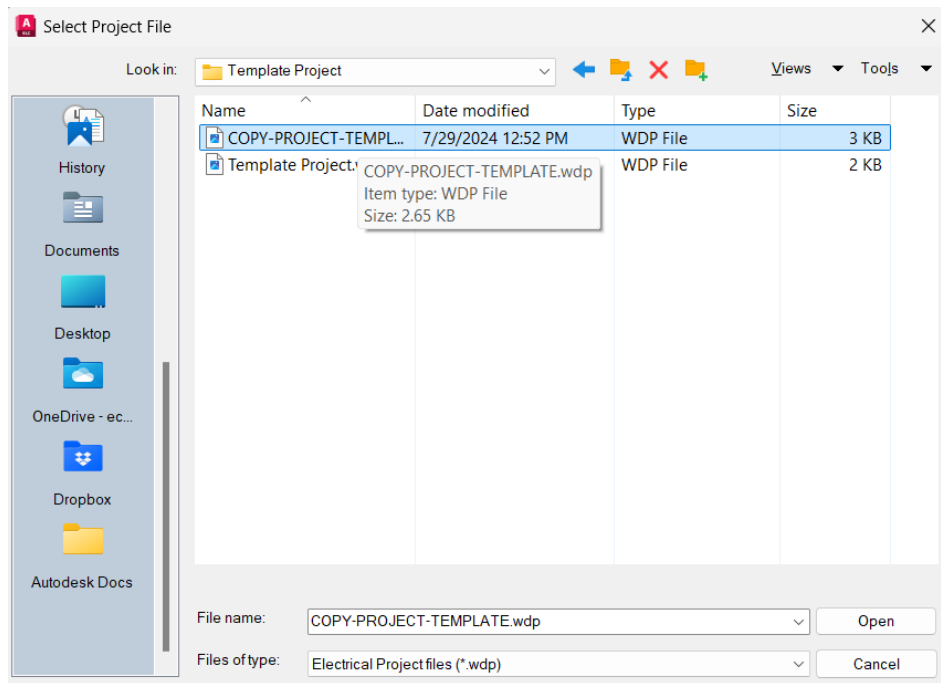
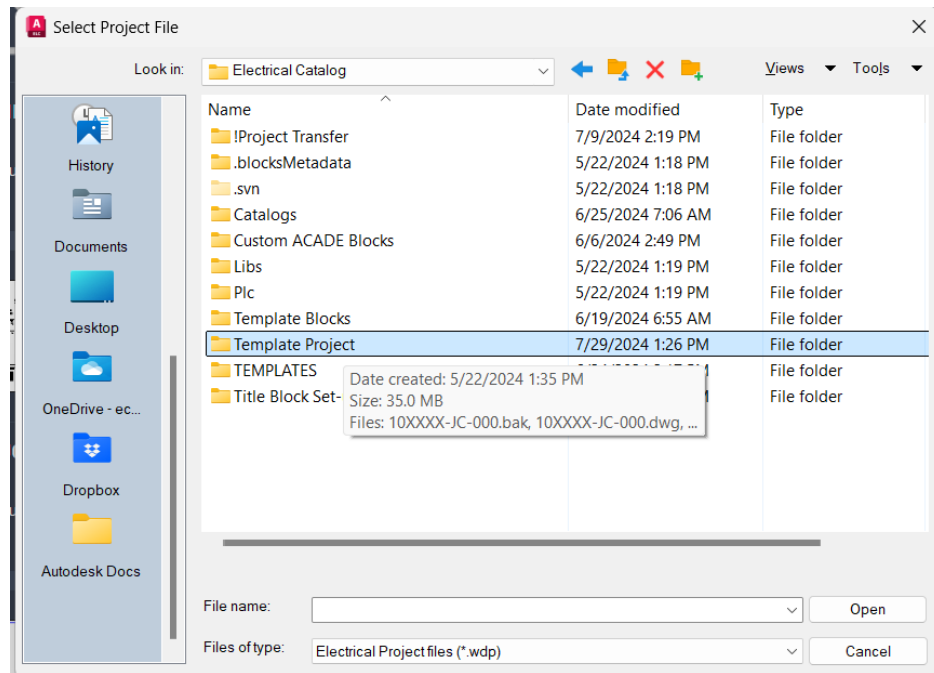
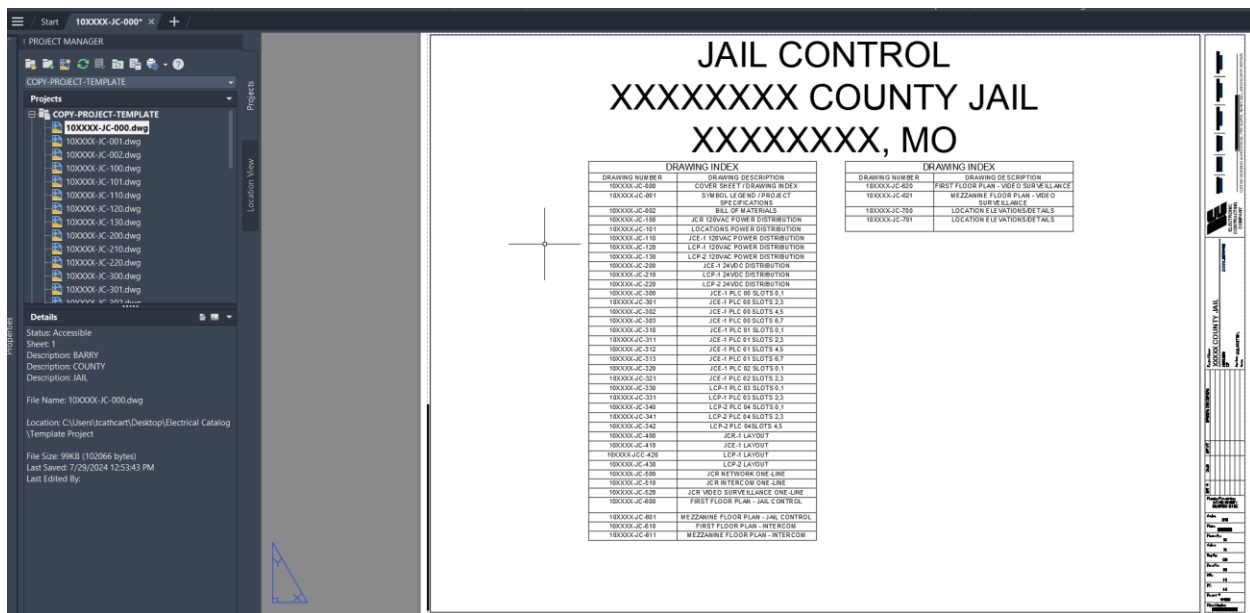


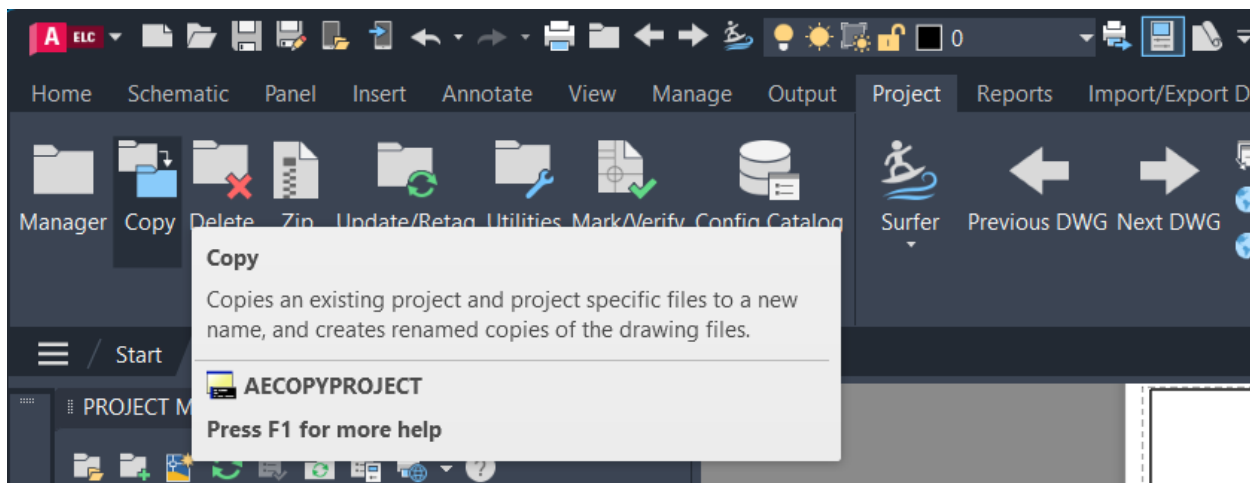
1. OPEN COPY-PROJECT-TEMPLATE.wdp WITHIN AUTOCAD ELECTRICAL.



2. ACTIVATE AND OPEN A DRAWING IN THE PROJECT



3. NAVIGATE TO PROJECT TAB AND CLICK COPY



4. NAME THE PROJECT "LOCATION COUNTY JAIL – 10XXXX", AND SPECIFY DRAWING LOCATION.

Copy Project: Select Existing Project to Copy

Enter existing project path Use Active Project

C:\Users\tcathcart\Desktop\Electrical Catalog\Template Project\COPY-PROJECT-TEMPLATE.wdp

☐ Use selected project as template project

New project name

LOCATION COUNTY JAIL – 10XXXX.wdp

New project location

C:\DC\ACCDocs\ECC_Q360\Project Files_ENGINEERING WORK IN PROGRESS\102614 - CALDWELL COUNTY IMPERIUM\ACADE

Note: If one or more drawings are open in the project that's to be copied to a new project, these drawings will be saved.

OK Cancel Help

5. CLICK DO ALL AND THEN PRESS OK

Select Drawings to Process

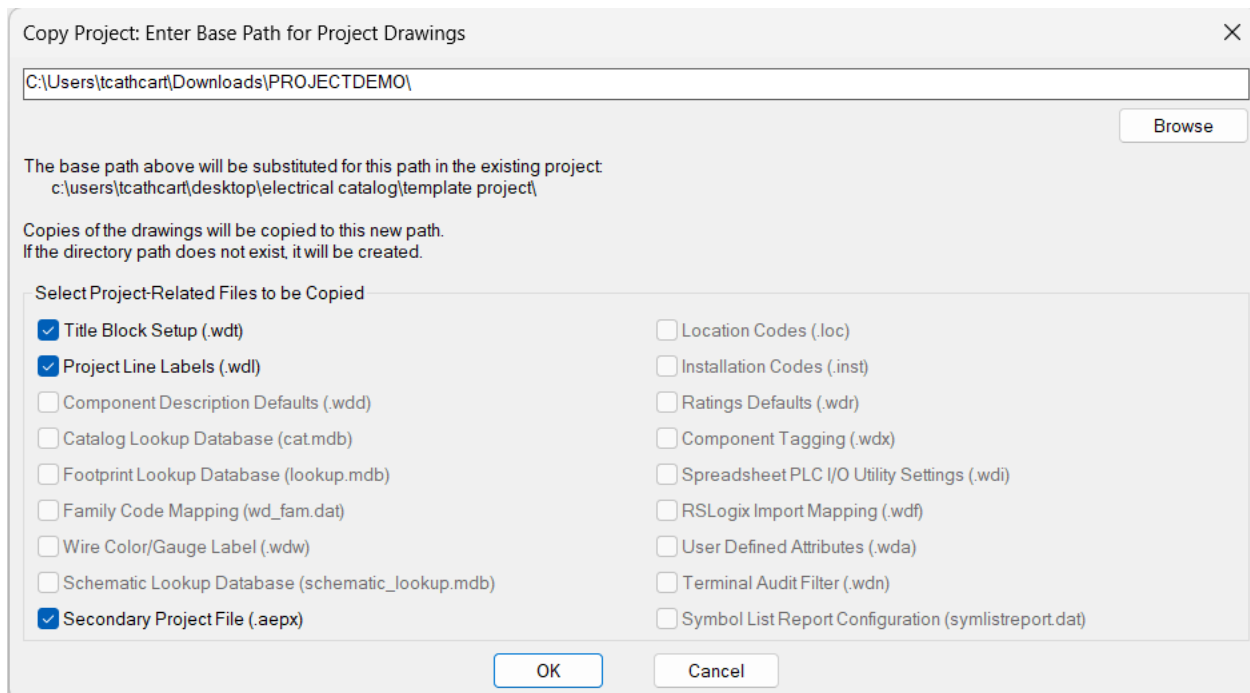
☒ Drawing ☐ Description

Ref	Subfolder	Section	Sub-Section	Project Drawing List
<div> Do All ↓ Process ↑ Reset ↑ Un-select by Section/sub-section by Subfolder </div>				
Ref	Subfolder	Section	Sub-Section	Project Drawing List
				C:\Users\tcathcart\Desktop\...\Template Project\10XXXX-JC-000.dwg
				C:\Users\tcathcart\Desktop\...\Template Project\10XXXX-JC-001.dwg
				C:\Users\tcathcart\Desktop\...\Template Project\10XXXX-JC-002.dwg
				C:\Users\tcathcart\Desktop\...\Template Project\10XXXX-JC-100.dwg
				C:\Users\tcathcart\Desktop\...\Template Project\10XXXX-JC-101.dwg
				C:\Users\tcathcart\Desktop\...\Template Project\10XXXX-JC-110.dwg
				C:\Users\tcathcart\Desktop\...\Template Project\10XXXX-JC-120.dwg
				C:\Users\tcathcart\Desktop\...\Template Project\10XXXX-JC-130.dwg

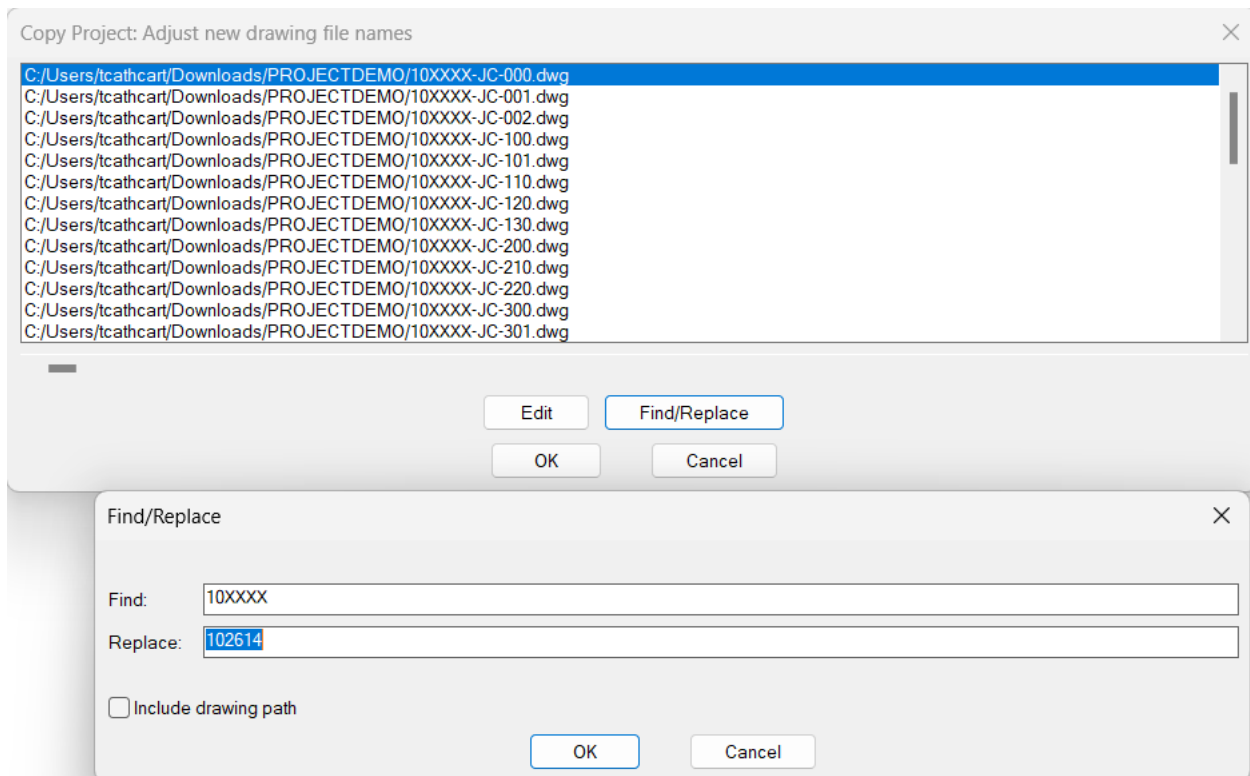
Select from the top list, insert into the bottom list

OK Cancel Help View

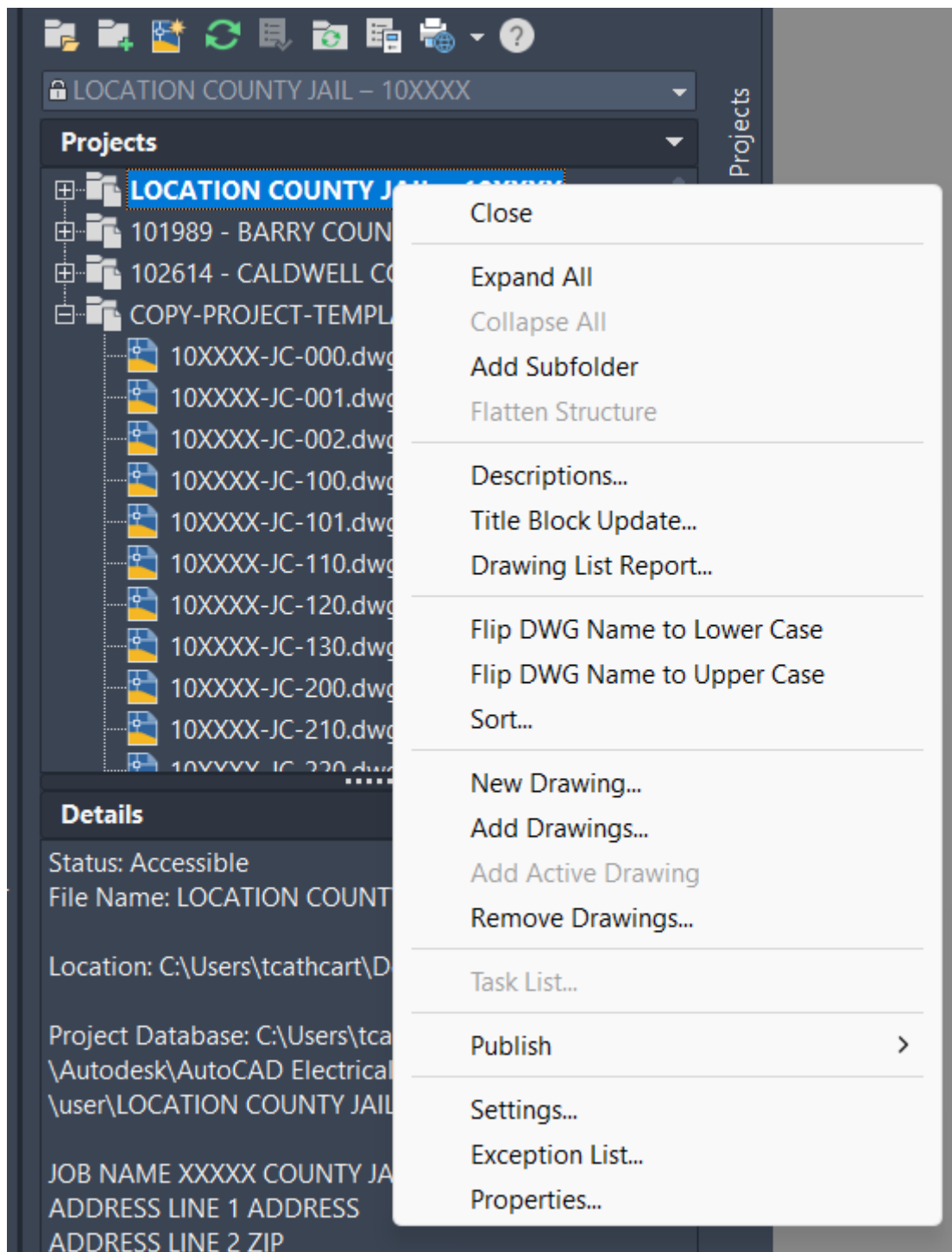
6. MAKE SURE THESE BOXES ARE CHECKED AND CLICK OK



7. FIND AND REPLACE THE “10XXXX” WITH THE NEW PROJECT NUMBER AND CLICK OK.



8. ONCE CREATED RIGHT CLICK ON THE PROJECT AND CLICK DESCRIPTIONS.



9. CHANGE ALL NECESSARY TITLE BLOCK DESCRIPTIONS.

Project Description (for report headers and title block update) X

JOB NAME	XXXXX COUNTY JAIL	<input type="checkbox"/> in reports
ADDRESS LINE 1	ADDRESS	<input type="checkbox"/> in reports
ADDRESS LINE 2	ZIP	<input type="checkbox"/> in reports
ADDRESS LINE 3		<input type="checkbox"/> in reports
CITY, STATE	XXXXX, MISSOURI	<input type="checkbox"/> in reports
SYSTEM	JAIL CONTROL	<input type="checkbox"/> in reports
AREA		<input type="checkbox"/> in reports
SCALE	NTS	<input type="checkbox"/> in reports
DRAWN BY	TC	<input type="checkbox"/> in reports
SALES	DL	<input type="checkbox"/> in reports
ENGINEER	GD	<input type="checkbox"/> in reports
PROGRAMMER	BS	<input type="checkbox"/> in reports

10. GO TO PROJECT TAB AND CLICK TITLE BLOCK UPDATE, SELECT ALL AND OK PROJECT WIDE.

Project Reports Import/Export Data Electromechanical Conversion Tools Add-ins Collaborate Express Tools Featured Apps **Layout**

Migration Utility Language Conversion Edit Language Database Title Block Setup **Title Block Update** Update From Catalog

Other Tools

JAIL CONTROL

Update Title Block

Select Line(s) to Update (Project Description Lines)

<input checked="" type="checkbox"/>	JOB NAME	XXXXX COUNTY JAIL	<input checked="" type="checkbox"/>	PROJECT	DH
<input checked="" type="checkbox"/>	ADDRESS LINE 1	ADDRESS	<input checked="" type="checkbox"/>	PROJECT	DH
<input checked="" type="checkbox"/>	ADDRESS LINE 2	ZIP	<input checked="" type="checkbox"/>	PROJECT	10XXXX
<input checked="" type="checkbox"/>	ADDRESS LINE 3	(blank)	<input checked="" type="checkbox"/>	REV_0	(blank)
<input checked="" type="checkbox"/>	CITY, STATE	XXXXX, MISSOURI	<input checked="" type="checkbox"/>	REV 0 DATE	(blank)
<input checked="" type="checkbox"/>	SYSTEM	JAIL CONTROL	<input checked="" type="checkbox"/>	REV 0 BY	(blank)
<input checked="" type="checkbox"/>	AREA	(blank)	<input checked="" type="checkbox"/>	REV 0	(blank)
<input checked="" type="checkbox"/>	SCALE	NTS	<input checked="" type="checkbox"/>	REV 1	(blank)
<input checked="" type="checkbox"/>	DRAWN BY	TC	<input checked="" type="checkbox"/>	REV 1 DATE	(blank)
<input checked="" type="checkbox"/>	SALES	DL	<input checked="" type="checkbox"/>	REV 1 BY	(blank)
<input checked="" type="checkbox"/>	ENGINEER	GD	<input checked="" type="checkbox"/>	REV 1	(blank)
<input checked="" type="checkbox"/>	PROGRAMMER	BS	<input checked="" type="checkbox"/>	REV 2	(blank)

Select line(s) to update (these are per-drawing values)

<input type="checkbox"/> Drawing Description:	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3	<input type="checkbox"/> P <input type="checkbox"/> I <input type="checkbox"/> L (%P,%L values)
<input type="checkbox"/> Drawing Section:	(blank)	<input type="checkbox"/> Drawing (%D value)
<input type="checkbox"/> Drawing Sub-section:	(blank)	<input type="checkbox"/> Sheet (%S value) <input type="checkbox"/> Previous (%S value) <input type="checkbox"/> Next (%S value)
<input type="checkbox"/> Filename:	102614-JC-000 <input type="checkbox"/> Upper case	<input type="checkbox"/> Sheet maximum: 40
<input type="checkbox"/> File/extension:	102614-JC-000.dwg	<input type="checkbox"/> Resequence sheet %S values <input type="text" value="1"/> Start
<input type="checkbox"/> Full Filename:	C:\Users\...\102614-JC-000.dwg	

☐ Activate each drawing to process

11. NAVIGATE TO ANNOTATE TAB AND TYPE 10XXXX AND FIND AND REPLACE IT WITH THE CURRENT JOB

The screenshot shows the AutoCAD software interface with the Annotate tab selected. The ribbon includes options for Multiline Text, Dimensions, Centerlines, Leaders, Tables, and Markup. The Project Manager on the left lists several projects, including 'LOCATION COUNTY JAIL - 10XXXX'. The main drawing area displays a grid with the text 'XXXXX' and a 'DRAWING INDEX' table.

DRAWING NUMBER	DRAWING DESCRIPTION
10XXXX-JC-000	COVER SHEET / DRAWING
10XXXX-JC-001	SYMBOL LEGEND / PRO. SPECIFICATIONS
10XXXX-JC-002	BILL OF MATERIALS
10XXXX-JC-100	JCR 120VAC POWER DISTRI
10XXXX-JC-101	LOCATIONS POWER DISTRI

The 'Find and Replace' dialog box is open, showing the following settings:

- Find what: 10XXXX
- Find where: Current space/layout
- Replace with: 102614
- ☐ List results
- Buttons: Replace, Replace All, Find Next, Done, Help

A tooltip message states: 'Finds all instances of the text that you enter in Find What and replaces it with the text in Replace With.'