

Tips for Drawing

If you hold the **SHIFT** key down while drawing a line, the line will be a perfect horizontal or vertical line.

If you hold the **SHIFT** key down while drawing a rectangle, the rectangle will be a perfect square.

If you hold the **SHIFT** key down while drawing an oval, the oval will be a perfect circle.

If you hold the **SHIFT** key down while drawing a triangle, the triangle will be an equilateral triangle.

Holding the Shift or Control key down while selecting objects will allow you to select multiple objects.

When selecting multiple objects, you should select the last items with a right-click

I change the cell widths in order to have a "grid" to work with.

Send to Back

Grouping

Rotate Shapes

Insert -----> Illustrations-----> Shapes

Picture Tools or Drawing Tools

Control - C (copy)

Control - V (paste)

Control-Z (undo)

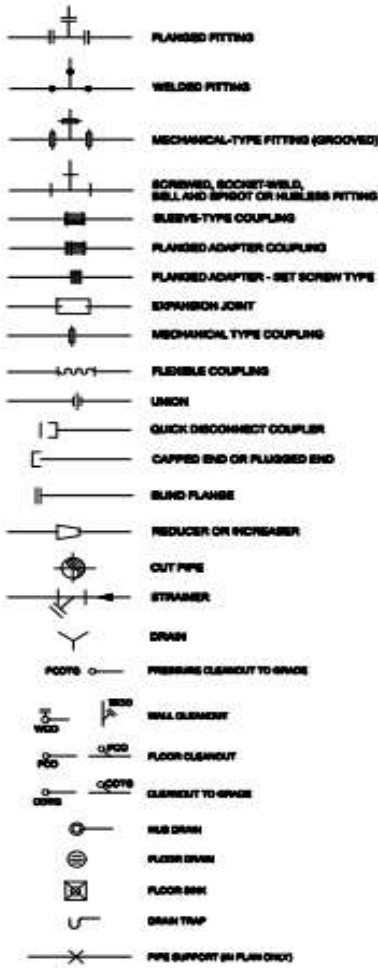
Selecting Objects - Shift-Click, Control-Click

Intersecting Lines

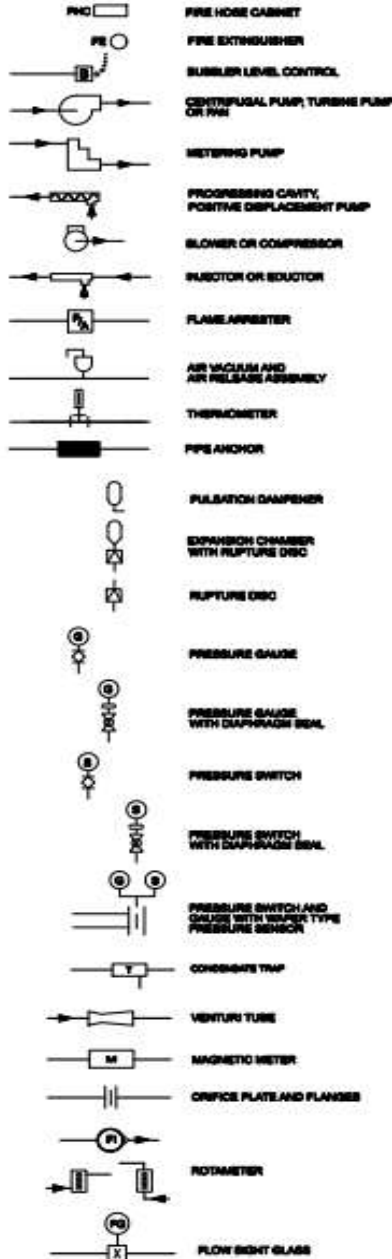
Skills take time to develop.

Google and You Tube are your friends

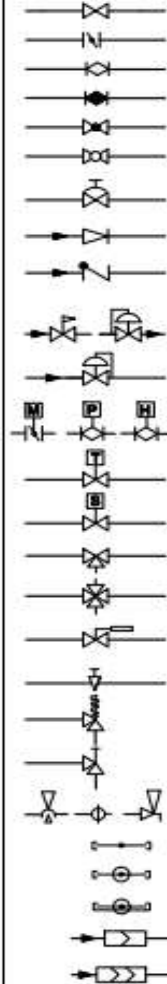
PIPING



EQUIPMENT AND METER



VALVE



VALVE AND GATE

GATE VALVE

BUTTERFLY VALVE

ECCENTRIC PLUG VALVE

LUBRICATED PLUG VALVE

GLOBE VALVE

BALL VALVE

DIAPHRAGM VALVE

CHECK VALVE

CHECK VALVE

PRESSURE REGULATING VALVE

BACK-PRESSURE VALVE

ACTUATOR TYPES FOR VALVES

M = ELECTRIC MOTOR

P = PNEUMATIC

H = HYDRAULIC

TEMPERATURE CONTROL VALVE

SOLENOID VALVE

MULTI-PORT VALVE - 3 WAY

MULTI-PORT VALVE - 4 WAY

FLOAT OPERATED VALVE

NEEDLE VALVE

PRESSURE RELIEF VALVE

ANGLE VALVE

HOSE END (HE)

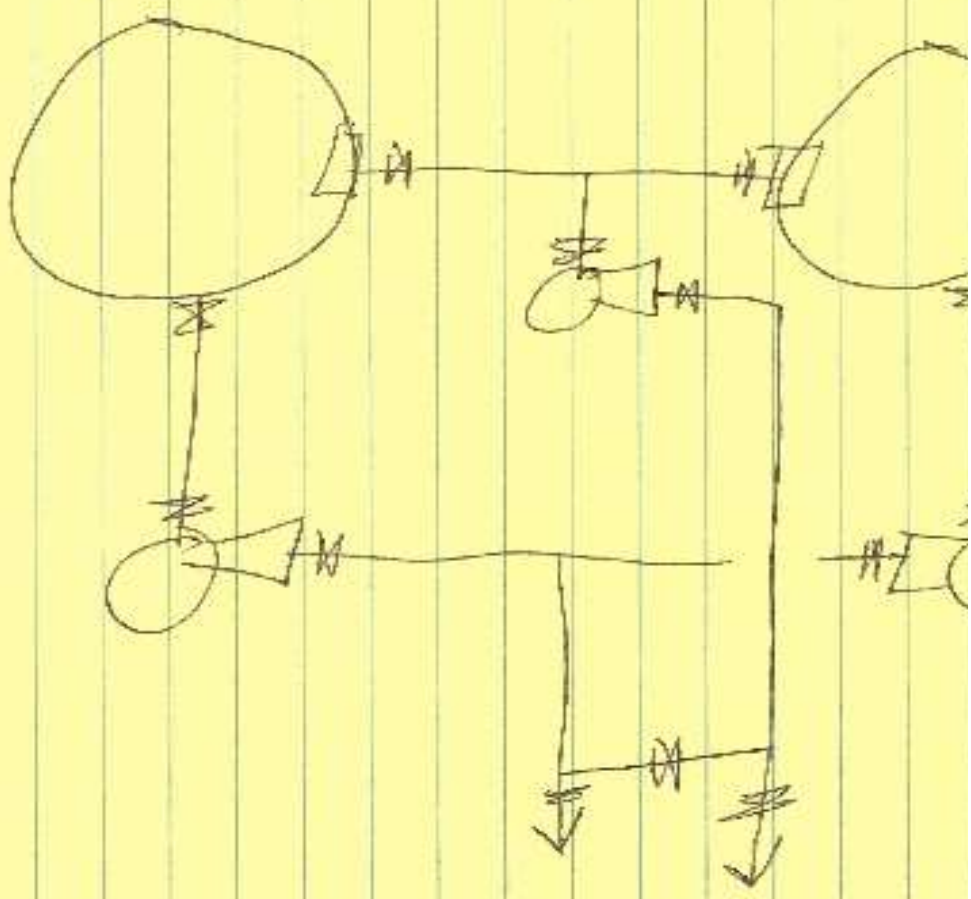
STOP GATE

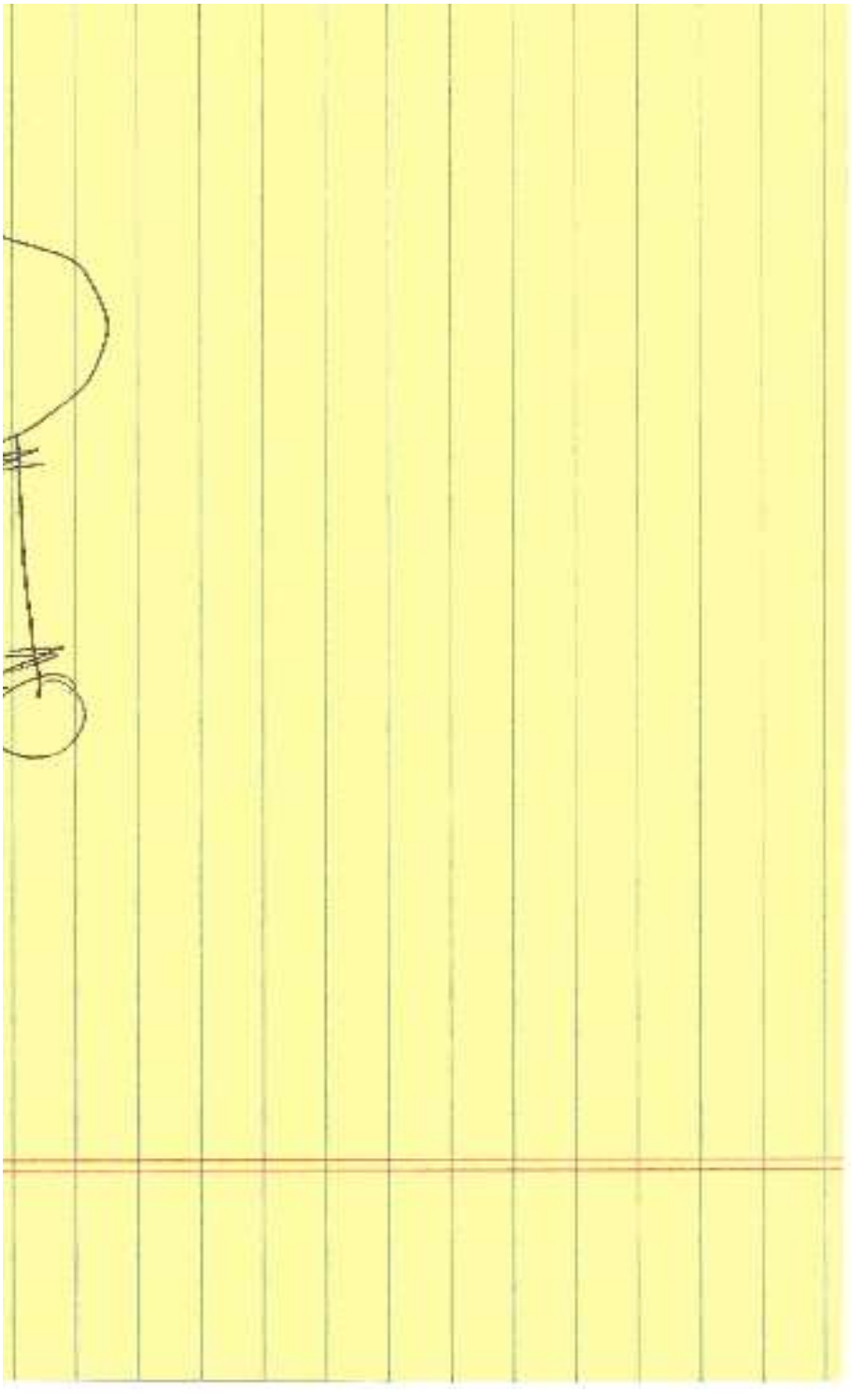
SLICE GATE

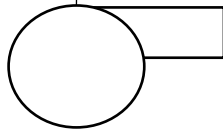
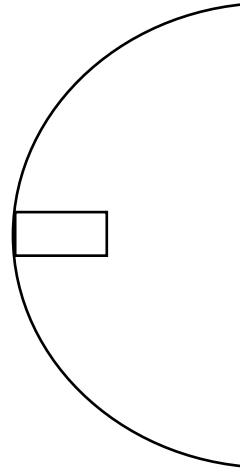
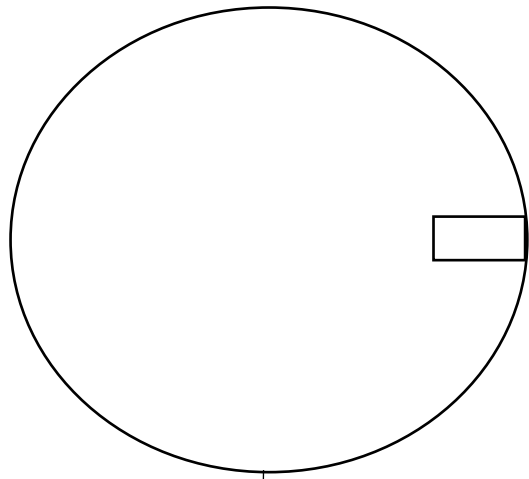
SLUICE GATE

BACKWATER VALVE

BACKFLOW PREVENTER

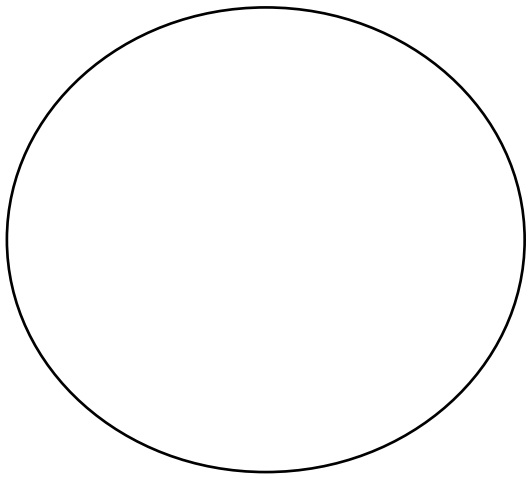
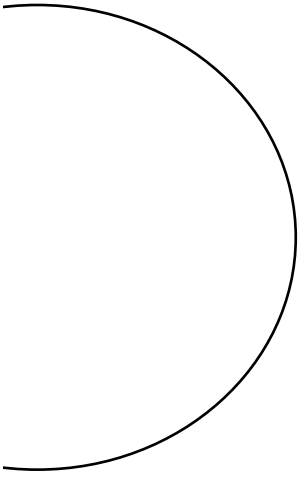


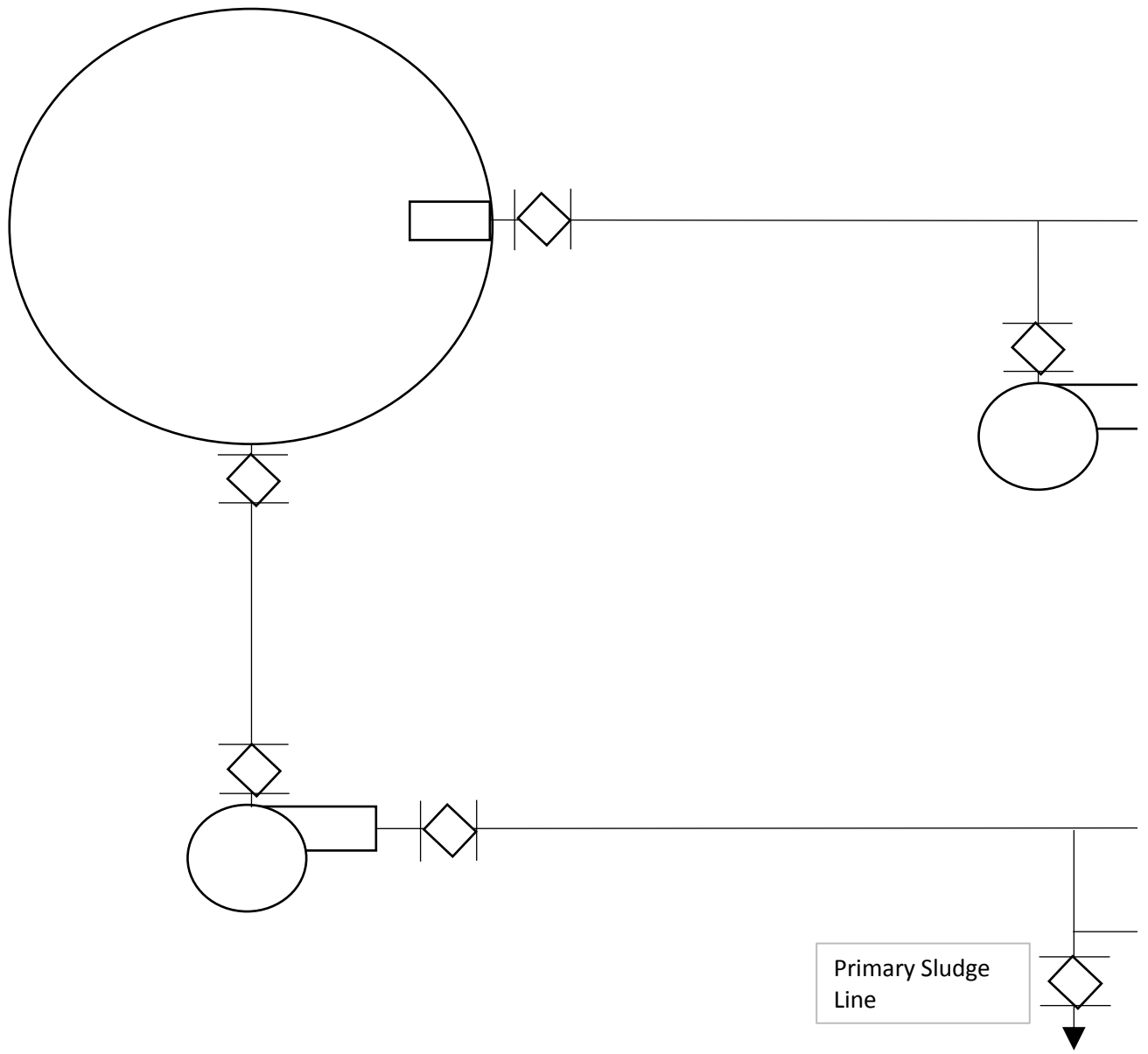


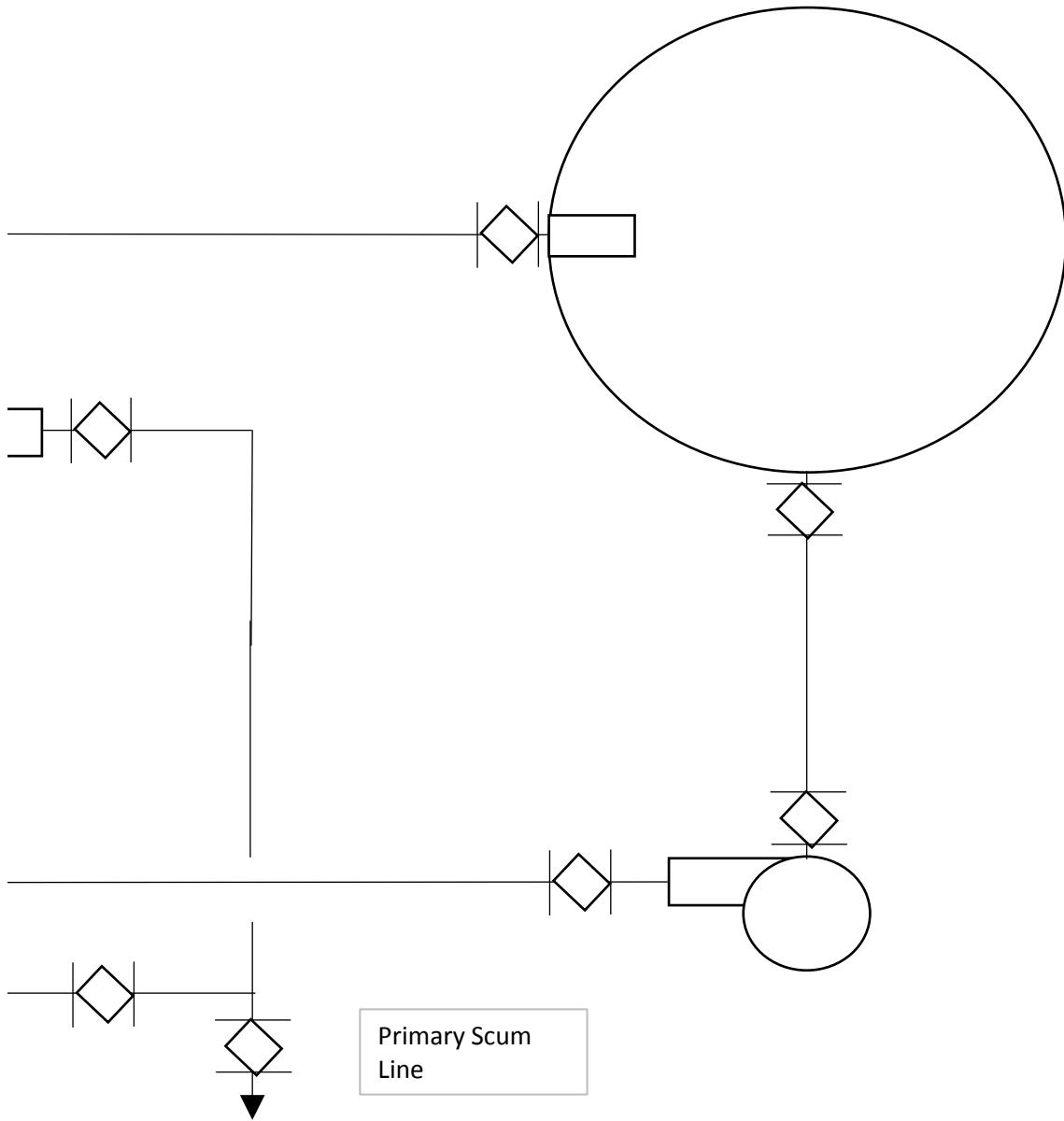


Primary Sludge Pump 1









Primary Scum
Line

