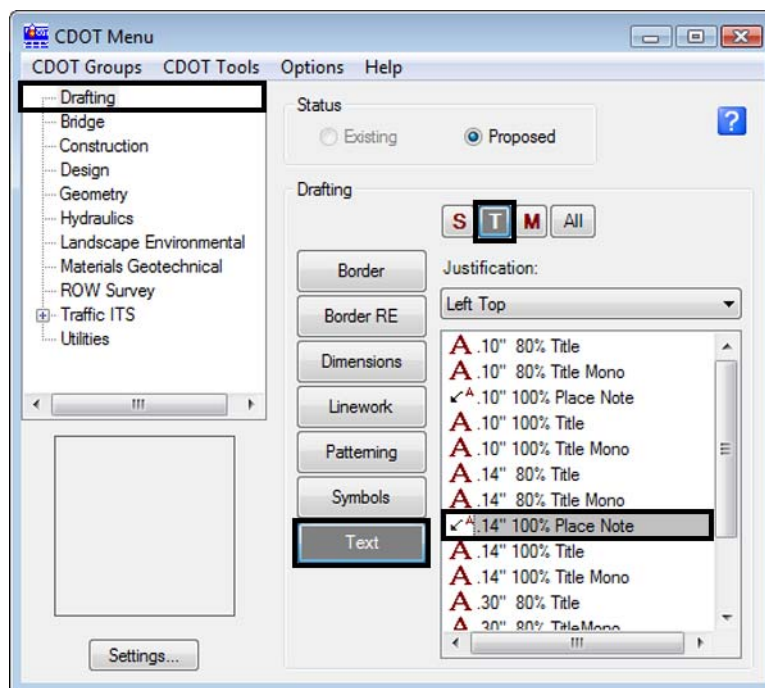# LAB 23 - Annotation

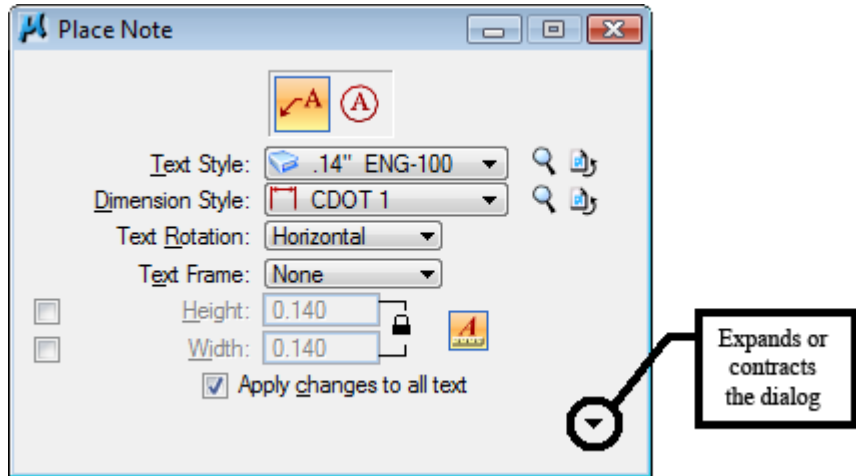## Chapter Objectives:

- Annotate using the Place Note command

Annotate the locator map using the MicroStation place note command. First select the correct symbology using the CDOT Menu.

1. Activate the **Drafting** Group Display.

2. **<D>** Text button in Drafting area.

3. Set the [Title] Text Type (button labeled **T** in *Drafting* area).

4. Set the **Justification** to *Left Top*

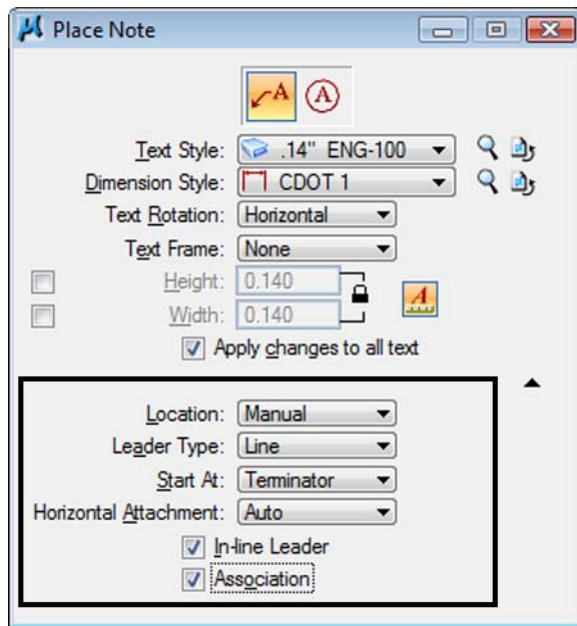5. Select *.14" 100% Place Note* as shown.

The correct settings and symbology are now set and the MicroStation Place Note command should automatically execute with the correct Text Style specified in the Place Note dialog.
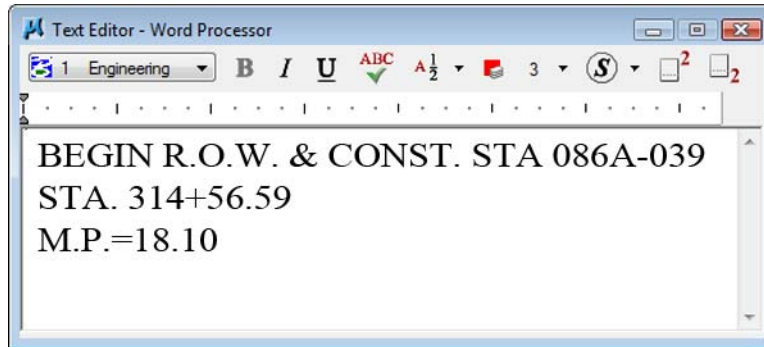
6. **Select** the **Dimension Style** *CDOT 1*

7. **Expand** the Place Note dialog and note the available options. Make sure the options selected match those shown below.
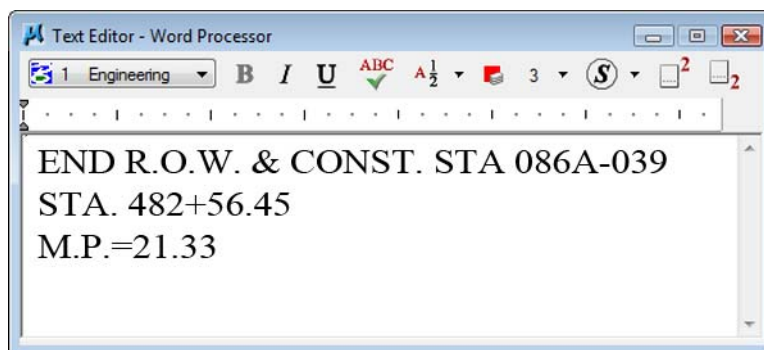
8. **Key-in** the required text as shown.

9. *Follow the MicroStation prompts* to place the leader line and text (the first **<D>** will define the location of the arrow).
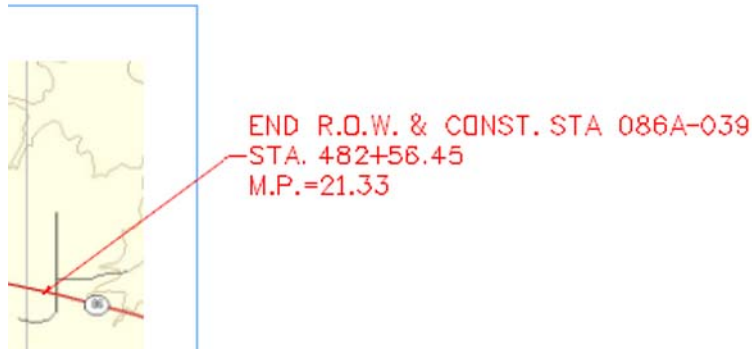

Repeat for the end of project information.

10. Key-in the required text as shown.

Follow the *MicroStation prompts* to place the leader line and text

11. Select **File > Save Settings**

Challenge Exercises:

- Insert a scale bar cell and/or north arrow (General.cel)
- Input a basis of bearing note
- Replace the information in the top-left corner of the sheet (ROW.cel)