

Measuring 'Scaled' PDF Images of Plans and Drawings

- Note that the drawing images must have been enabled to be measured.
- The tools are only available when viewing through Adobe, not through the browser viewer. Your PC may be set up so that images open in the Browser. To change this, follow the instructions at the end of this document.

Once you have opened a drawing in Adobe Reader:

- To rotate the image right - click Control, Shift and the plus keys together
- To rotate the image left – click Control, Shift and minus key together

You may need to zoom in to at least 50% size to read the scale for the part of the drawing you wish to measure. Many of the A0 drawings on our website have different objects at different scales so you will need to change the scale to suit.

Measuring



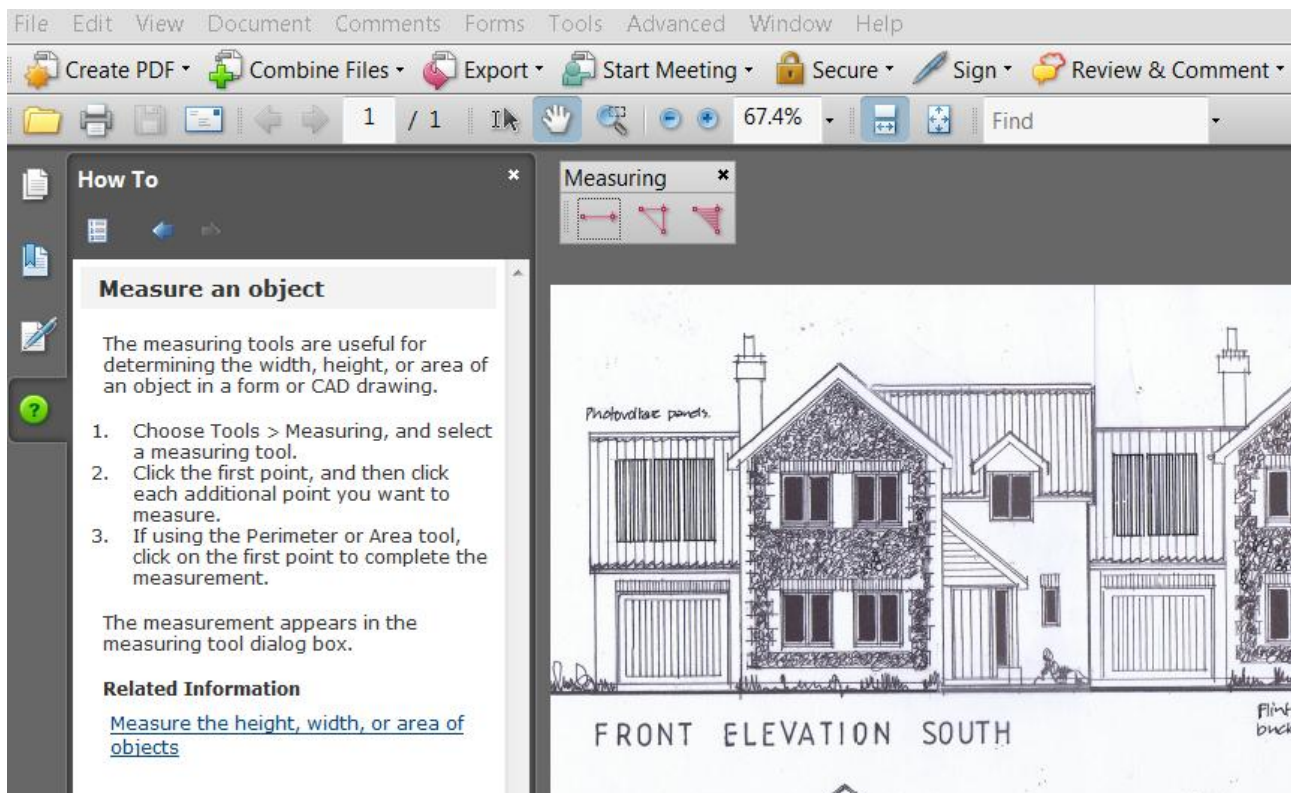
For older versions of Adobe there may be a small box with a ruler in it, on the screen.

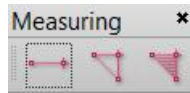
If not, click the EXTENDED button in the right hand side of the tool bar to bring up a list of extended features and choose Measuring Tool.

For Adobe Reader XI

From the Tools Menu, choose Show Measuring Toolbar and the toolbar will appear on the screen.

(The screen shot below shows some of the help text available.)





You can drag the toolbar around

To set or change the scale

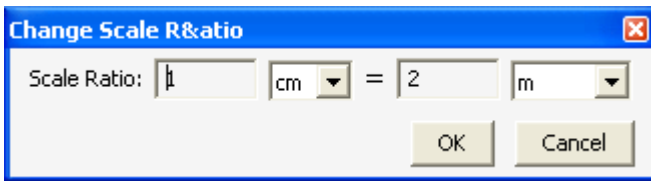
Select the line, triangle or shaded triangle in the Measuring toolbar depending on what you want to measure.

Click the first point you wish to measure from

Before you drag the cursor to the next point, right click – a list of options should appear

Choose **Change Scale Ratio**

This box should appear



Enter the scale you want for this particular measurement. The example is for a scale of 1:200


Click **OK**


Continue with measuring.


Double click finishes the selection of points. You can also finish a measurement by right-clicking/Control-clicking and choosing Complete Measurement from the context menu.

To cancel an operation before you have finished, hit the **Esc** key

Then, for further measuring, do any of the following:

Select the Distance tool  to measure the distance between two points. Click the first point, move the pointer to the second point, and then double click. The measurements appear in the tool dialog box.

Select the Perimeter tool  to measure a set of distances between multiple points. Click each point you want to measure. Then, double-click the last point, or hold the pointer over the last point and click.

Select the Area tool  to measure the area within the line segments that you draw. Click each point you want to measure. After you have clicked at least two points, click the first point to complete the area measurement.

Note: You can save a copy of the image with the added measurements.

Scales

Drawing Scale	Measuring Scale
1:20	1cm = 0.2m
1:25	1cm = 0.25m
1:50	1cm = 0.5m
1:100	1cm = 1m
1:200	1cm = 2m
1:500	1cm = 5m
1:1000	1cm = 10m
1:1250	1cm = 12.5m
1:2500	1cm = 25m
1:5000	1cm = 50m
1:10000	1cm = 100m

Setting Adobe Reader XI so it opens PDF images instead of the Browser

The **settings are made in the browser**, but to read the instructions for doing this you will need to open Adobe Reader.

Open Adobe Reader

Select **Edit Preferences**

From the **Categories** list select **Internet**

Click the link **How to set up your browser to use Adobe products to view PDF documents**

Note the instructions for the browser you use.

Open your browser and follow the instructions for setting that up.

After this if you get an error message when you click a PDF from a browser and find that it still opens in the browser, you may have to disable a setting in Adobe Acrobat Reader itself.

So

Open Adobe Reader

Select Edit Preferences

From the Categories list select Internet

Click Internet settings

Choose Programs tab

Select Manage add-ons

Under Show: choose All add-ons

Under Adobe Systems Incorporated, Highlight Adobe PDF Reader and click the **Disable** button at the bottom right of the screen

Close down the Adobe Reader application

Also close down any internet sessions you have open

*(For earlier versions of Adobe Reader, this is where you would **enable** Adobe Reader to open a pdf file instead of the browser.)*