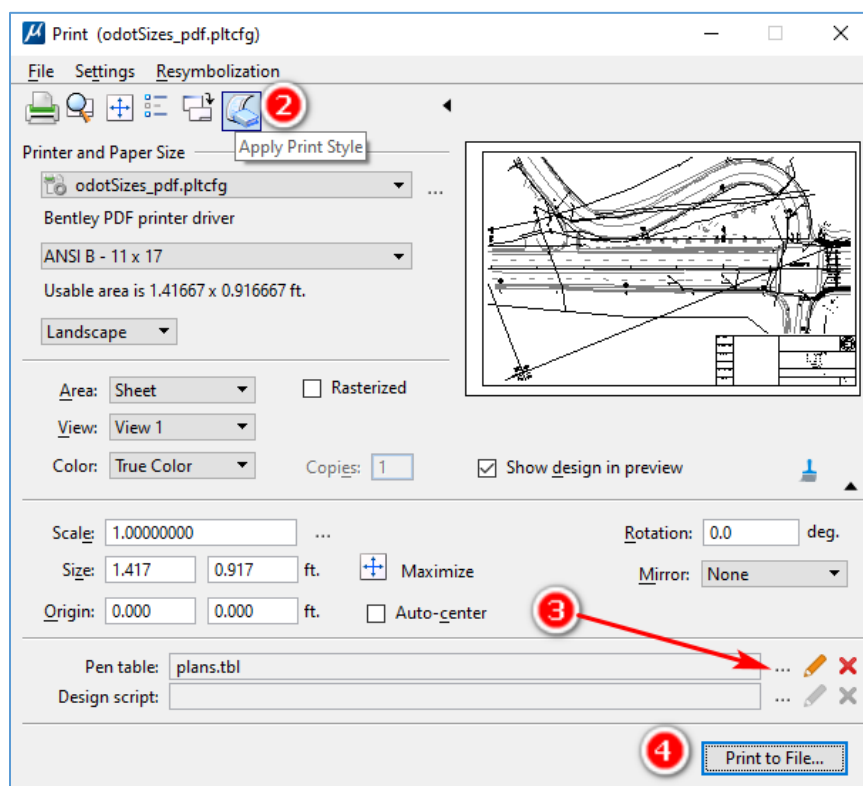
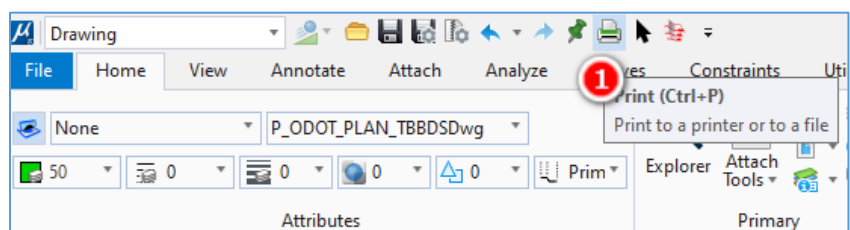


Printing a Single PDF

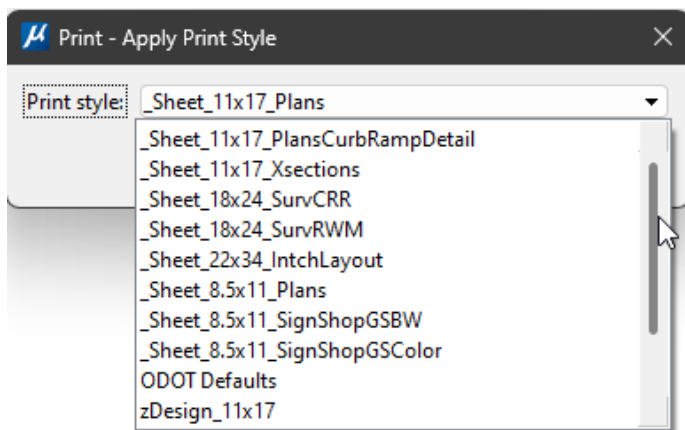
A print area may be set up in a design-type model or in a sheet-type model. You may use a standard border, which is helpful for determining the area that will fit on a sheet at a particular annotation scale. Or you may wish to place a fence and generate a quick print or PDF of an area of interest. All of this can be accommodated by using the **Print** dialog.

Use a Print Style to Create a PDF file from a single plan sheet:

Because ODOT is producing almost entirely digital prints (PDFs), the available print styles all use the same PDF printer driver. The process takes just a few simple steps to create a PDF from a CAD file containing a plan sheet: 1) launch Print, 2) apply a print style, 3) verify the pen table, and then 4) print to file.



The print style you select should be *based upon the type of model* that contains the plan (Sheet or Design), the size of the sheet, and the pen table that you wish to attach. The size of your resulting PDF may be altered after applying the print style. The available print styles are provided with the most commonly used sizes, PDF printer drivers and the pen tables most commonly used to reduce the number of mouse clicks to produce digital prints and to minimize the number of choices.



You can change the pen table by clicking the ellipsis [...] button to the right of the Pen table line in the Print dialog.

Saving the PDF:

If you are working in a DGN file that is stored on your C: drive, or in a personal network or crew share, clicking the [Print to File...] button will cause a Save Print As dialog to open. The Save Print As dialog is simply File Explorer – use it to name your PDF and to navigate to the location for saving your PDF. Your default PDF software will automatically open the PDF for you to check it and even print a hard copy.

If you are working in a DGN file that is stored in a ProjectWise datasource, the Select a Wizard dialog opens. To save the PDF locally, choose [Cancel]. To save the PDF in the ProjectWise datasource, select [No Wizard]. When saving PDFs in ProjectWise, it is highly recommended to save to a 0_Temp folder in your project. The 0_Temp folder is the only folder where you can delete mistakes! Documents can be moved from 0_Temp to their permanent location in ProjectWise once you verify the content. Use the Document Naming Tool to name the PDF. It is also highly recommended to always type in the file extension in the Document Name field. The Document Naming Tool cannot add the file extension; it must be added manually.

The local copy of the PDF that you have created will be automatically opened using your computer's default PDF software. You can verify the creation of the PDF in ProjectWise by viewing the ProjectWise folder you chose for saving.

Pen Tables:

The pen tables and printer driver configuration files are stored in the OregonDOT workspace on your computer. If you are working in ProjectWise and wish to attach a different pen table, you will need to click [Cancel] on the ProjectWise dialog to open the Windows dialog to choose a different pen table.