

Technical Drawing Checklist

A comprehensive part drawing checklist so you can streamline your drawing review process, prevent simple mistakes, and move from design to production with confidence.

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Title Block	Part Info
Drawing title	Material
Drawing number (and/or part num	per) 🗌 Weight (estimate)
Company information	Finishing info
Company boilerplate callouts and general specs	
Personnel Info Interpretation Info	
Created by Measureme	nt units (in, mm, cm)
Checked by Default tole	rances where no tolerance is specified
Approved by Any referen	ces to relevant drawing standards (i.e., ASME Y14.5)
Drawing	
Double check your document's exp	ort quality
Make sure the 2D drawing is linked to the 3D model (drawing note)	
Confirm the PDF matches the native CAD drawing	
Views	
Isometric view (full color is preferred)	
Section and detail views (for hidden or complex features)	
Relevant center marks, center lines, hidden lines, and break lines	
Appropriate scaling on views to maximize drawing space	
Sufficient views to fully communicate critical geometry, dimensions and tolerances	
Dimensions	
Review dimensions for all critical features for "inspectability"	
Ensure that your dimensioning scheme is clear and easy to read.	
Make sure that hole and thread callouts have appropriate depth and fit specs	
Double check that no hidden lines are dimensioned	
GD&T	
Make sure datum structure is consistent with part functionality	
Review each feature control frame (FCF) to ensure design intent is clear	
Inspection	
Note inspection dimensions for first articles (FAI) and statistical process control (SPC)	
Note measurement locations and preferred inspection method, if relevant	
Notes	
Indicate latest CAD file if working with a revision	
Additional drawing notes to convey design intent if not clearly conveyed by dimensioning, tolerancing and other annotations	
Revisions	
Current revision is called out in Title Block	
Updated version table with a summary of changes	

- Check for visual differences across the versions of your drawing
- Highlight subtle feature changes (revision cloud is preferred)