

Brown and Caldwell is using ProjectWise to manage project documents. This document outlines the method to use Civil 3D 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.

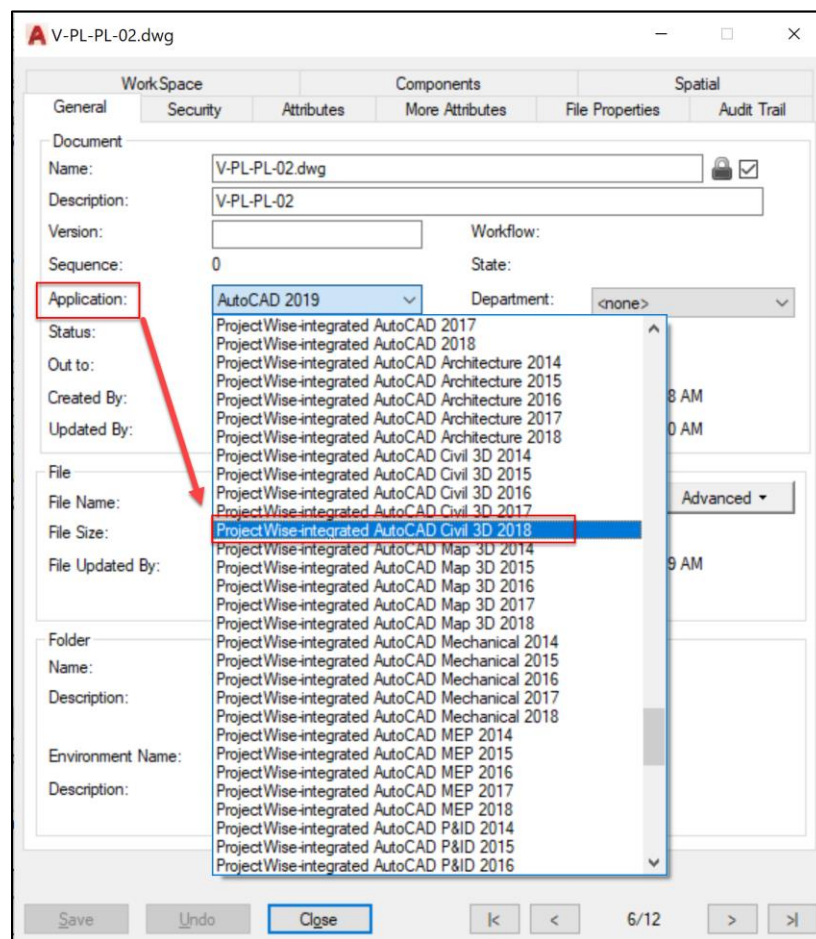
## Summary

Importing existing AutoCAD Civil3D document into ProjectWise is simple. If Civil3D files are shared from a vendor or Engineer. These steps will help you resolve references and data shortcuts.

## Associate Version of Civil3D

If there is a specific version of AutoCAD Civil3D that you wish to use, by clicking on the correct Application association, you can choose the version to use for opening the file. If the correct version is not listed in pull down menu, please contact the BIM Manager for your project.

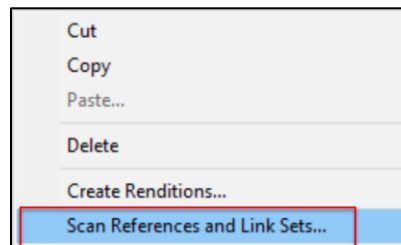
1. While in Project Wise Explorer, right click on the file and select properties
2. Under the General (Tab) click on the Application: drop down, scroll down 'ProjectWise-integrated AutoCAD Civil 3D XXXX' and select the desired version of Civil3D to use.
3. Click Save and Close



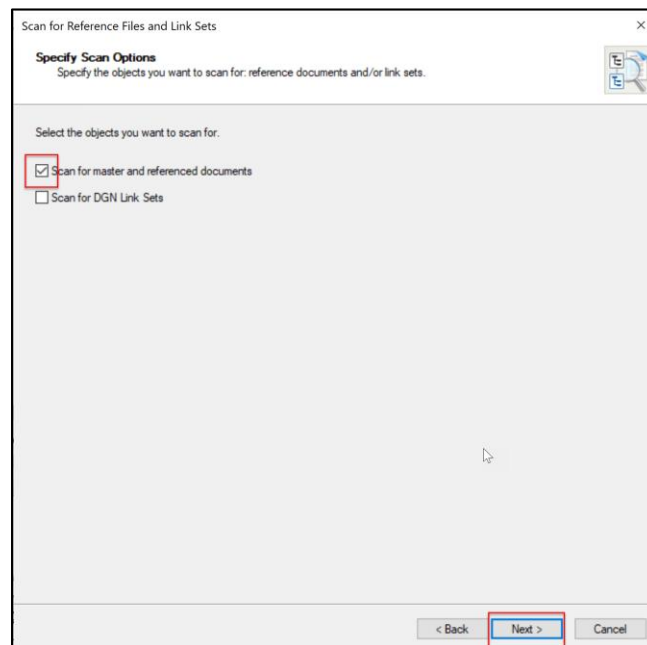
## Associate Reference Files

Once files are brought in to ProjectWise a you need to Scan the folder for references. This process links all the references to the master file.

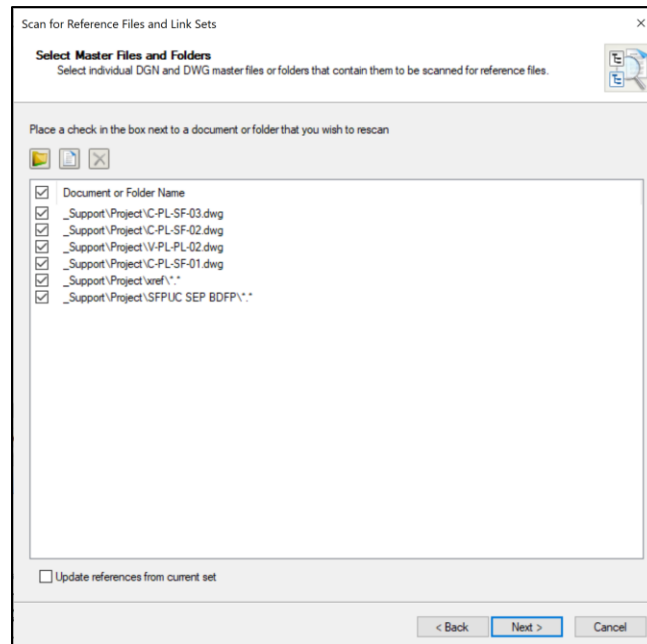
1. Select the files and folder that are a part of the drawing set
2. Right click and select 'Scan References and Link Sets...'



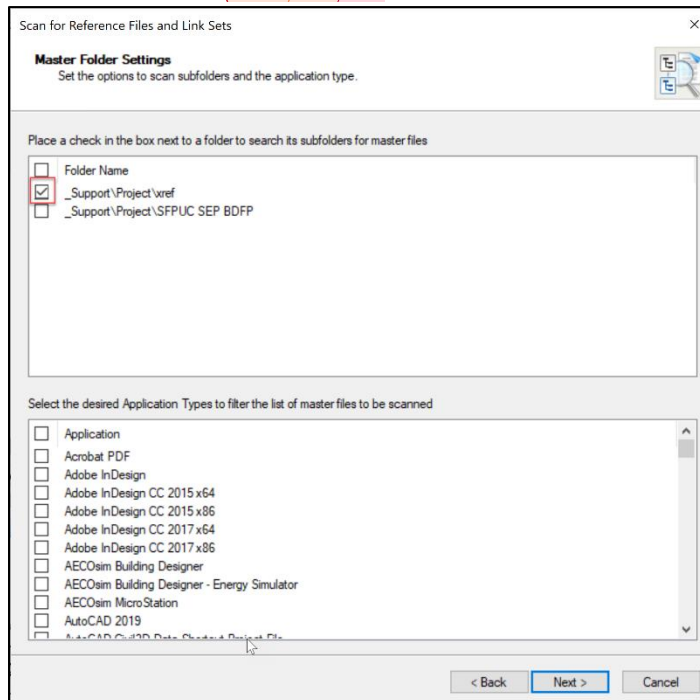
3. On the 'Welcome to Scan for References....' Dialog Click Next
4. Uncheck 'Scan for DGN Link Sets' and click Next



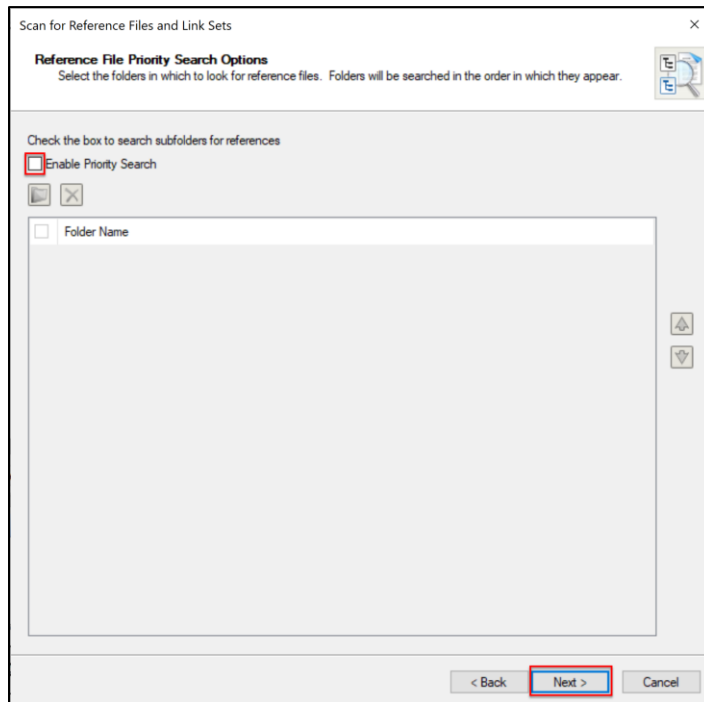
5. Select the Master files and click Next (you may need to click on the folder icon and browse to the folders that contain the master files).



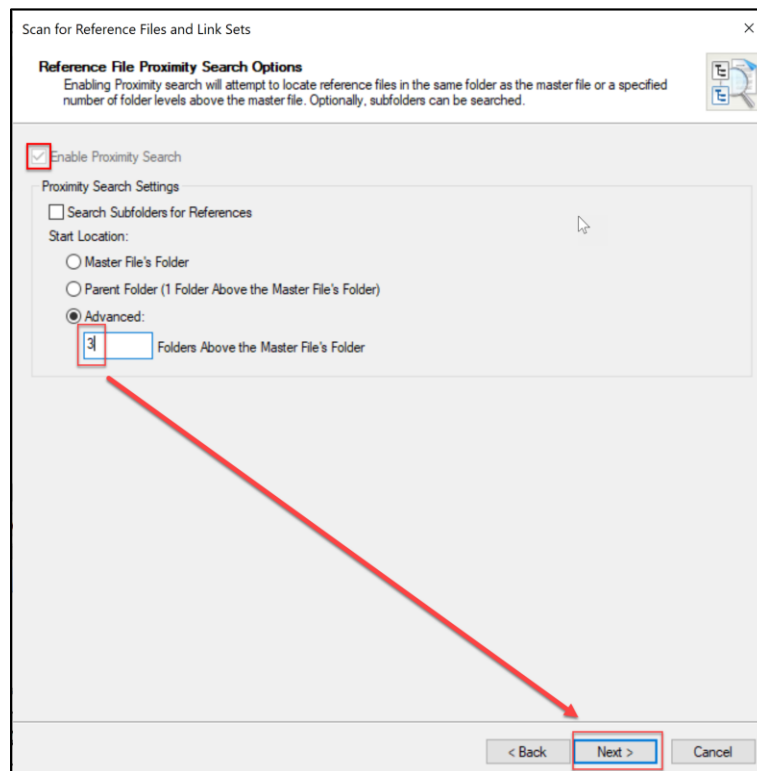
6. Select the Master folder and click **Next** [DV1][RB2]



7. Uncheck 'Enable Priority Search' click Next (you may need to click on the folder icon and browse to the folders that contain the reference files).



8. With “Enable Proximity Search” checked in this window, check 'Search Subfolders for References'. *\*\*Note in this example Advanced and 3 is entered. The there start locations are explained below.*



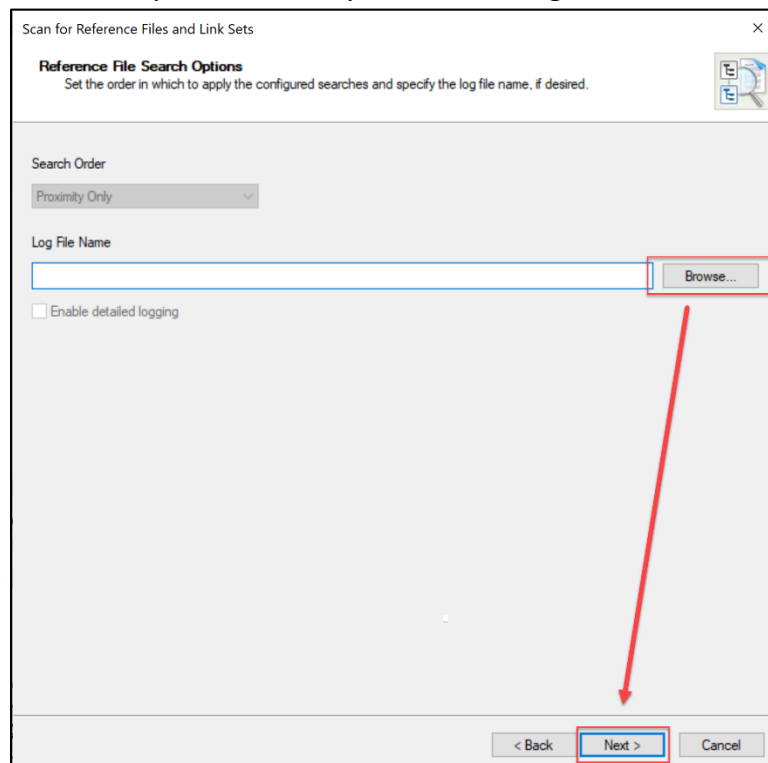
9. And select the Start Location

- **Master Files Folders:** If reference files are all in one folder
- **Parent Folder (1 Folder Above the Master File's Folder):** If reference files are in one folder above the folder selected
- **Advanced:** if reference files are multiple folder above type the number on how many folders the search should check above the selected folder

10. Click Next

11. Choose a Search order then give a name to the log file 'RefScan.log'

12. Click Browse and select a path to where you want the log file to be created in. Click Next



13. Click on “Scan” button. At this time, all references are going to be resolved. Once the process completes click close.

*\*\*\*Note: Running scan for reference does not resolve data shortcuts. The steps below will resolve data shortcuts for Civil 3D.*

## Resolving Civil 3D Data Shortcuts<sup>[RB3]</sup>

Now that the references are resolved next step is to link the data shortcuts (a drawing must be open to perform this procedure).

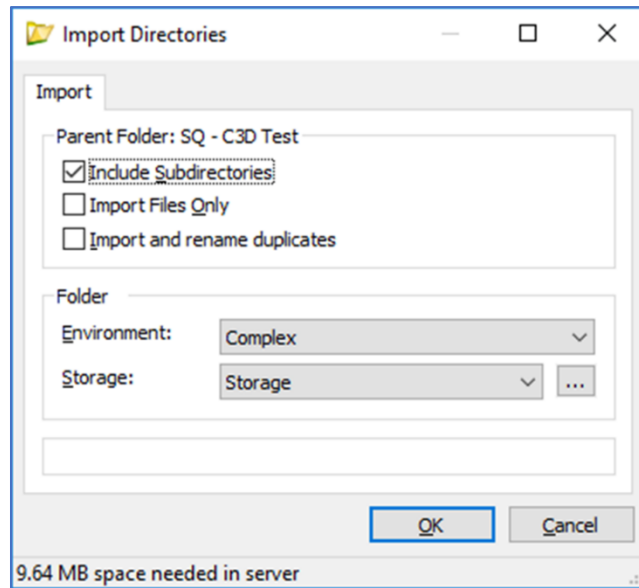
1. In Civil 3D navigate to the ProjectWise Ribbon select the Import Data Shortcut command. In command line in Civil 3D a DSImport will initiate the same `command`<sup>[RB4]</sup>.
2. Browse to the folder where the Data Shortcut project data is located on your local drive.
3. Select the project to import
4. Browse to the folder in ProjectWise where the files will be imported to.
5. Browse to the folder where the source drawing fill will be imported and Click Save.
6. Accept the default location. This location is where all your source files will be stored.
7. Navigate in to ProjectWise and select the project you imported. Examine the imported Data shortcuts in ProjectWise by clicking on the Dependency Viewer (tab)

### Validate Civil3D file

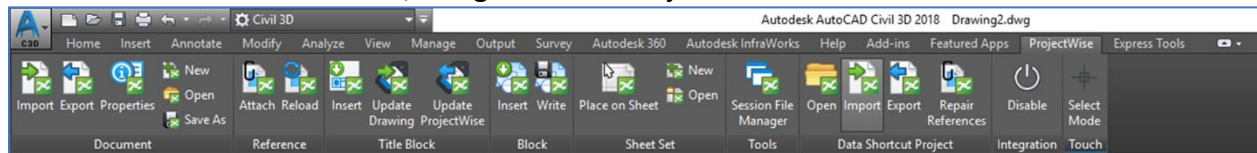
1. Open AutoCAD Civil 3D and click on open file from the top menu.
2. Open the DWG file; check file references and data shortcuts are resolved.

### Importing an Existing Project.

1. Begin by dragging and dropping the entire Civil Project folder structure into the desired location in ProjectWise



2. Navigate to the AutoCAD Civil 3D Working Folder that was imported and delete it. The Civil Project will be imported separately through integrated AutoCAD Civil 3D.
3. Run a ProjectWise Reference scan on the newly imported folder to reconnect XRefs. (ProjectWise Administrator will usually run this for you)
4. In AutoCAD Civil 3D, navigate to the ProjectWise ribbon tab



5. Select Import from the Data Shortcut Project panel
6. Navigate to and select the directory that contains the civil project and click **OK**  
**Note:** an error dialog will appear if there is no Civil3D project in the selected directory
7. Select the desired project and click **OK**
8. Select the folder in ProjectWise where the Data Shortcut Project is to be saved. In this example, it is the folder that originally contained the Civil 3D Working Folder.
9. ProjectWise will step through the process of saving a .CivilDProj to the selected location
10. Select whether or not to use the Document Creation Wizard
11. ProjectWise will process the contents of the Civil Working Folder to determine which models need to be imported along with the XML files that control the Data Shortcuts Project
12. A **Save Document As** dialog will appear with the information for the first Civil source model.

- Select **Cancel** and continue to hit **Cancel** until the import tool is finished processing each Civil Source drawing. Note that this may require several minutes of pressing the Cancel button.
13. In the final step, ProjectWise will prompt the user to input comments for the Civil Project (.CivilDSProj):
  14. Click **OK** and the following confirmation dialog will display:
  15. Before a user begins work, follow the steps in on Setting the Data Shortcuts working folder in ProjectWise
    - Setting the Data Shortcuts folder in ProjectWise**
    - 1. Open AutoCAD Civil 3D and log in to ProjectWise
    - 2. Either create a new blank drawing or open an existing document
    - 3. In the Toolspace, right-click the Data Shortcuts and select **Set Working Folder...**
    - 4. Navigate to the Civil 3D Working Folder designated by your ProjectWise Administrator or data manager and click **OK**
    - 5. If no path is displayed in between the brackets next to **Data Shortcuts** select the **Open** command from the ProjectWise ribbon under the Data Shortcut Project section
    - Note:** There is currently a known bug that prevents a Data Shortcut Project from being opened and extracted to the local working folder. ProjectWise update 3.2 should correct this issue.
    - 6. After selecting **Open** navigate to the working folder in ProjectWise and open the document with the file extension .CivilDSProj
    - Note:** Steps 5 and 6 are the current best practice for opening a Civil 3D Project when switching from one project to another.
  16. After setting the Working Folder, open one of the Civil Source drawings and run the repair references tool. The following dialog will appear to indicate that the Civil Data Shortcut reference set has been restored:
  17. Save, Close and Check-in the document. Reopen the model. Running the DSFOLDERREPAIR command may be necessary to realign the data shortcuts and references for the project.