

Brown and Caldwell is using ProjectWise to manage project documents. This document outlines the method to use AutoCAD with ProjectWise that provides simplicity, consistency, efficiency and scalability to assisting in sharing work between different locations. Adherence to the workflow described below will help you be successful in delivering your projects on budget and on time.

Summary

This document will show best practices around working with AutoCAD files with ProjectWise.

This document will show the basic workflows that can be done from the ProjectWise Ribbon within AutoCAD 2019, however the same workflow can be done in previous versions of AutoCAD (2018, 2017, 2016, etc....) In this document you will learn how to import, export, review properties, create new and open files within AutoCAD.

The ProjectWise Integration when enabled will add the following commands:

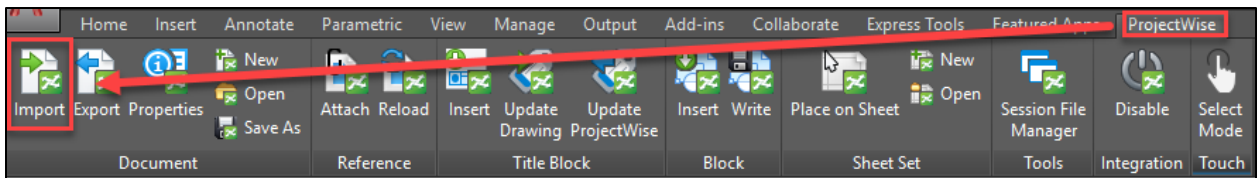
Integration also adds the following items which include related ProjectWise commands:

- **ProjectWise tab** (on the ribbon bar)
- **ProjectWise toolbar** (on the Toolspace window)
- **ProjectWise menu** (on the menu bar - the menu bar is hidden by default)

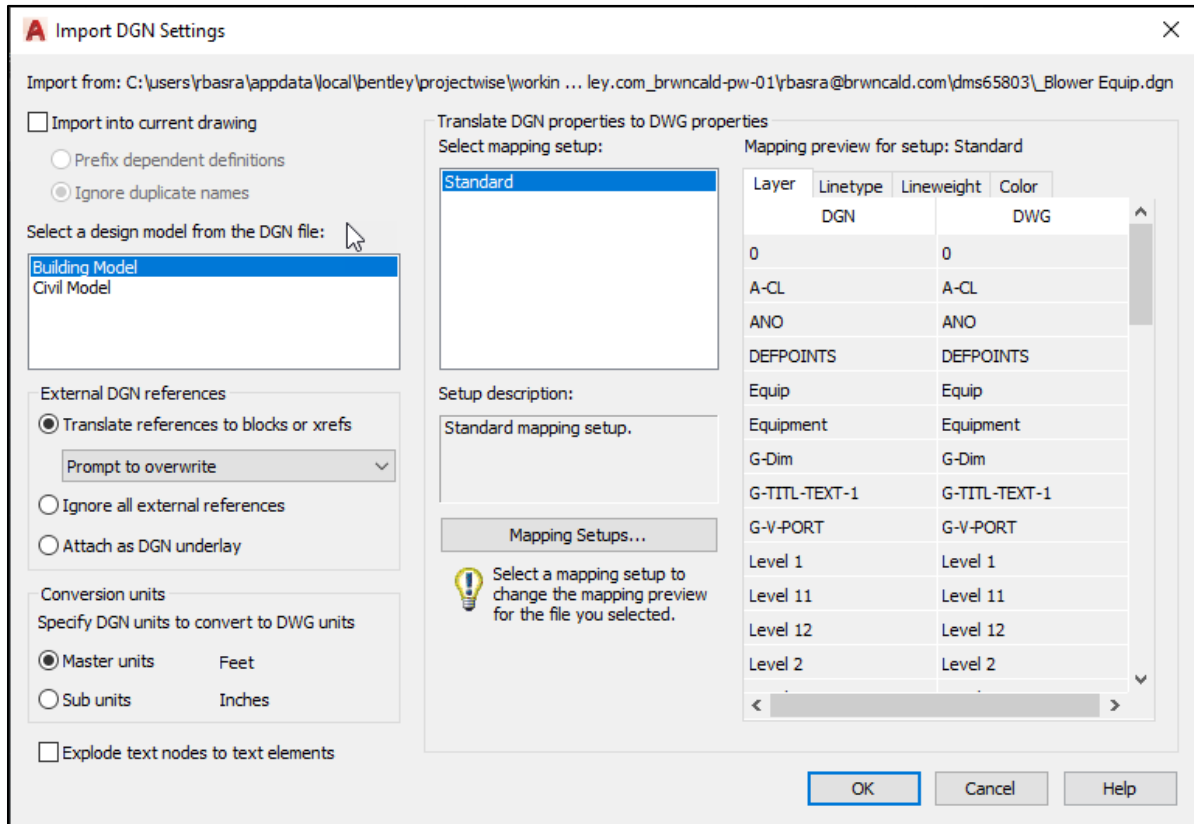
Please note AutoCAD Profiles are setup with ARG files in ProjectWise and the rest of the profile data will be hosted on the DFS Storage.

Import a Non-AutoCAD file Store in ProjectWise

1. In AutoCAD Navigate to the ProjectWise Ribbon click on the Document panel and click on Import



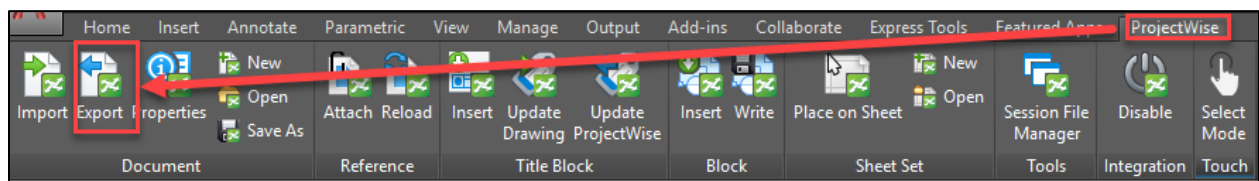
2. In the open dialog select the document to import and click **Open**
3. In the AutoCAD's import settings dialog adjust necessary settings and click OK.



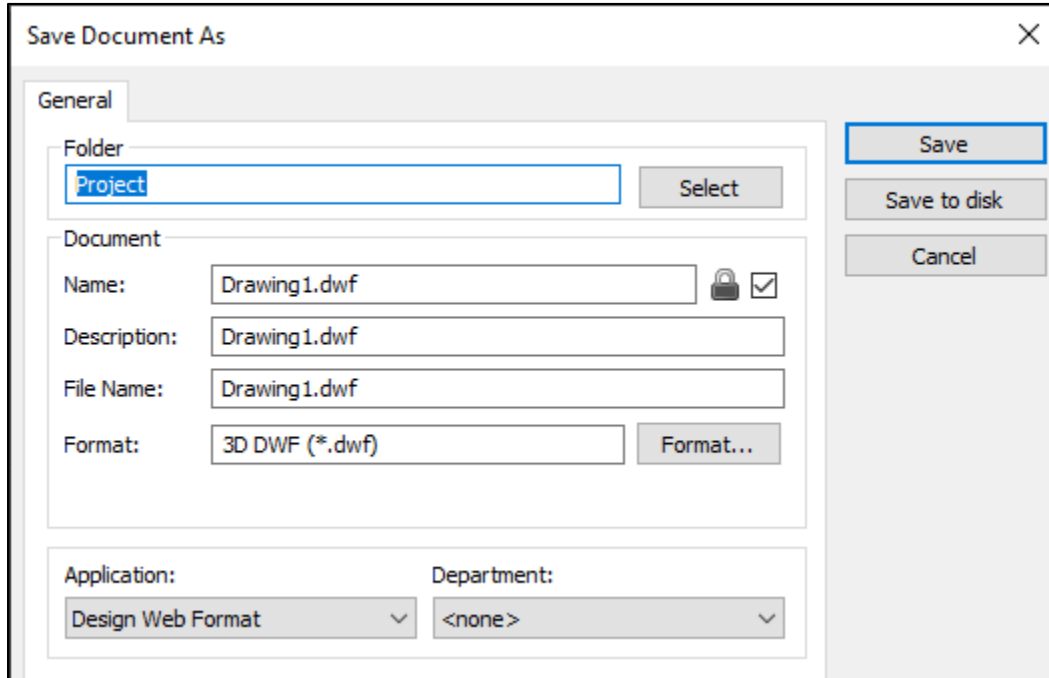
4. Click on Save As to save the imported document into ProjectWise.

Exporting a File

1. In AutoCAD Navigate to the ProjectWise Ribbon click on the Document panel and click on Export

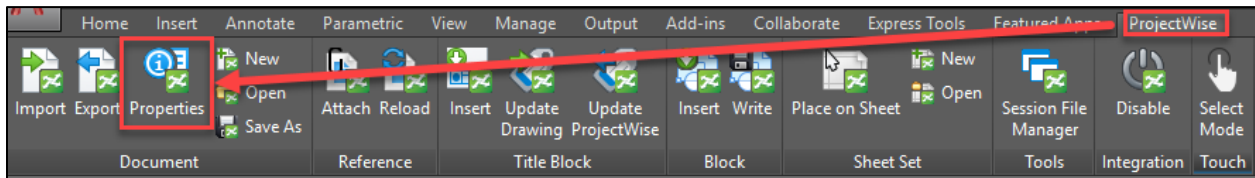


2. In the Save Document As dialog select where to save the file and click **Save**
 - a. **Select to ProjectWise:** Click **Select** right of the folder field and navigate to a new folder in ProjectWise
 - b. **Save to disk:** Save the file locally to your machine
3. Option to Name the document and also change the format is also available.



Properties of a File

1. In AutoCAD Navigate to the ProjectWise Ribbon click on the Document panel and click on Properties

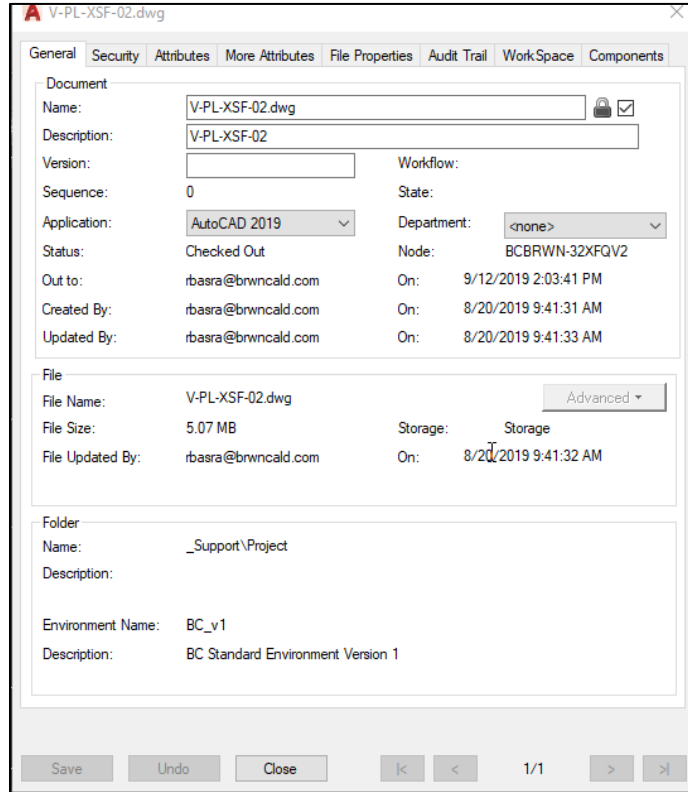


2. ProjectWise document properties will open for review

Still having trouble?

Internal Users: Create a ticket from the [BC Help Desk](#). Select "Design Technology" as the queue and "ProjectWise" as the category to ensure fastest routing of your request.

External Users: Contact your Project Manager



Working with AutoCAD files

From within the ProjectWise Ribbon you have a few options that allow you to work with DWG's in AutoCAD.

- New:** Create a new file from a template
- Open:** Open a dwg that is currently saved in ProjectWise or local disk
- Save As:** Save the current file as different name

