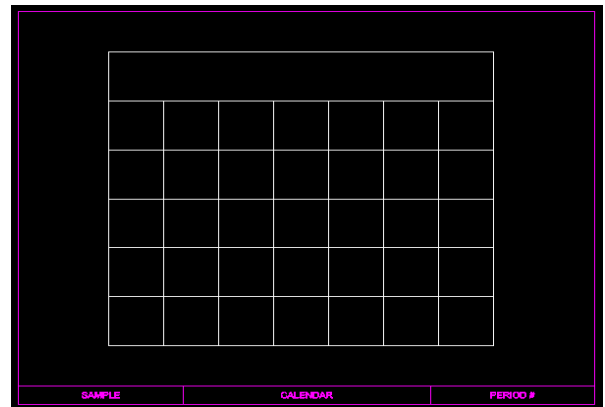



For the correct size and look of the calendar, see the example page.  
Do not include the dimensions or text sizes on your drawing.

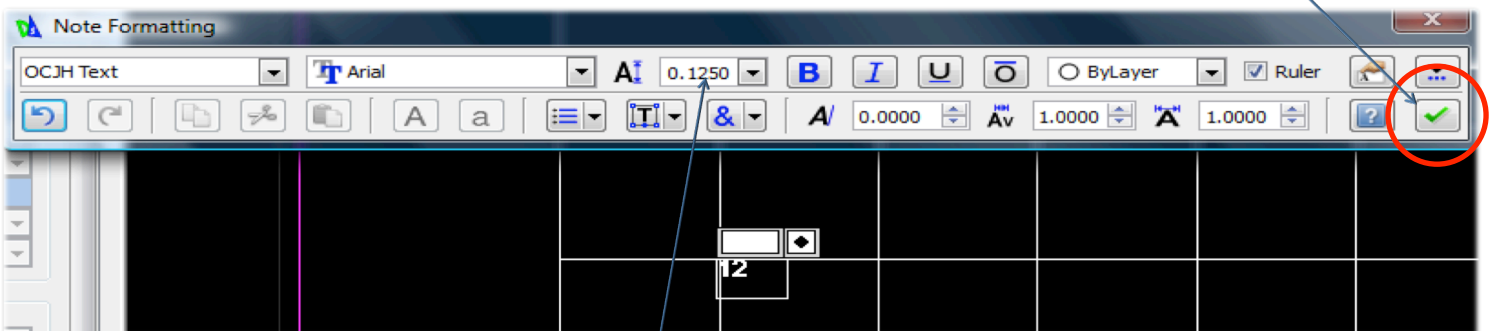
## Procedure:


1. To start this project **Open** the template file and **Save** a new copy called *Tech 1 Calendar* in your student folder. If you don't remember how to do this go back and read steps 3 and 4 in the CAD Tutorial.
2. Using the same method that we used to create the patterns we are going to create a calendar. Remember that we used 3 main commands: **Line**, **Offset**, and **Trim**. If you don't remember how to use these commands go back and read through steps 10 through 15 in the CAD Tutorial. You first need to create the lines of the calendar. Use the dimensions on the example to create the right size calendar.

REMEMBER TO SAVE

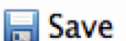


3. Now that you have the calendar lines in we are ready to add text. To insert text, click on the **Note** button on the left toolbar:  The note command wants you to click a rectangular box approximately where you want the text to go. Once you have clicked (2) points for this box, the Note Formatting box will open. Type in the text or number that you need and hit the green check to close the box. Once you have created the text move it into position by using the **Move** command. (See Bonus Commands)



4. There are a couple of ways to add the rest of the text. You could repeat step 3 and add each day of the week and number of days one by one, or you can use the **Copy** command. Follow the steps of the **Copy** command on the Bonus Commands sheet. Remember you can change what the text says by double-clicking on it. While placing your text make sure you are making it look as good as you can. Line them up as best as possible and center the days of the week. You will be graded on how good your calendar looks and how well things are placed.
5. To create the name of the "current month" create a text box like you did in step 3. This time before you start typing change the height of the text to **.30** and hit enter. Now when you type the name of the month it should look a lot bigger.
6. To finish your calendar use the **Circle**  command and add a small circle in the top corners. The circle command will first ask you for the center point. Click where you want the center of your circle. Next it wants to know what the radius of you circle is. Type in **.125** and press **Enter**.  
When you are finished follow the Print Tutorial and turn it in.

REMEMBER TO SAVE



CIRCLE  
RADIUS .125

TEXT  
HEIGHT .10

TEXT  
HEIGHT .125

TEXT HEIGHT .30

7.00

# CURRENT MONTH

SUNDAY

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	25	25	25	26
27	28	29	30	31		

1.00

1.00

1.00

7.00

6.00

SAMPLE

CALENDAR

PERIOD #