

# Creo Assembly: Linking Parts To A Drawing

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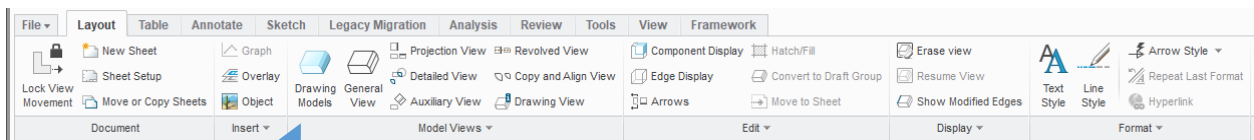
Brighton High School

Brighton, MI

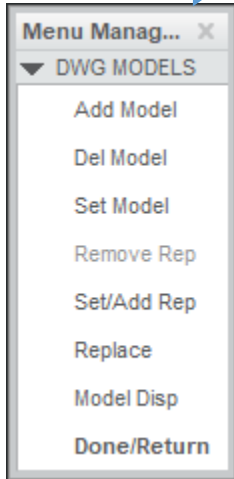
1. Open Creo > Start New Drawing  
By Default Creo Links the last active drawing to the layout.

## 2. Adding/Deleting linked files to a Creo Drawing

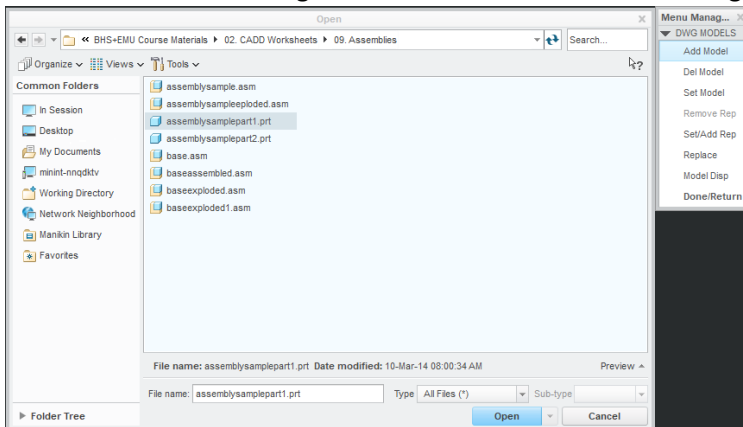
- a. Select Model Tab > Select Drawing Models Icon > Menu Manager will Pop-Up



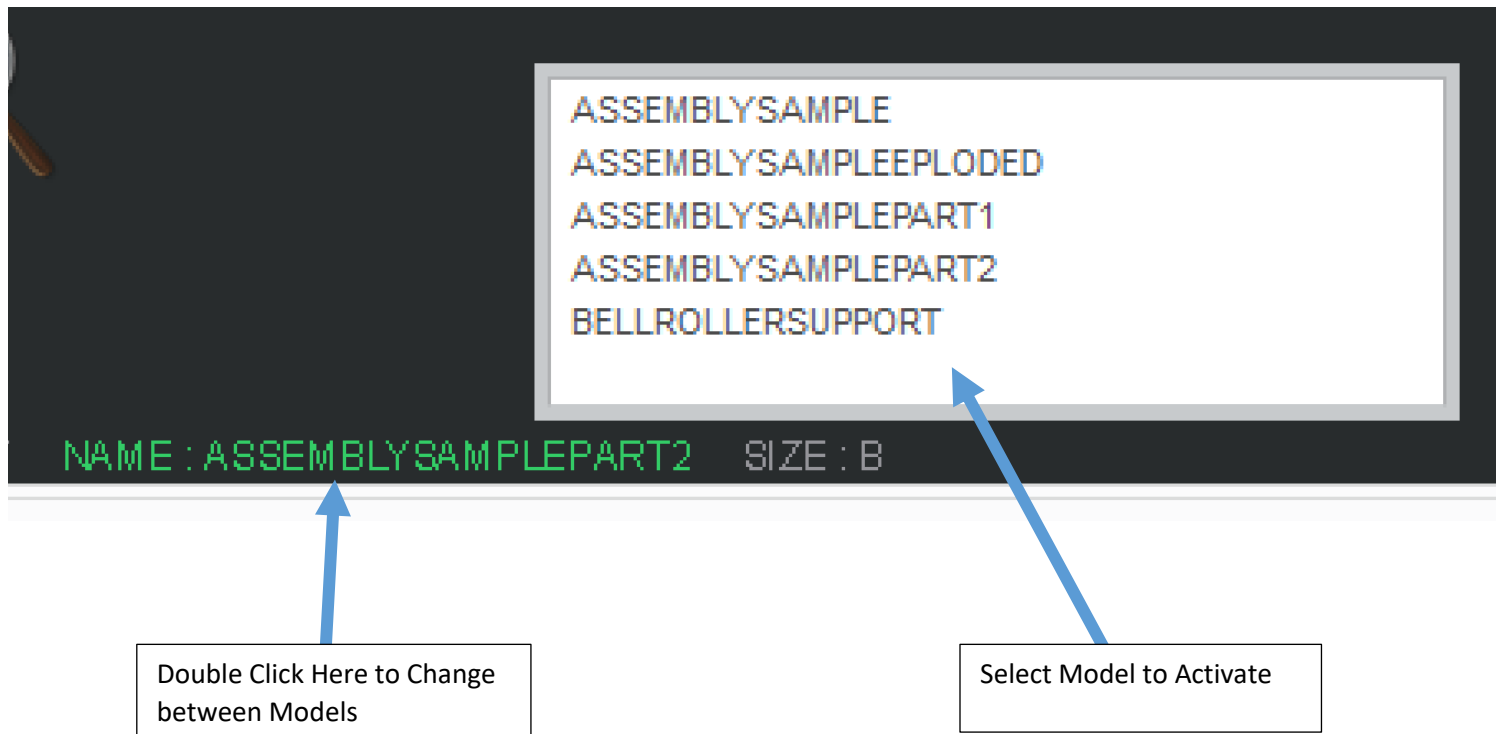
Drawing Models:  
Adds/Deletes linked files



- b. Select Add Model > Navigate to file location to link to drawing > Click Open



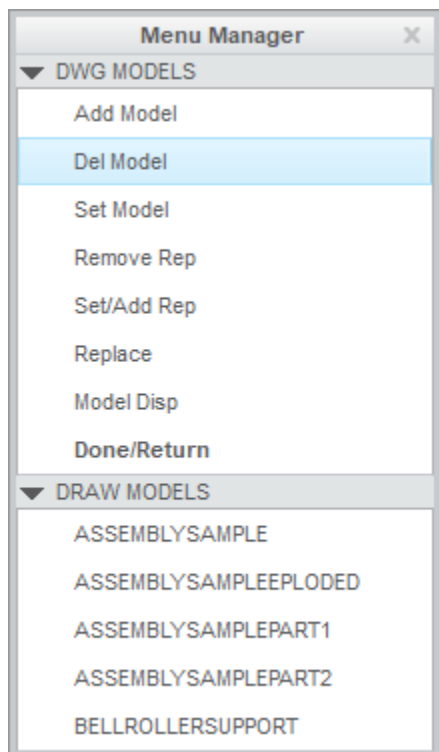
- c. This now becomes the active model for layout. To Change to an already linked model. Double Click on Name at the bottom of the screen > Select the model to be active (NOTE: if only one model is linked to the drawing an error message will pop-up)



### 3. Deleting a Link Part File from the Drawing File

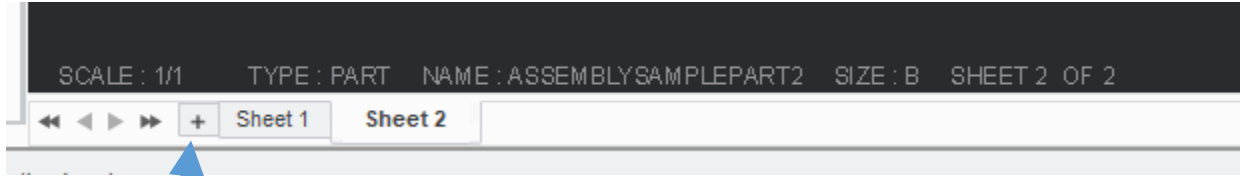
Sometimes it is desired to delete a file that is no longer being used within the Drawing File. This is done so that when opening the drawing file the software is not looking for a file that may or may not exist anymore.

Select Model Tab > Drawing Models > Del Model > Select Model to delete



## 4. Adding and Moving Parts Between Sheets

- d. In the Bottom Right Corner of the work area is a Tab labeled Sheet1; to the left of the tab is a + sign > click this to add a second sheet. NOTE: The new sheet will take the paper size and active format of Sheet 1. To change the format See Step 6



Click + to Add More  
Sheets

- e. To change the Sheet Name > Double Click on the Tab > Type in Name

### 3. Moving Views Between Sheets

Sometimes it is desired to move views from one sheet to the next. If views are placed, even with dimensions, the views can move.

Select View(s) to be moved > Right Mouse Button > Select Move to Sheet > Select Sheet to move the views to.

NOTE: Views will move in the exact location as the previous sheet. User can still move views after they have moved over.

Selected View(s)

Right Mouse Button > Select Move to Sheet

Select what sheet to move to

Views move to the next sheet in same location.

NOTE: Did not move the table

PARTS LIST			
PART #	PART NAME	QTY	SHEET

GRID BOX SET TO 0.25"  
HEIGHT 0.25"  
LENGTH  
PART # BOX 1: 0.75  
PART NAME BOX 2: 1.75  
QTY BOX 3: 0.75  
SHEET BOX 4: 0.75  
LINE THICKNESS: .03

Next  
Previous  
Pick From List  
Set/Add Drawing Model  
Lock View Movement  
Move to Sheet  
Line Style

SHEET 1  
SHEET 2  
New Sheet

OK Cancel

BRIGHTON HIGH SCHOOL  
BOSTON, MA

DIMENSIONAL TOLERANCE  
+ .0000 - .0000  
+ .0000 - .0000  
+ .0000 - .0000  
ANGLES ± .0000

DWG. NO. NO.  
DATE SCALE NO.

## 6.Change Format File

Double Click on Size: B > Select Format Column next to Sheet 2 > Browse > Navigate to desired Format File > Select Open > Select OK

The image shows a sequence of steps to change a format file. At the top, a status bar displays: SCALE : 1/2 TYPE : ASSEM NAME : BELLROLLERSUPPORT SIZE : B SHEET 2 OF 2. Below this, the 'Sheet Setup' dialog box is open. It has a table with 'Sheet' and 'Format' columns. 'Sheet 2' is selected, and its format is 'BSIZETEMPLATE'. A dropdown menu is open for the 'Format' column, listing various sizes from 'BSIZETEMPLATE' down to 'Browse...'. A callout box points to the dropdown arrow with the text 'Select Down Arrow >'. Another callout box points to the 'Browse...' option with the text 'Select Browse > Navigate to Format Saved Location'. A third callout box points to the 'SIZE : B' text in the status bar with the text 'Double Click Here'. Below the 'Sheet Setup' dialog, an 'Open' file dialog is shown. The file list contains many files with names like 'A\_Size\_Title\_Block\_Divided4.frm.zip' and 'B\_Size\_Title\_Block\_Portrait.frm.zip'. A callout box points to the file list with the text 'Select Format File > Select Open > Select Ok from Sheet Setup Screen'. The 'Open' button is highlighted at the bottom of the dialog.