**Dimensioning Notes**

1. Good presentation of a drawing is as important as the clarity and correctness.
2. Use ANSI format (upright text)
3. Delete sheet format
4. Scale up to use most of the paper
5. All colors must be black.
6. Change line format (font) so the part lines look thicker than dimension lines
7. Follow one feature at a time method. Ask, what feature am I dimensioning and what is the best way to describe it.
8. Favor putting all the dimensions necessary to describe a feature close together on the same view.
9. Do not forget the centerlines of all cylindrical as well as width features (slots and rails)
10. Trailing zeros are to be deleted
11. Do not show the diameters of threaded holes – only the thread designation.
12. Do not place dimensions or text inside the part boundary
13. Avoid text other than common ones (THRU, TYP)
14. Use nX for feature patterns only
15. Show the hidden lines for needed features only if necessary (for example if it avoids adding another view.