

after selecting the viewport you can click into the viewport scale control and literally type in the viewport scale that you need - in this case 1"=40'; MUCH faster than adding another scale by editing the scale list

steps to access the properties "sidebar"

1. select object - in this case the viewport

2. mouse right-click displays this menu

- Repeat Properties
- Recent Input
- Maximize Viewport
- Viewport Clip
- Display Viewport Objects
- Display Locked
- Remove Viewport Overrides for All Layers
- Shade plot
- Clipboard
- Isolate
- Erase
- Move
- Copy Selection
- Scale
- Rotate
- Draw Order
- Group
- Ungroup
- Add Selected
- Select Similar
- Deselect All
- Quick Select...
- Properties
- Quick Properties

3. double-click the Properties selection

Command: specify opposite corner:
Command: *Cancel*
Command: specify opposite corner:
Command:

Controls properties of existing objects

3. (cont'd) properties sidebar displayed

4. click on this icon for docking options

Viewport

General

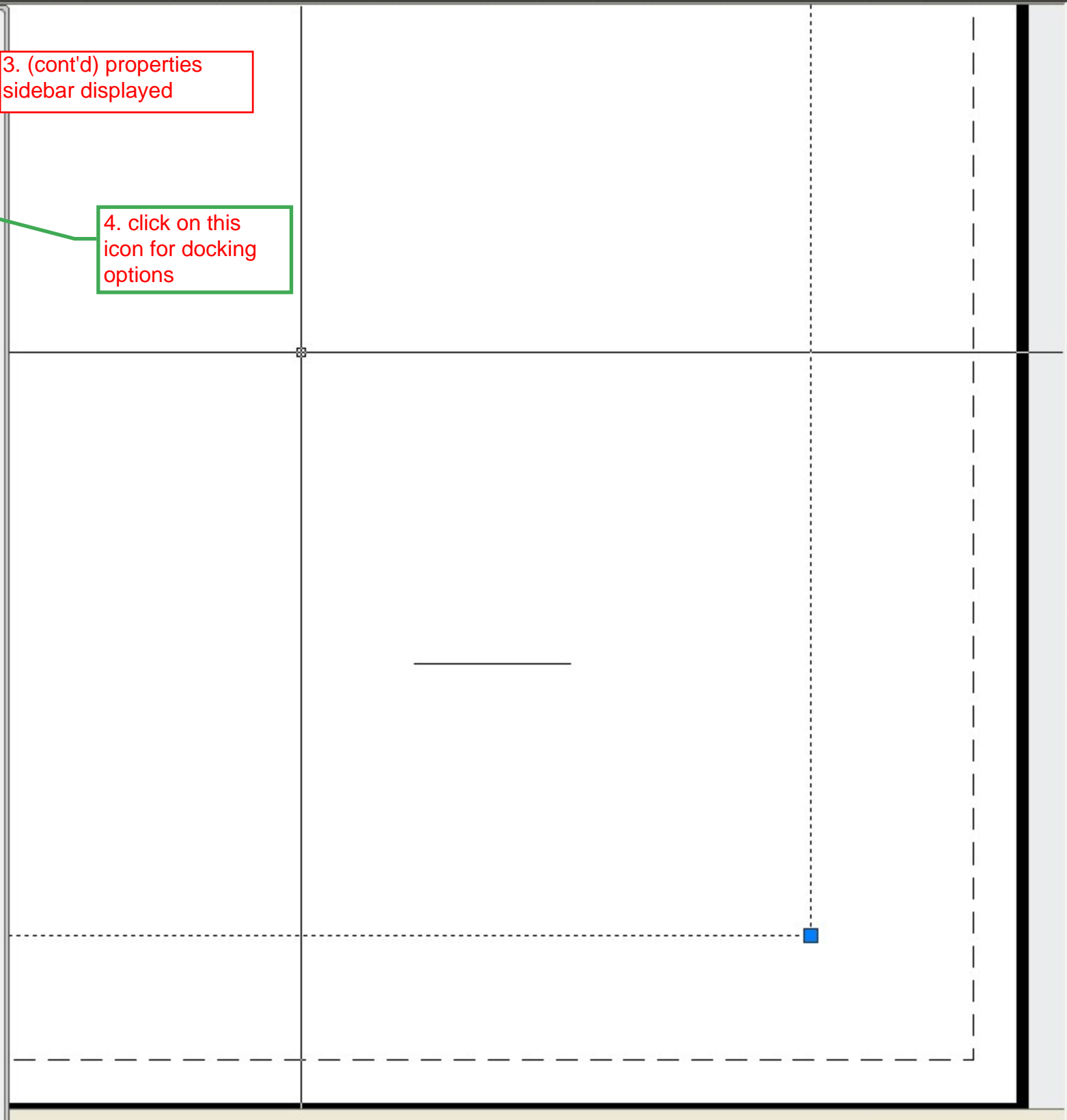
Color	■ ByLayer
Layer	0
Linetype	—— ByLayer
Linetype scale	1.0000
Plot style	ByColor
Lineweight	—— ByLayer
Transparency	ByLayer
Hyperlink	

Geometry

Center X	5.2187"
Center Y	3.9688"
Center Z	0.0000"
Height	6.3500"
Width	8.3500"

Misc

On	Yes
Clipped	No
Display locked	No
Annotation scale	1:1
Standard scale	Custom
Custom scale	0.0021"
UCS per viewport	No
Layer property overrides	No
Shade plot	As Displayed
Linked to Sheet View	No



Properties toolbar icons: visibility, light, dim, lock, 0, zoom, pan, rotate, scale, 1:480

Viewport

- Move
- Size
- Close
- ✓ Allow Docking
- ✓ Anchor Left <
- Anchor Right >
- ✓ Auto-hide
- Transparency...

Color	ByLayer
Lineweight	0
Layer	ByLayer
Plot style	ByLayer
Transparency	ByLayer

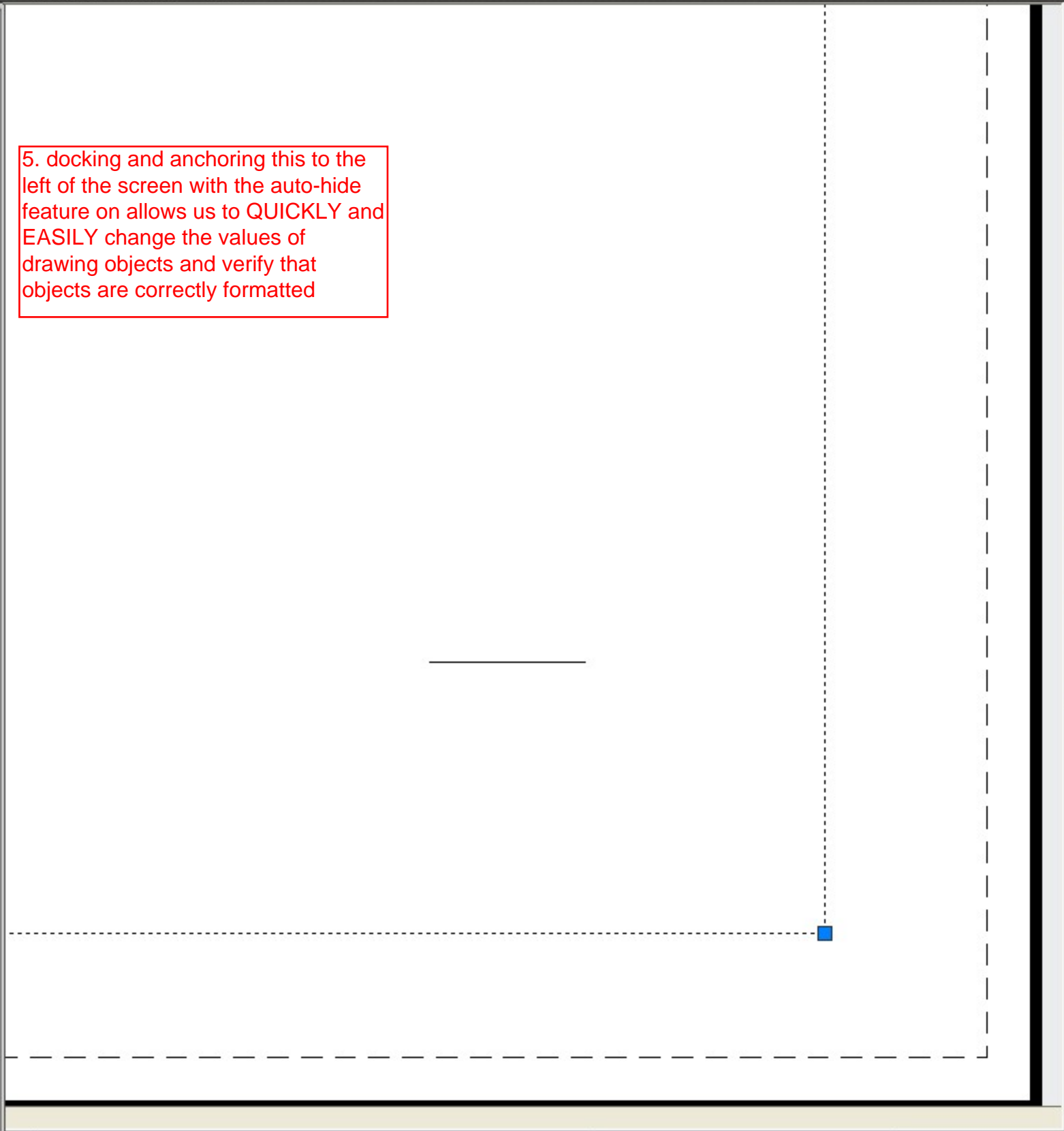
Geometry

Center X	5.2187"
Center Y	3.9688"
Center Z	0.0000"
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Width	8.3500"

Misc

On	Yes
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5. docking and anchoring this to the left of the screen with the auto-hide feature on allows us to QUICKLY and EASILY change the values of drawing objects and verify that objects are correctly formatted



Properties palette icons: Layer, Color, Lineweight, Plot style, Transparency, UCS, Layer property overrides, Shade plot, Linked to Sheet View. Scale: 1:480

External References

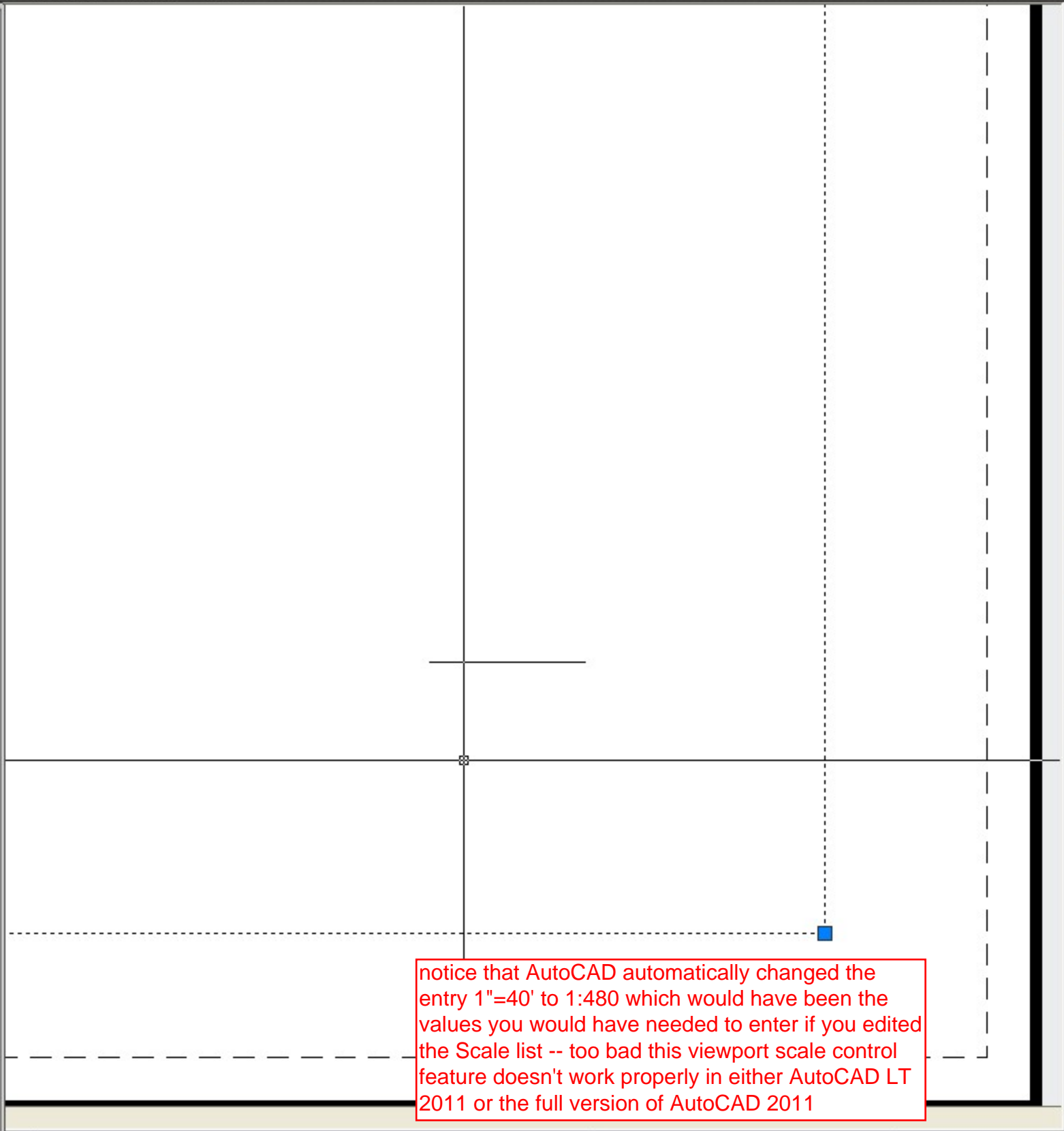
Properties

Viewport

General	
Color	ByLayer
Layer	0
Linetype	ByLayer
Linetype scale	1.0000
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Lineweight	ByLayer
Transparency	ByLayer
Hyperlink	

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Properties

0'-7.0684", 0'-1.9117"

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0.002083

1:480