1. Once the plot configuration has been completed, and the information for the gray-scale pens has been set, you should be ready to create a plot file. Type **PLOT** at the AutoCAD command prompt to enter the plot routine.

2. Click on **Device and Default Selection**, then click the newly-created configuration and click **OK** to accept.

3. Click on **Pen Assignments**. For each color used in the AutoCAD drawing, the pen number should be set the same as the color number. (For instance, pen 3 should be assigned to color 3, pen 4 to color 4, etc.)

4. The pen width determines the thickness of the line (for both solid and gray-scale lines). A pen width of 0.010 is a fairly typical line; however, the pen width can be set as low as 0.001. These units are in inches, which may be the same as the plotter which you are used to using. If your plotter is metric, this conversion chart should help you to determine the pen widths to assign to each color:

US (inches)	Metric (millimeters)
0.010	0.25
0.015	0.35
0.020	0.50
0.025	0.70

If you use the same pen widths for multiple plots, you will probably want to set-up a plot default file (.PCP) to save you the time of re-setting this information every time you plot.

5. Click **OK** once you have assigned pen numbers and pen widths to each of the AutoCAD colors used.

6. Click the **Size** button to set the paper size. The paper size must be the same as the finished plot, so chances are the pre-defined paper sizes will not work. Create **USER** sizes of **42.00 wide x 30.00 high** for a 30x42 plot, and **36.00 wide x 24.00 high** for a 24x36 plot. Click to highlight the paper size for your current plot, then click **OK**. [These sizes will be retained with the plotter configuration (unless you manually delete them), so they can be used for future plots. For best results, use the title blocks provided by Decatur Blueprint. These title blocks contain nodes at the four corners, and have been sized for the plotter to center properly on the sheet.]

7. Select your plot area (display, extents, window, etc.).

8. Make sure the "Plot Rotation" is set to **0**.

9. Set the plot scale, and preview your plot. If the provided title blocks are used, the plotted area should be slightly smaller than the **USER** sheet size selected.

10. Click the **File Name** box to name the plot file. Keep in mind that the plots will print in the order in which they appear in Windows Explorer, so it's a good idea to just number the sheets in succession or develop a system of naming the drawings so they appear in the proper order.

11. Once the plot file name has been saved, click **OK** to create the plot file.

12. AutoCAD retains all of the plot information which you just set, so if you wish to use the same pens, size, scale, etc. for your next plot, you just need to type **PLOT**, set the file name and click **OK**. ▼

1. From the AutoCAD 14 command prompt, type **CONFIG**.
2. Click on the **PRINTER** tab near the top right corner of the "Preferences" window.
3. Click on the **NEW** button on the right side to define a new printer configuration.
4. From the list of available printer drivers, click once on **Hewlett-Packard HP-GL/2 Devices, ADI 4.3 - for AutoDesk by HP** to highlight it.
5. In the "Add a Description" box, type a descriptive name for the plotter configuration, such as "Decatur Blue Printer/Plotter" or "Decatur Blue 750C".
6. Click on **OK** to accept the driver file and description.
7. A list of supported printers for the selected driver will appear. (You may be prompted to press <Enter> to continue listing the available printers.)
8. At the prompt to "Enter a Selection", type the number which corresponds to **HP DesignJet 750C**, then press <Enter>.
9. An "Important!" box will appear. Press any key to continue.
10. To specify a port, type P for parallel.
11. When prompted to "Enter parallel port name for plotter or . for none," type a period. (Since the plotter is not connected to your computer, there is no need to give it a port name such as LPT1.)
12. When asked "Do you want to change anything?", type Y and press <Enter>.
13. Provide the proper answers to the following questions:

a.	Do you want to change any of the above parameters?	**N**
b.	Would you like to calibrate your plotter?	**N**
c.	Write the plot to a file?	**Y**
d.	Size units (inches or millimeters)	**I**
e.	Plot origin in inches	**0.00,0.00**
f.	Enter the size or width,height (in inches)	**E**
g.	Rotate plot clockwise 0/90/180/270 degrees	**0**
h.	Remove hidden lines?	**N**
i.	Plotted Inches=Drawing Units or F or ?	**F**

14. Back in the "Preferences" window, the description you entered in Step #5 should appear at the bottom of the list. Click once to highlight it, then click **Set Current**.
15. Click **OK** to close the "Preferences" window.
16. Type **HPCONFIG** at the AutoCAD command prompt, and verify that the description you added appears as the "Current Device Configuration".
17. In the "Print Colors" area at the bottom of the window, click on the button next to "All as black".
18. Click on the "Pens" button to set halftone (gray scale) lines.
19. The box at the top lists pens 1-255. The default value for each pen is a solid line, although you have the option to set each one as a gray-scale shade. Change the box at the top to the pen which you wish to change (For instance, if you wish to set color 3 [green] as a gray-scale line, change the value in the box to '3'.)
20. In the "Fill" box at the bottom left, click on "Shaded", then set the shade percentage as desired (30 seems to work well for background floor plans for mechanical work).
21. Repeat steps 19-20 for each other color which you wish to plot as a gray-scale. When completed with the set-up for gray-scale information, click **OK** to exit the "Pens" box, and **OK** again to exit the "HP Plotter Configuration" box.
22. It is now time to create the plot file.   ▼