

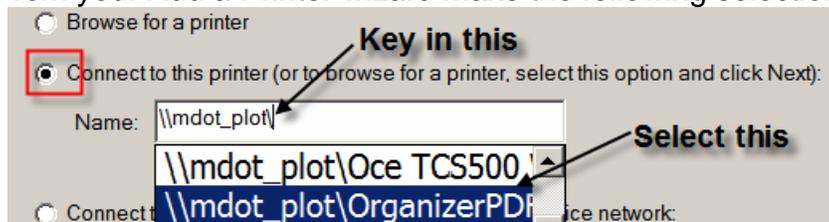
InterPlot Organizer – Converting DGN's to PDF

InterPlot Organizer is a bulk processing tool for converting MicroStationV8 documents to PDF format.

Please take note: This guide is for converting DGN's to PDF. You can use Organizer throughout the projects lifecycle to mass print an entire set of MicroStation drawings. **Do not use the same Plot Set for both printing and PDF creation. You will wreck your PDF pages if you switch print queues. You must create one Organizer plot set to print from and a new plot set to generate PDF.**

User Tips, Recommendations and Requirements

- **Convert MicroStation J files to MicroStation V8** - This allows full text searching and level recognition in Adobe PDF.
- **Create PDF print queue** - EVERYONE must have a OrganizerPDF queue on their machine:
 - a. From your Add a Printer wizard make the following selections and data entry



- **Plot shapes** - Shapes must be on the appropriate level and line style for each MicroStation version:
 - a. Level 63 for MicroStation J **AND bridge files in V8 using mdot_bridge workspace**
 - b. Level plot_shapes for MicroStation V8 files that use mdot_road workspace.
- The following factors drive your selections in Iplot Organizer:
 1. What was the original version of your design files – J or V8?
 2. Where are the files located? – Local drive? mapped drive? or in ProjectWise?
 3. What are your output objectives – Half size PDF?
- You must not change the print queue inside of InterPlot Organizer. You will need one dedicated Organizer plot file for paper and a new Organizer plot file at the end of the project for PDF creation
- Do NOT start InterPlot Organizer from within ProjectWise. You must start InterPlot Organizer from your desktop and have the MDOT Pre-Iplot Organizer Setup dialog box appear first.
- All Raster Layers must be color zero for printing/PDF creation to avoid light display
- Do Not store InterPlot Plot Set (IPS) files on Netware servers.
- DGN's that contain multiple sheet cells will render out sequentially number plots.
- Preview and logically re-name plots ASAP to limit confusion

Please refer to the following ProjectWise document to help you Quality Check your PDF output:

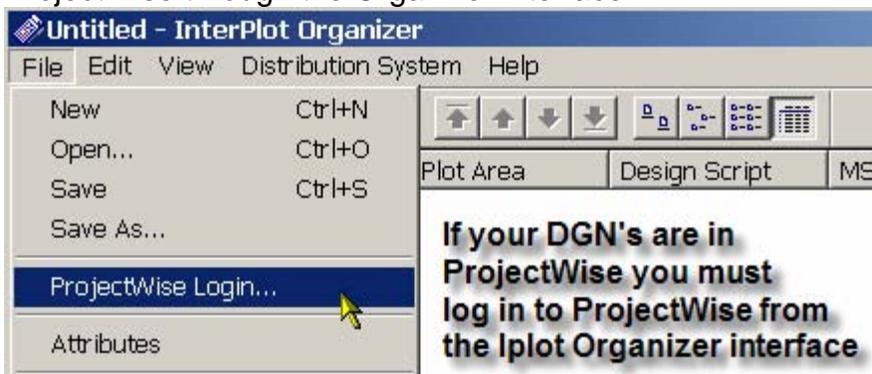
<pwname://MDOTProjectWise/Documents/Reference Documents/E-Proposal/How to QC Your PDF Plans.pdf>

Iplot Organizer Instructions

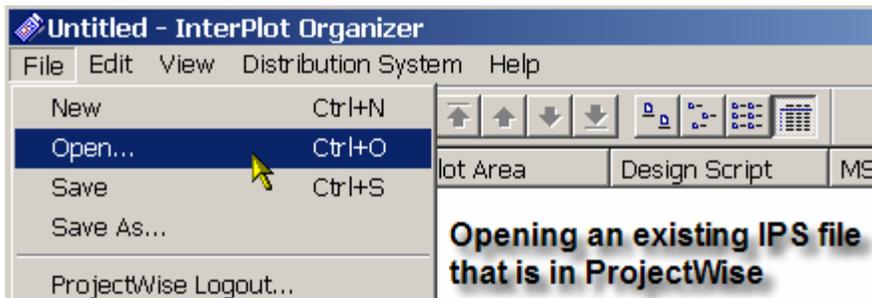
1. Open Organizer from the following location:
Start->Programs->InterPlot Utilities->InterPlot Organizer for MicroStation V8.
2. In the Pre-IPlot Organizer Setup window select the following:



- a. Select the Printer Name **\\mdot_plot\OrganizerPDF**
 - b. Select the setting folder that fits the original version of your MicroStation files
 - c. Click **OK**.
3. Communicating to InterPlot Plot Sets (IPS) and DGN's in ProjectWise requires you to log in to ProjectWise through the Organizer interface



4. Opening existing IPS files that are in ProjectWise (PW):
Do Not double click on existing IPS files stored in ProjectWise. You must open the plot set from the IP Organizer interface. If the plot set is on a local drive then you may double click on the file directly.



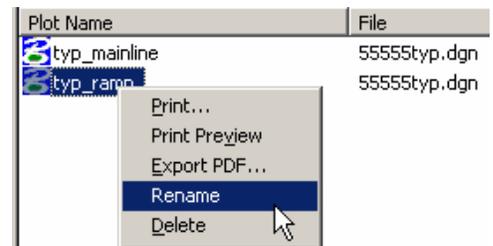
Then navigate inside of your ProjectWise folder structure to locate your IPS file.

5. Creating or adding Plots to your IPS file:

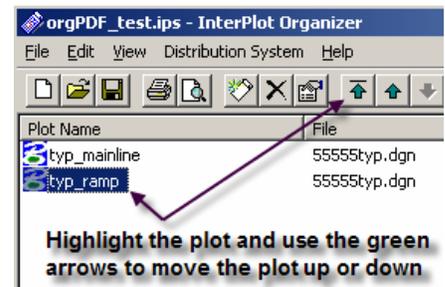
- a. Click  or **File->Create Plots...**
- b. Click **Add**
- c. Locate and select all design files which need the same type of setting file. If your documents are in ProjectWise navigate to the proper folder location
- d. Click **Add**
- e. Click **OK**
- f. Select **Browse** Close the ProjectWise window by selecting **>Cancel** **All setting files reside on your local M:\ drive**
- g. From the appropriate M:\ drive folder for your specific file type select the setting file to be applied to (Refer to [InterPlot Organizer Settings Files](#) at the end of this document for more information)
- h. Click **Open**
- i. Click **OK**
- j. Repeat steps a-i above for each additional set of design files to be added to the plot set

InterPlot Organizer Quality Control tips

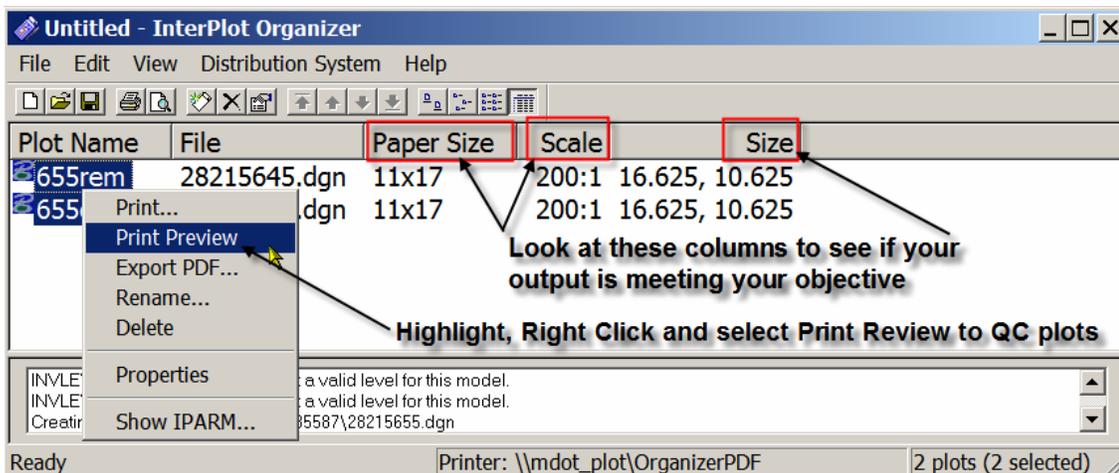
Naming Plots- Logically rename each plot soon after creation. Logical abbreviations are acceptable for plot names. Choose the plot name carefully because it will automatically become the PDF bookmark. Plot naming examples: title, Vicinity, Notesheet, typ_ramp, 625rem, 625const, 625prof, stdplan128, etc.



Plot Set Order - Make sure the Organizer file lists the plots from top to bottom just like a set of plans would be. Highlight the sheets and use the green up/down arrows. 



Plot Set Review – Make sure you preview each plot in your set for correct display. Review the Organizer application window for incorrect data that will stop you from reaching your output objective.



Now you are ready to create your PDF plan set ...

6.
 - a. Select the files to be exported to PDF
 - b. Right click on the selected files and select **>Export PDF**
 - c. Click **PDF Format Configuration...**
 - d. Make sure Searchable Text and Levels/Files are checked
 - e. Make sure the Rotation value is **270**
 - f. Click **OK**
 - g. Click **Create PDF**
 - h. If you have integration with ProjectWise you will be asked to save the PDF file directly into ProjectWise. Navigate to the appropriate ProjectWise folder or select **>Close** to save the PDF locally.

NOTE: eProposal PDF plan sets MUST be named planhalf.pdf and placed in this ProjectWise folder  6 - Letting Plans and Proposal For large plan sets please refer to the guidance document in ProjectWise: How to Divide Plan Files For Large Projects

|TProjectWise\Documents\Reference Documents\E-Proposal\EProp-How to Divide Large Projects

Saving your IPS set – You must save your new or modified IPS set for future use. Your choice is to save the file into ProjectWise or save it to your local drive.

- a. Click  or **File->Save...** **NOTE : Do NOT save the IPS file to a Netware drive. Save the IPS in ProjectWise or to your local C:\work folder.**
- b. If you have integration with ProjectWise you will be asked to save the IPS file directly into ProjectWise. Navigate to the appropriate ProjectWise folder to save or select **>Close** to save the IPS locally.

InterPlot Organizer Settings Files

Settings files are applied to design files in Organizer to display specific levels by discipline, MicroStation version, or output type on shared CAD drives.

Table 1

Settings File Folder	Primary Users or Applications	Description of Usage
Design_J_laser-PDF	Road, Bridge, Utilities, e-Proposal	MicroStation J files and Files converted from MicroStation J to V8 for B&W output to 11"x17" paper and PDF files, and 8 ½ "x11" log jobs
Design_V8_laser-PDF	Road, Bridge, Utilities, e-Proposal	MicroStation V8 files for B&W output to 11"x17" paper and PDF files, and 8 ½ "x11" log jobs
RealEstate_V8_laser-PDF	Real Estate, e-prop	MicroStation V8 files for B&W output to 11"x17" paper and PDF files, and 8 ½ "x11" log jobs

Contact Engineering Support Staff

User Support: Harold Hovey – 517 335 2176 cell 517 204 3126

Application Support: Stephanie Doherty – 517 335 2336