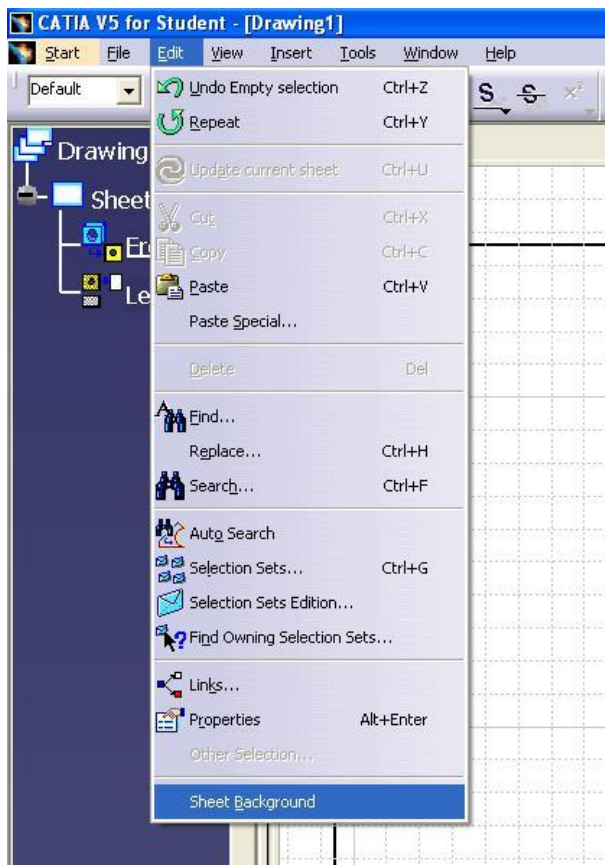There are three ways you can make title blocks in CATIA.

1. You can create your own from scratch.

2. You can use a default template built into CATIA.

3. You can import a template made by someone else.

NOTE: if you import either a default template or one from someone else you can modify these templates as well.

=Part 1 - Creating your own Title Block=

Creating a Title block from scratch. This is the hardest way to do it. It is strongly recommended that you use modify a pre-made template. In order to edit a title block and be able to use it in other files you must be designing your title block in the background mode. Switch to Background mode by selecting Edit >> Sheet Background.
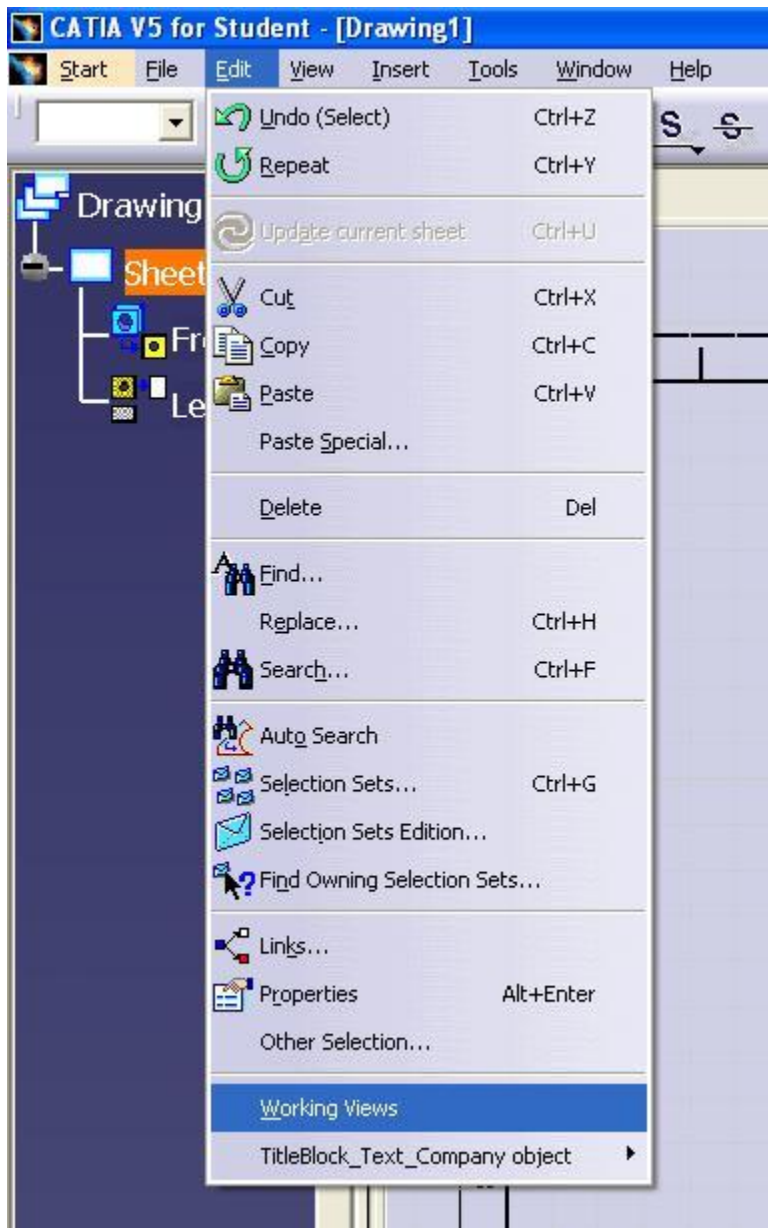

Once in Background mode use the Geometry Creation Tool Bar to sketch frames and borders.

Also useful are Text Boxes and Tables

NOTE: the second table command, "Table From CSV" allows you to import a table from Excel that has been saved as a .CSV

Once you have a good title block set up, exit Background mode by selecting Edit >> Working Views.
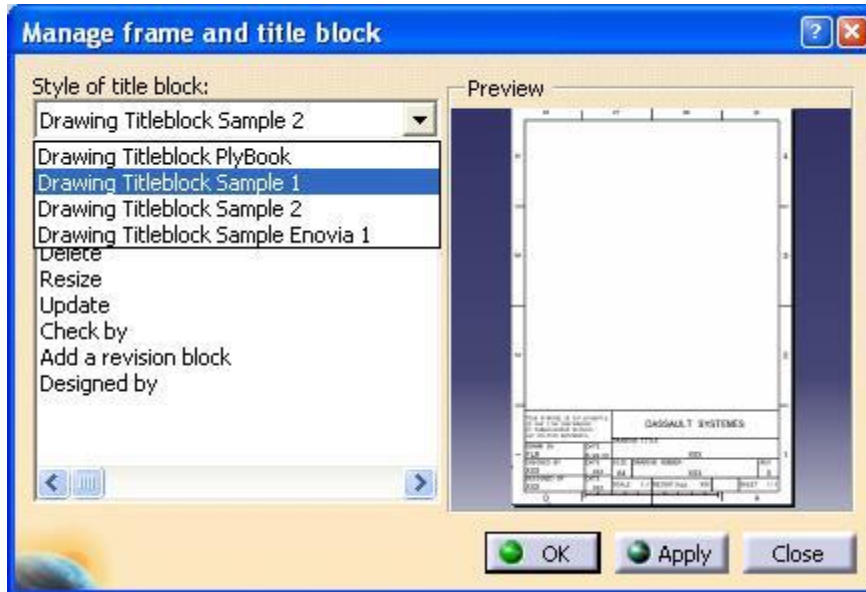

=Part 2 - Using a Default Title Block=

In order to use a title block that is default to CATIA. Enter Background mode by selecting Edit >> Sheet Background
(or see picture above). In background mode, select the Frame and Title Block Command.

This command will open the "Manage frame and title block" dialog. From this dialog, use the drop down menu to select
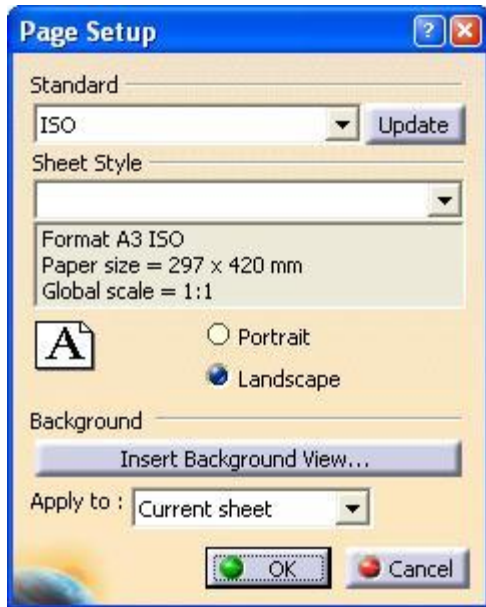title block that works best and select Ok.

In order to change the names and information that is contained in the title block you must do so while still in
background mode. Change text by double clicking on it. You may come back to background mode at any time.

Once the title block is set up, exit Background mode by selecting Edit >> working views (or see picture above).
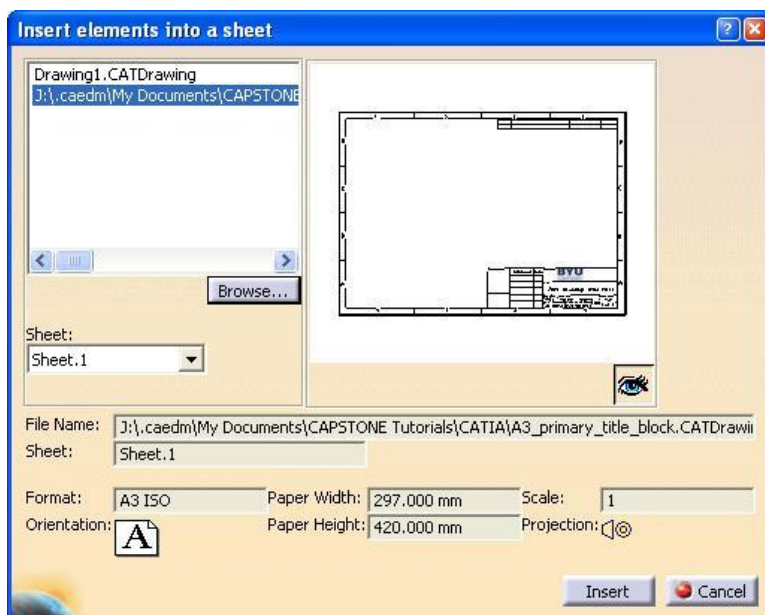
=Part3 - Inserting a Custom Title Block=

In order to insert a title block that someone else made or that you made from scratch you do not need to enter background
mode. If you are using a title block that someone else made, save their file to the directory containing your parts.
select File >> Page Setup to enter the "Page Setup" dialog.

Within this dialog select Insert Background View. This will open the "Insert elements into a sheet" dialog box.

From this dialog browse to the file containing the background you want and select Insert. You can then insert this
background into either all sheets of the drawing (if your drawing has multiple sheets) or just to the active sheet.

NOTE: in order to make changes in to the title block you must enter background mode (see above).