

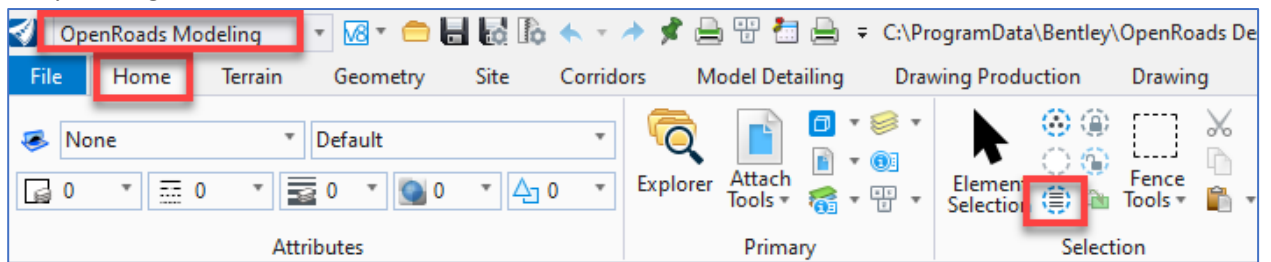
Utility Submittal Workflow for the 2D PI#UTLE.dgn File

IMPORTANT: Refer to the 'Plan Transfer Procedures for Utility Submissions' document for complete instructions pertaining to the utility submittal process. This document can be found here: <http://www.dot.ga.gov/PartnerSmart/utilities/Pages/Details.aspx?categoryID=12>

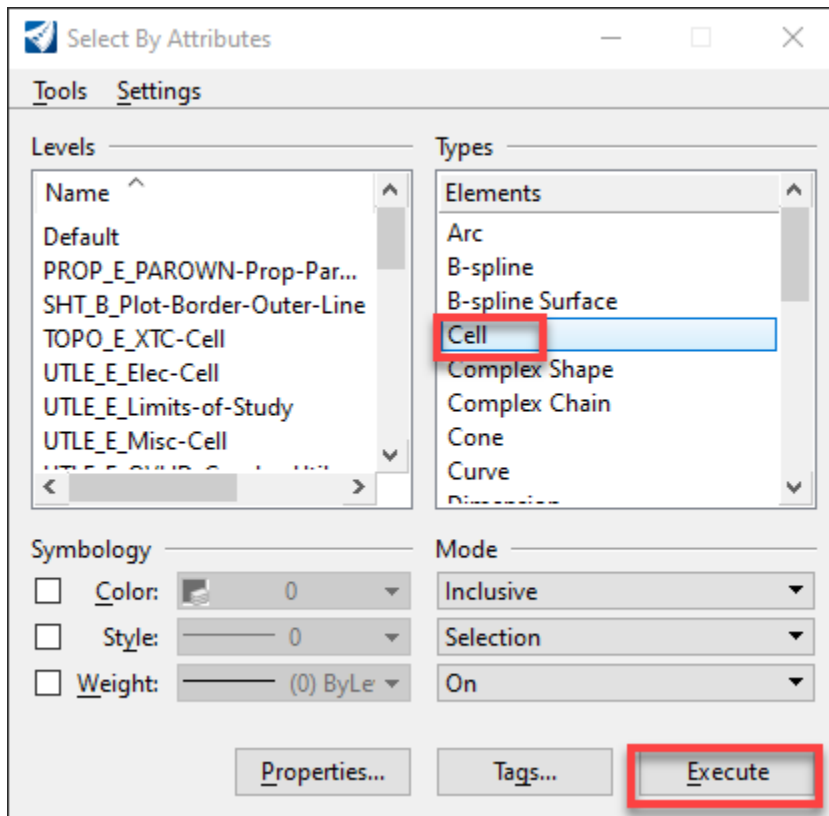
The below steps are specific to the 2D PI#UTLE.dgn file which may need to be opened in software outside of OpenRoads Designer.

IMPORTANT: The steps below should be performed in the order they are listed otherwise there may be issues with scaling of certain items.

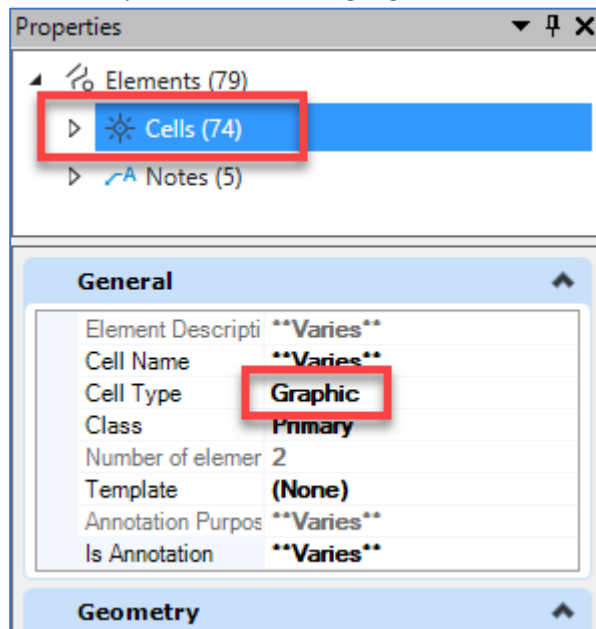
1. Open UTLE file and select File > Save-as and name the file UTLE_downgraded. This ensures the original UTLE remains unchanged.
2. Detach all reference files.
3. Ensure the Annotation Scale is set to the proposed scale. Typically, 20 or 50. This is to ensure the Cells are at the correct size.
4. Open the Select By Attributes dialog. Either by using the key-in "mdl silentload selectby dialog" or by clicking the button shown below.



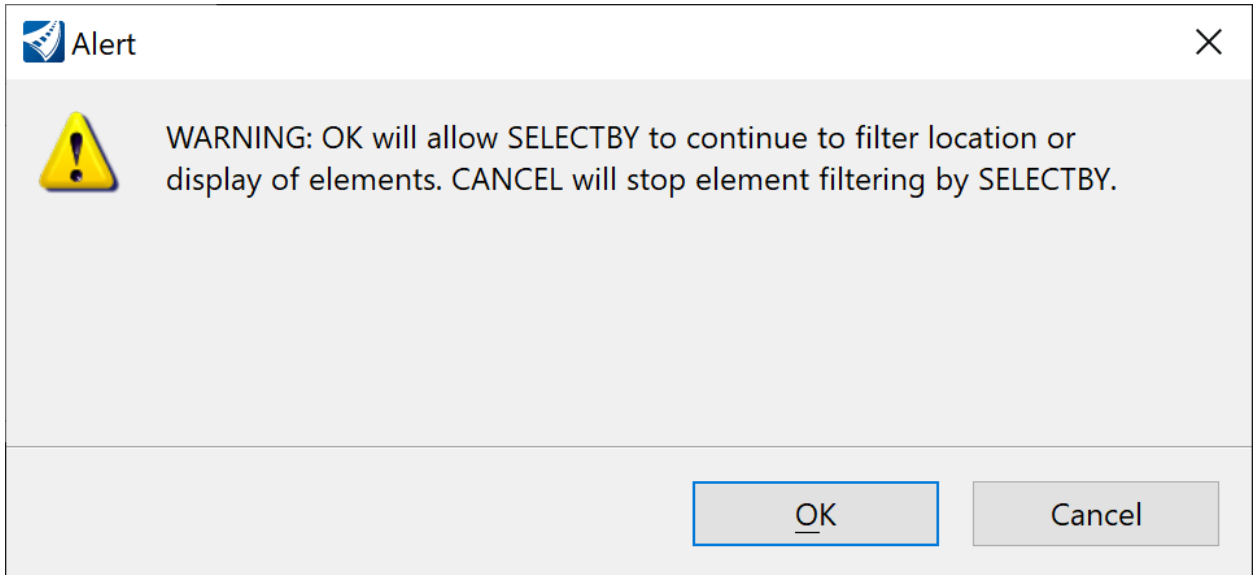
5. Select Cell and click Execute.



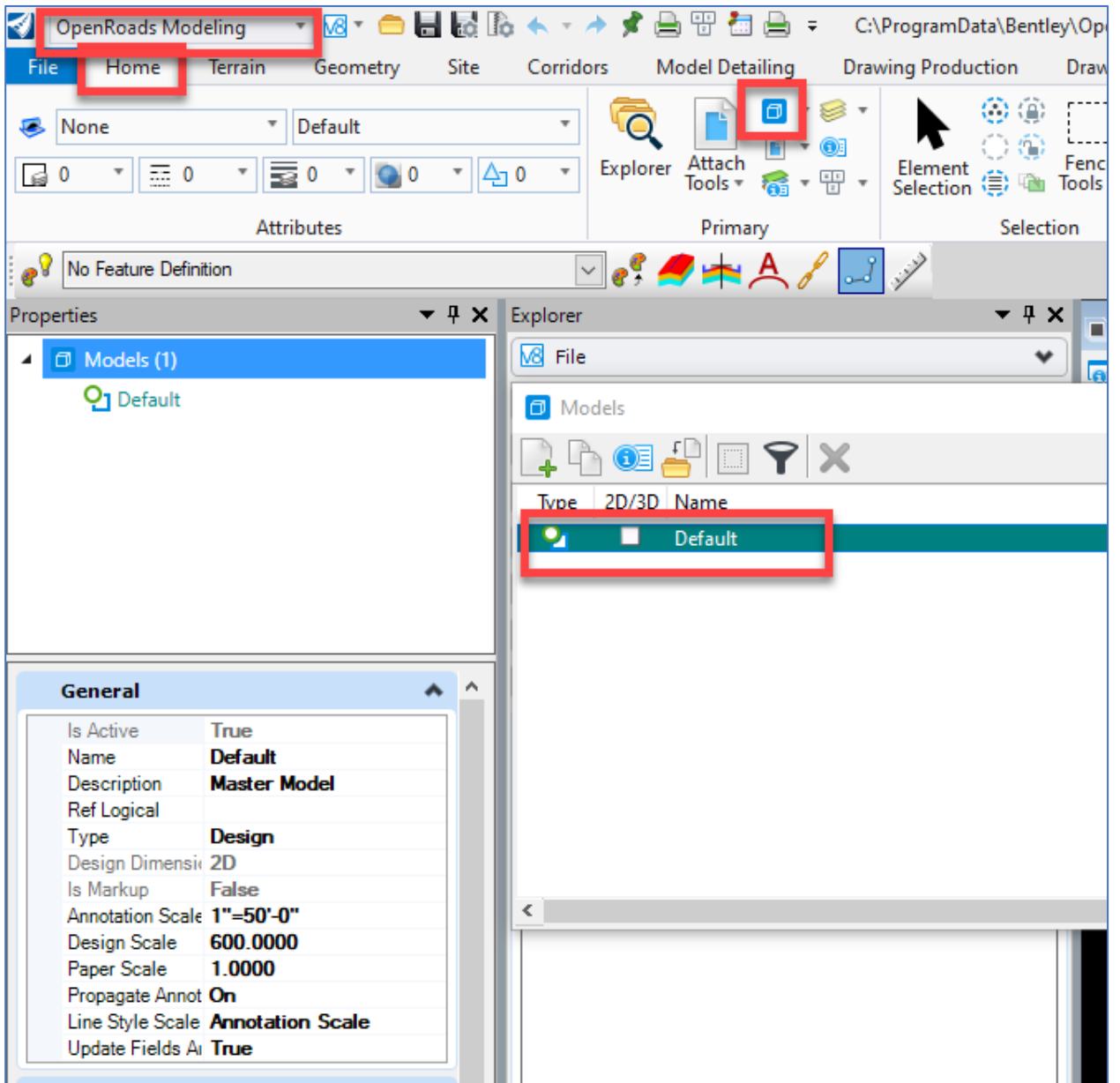
6. In the Properties window, highlight cells and change the Cell Type to Graphic as shown below.



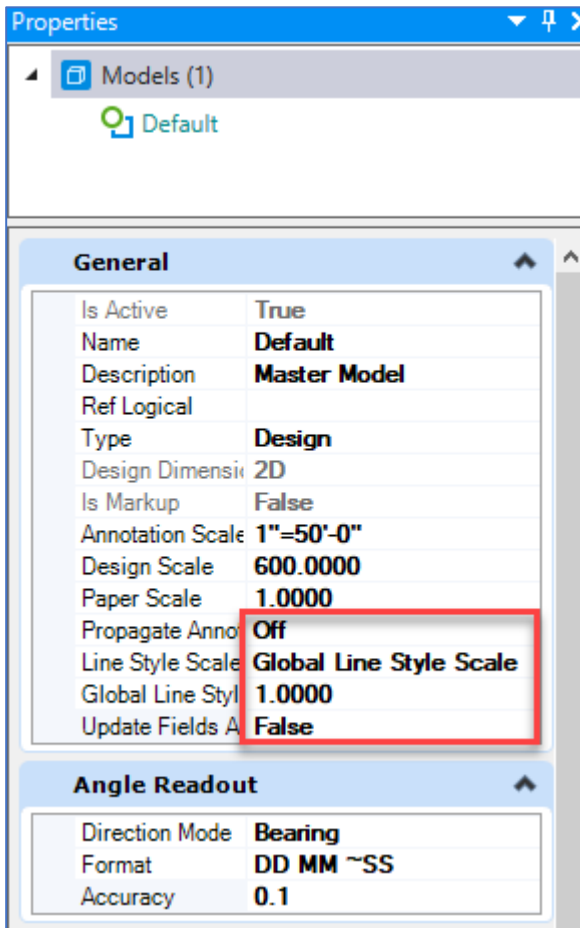
7. Click in a blank part of the window to deselect all the elements and close the Select By Attributes dialog and click Cancel when prompted as shown below.



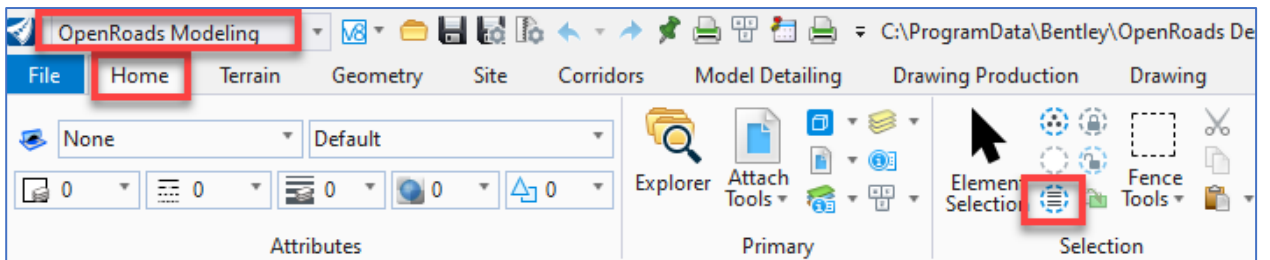
8. Select the Models button and highlight the Default model.



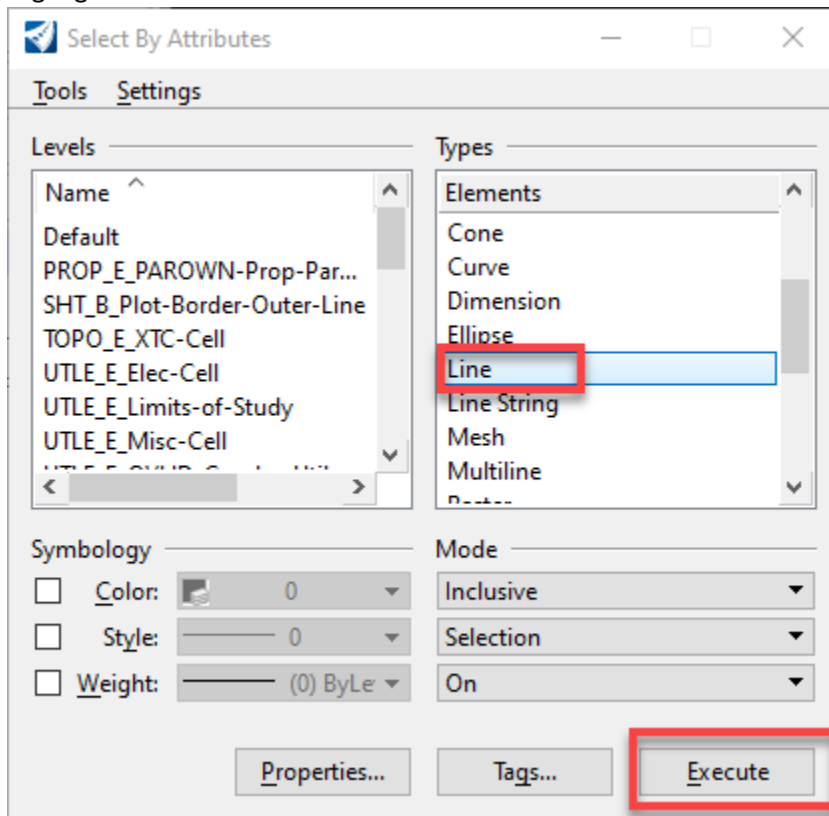
9. In the Properties dialog, Match the 4 settings shown below. It will change the line styles but the next steps will fix them back.



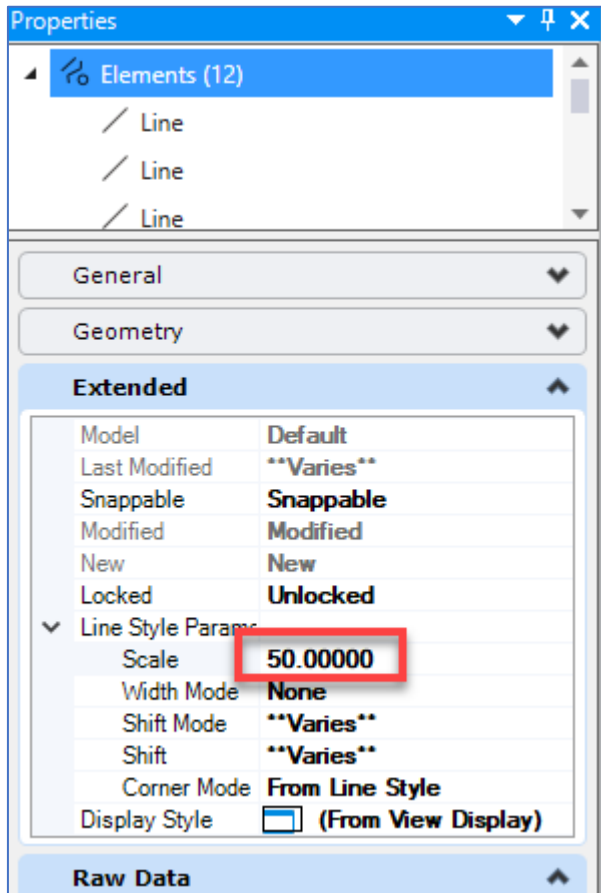
10. Open the Select By Attributes dialog again. Either by using the key-in "mdl silentload selectby dialog" or by clicking the button shown below.



11. Highlight Line and click Execute as shown below.

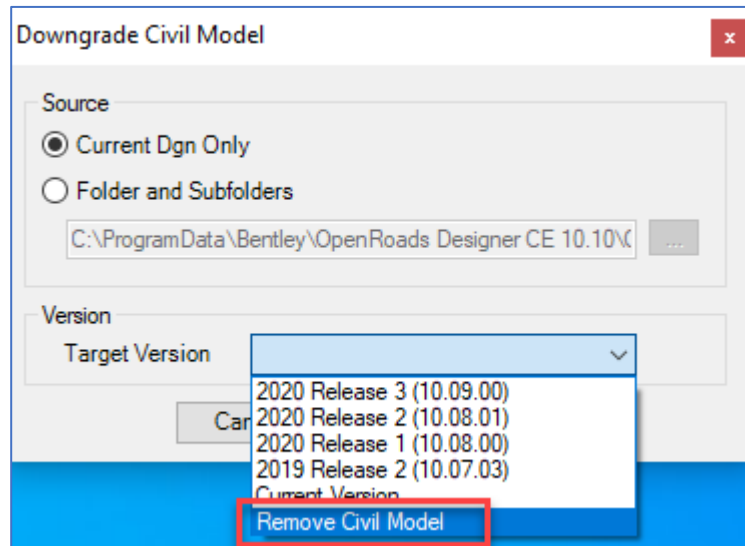


12. In the Properties window, change the Linestyle Scale to 20 or 50 depending on the project scale as shown below. To do this, key-in 50 and click the enter button and continue to key-in 50 and click enter until 50 remains and the word varies no longer appears. Typically no more than 4 times is required. This ensures all lines in the file are change to 50 scale.

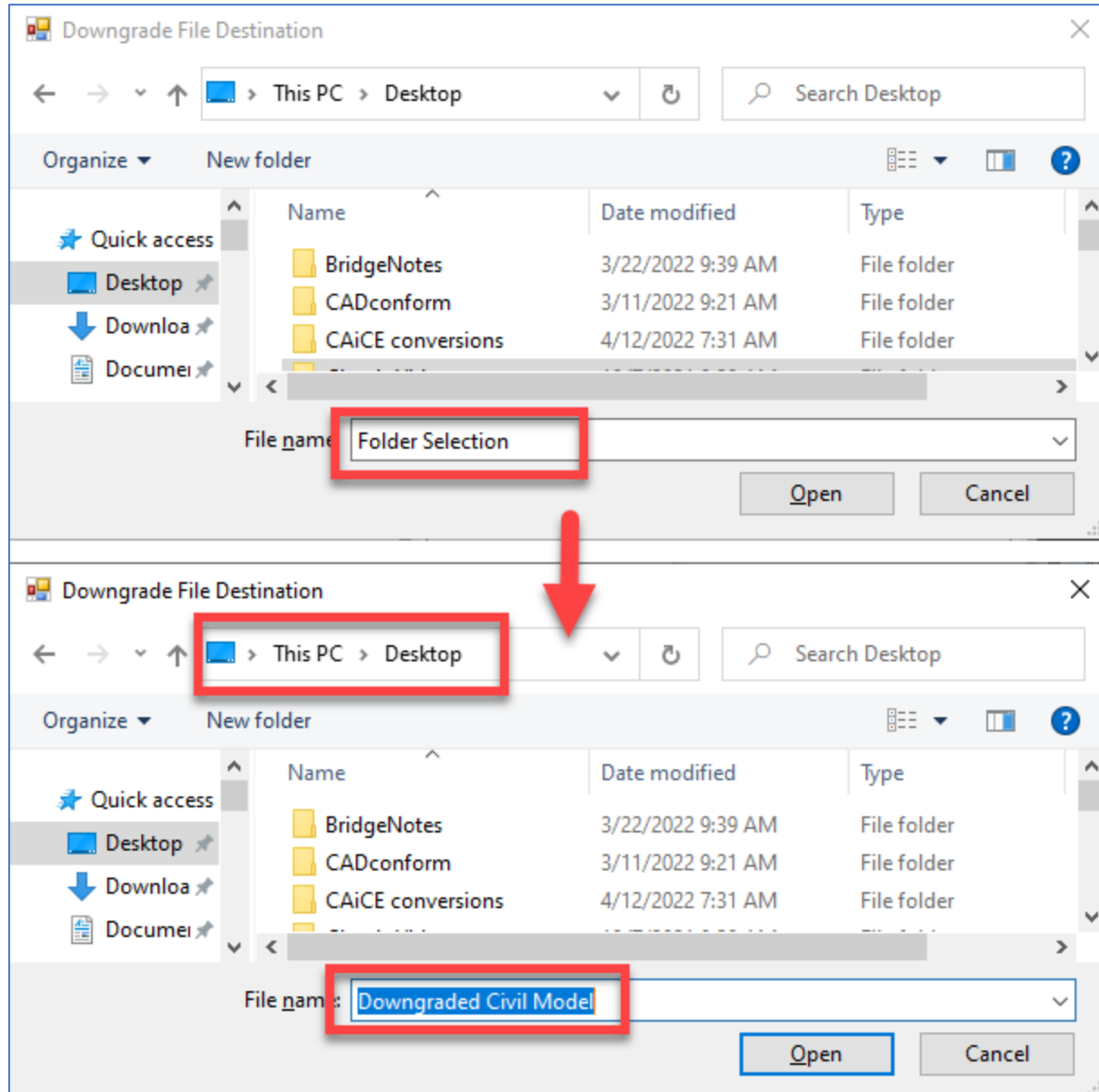


13. In the Select By Attributes dialog, highlight Line String and click Execute. Perform the same steps as described in Step 12.
14. In the Select By Attributes dialog, highlight Complex Shape and click Execute. Perform the same steps as described in Step 12.
15. Left Click in a blank part of the screen to deselect all elements and close the Select By Attributes dialog.
16. Downgrade civil model by selecting File > Civil Tools < Downgrade DGN

- a. Select Remove Civil Model and click OK.



- b. You will be prompted for a File name with folder selection text as shown below. This is actually the name of the folder that will be created, and the downgraded file will be placed in this folder. A folder name of "Downgraded Civil Model" is recommended. Type Downgraded Civil Model also shown below. Click Open and wait for the file to be downgraded. Pay close attention to the folder where the 'Downgraded Civil Model' is created. In the screen capture below the Desktop was used. For ProjectWise users this is also important as the Downgraded Civil Model folder will not be created in ProjectWise.



17. The file should now be tested by opening it in V8i. If working in PW, make sure to place the downgraded civil model in a folder that has GDOTs V8 workspace applied.