

## Drawing – Creation

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### Creating a new drawing in Microstation format

Before a drawing can be created in the Danish Road Directorate's ProjectWise, the related drawing number shall first be created in the [Danish Road Directorate's Drawing Number System](#).

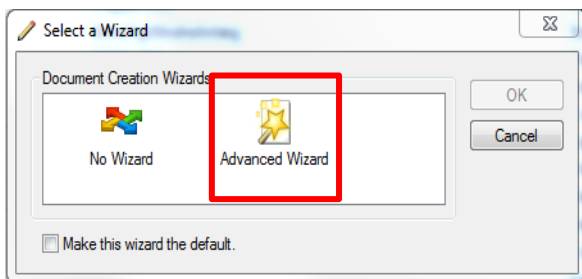
More information about drawing numbers and the content and appearance of drawings can be found in the [Danish Road Directorate's Drawing Standard](#).

**Note:** A drawing is not finally valid until a PDF version of the drawing is at the 'Published' state in the 'PDF' sub-folder of the drawing folder.

To create a new drawing in ProjectWise, click on 'New document'.

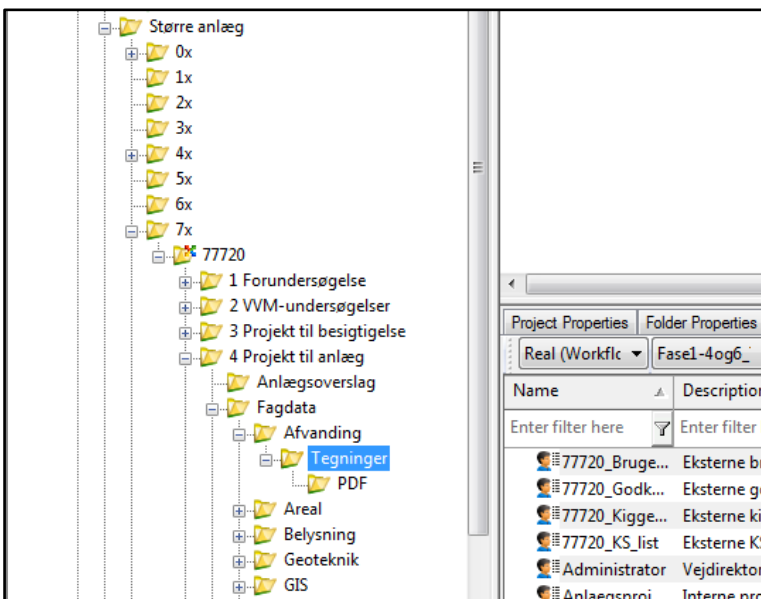


When this is done, the following window opens:



Select 'Advanced Wizard' to give the drawing the right drawing number and file name, and to ensure that attributes are filled in correctly.

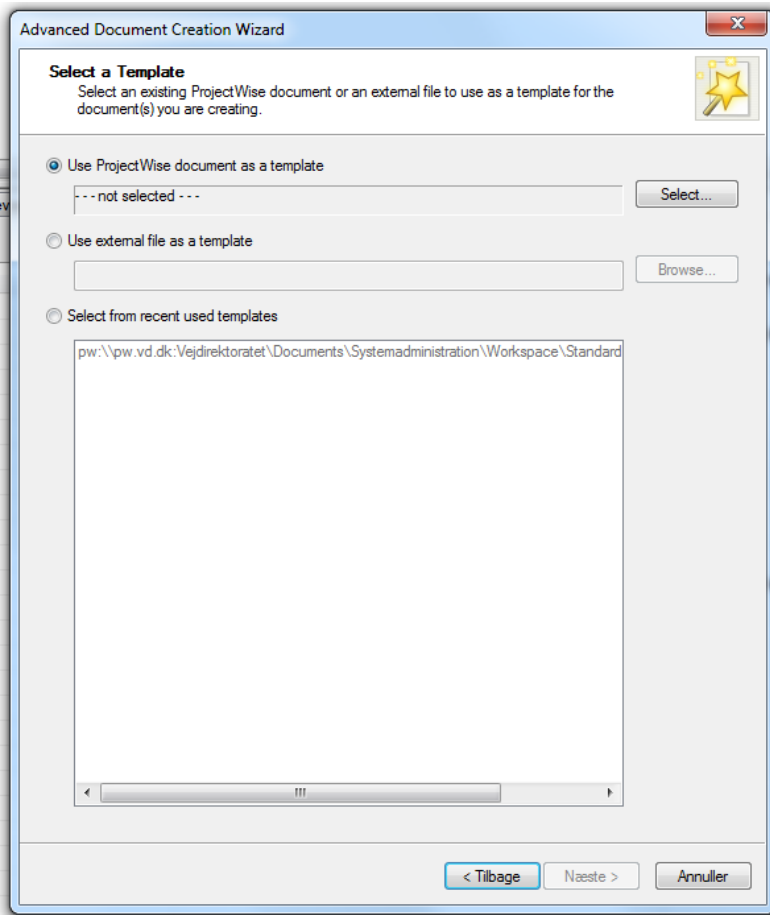
Click on 'næste' (next)



Confirm the location of the drawing and click on 'næste' (next)

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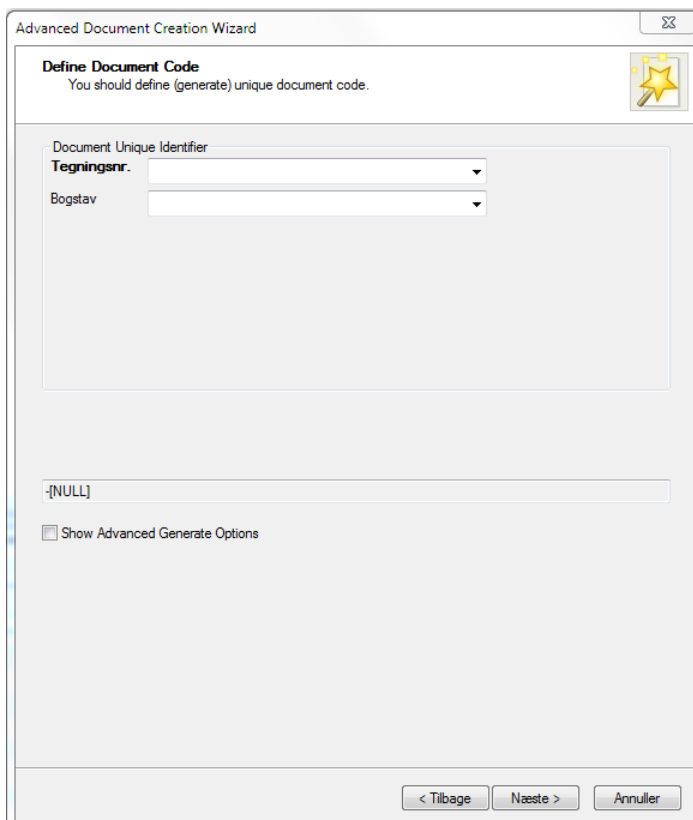
Select either 2D or 3D .dgn 'Template' by doing the following:

Select 'Use ProjectWise document as a template' and click 'Select'.

Browse to the following path:  
Vejdirektoratet -> Documents -> Templates and select the right seed file.

**TIP:** ProjectWise remembers the most recently used seed files. The next time you create a new file, the most recently used seed files will be listed under 'Select from recent used templates'. They can be deselected so you do not have to browse to the files every time.

Click on 'næste' (next) to generate a file name.



In this window the drawing number shall be selected.

And if required, a letter.

See [the Danish Road Directorate's Drawing Standard](#) for numbering drawings.

Click on 'næste' (next).

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Advanced Document Creation Wizard

**Define Document Attributes**  
You should define environment specific document attributes.

**Tegning** **Vejdirektoratet**

Strækning 777 TEST-TEST  
Etapenavn 77720 TEST PROJEKT  
Tekst 1 Skitseprojekt - Længdeprofil  
Tekst 2 Test  
Tekst 3 Tegning Målestok: 1:50.000  
Projekteret Tegn. Kontr. Godk. Dato: 19.07.2016  
Tegningsnr. 77720-2001 Bogst. Part (Virksomhed)

**Revision**

Revision	Proj.	Kontr.	Godk.	Rev. dato
-	-	-	-	-
Revisions-tekst				
Revisions-tekst				

Filnavn: 77720-2001 Design pakke

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In this window, some of the attributes shall be filled in with the same values as filled in in the drawing number system.

Some of these attribute values can be edited if required.

The new values will automatically be updated in the drawing number system.

Some of these attributes are read-only and will be filled in automatically.

See the description of the attributes below the screen-shot and when they are to be filled in.

**Note:** The attributes can be filled in or edited after the document has been created.

This is done by right-clicking on the file and selecting 'Properties'. Then select the 'Attributes' tab.

Click on 'næste' (next)

### Attributes for drawing:

- **Design package:** This attribute should be filled in only if the drawing is part of a specific design package. Enter the name or number of the design package. Can be filled in when the file is at the 'Design' state.
- **Originator (Company):** If the file has been prepared by an external business partner, enter the name of the business partner's company here. Shall be filled in when the file is at the 'Design' state.
- **Text 2 / Text 3:** Fill in the text which corresponds to the second and third line in the title block. Shall be filled in when the file is at the 'Design' state. See [the Danish Road Directorate's Drawing Standard](#) for filling in the title block.
- **Scale:** Fill in the scale in which the drawing is shown. Shall be filled in when the file is at the 'Design' state.
- **Design.:** Fill in who has designed the content of the drawing. Shall be filled in when the file is at the 'Design' state.
- **Draw.:** Fill in who has prepared the drawing. Shall be filled in when the file is at the 'Design' state.
- **Check:** Fill in who has performed control of the drawing. Is automatically filled in when the drawing is sent from the 'Quality Control' (KS) state to another state.
- **Appr.:** Fill in who has performed control of the drawing. Is automatically filled in when the drawing is sent from the 'Approval' state to the 'Published' state.

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The selected drawing number from earlier has now been inserted automatically in the file 'Document name' and 'File name'

Advanced Document Creation Wizard

**Document Properties**  
Define required document properties - the name and the file name.  
Optionally, you can also define document description and version string.

New document name  
77720-2001

Description for the new document  
seed2d

New document file name  
77720-2001.dgn

Version  
[Empty]

Application:  
MicroStation

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If you want a description of the file, fill in the field 'Description for the new document'.

Click on 'næste' (next) and again 'næste' (next) etc. until the file has been created ProjectWise.

**TIP:** For faster and more flexible creation of files, click on 'Tips & Tricks' in [the user manual main menu](#).

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