

Plotting centred PDFs (Autodesk)

Autodesk products including AutoCAD may not automatically centre drawings when plotting to PDF.

Follow the steps below to ensure PDFs created from SPEAR templates are correctly centred for watermark placement in SPEAR:

1. **Open** the DWG file you want to plot to PDF in your selected software (e.g. AutoCAD)
2. From the **Sheet** view, click on the **Menu** icon and then **Print**
3. Configure your printing options as follows:
 - a) Select your PDF generator (e.g. PDFCreator) from the **Printer/plotter Name** drop-down list
 - b) Select 'A3' from the **Paper size** drop-down list
 - c) Select 'Window' under **What to Plot**. The software will allow you to choose two corners of the sheet (e.g. top right and bottom left corners)
 - d) Tick the checkbox marked **Center the plot**
 - e) Based on your plan, choose 'Portrait' or 'Landscape' under **Drawing orientation**
4. Click on **OK** to create the PDF file.

