3. Prepare a list of information to be written in title block.

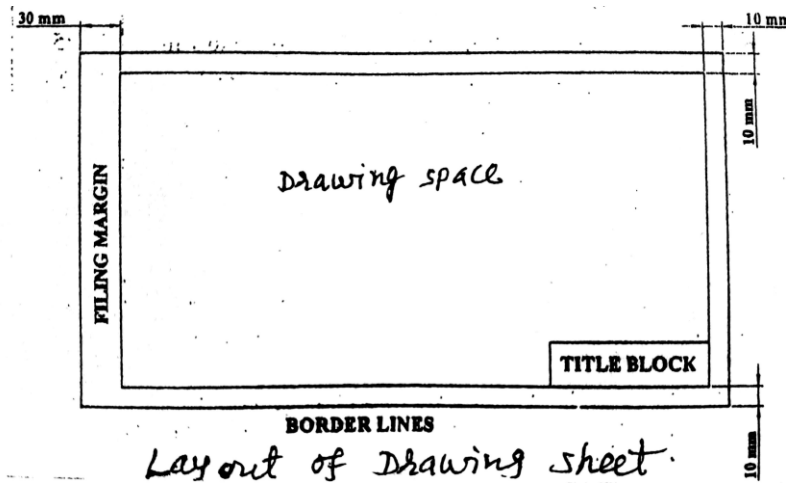
- A rectangle (185\*65mm) drawn at the bottom right side corner of the sheet, is called the Title block.
- It gives the following details:
  - (a) Name of the Institute
  - (b) Student name,
  - (c) Class,
  - (d) Roll no ,
  - (e) Title of drawing
  - (f) Symbol of projection method
  - (g) Scale of drawing and unit.
  - (h) Sheet number and date of submission.

4. Draw title block. (185\*65mm)



5. What is layout of drawing sheet? Why it is necessary?

- It is the standard arrangement made to ensure that all necessary information are included in the drawing.
- The Following Essential feature can be readily located:  
 (1) Border lines (2) Margin (3) Title block (4) Folding Marks.



- It is necessary to provide ideal working space for drawing with dimension, lists, references etc.
- Filing arrangement & folding of sheet is necessary for safe storage.