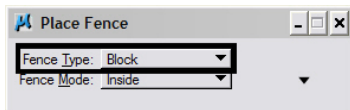# CDOT MicroStation Printing

This document guides you through the basic functions of MicroStation printing. It is used for printing single sheets, on a sheet by sheet basis. Refer to the workflow document *CDOT Batch Printing* for guidance on printing multiple sheets at one time.
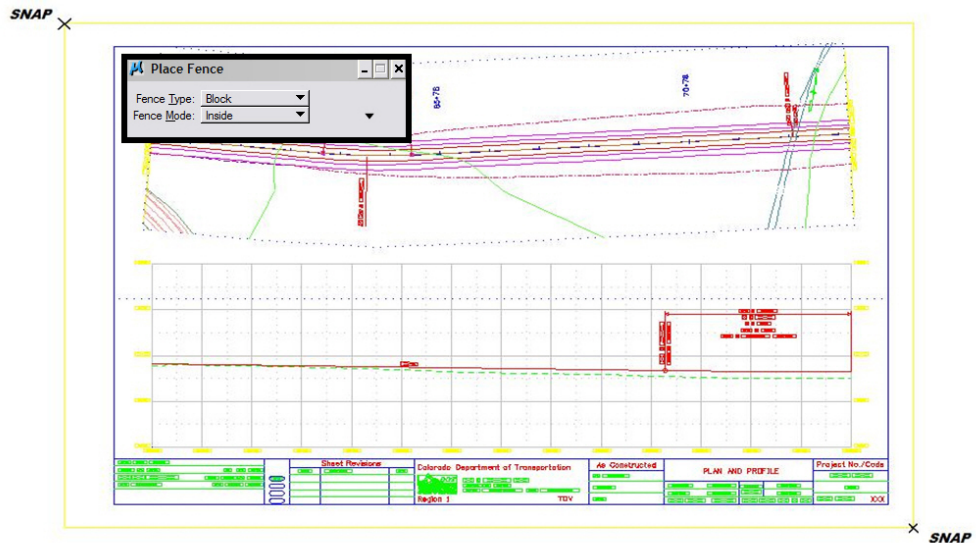
1. In MicroStation, place a fence to define the print area.

2. Set the *Fence Type* to **Block**. This fence type will work for both sheet borders placed as reference files and as cells.
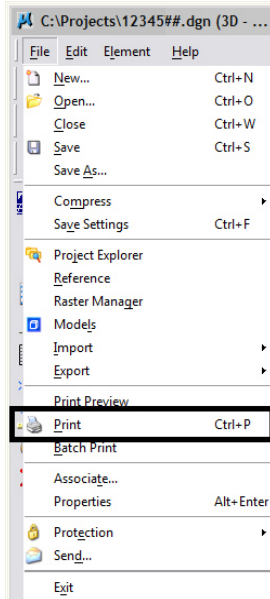

3. Place the fence by *snapping* to the outer corners of the yellow plot boundary. The shape defining the outer edge of the border is called SHEET_Plot-Boundary.
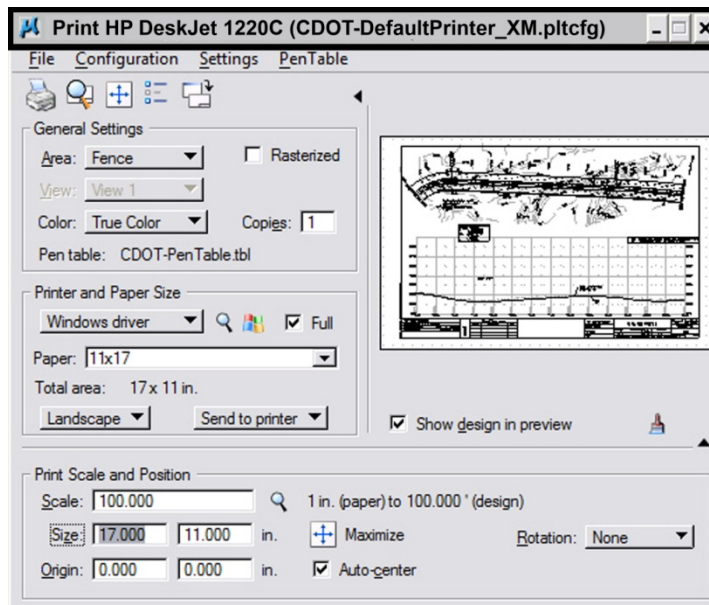
4. Open the **Print** dialog box by selecting **File > Print**.

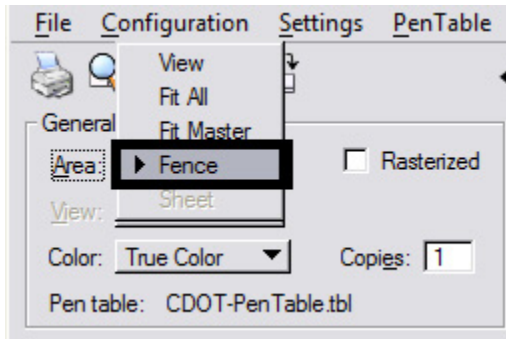Optionally, **<D>** the Printer icon on the **Standard Tool Box**.

5. The current ***Printer Driver*** is displayed in the title bar at the top of the Print dialog box. Print drivers control plotting devices, plot sizes, etc., and pen tables allow for post processing of weights, color, fill, shading, etc.
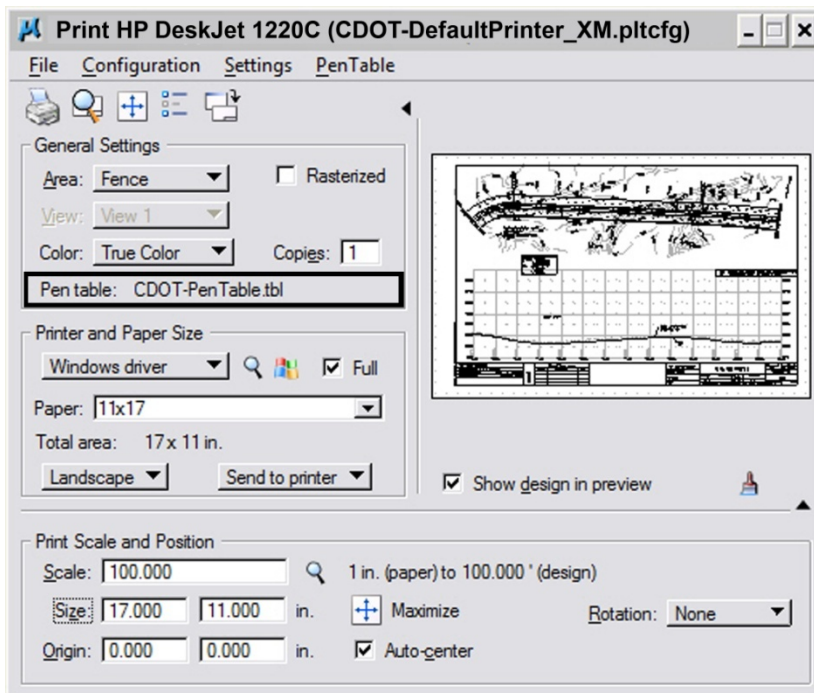
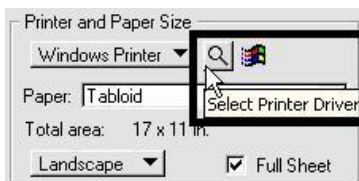6. Make sure the Fence option is selected under *General Settings*.

Note: If a fence has not been placed in your design file, the Fence option will be grayed out and you will not be able to choose that option.

The current *Pen Table* will display under the *General Settings* area of the dialog box.
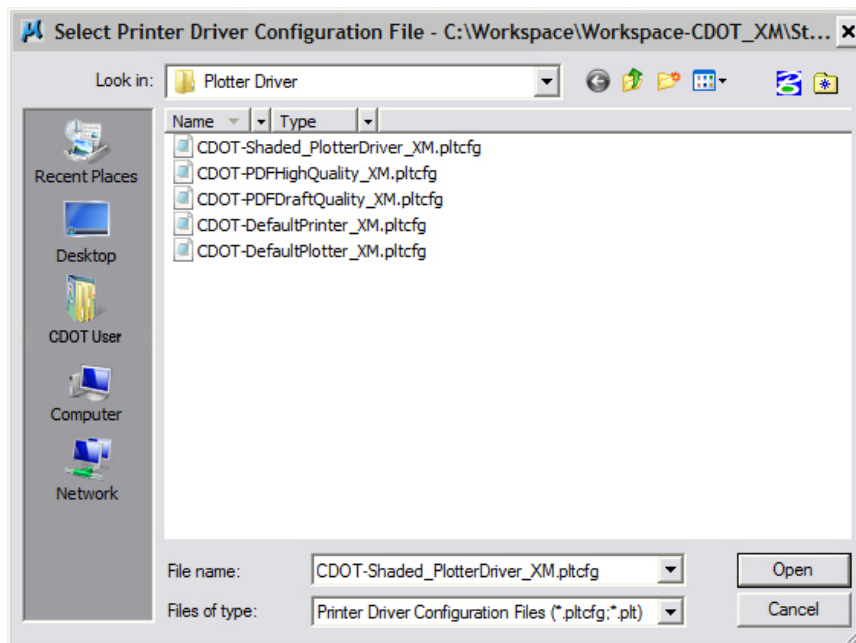

7. The default Printer Driver is *CDOT-DefaultPrinter_XM.pltcfg* and the default Pen Table is *CDOT-PenTable.tbl*. To change the Printer Driver, **<D>** the magnifying glass located under *Printer and Paper Size*.
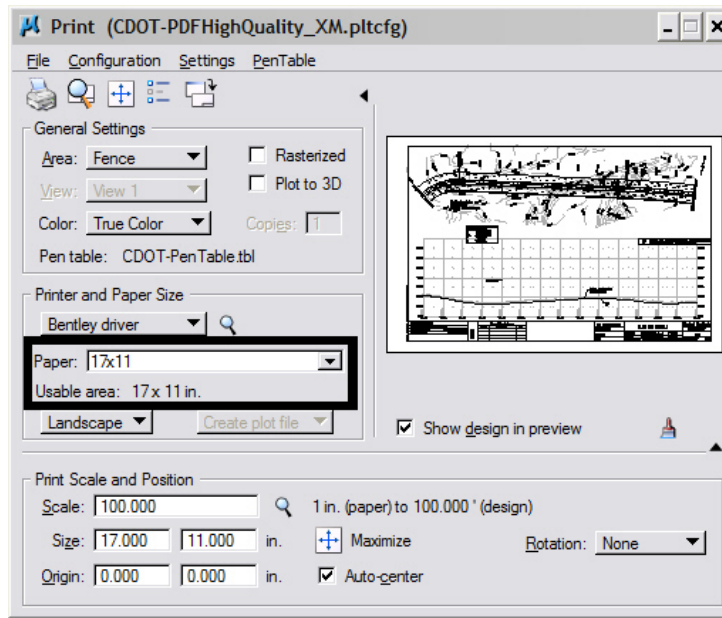
8. Five printer drivers are available in the …**\MicroStation\Plotter Driver** directory.

- *CDOT-DefaultPrinter_XM.pltcfg* should be used to send plots to the default printer.
- *CDOT-DefaultPlotter_XM.pltcfg* should be used to send plots to a CDOT plotter.
- *CDOT-PDFDraftQuality_XM.pltcfg* should be used for the creation of draft quality (300psi) Adobe PDF files.
- *CDOT-PDFHighQuality_XM.pltcfg* should be used for the creation of high quality (600psi) Adobe PDF files.
- *CDOT-Shaded_PrinterDriver_XM.pltcfg* should be used for drawings that contain filled shapes that are to be printed partially transparent.
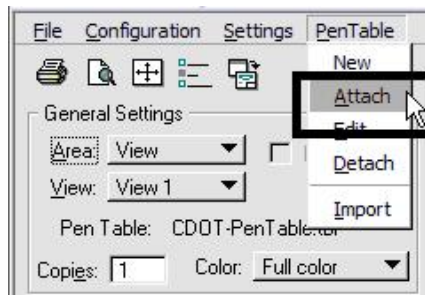
9. If the paper size does not default to 11x17, the plotter driver file will need to be edited. Please refer to the *CDOT Printer Driver Adjustments* workflow document located on your Windows Start menu under **All Programs > MicroStation > CDOT Customizations**. This document will guide you through setting up the desired default paper size.
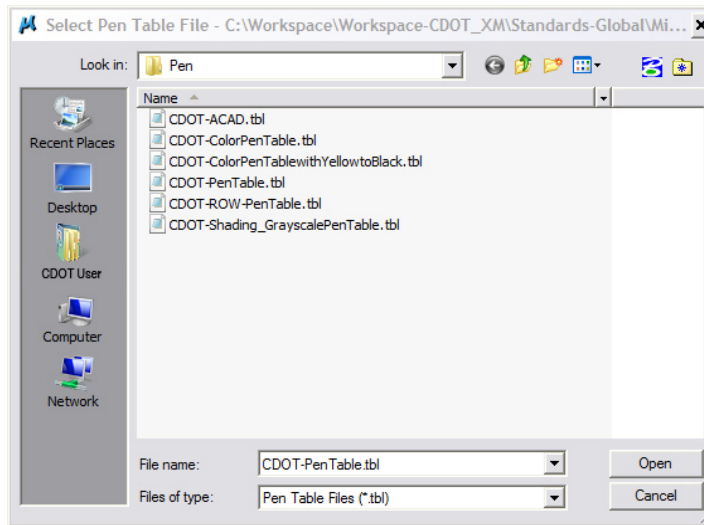

To change the Pen Table, select **PenTable > Attach** from the pull down menu of the *Print* dialog box.
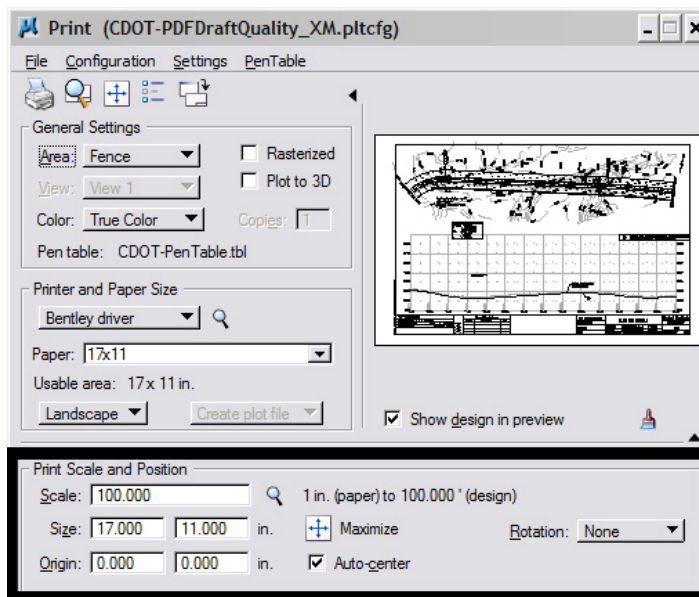

10. Select a pen table from the five available CDOT pen tables.

- The default pen table is **CDOT-PenTable.tbl**.

- The **CDOT-ColorPenTable.tbl** and the **CDOT_ColorTablewithYellowtoBlack.tbl** are used for color printing.

- The **CDOT-ACAD.tbl** is for use with AutoCAD dwg files.

- Finally, the **CDOT_Shading_GrayscalePenTable.tbl** is used for drawings that contain filled shapes that will be printed partially transparent.

Note: For more information on printing shaded drawings, refer to the workflow document *CDOT Shaded Color And Grayscale Printing*.

11. The **X** and **Y** values under *Print Scale and Position* will update automatically based on the fence placed in MicroStation.

Note: The *Print Scale* will not default to the correct size if you did not place the fence correctly. This is an indication that you will need to place the fence again. Double check that you are *snapping* to the outside corners of the plot boundary. Also, verify the **Full Sheet** option is checked when choosing a print driver. *Refer to graphic in step 7*.

12. Once everything has been set, **<D>** the print ![printer icon] icon. This will send your plot to the designated printer.

13. If you selected either the ***CDOT-PDFDraftQuality_XM.pltcfg*** or ***CDOT-PDFHighQuality_XM.pltcfg*** printer driver to create an Adobe PDF file, you will be prompted to define a file name and a location to save the PDF file.