VT VIRGINIA TECH™

CAD Standards

Quality Assurance Checklist

CAD drawings submitted to Virginia Tech must be accompanied by the following checklist. When this checklist has been signed and submitted, the design professional (Architect, Engineer, Consultant, etc.) is assuring that all materials adhere to the standards and guidelines set forth in the Virginia Tech Design and Construction Standards Manual (DCSM).

VT Project Name: _____

VT Project Number: _____

Phase: _____

POLICY ON CAD FILE TRANSLATION

Full AutoCAD® Compliance

FILE FORMAT AND SETUP

Electronic File Format (DCSM section 2.4.1)

Drawing Composition & Unused Information (DCSM section 2.4.2)

Title Blocks (DCSM section 2.4.3)

Layer Standards Compliance (DCSM section 2.4.4)

Entity Properties (DCSM section 2.4.5)

Model Space and Paper Space Policy (DCSM section 2.4.6)

External References Policy (DCSM section 2.4.7)

Referenced Image Policy (DCSM section 2.4.8)

Fonts and Text Styles (DCSM section 2.4.9)

_____
Signature of Design Professional   Date

_____
Printed Name   Title

_____
Company Name

_____
Street Address   City/State/Zip

_____
Email Address   Telephone Number