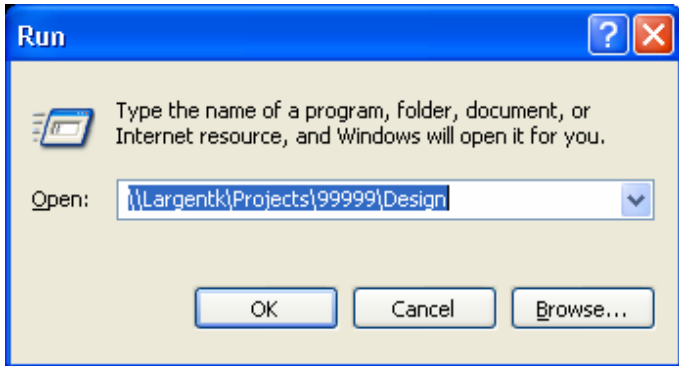***Method for connecting to Project Manager's machine. Including: creating a Shortcut, updating Project Configuration File (PCF) and setting up Project Defaults within InRoads***
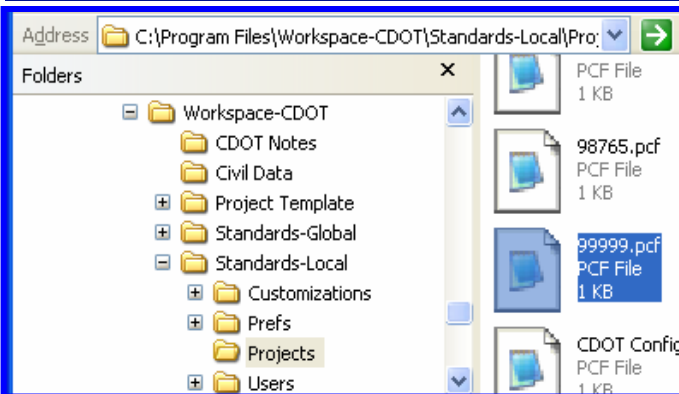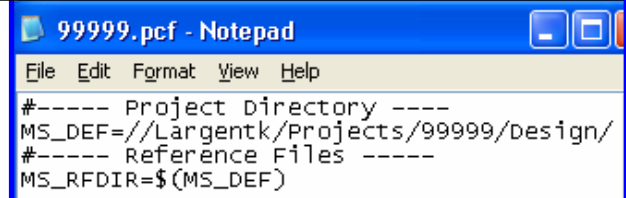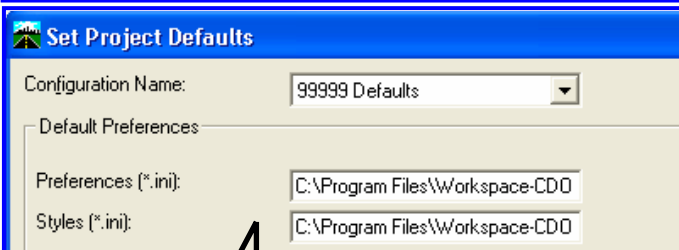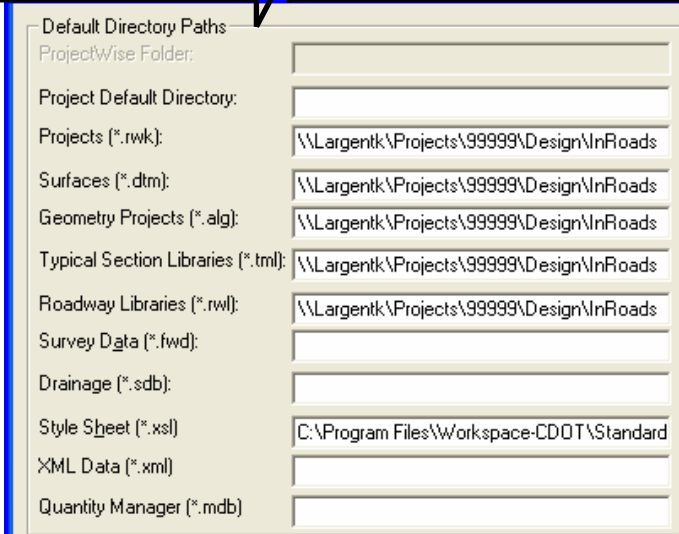*Submitted by Elizabeth Hawkins*

Step 1 - To open a folder on the Project Manager's machine, go to the *Windows Start Menu*, select *Run...* a dialog will open, Key-in the appropriate path desired. Do not use *Browse*. Select OK when complete. (Example: *LargentK\Projects\99999\Design* shown at left) After the folder has opened, Right click on the Folder icon in the Address Bar of the Explorer Window and drag to the Desk Top, a dialog box will open. Select **Create Shortcuts Here** (Note: Each person desiring to work on the project must be given appropriate access to the folders they will be working with). The Project Manager should determine the level of Access. The V2.0 CDOT Configuration file structure should be used to create the project.

Step 2 – The Project Manager should email the team a copy of the Project Specific PCF, (Example file name and location 99999.PCF shown at left). This file should be copied from and placed into the *C:/Program Files/Workspace-CDOT/Standards-Local/Projects* Folder located on each team member's machine.

Step 3 - Open the previously copied project PCF file with Notepad or WordPad. Edit the file on the *MS_DEF=* line to include the Path defined by Step 1 above. Save the file. (Note: Make sure to change the backslashes to forward slashes)

Step 4 – The Final step. Open Inroads. From the MicroStation Manager *Workspace Project* pull-down list, select the project configuration file (99999). Locate the design model and click OK. From the InRoads menu select *File > Project Defaults*. Key-in the path for the desired InRoads design data files (Example: \\LargentK\Projects\99999\Design\Inroads - shown at left). Apply and Close the dialog box. Open desired InRoads Design data (DTM's, ALG's, TML and RWL files) and create or modify the Project.rwk file. Click on the InRoads *File > Save As*. Select *Options*. Check the desired boxes, click Ok and save the file.

For additional information, see CADD Web site Library, InRoads-Tip Populating InRoads Explorer.