Start a New MicroStation Design Project

Design Manual
Chapter 20
Project Automation Information
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File Directory Structure

When a request for a new Project Directory is sent to the IT Highway Support Team, a predetermined list of working folders is created from the project PIN (**P**roject **I**dentification **N**umber) as shown below. For an expanded example of a **Project Directory Sub-Folder Structure** listing, refer to Section 20B-41. For details specific to the Design folder structure, refer to Section 20B-44.

The following Project Directory Structure would be created for a project with PIN: 09-77-017-010:

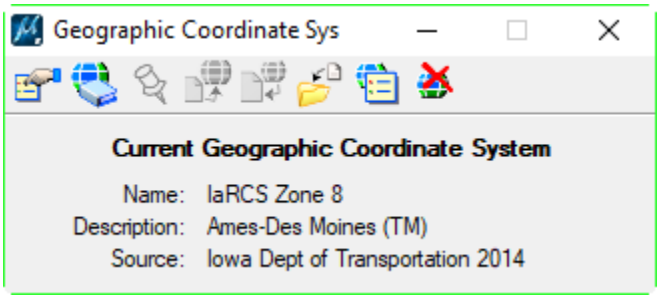
pw:\Projects\7701701009\BRFinal –	Bridge Final
pw:\Projects\7701701009\BRPrelim –	Bridge Prelim
pw:\Projects\7701701009\Concept –	Concept
pw:\Projects\7701701009\Construction –	Construction
pw:\Projects\7701701009\Design –	Design
pw:\Projects\7701701009\DistrictDesign –	District Design
pw:\Projects\7701701009\DistrictRCE –	District Construction
pw:\Projects\7701701009\DistrictROW –	District Right-of-Way
pw:\Projects\7701701009\DistrictSurvey –	District Survey
pw:\Projects\7701701009\Geo –	Interchange Geometrics
pw:\Projects\7701701009\OLE –	Office of Location and Environment
pw:\Projects\7701701009\Photo –	Photogrammetry “survey” information
pw:\Projects\7701701009\PreDesign –	Concept Design
pw:\Projects\7701701009\PrelimSurvey –	Prelim Survey information
pw:\Projects\7701701009\Roadside –	Roadside Development
pw:\Projects\7701701009\ROW –	Right-of-Way
pw:\Projects\7701701009\Soils –	Soils Design
pw:\Projects\7701701009\TrafficAndSafety –	Traffic Engineering

Note: Not all the above folders may be necessary for all projects.

Create New Project CADD Files

When a new Design project is started, the **CopySeed** program is used to create a new design file by copying a specific seed file. For additional information on the use of the **CopySeed** program, refer to Section 21C-54. The Design File Naming convention, “CCRRRPPPGGG”, refers to the 2-digit **C**ounty, 3-digit **R**oute, the 3-digit project **P**arenthesis number assigned to the project, and the 3-digit **G**eographic coordinate system (Refer to 20B-45). For example, per this naming convention, a project number of *NHSX-163-1(062)--3H-77*, IArcs zone 8, would have file names beginning with *77163062Z08*. All working sheet files are to start with the prefix ***SHT***_. For sheet files, this number is to be followed by the sheet series designation, such as *_A, _B, _C*, etc. The 3-digit Geographic coordinate system designation is removed from the sheet file name since not all sheet files will have Geographic coordinate system assigned to them. If the sheet series has multiple files, the sheet letter is to be followed by the first sheet number that file contains. For example, in the file *SHT_77163062_**K07**.dgn,* the first sheet is ***K.7***. All working cross section files are to start with the prefix ***XS***_. Section 20B-71 provides a listing and descriptions of all files created by the Office of Design, including those created using the **CopySeed** program. It also contains descriptions of files created by other offices. Section 20D-101 provides information on file naming conventions for OpenRoads files.

New design files must have the correct geographical coordinate system selected so that any references attached to this file will load into the correct location. This will be selected during the CopySeed file creation, and can be checked through *Tools->Geographic->Select Geographic Coordinate System*.



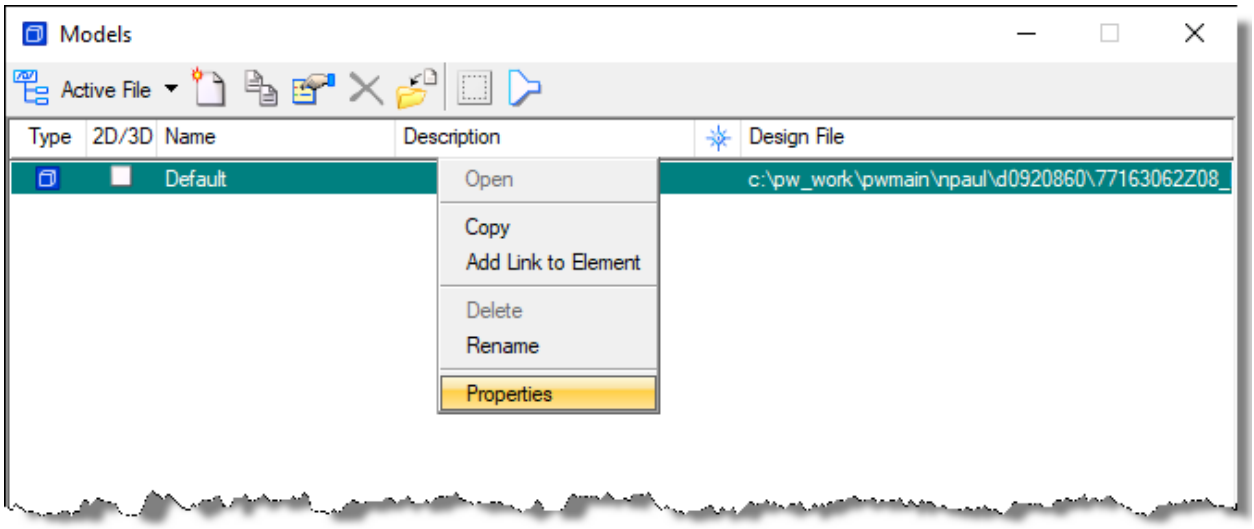
Starting a file

The MicroStation file that is used as the seed file to create a new design file contains only a single default model with multiple references to any information or data needed. Sheet files will be the only files with multiple sheet models per file (up to 50).

Setting the Annotation Scale for the File

Open the Models dialogue window (pink arrow):

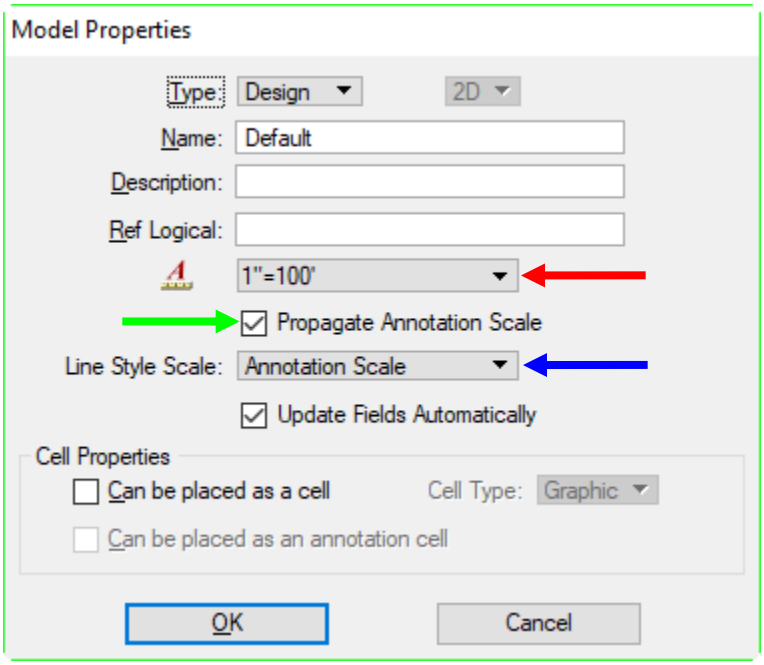
Right click on the default model and select *Properties*:



The scale of the model can be changed with the drop down indicated (red arrow).

Make sure the Propagate Annotation Scale box is checked (green arrow) and that the Line Style Scale drop down is set to **Annotation Scale** (blue arrow).

Click the OK button to finish.



Attach Additional References to a New File

When additional reference attachment(s) are required, they should be attached through the MicroStation reference attach tool (red arrow). Multiple references may be selected to be attached all at once.

Copy, Rotate, and Scale Text Elements from Reference to Active File

Text items will rarely be referenced to other models because the scale or rotation angle of the original elements is likely incorrect for any other model, and the text does not use annotation scale to properly adjust to the model's settings. If the same text elements are required in two separate files, but at a different scale or rotation angle, the **MicroStation Copy, Rotate, and Scale** tools should be used to create the necessary size and rotation variation(s).

Chronology of Changes to Design Manual Section:

020A-001 Start a new MicroStation Project

1/31/2019 Revised
Remove the Z08 3-digit Geographic coordinate system designation from the sheet file naming convention.

8/9/2018 Revised
Rewrote section to reflect current process for starting a project.

10/13/2014 Revised
Revised to reflect ProjectWise migration.

7/5/2011 Revised
Removed redundancy from new Section 20B-71 and other automation sections.

2/26/2010 Revised
Updated to current methods