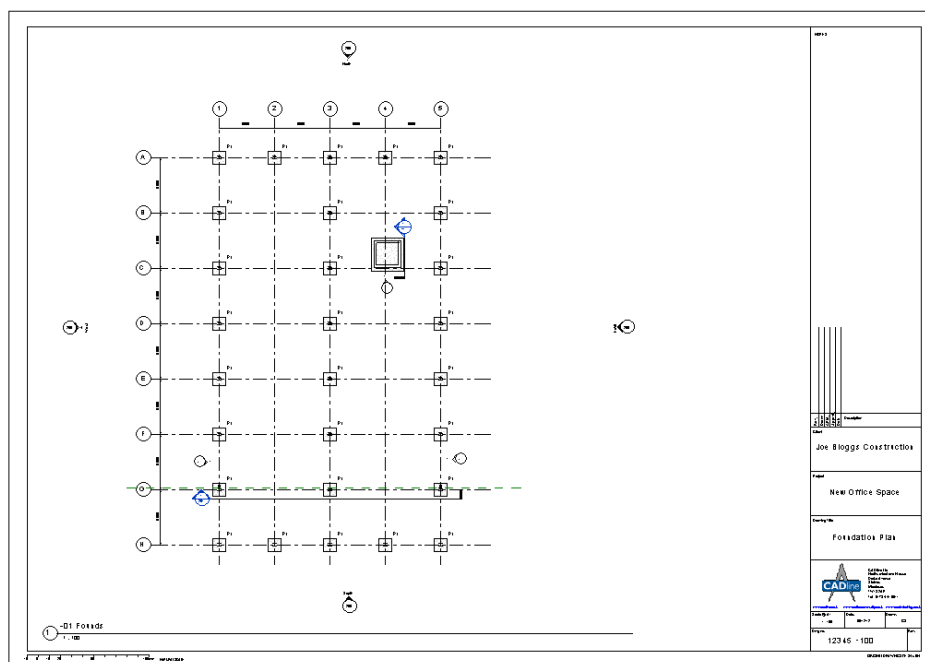


# Align View on Drawing Sheets in Revit

## How to align your drawing views on sheets

Revit Architecture, Revit MEP, Revit Structure

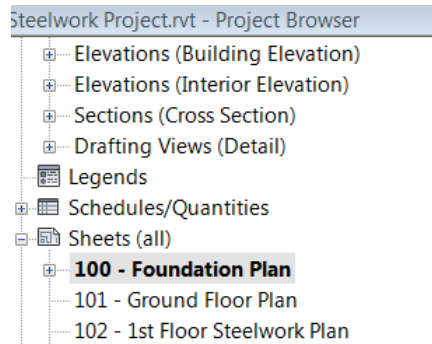
Just placing a drawing view onto a drawing sheet is simple enough but aligning the views up isn't, especially if you want have the plan view aligning up in the same position on every drawing.




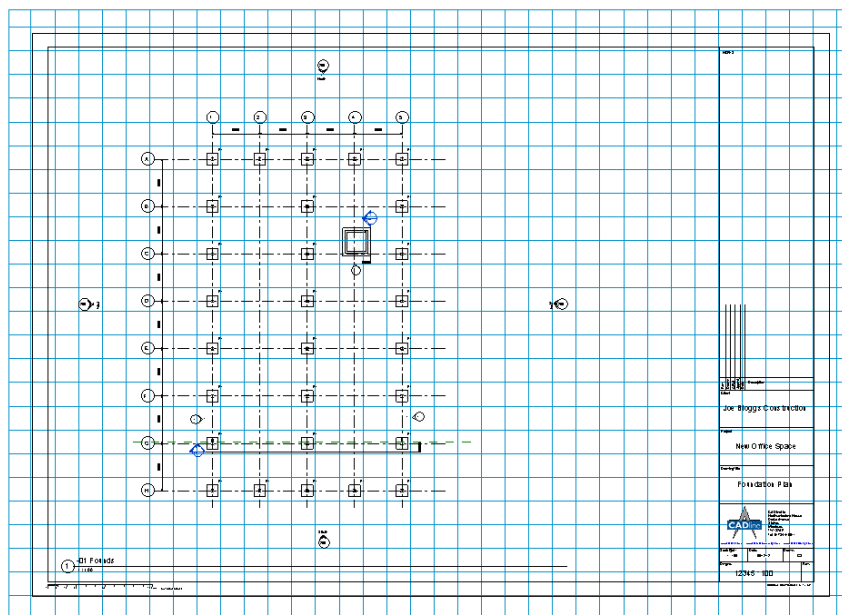
To help with aligning views in the same location across sheets Revit has a tool called Guide Grids. It allows the user to set up a grid guide then use it on different drawing sheets.

## Creating Guides Grid

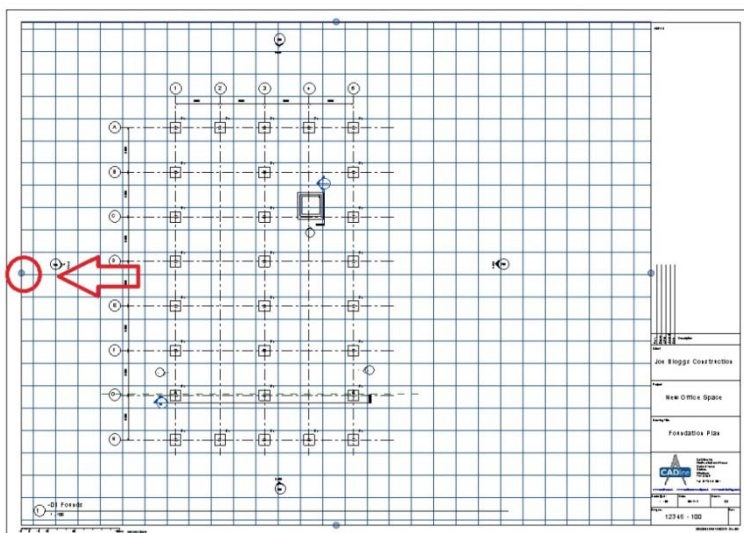
1. First of all to create a Guide Grid you need to of created a drawing sheet and open then have sheet view open.



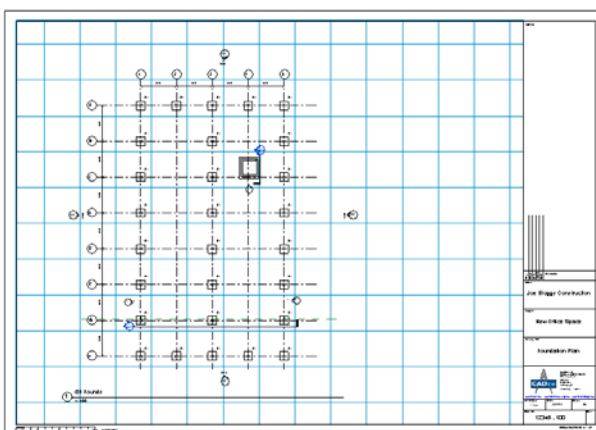
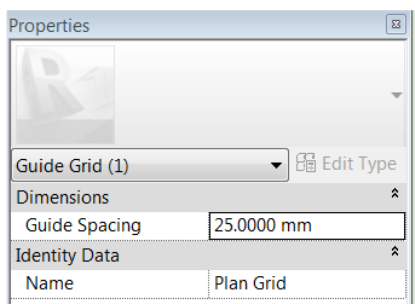
2. Then from the Ribbon click **View (Tab) > Sheet Composition (Panel) >  (Guide Grid)**.
3. The Guide Grid Name dialog box will appear on screen, enter a name (e.g. *Plan Grid*), and click **OK**.




4. If you pick the Grid it will become live so you can adjust the size and grid spacing's.
5. Click the grips and drag the guide grid to the position inside the drawing frame.



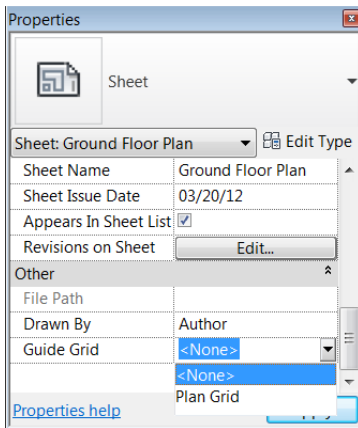
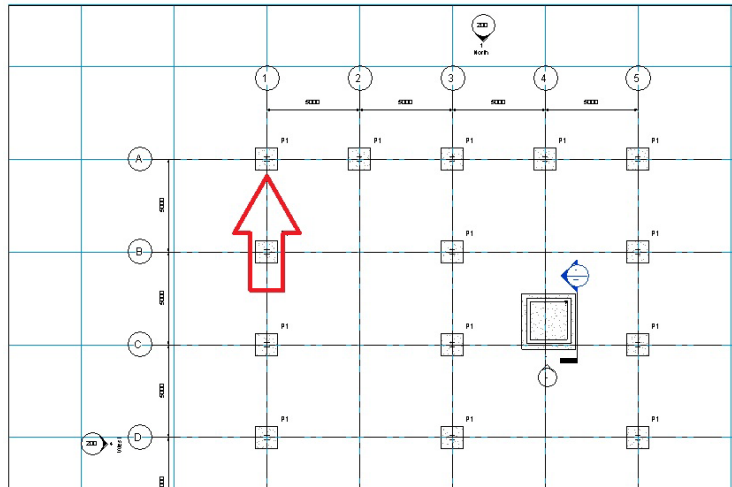
- In the properties box you can adjust the Guide Spacing to suit, for example I have made the spacing larger from 25mm to 50mm to align my Gridlines up.



## Aligning view to Guides Grid

To align the view to the Guide Grid is simply, click on view you need to align and click **Modify | Viewports (Tab) > Modify (Panel) >  (Move)**.

**Note:** it's a good idea to use gridlines to align your views up.




When a Guide Grid is created they become an instance property in the properties of the sheet and can be applied to all sheets.

To switch off the Guide Grids click and change to **<None>**.

**Note:** If you change the Guide Grid properties or position in one sheet it will update across all drawing sheets. So if you need to change one its worth creating a fresh Guide Grid.

## Changing the Line style of Guide Grids

You can adjust the lines styles (weight, colour and pattern) for the Guide Grids within Object Styles.


1. On the Ribbon select **Manage (Tab) > Settings (Panel) >  (Object Styles)**.
2. Select the **Annotation Objects** tab.
3. Scroll down under Category, and select Guide Grid.
4. You can now click and change the Line Weight, Line Colour, and Line Pattern columns from there default settings to your own desired settings.
5. Click **OK**.

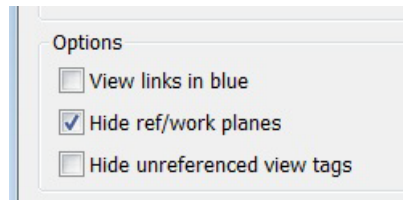
Object Styles			
Category	Line Weight	Line Color	Line Pattern
Grid Heads	1	Black	Solid
Guide Grid	1	PANTONE Process	Solid
Internal Area Load Tags	1	Black	Solid

## Printing Drawings without Guide Grid

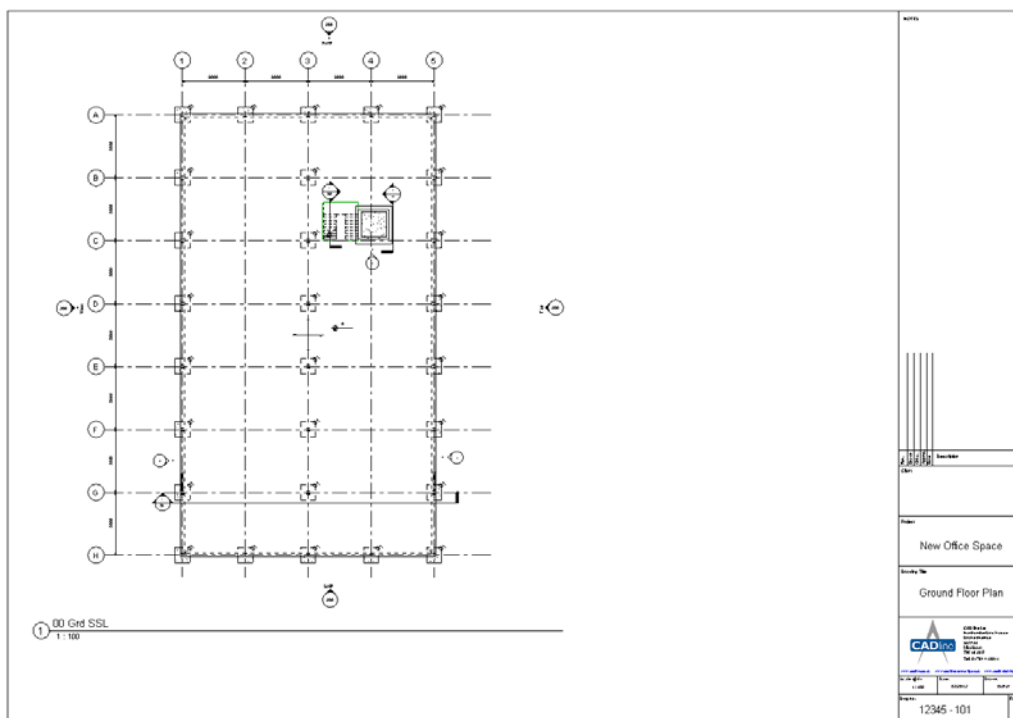
As the Guide Grids are just a guide you don't really want them to show up on your drawing when it prints. If you have left the Guide Grid switched on in view and you select that view to print it will print with the Guide Grid unless you switch off the **'Hide ref/work planes'** under Print Setup.

To make sure this is switched off when printing do the following:

1. To print click  > **Print > Print**.
2. The Print dialog box will appear on screen, click **Setup** icon under Settings at the bottom right.
3. The Print Setup dialog box will appear, tick **'Hide ref/work planes'** under Options at the bottom.



The Guide Grids won't appear on your printed drawing, as shown below.



*Please note some information used in this White Paper was taken from Autodesk.*