

## Creating Renditions in ProjectWise for Current Drawings or Plan File Room

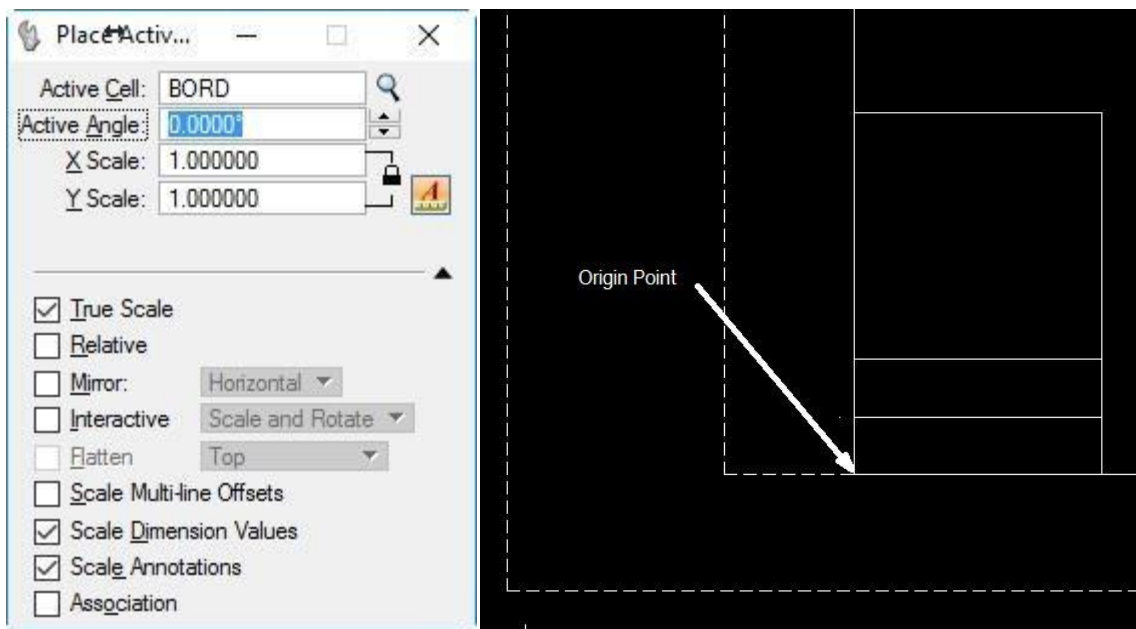
You must place a border on each of the sheets by placing the closed shape plot border as a cell. The border is what determines where the sheets are cut.

These fields **MUST** be filled out and correct on every file in Project Properties.

- VDOT District
- VDOT Structure/Bridge Plan Number (Document Properties)  
VDOT Drawing Sheet Number (Document Properties)

Open your Sheet in Microstation.

- To set the cell, select Place Active Cell and choose or key in BOARD and set the scale TO 1.00. (Located in Bdetails1.cel)

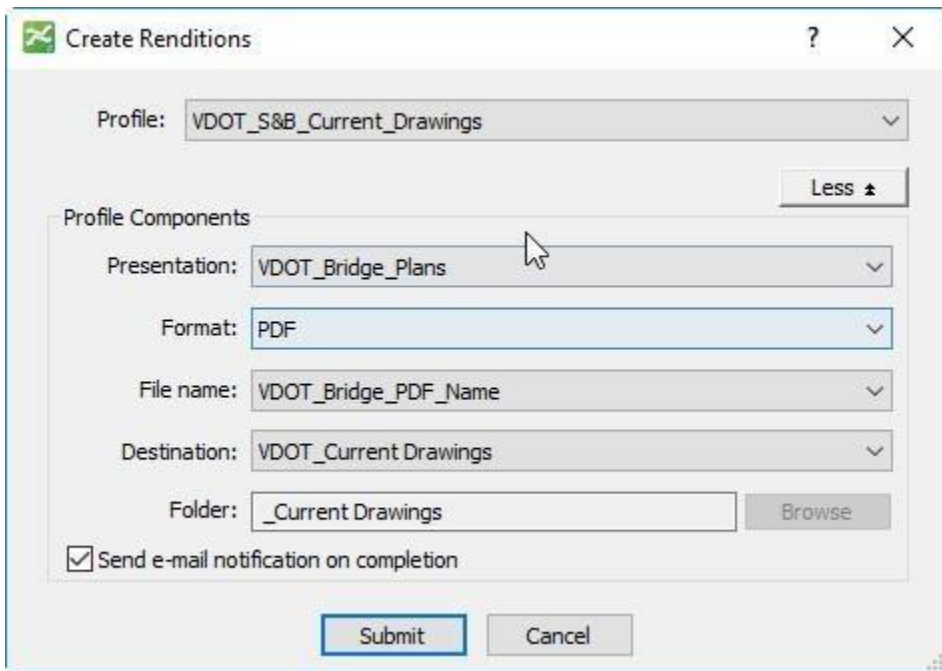


- Place the cell by snapping to the origin point. *It is set to offset to prevent cutting off the right edge*
- Check the file back in to ProjectWise.

In ProjectWise

- Right click on the file
- Select Create Renditions  
(For Plan File Room, skip to step 9)

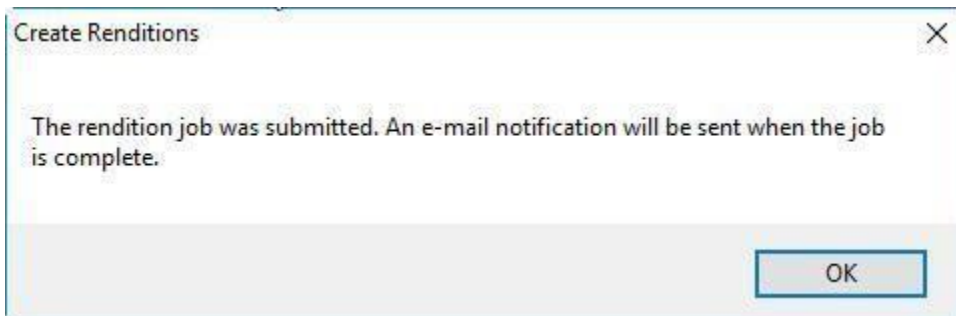
- For Current Drawings, fill out the box as shown below and click Submit



The screenshot shows the 'Create Renditions' dialog box with the following fields and options:

- Profile: VDOT\_S&B\_Current\_Drawings
- Less ▲ button
- Profile Components section:
  - Presentation: VDOT\_Bridge\_Plans
  - Format: PDF
  - File name: VDOT\_Bridge\_PDF\_Name
  - Destination: VDOT\_Current Drawings
  - Folder: \_Current Drawings (with a Browse button)
- Send e-mail notification on completion
- Submit and Cancel buttons

- The following dialog will pop up and you can click OK



The screenshot shows a confirmation dialog box with the following text:

The rendition job was submitted. An e-mail notification will be sent when the job is complete.

OK

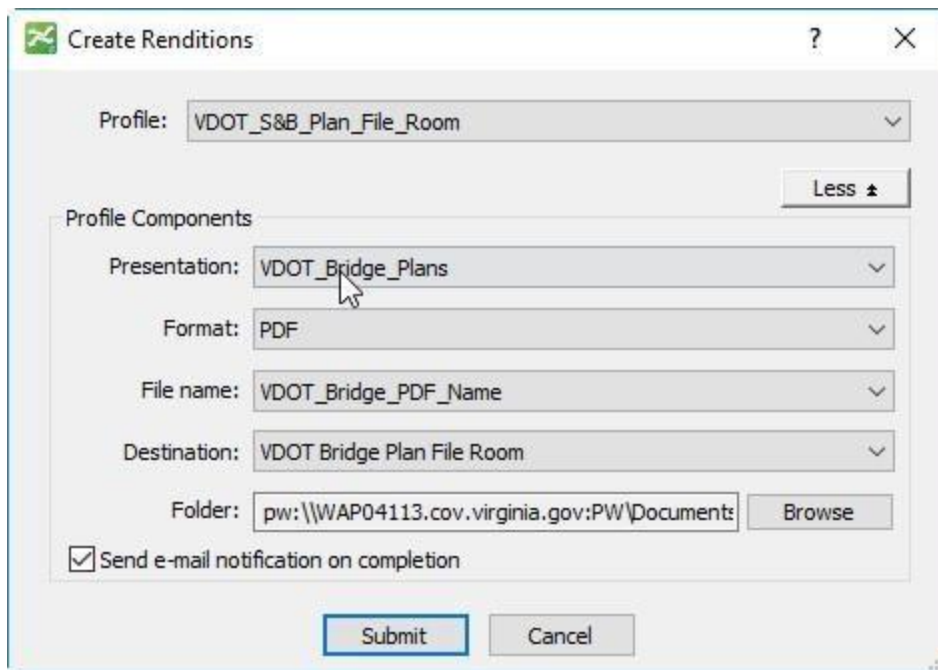
- You will receive an email like below when your files are ready. The links under Success History will take you to each file location in ProjectWise.

Summary for Job		Properties for Job
Job Status	Job Execution Complete.	iCS Database WDB03813\DEV01,55001;PW_DEV_IC
Run Time	00:00:15	Created By COV\Scott.Speight
Documents in Job	1	Last Started 2/9/2018 8:34:42 AM
Renditions Complete	1	Last Finished 2/9/2018 8:34:57 AM
Distributions Complete	1	

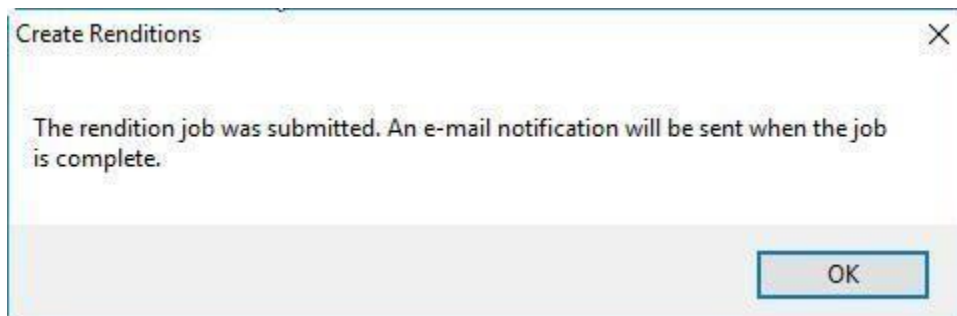
Success History for Job	
Input Files	Output Files
<a href="#">b29774001.dgn</a>	<a href="#">297-74_001.pdf</a>

Time Zone: Eastern Standard Time [UTC Offset: -05:00:00]

- For Plan File Room, fill out the box as shown below and click Submit



- The following dialog will pop up and you can click OK



# ProjectWise – S&B Creating PDF of Sheets



- You will receive an email like below when your files are ready. The links under Success History will take you to each file location in ProjectWise.

Summary for Job		Properties for Job	
Job Status	Job Execution Complete.	iCS Database	WDB03813\DEV01_55001;PW_DEV_ICS
Run Time	00:00:42	Created By	COV\Scott.Speight
Documents in Job	1	Last Started	2/9/2018 8:34:03 AM
Renditions Complete	1	Last Finished	2/9/2018 8:34:45 AM
Distributions Complete	1		

Success History for Job	
Input Files	Output Files
<a href="#">b29774001.dgn</a>	<a href="#">297-74_001.pdf</a>

Time Zone: Eastern Standard Time [UTC Offset: -05:00:00]

- After the folder is created then email [CADDSupport@vdot.virginia.gov](mailto:CADDSupport@vdot.virginia.gov) to have the folder converted to a project.