



# SHORT COURSES PROGRAMME

## SDF EasyNet Funding

Employers who wish to apply for SDF funding must submit the SDF Form 1 to SDF at least one working day before course start date.

Download the form at [www.sdf.gov.sg](http://www.sdf.gov.sg) or request for a copy by calling the SDF Hotline on 68835885.

## Registration & Payment

- Walk-in at the Customer Service Centres
- Apply online at [www.ite.edu.sg/cet/sc/online.htm](http://www.ite.edu.sg/cet/sc/online.htm)
- Post the application form to us

Payment is required for confirmation of place. Crossed cheques should be made payable to 'Institute of Technical Education. At the back of the cheque, please write your name, NRIC/FIN, course title and contact number.

Closing date: 1 month before course start date or when the class is full.

## Withdrawal & Deferment

Withdrawal or deferment notice must be made in **writing** :

- 2 weeks or more before course start date - Full refund
- Less than 2 weeks before course start date - 50% refund
- On or after course start date - No refund

In the event that the course is cancelled due to unforeseen circumstances, full refund will be given.

# CAD MicroStation 2D

## Objective

To provide participants with the knowledge and skills to create 2D CAD drawings using MicroStation 2D Powerdraft

## Who Should Attend

Students, draftsmen, project engineer, project administrator, sales or technical staff in mechanical, electrical and building industry.

## Content

- Describe the CAD MicroStation Working Environment
- Describe the functions of preferences, workspace and function keys
- Describe the types of file formats and key-in commands
- Create new file, delete file and rename file in 2D seed format
- Create drawing using drawing and polygons toolbox
- Customize seed files, working units, display and view preference
- Create drawing using smart line, place circle, ellipse, arc and block shape placement tool boxes
- Create and modify drawing using tentative points, snap lock and accusnap commands
- Create drawing using key-in and modify Accudraw preference
- Create drawing using rectangular and polar coordinate system
- Modify level and level display
- Modify and manipulate drawing with extend line, trim element and Intellitrim toolbars
- Manipulate drawing with mirror, array measuring, text and dimension commands

## Course Details

- Duration : 27 hrs (9 sessions)  
[Theory - 6 hours, Practical - 21 hours]
- Total fee : \$350 (inclusive of GST and registration fee)
- Schedule : See our website for details or call us for more information

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