

This document guides you through using the InRoads Place Plan Note command, which places annotation based on a combination of manual input and information extracted from InRoads geometry, surfaces, profiles, or cross sections. A major benefit of using this command is generation of annotation based on the engineering model and the ability to automate updating the annotation if the engineering information changes.

## **Plan Notes**

## **Setting Defaults**

- Launch both MicroStation and InRoads with the CAD file that requires annotation. This document follows: C:\Projects\12345\Design\Drawings\Reference\_Files\12345ROW\_Model.dgn
- 2. From the InRoads menu, select File>Projects Defaults. Select the appropriate configuration name for the active project. If not already defined, the Drafting Notes field should be directed to:

3. **<D> Apply** and **Close**.

🚟 Set Project Defaults		X
Configuration Name:	CDOT 👻	Apply
		Close
Default Preferences		New
D. (		Copy
Preferences (*xin):	C:\Workspace\Workspace-CDOT_XM\Standards-Global\InRoads'	
Turnouts (*.bd):		Rename
Drainage Structures (*.dat):		Delete
Rainfall Data (*.idf):		Browse
Bridge Sections (*.txt):		Import
Drafting Notes (*.dft):	C:\Workspace\Workspace-CDOT_XM\Standards-Global\InRoads'	Export
Pay Items (*.mdb):		Help
Default Directory Paths		
ProjectWise Directory:		
Project Default Directory:	C:\Projects\12345\	
Report Directory:	C:\Projects\12345\	
Projects (*.rwk):	C:\Projects\12345\	
Surfaces (*.dtm):	C:\Projects\12345\	
Geometry Projects (*.alg):	C:\Projects\12345\	
Template Libraries (*.itl):	C:\Projects\12345\	
Roadway Design (*.ird):	C:\Projects\12345\	
Survey Data (*.fwd):	C:\Projects\12345\	
Drainage (*.sdb):	C:\Projects\12345\	
Style Sheet (* xsl):	C:\Workspace\Workspace-CDOT_XM\Standards-Global\InRoads\XML	Style Sheets\
Quantity Manager (*.mdb):	C:\Projects\12345\	
Default Grid Factor	Export	
Grid Factor: 1.0000	C Active Only	

- **Note:** Project specific DFT (drafting notes) files can be created and stored in the project directory structure. Creating this file will be discussed later in this document.
- Open project related data files such as geometry projects and surfaces. If developed, choose the projects *RWK* file to open project related data. (File > Open). Select the appropriate project file and <D> OK. <D> Cancel to dismiss the *Open* dialog box.

🚔 Open										X
Look in:	퉬 InRoads			•	0	ø	Þ	•		
Recent Places	Name 12345DES	Date modif Ty rwk	ype	Size						
Desktop										
Chris Ferree										
Computer										
Network	File name:	12345DES.rwk					•		Ope	
	Files of type:	Projects (*.rwk)					•		Can Hel	

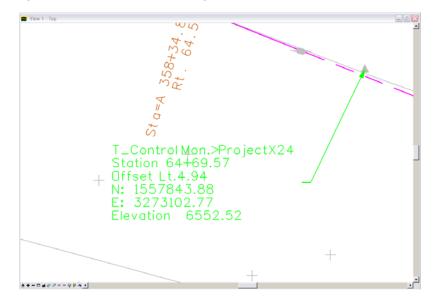
### **Placing Notes**

Annotation will be placed orthogonal to the MicroStation view. Consider the final orientation of plan sheets prior to placing notes.

- 1. Select Drafting>Place Plan Notes.
- 2. Expand the file tree structure (+) for Plan > Existing. Select Feature Station Offset & Elevation, and <D> Apply.

🚔 Place Plan Note			- 0 🔀
File Edit			
Horizontal Alignment:	SH 86	• 4	+ Apply
Surface:	12345_Existing	•	Close
Note File:			
	ing Feature - Station Offset & Elevation Feature Names Reazardous Material Removal - each Removal - linear		Settings Help Dynamics Rotate Omit Autoflip Scale Multiple Leaders
Note: {FEATURE_NAME} Station (STATION) Offset (OFFSET) N: {NORTHING} E: {EASTING} Elevation {ELEVATION «	DN_ACTIVE_SURFACE}	۸ ۳	() ** 789/ 456* 123*
Inserts:	ロ巡り上	<u>Sta</u> Ele	

3. <D> on any element, <D> to accept, move mouse to desired location, and <D> again to insert note into drawing.



**Note:** In order for InRoads to generate annotation extracted from a surface feature, that feature must be displayed in the CAD file using the **Surface** > **View Surface** > **Feature** command. If text fields appear empty (non quantitative) it is more than likely due to the feature's properties. Either a description is not provided or the element is not displayed as a feature in the design file.

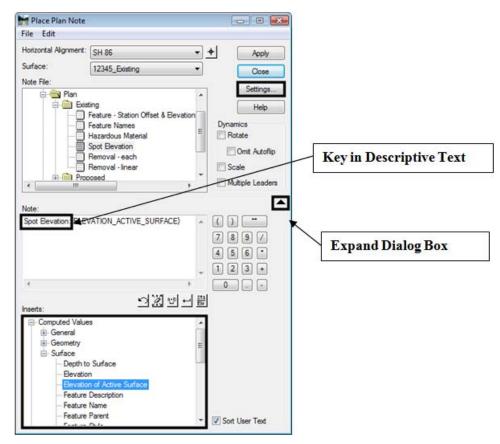
## Creating a Plan Note

 From the *Place Plan Note* dialog, <R> in desired folder to insert note. Select New and then Note.

🚔 Place Plan Note			
File Edit			
Horizontal Alignment:	SH 86	+	Apply
Surface:	12345_Existing	•	Close
Note File:		-	Settings Help
±	New 🕨	Folder	otate
i Pr i Pr	Cut	Note	Omit Autoflip
	Copy Paste		Scale Multiple Leaders
	Delete		•

2. Enter a name for the note (*Spot Elevation* for example) and hit Enter to complete.

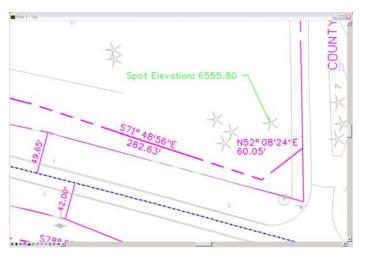
Expand the dialog box using the downward arrow in the lower right of the dialog box. Use the keyboard to insert any descriptive text (*Spot Elevation:* for example) into the *Note:* field. Select Computed Values > Surface > ELEVATION\_ACTIVE\_SURFACE from the *Inserts* list box by <D> <D> on the item. <D> Settings.



Settings		
Placement Mode:	Data Point 👻	ОК
Station Format:	S+SSS.SS <b>▼</b>	Cancel
Drop Equation N	ame	Help
Rotate By:	10^00'00''	Tielp
Scale By:	0.1000	
Named Symbology	<i>r</i> :	
Text:	ANNO_PLAN	• –
Frame:	ANNO_PLAN	•
Leader:	ANNO_PLAN	
Delimiter:	ANNO_PLAN	▼
	ANNO_PLAN	
Delimiter: Frame Shape:	ANNO_PLAN	Size Auto
Frame		Size
Frame Shape:	None	Size Auto
Frame Shape: Sides:	None ▼   5 0.00	Size Auto
Frame Shape: Sides: Primary Radius:	None ▼   5 0.00	Size Auto
Frame Shape: Sides: Primary Radius: Secondary Radius	None ▼   5 0.00	Size (a) Auto (b) Fixed
Frame Shape: Sides: Primary Radius: Secondary Radius Leader	None ▼   5 0.00   6 0.00	Size Auto Fixed Attachment

4. In the *Settings* Dialog box choose desired settings then *<*D*>* OK.

- <u>Note:</u> To keep note settings for future use, save the DFT file in a project specific folder (*Projects\####\Project\_Configuration*) by selecting File>Save As from the *Place Plan Note* dialog box. Saving to the CDOT workspace will not retain this information.
- <D> Apply in the *Place Plan Note* dialog. <D> at any location in the MicroStation view, <D> to accept, move mouse to desired location, and <D> again to insert note into drawing.



## **Updating Plan Notes**

If design information such as stationing, surface elevations or feature information changes, annotation placed with the **Place Note** command does not have to be deleted and regenerated. However, it does need to be updated. The following example shows the procedure assuming the stationing of an alignment has been modified.

 Select Drafting > Update Plan Note. To update a single note, toggle Single From Graphic on. If multiple changes are desired, the Update modes All or Fence can be used. <D> Apply.

📷 Update Plan Note	- • •
Note File: al\InRoads\ Window Capture t	Apply
Update	Close
© Fence	Preferences
Single From Graphic	Help

2. **<D>** on note to update, **<D>** again to accept. The note will automatically be updated with new stationing information.

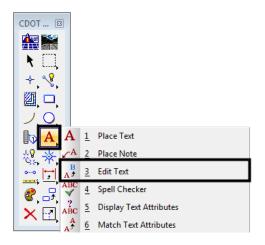
Start to	201
St a=A	
T_Control Mon.>ProjectX24 Station 188+14.57 + Offset Lt.4.94 N: 1557843.88 E: 3273102.77 Elevation 6552.52	_
+ +	+

## **Moving Notes**

- 1. Select Drafting > Move Note.
- 2. <D> on note to be moved; <D> to accept selection; <D> to choose new location.
- 3. When using the **Drafting > Move Notes** command, the leader will stay associated with the original insertion point. Using the MicroStation Move command would reposition both the note and leader.

## **Editing Notes**

1. From the Main Tool Bar in MicroStation choose Edit Text.



- 2. <D> on any note to edit the text in the Text Editor. <D> anywhere in MicroStation view to accept changes made to text.
  - **Note:** Editing text will disassociate values, disabling the automatic updates to text feature.