

## A. Lettering:

A. In technical drawing proper lettering is needed so the drawing can be better understood when others are viewing it.

When creating letters the draftsman must adhere to the following:

1. Never mix upper and lower case letters together:  
i.e.  
mR. GrIffiT
2. Always use guidelines to avoid inconsistent letters:  
i.e.

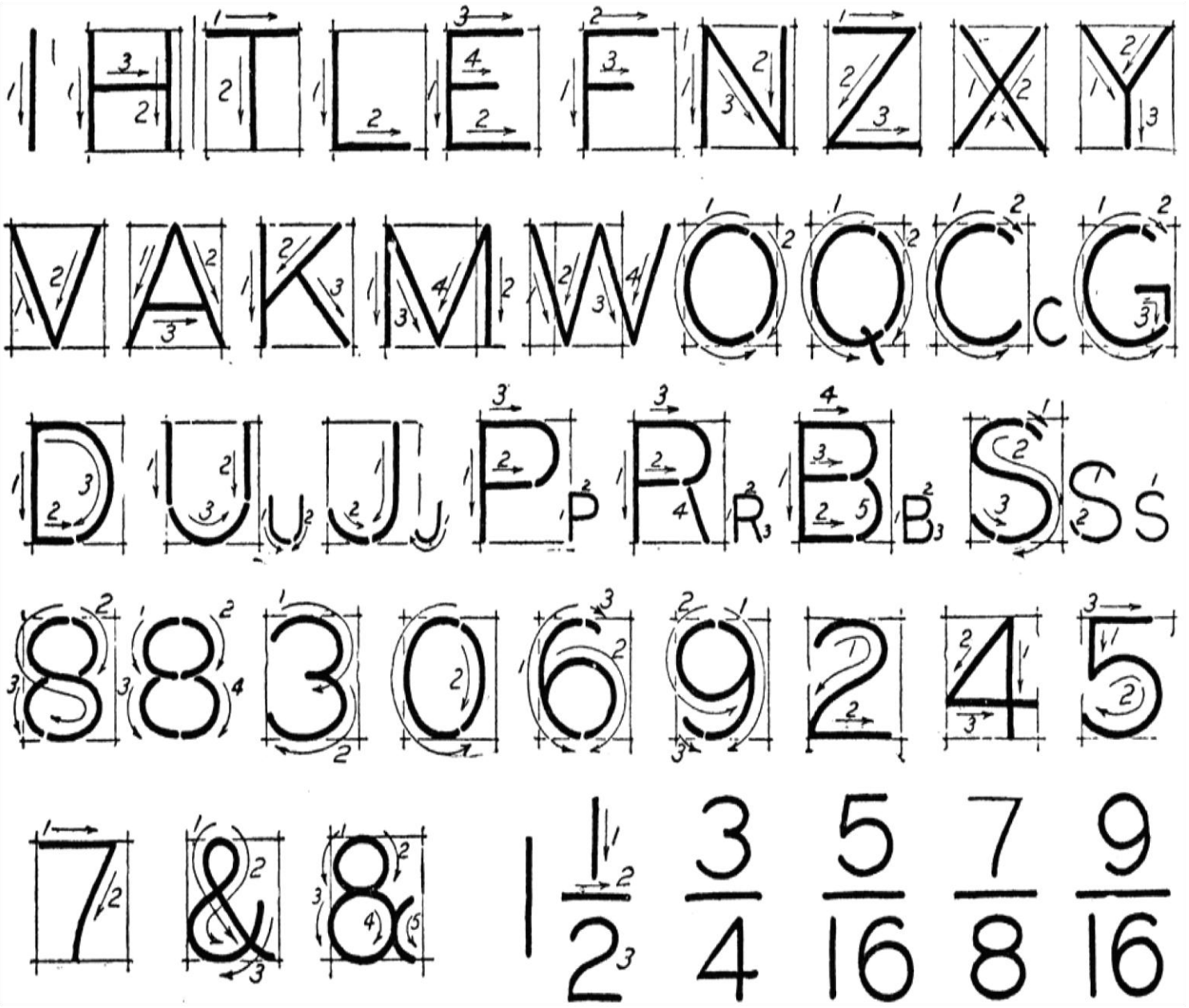
MR. GRIFFITH

Please note:

When using guidelines they should be very thin and very light. Guidelines do not have to be erased if drawn light enough.

3. Avoid thick and thin strokes:  
i.e.  
MR.GRIFFITH
4. When lettering all of the letters should be uniform in appearance:  
i.e.  
MR.GRIFFITH  
not  
M R.GR I FFI T H
5. How to properly create letters and numbers are illustrated in the next page.

The following illustration displays how letters and numbers are created.





## B. Drawing Pencils:

In Drafting the accuracy of a drawing will largely depend on the construction of the pencil as well as the quality of the lead it uses. In your classroom you will be using mechanical pencils to create your drawings.

### ***Mechanical pencils:***

These pencils come in a variety of barrel widths to suit the needs of the user.

i.e:

#### ***B1. The 0.9mm pencils:***

A pencil with this barrel width will usually create darker lines because they are about twice as thick as a regular lead pencil

#### ***B2. The 0.7mm pencils:***

This is a more standard size barrel width for a typical mechanical pencil. This pencil will provide a good drawing or writing medium for most situations.

#### ***B3. The 0.5mm pencils:***

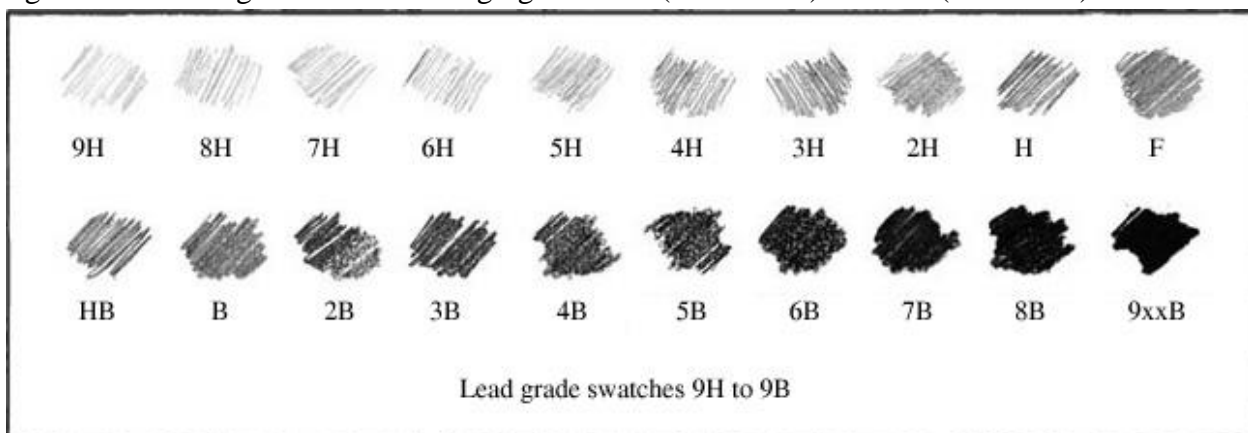
These pencils have more precision so you can write or draw in tiny places and still be legible.

Mechanical pencils are also available in a variety of other barrel sizes that are used by artist or drafters.

## C. Pencil leads:

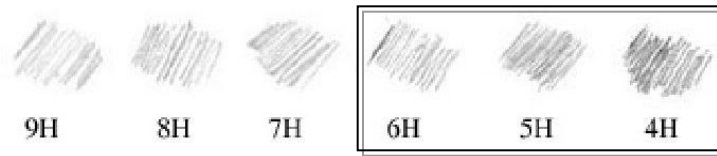
High quality mechanical pencils leads should be used in industrial drafting. Your drawing pencils are one of your most important tools when creating hand drawings.

Today's pencil leads are made of graphite mixed with clay added in various mixtures to create eighteen different grades of leads ranging from 9H (the hardest) to 9xxB (the softest)



*C1. Pencil density used for industrial drafting:*

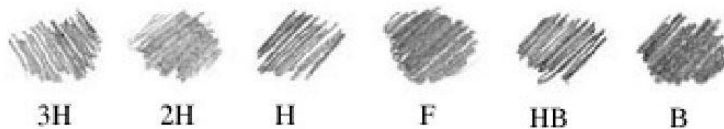
Classification: Hard



This type of lead is very hard and their uses are very limited. The softer end of this group is used for engineering drawings, or mechanical drafting.

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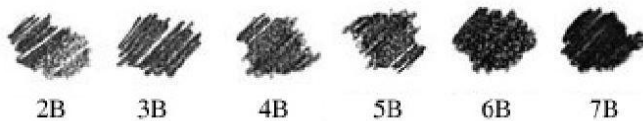
Classification: Medium



This grade of leads are more used for drafting purposes such as object lines, hidden lines, center lines and the like.

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Classification: Soft




This grade of leads and softer are not used for any technical drawing purposes, they are far too soft. They will smudge the drawing.

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For our drafting class we will use the following configuration for our pencils:

*The 0.9mm pencil will use:*  (soft) *This will be mostly used for heavy line work such as boarder lines.*  
H

*The 0.7mm pencil will use:*  (medium) *This will be used for lettering, object lines and hidden lines*  
2H

*The 0.5mm pencil will use:*  (hard) *This will be used for projection and construction lines.*  
6H