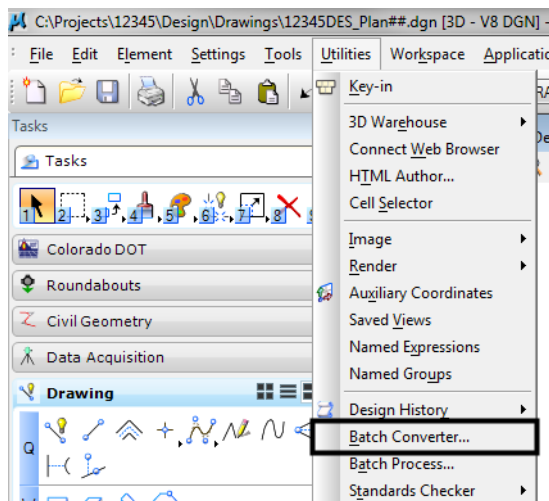


# Workflow MA 3 - Level Update for V05.04.00

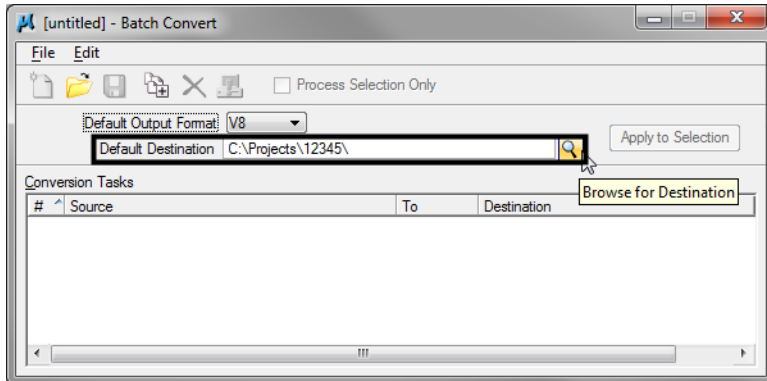
This document guides you through updating the MicroStation levels that were changed, deleted, and renamed from the Configuration Releases prior to V05.00.00. All drawing files created in prior Configuration Releases will need to be updated to the current CDOT standard levels. See CDOT Configuration Readme.pdf file located in the level library section.

## Converting Levels in MicroStation as a Batch Routine

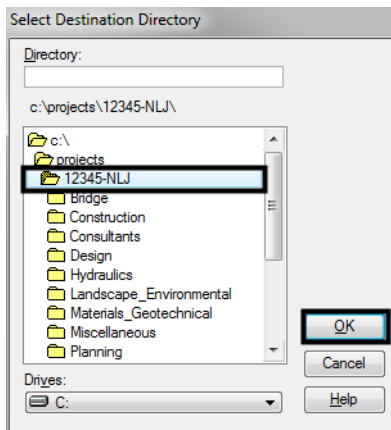
1. From the **MicroStation Manager**, **Open** a drawing file
2. It is recommended that a new project folder is created for the translated data to insure the original project data is not lost. Using the same JPC# number appended with a “-(initials)”. Once the data is verified the original data can be backed up to disc and deleted. The “-(initials)” then can be dropped from the project folder. The example used for this workflow will be **12345-NLJ**.
3. It is recommended to change a User Preference before proceeding that sets the open dialog box settings. Open the User preferences by clicking **Workspace > Preferences**
4. Select the **Look and Feel Category**
5. Toggle off the option for **Use Windows File Open Dialogs**. Turn this feature off will allow a toggle later to open all files in a directory.
6. Select **Utilities > Batch Converter**



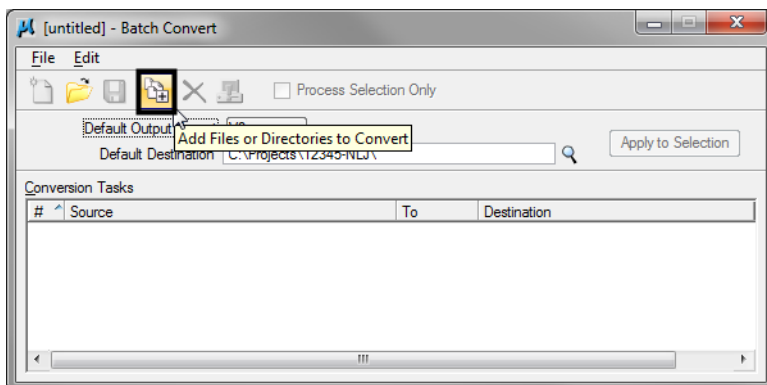
- Change the **Default Destination** to the temporary project folder



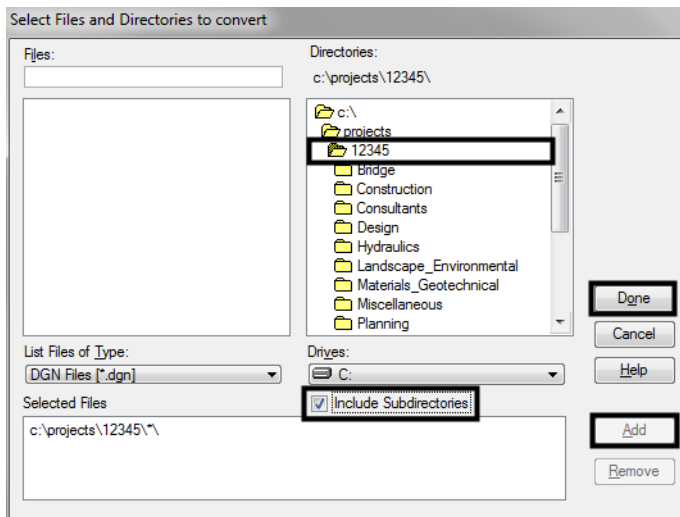
- Navigate** to the temporary project folder and <D> OK



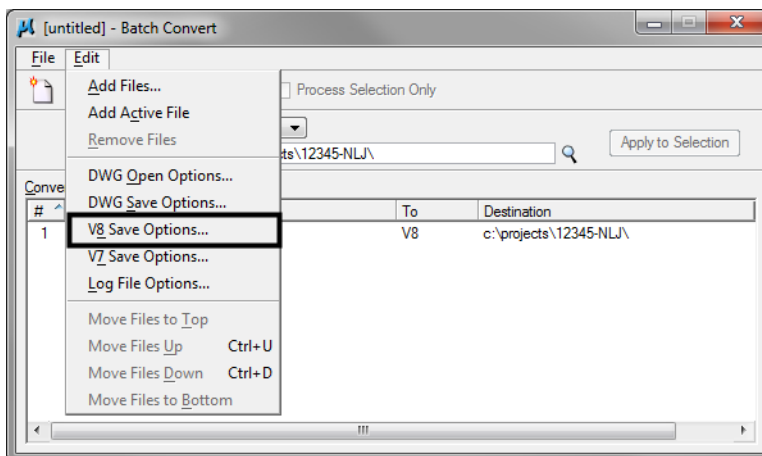
- <D> the **Add Files or Directories to Convert** icon.



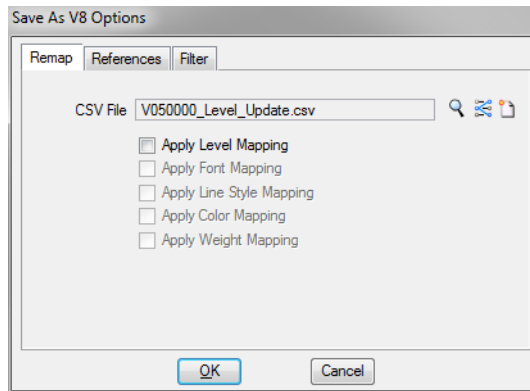
- Using the **Add Files or Directories** dialog box, files or entire directories can be added to the list of Selected Files to be processed. Check **On Include Subdirectories** prior to specifying entire folders to a convert process. <D> to highlight the folder name, then <D> Add. <D> Done when you are finished adding files and/or folders.



- Select **Edit > V8 Save Options...** from the **Batch Convert** dialog box

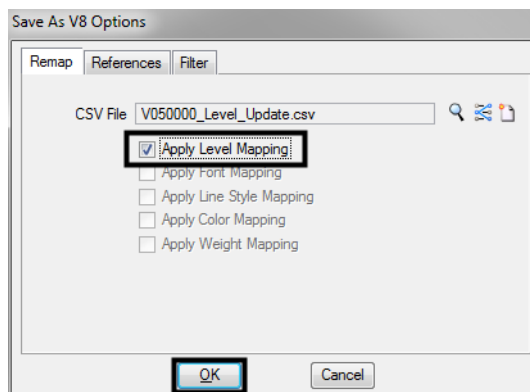


12. In the **Save As V8 Options** dialog box, a standard CSV file is located in the configuration which is already set up to remap all of the previous versions' levels to the standard CDOT MicroStation V05.00.00 levels.

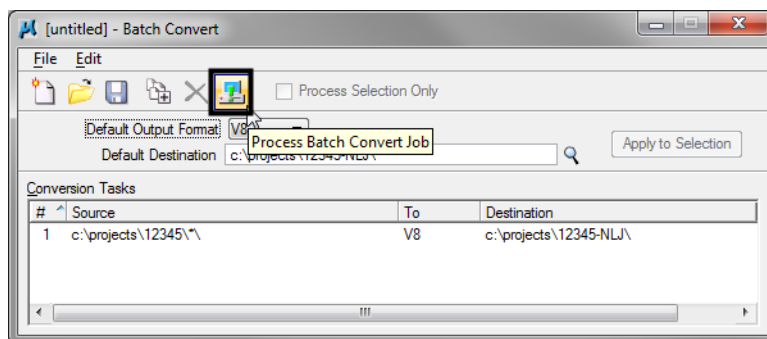


**Note:** If not already there, browse to **C:\Workspace\Workspace-CDOT\_V8i\Standards-Global\MicroStation\Tables\Level\_Translation**. Select the file **V050000\_Level\_Update.csv**. <D> OK.

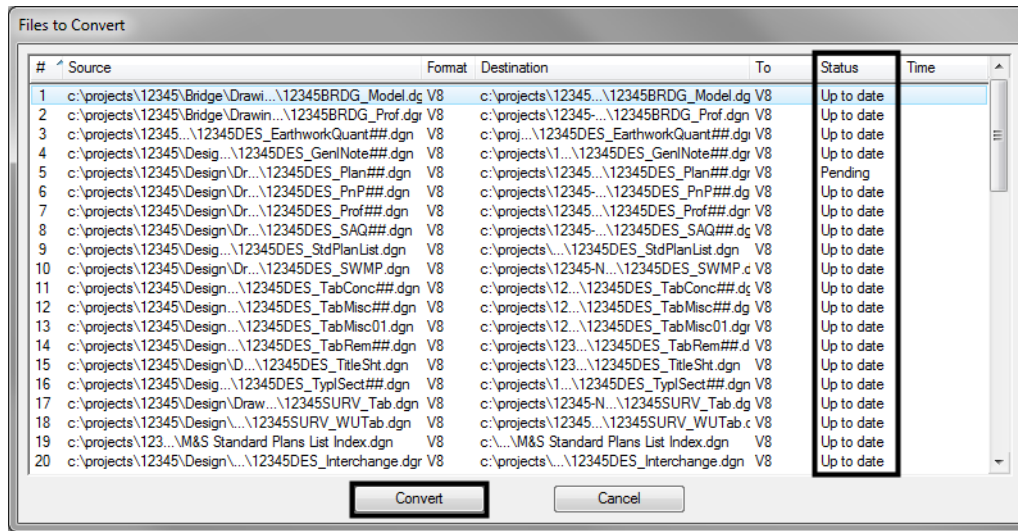
13. In the **Save As V8 Options** dialog box, check on the option to **Apply Level Mapping**. <D> OK.



14. <D> the **Process Batch Convert Job** icon when all files and directories have been added to the conversion tasks list.

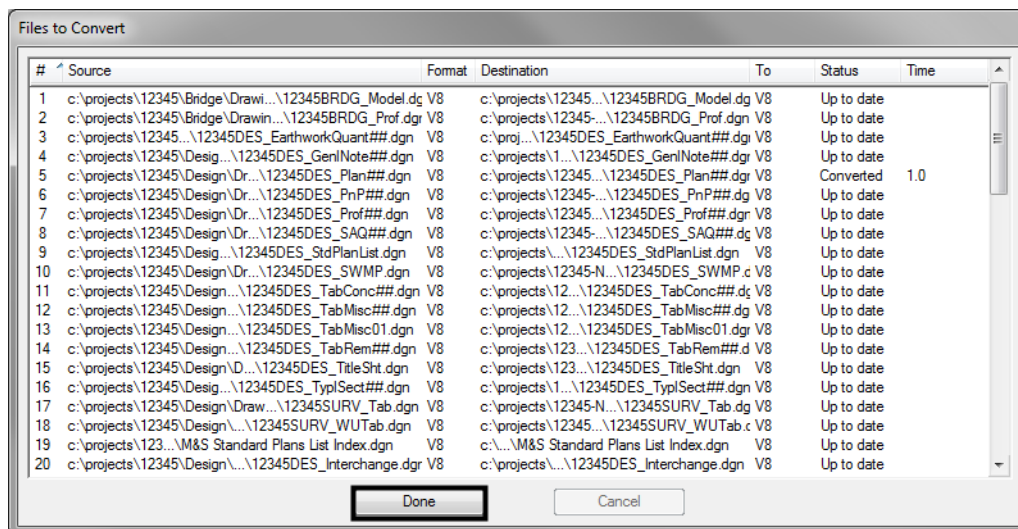


15. <D> Convert



16. The conversion process runs and the status column will be updated from **Pending to Converted** once completed. The **Up to date** items will not be processed.

17. When all the files have been converted <D> Done.

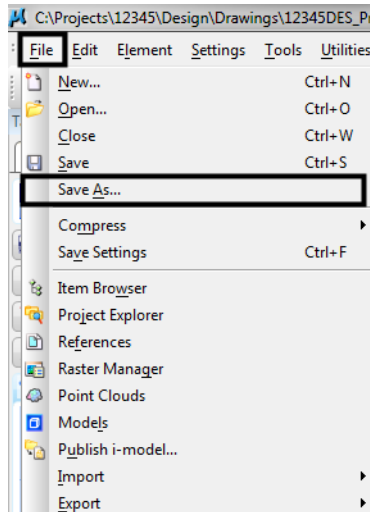


18. Take time to verify your data. The translation will only build folders and copy the translated data. You will need to copy all missing folders and data from you original project to the translated project folder. When folders and data have been verified, either delete or archive your original project folder and rename the translated project folder by removing your initials. This step will ensure that all references will display.

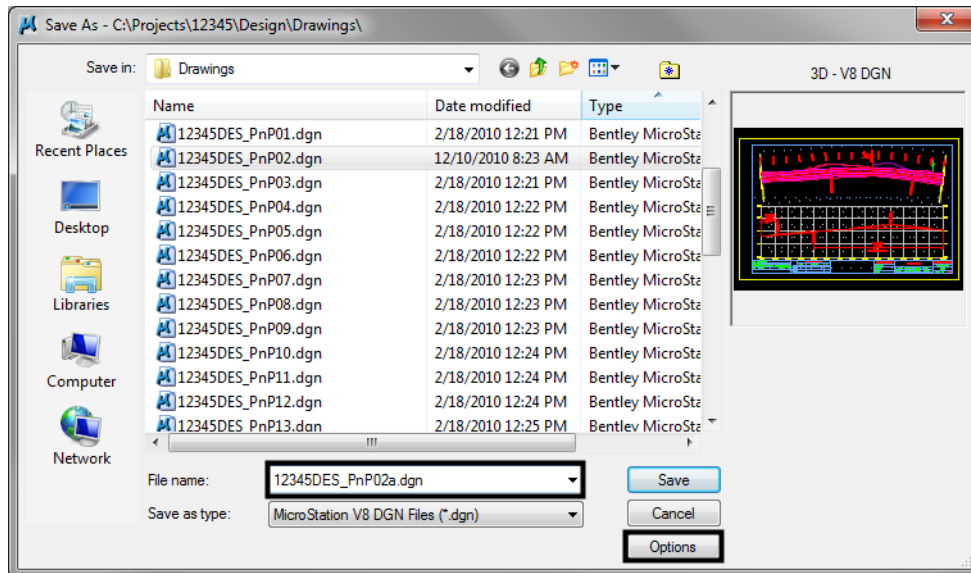
## Converting Levels in MicroStation

1. From the **MicroStation Manager**, Open a drawing file.
2. Open the User preferences by clicking **Workspace > Preferences**

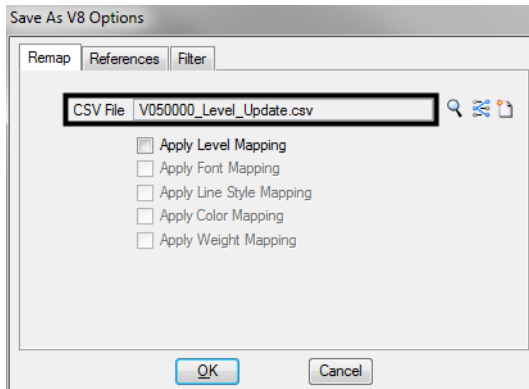
3. Select the **Look and Feel Category**
4. Toggle on the option for **Use Windows File Open Dialogs**. Turn this feature off will allow a toggle later to open all files in a directory.
5. Select **File > Save As**.



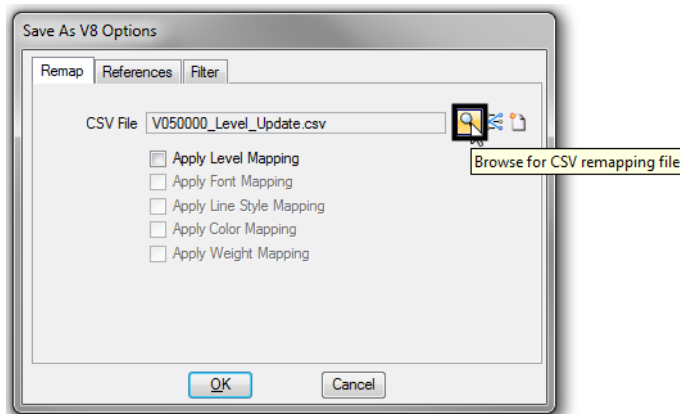
6. Enter a new name into the **File name:** field to rename the current open drawing file, then <D> **Options**.



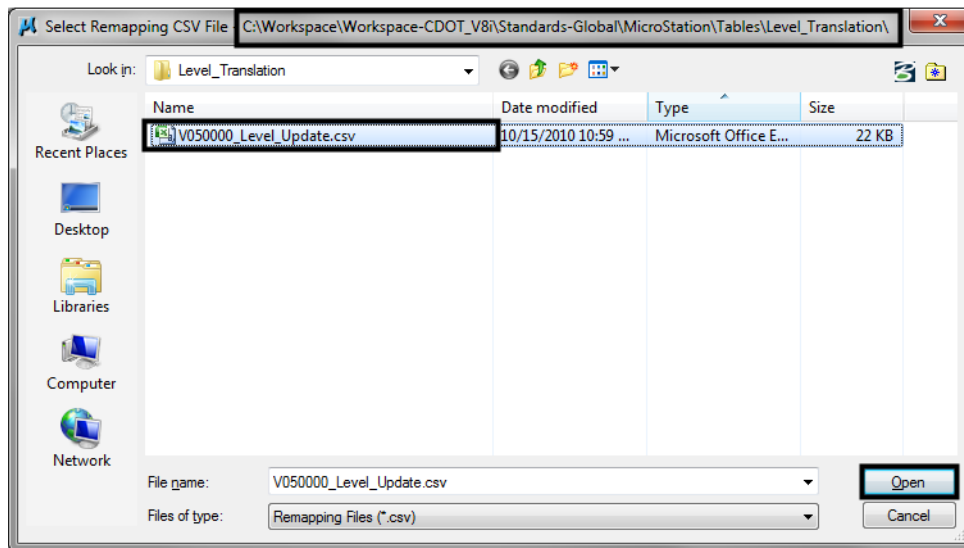
7. A standard CSV file is located in the configuration which is already set up to remap all of the previous versions' levels to the standard CDOT MicroStation V03.01 levels. The CDOT configuration automatically loads the remapping CSV file.



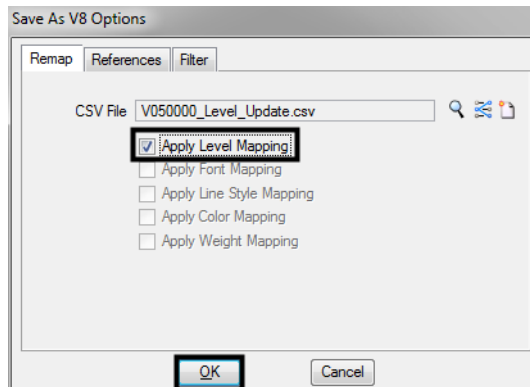
8. By chance the file is not found, in the **Save As V8 Options** dialog box, <D> the **Browse for CSV remapping file** icon.



9. Navigate to **C:\Workspace\Workspace-CDOT\_V8i\Standards-Global\MicroStation\Tables\Level\_Translation**. Select the file **V03.02\_Level\_Conversion.csv**. <D> OK.

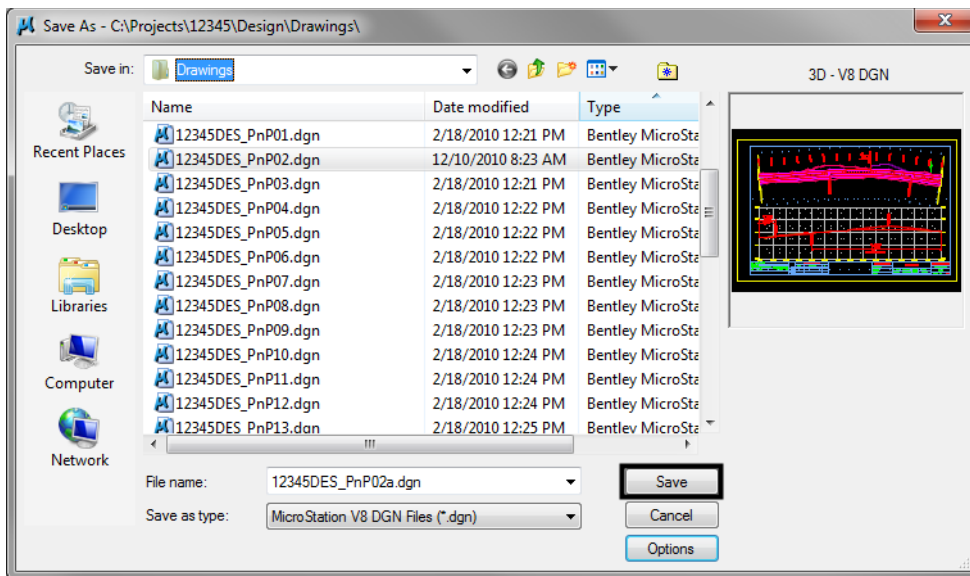


10. In the **Save As V8 Options** dialog box, check **On** the option to **Apply Level Mapping**. <D> OK.





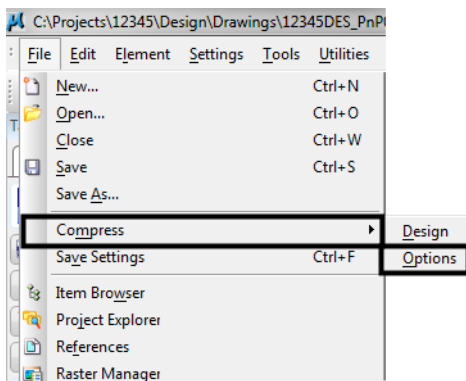
11. <D> **OK** in the **Save As** dialog box. The CSV file will execute and the previous levels will be converted to the updated levels in the V03.01 configuration release.



**Note:** Once the new file is created, there will be two files with the same data. From windows explorer delete the old file and rename the newly created file to the old name. This will allow all reference file calls to be correct and will eliminate having duplicate data

## Compressing the Model File

1. After the level updates have been made to the drawing files created in previous versions, select **File > Compress Design > Options**.



2. In the **Compress Options** window, all options should be checked on **except Delete Text Elements Containing Only Spaces**. <D> the **Compress** button, then <D> **OK**.

