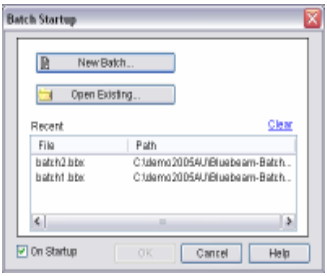
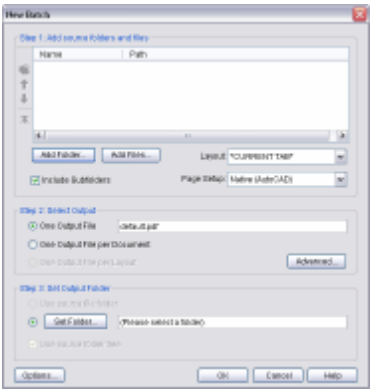
Bluebeam Batch

This feature is only available in AutoCAD and SolidWorks. To start a new batch process, select *Bluebeam/Batch* from within AutoCAD or SolidWorks or press the (batch) button. The batch startup window gives you the option to open a pre-existing batch (one created previously) or start a new batch.



Press **New Batch** to create a batch list that will be used to convert groups of AutoCAD drawings to any of 11 publishing formats. There are four steps to creating a batch. The steps walk through the AutoCAD process however, the process is similar in SolidWorks.



Step 1: Add Folder or Add Files. Choose which files you would like to convert. You may add all the drawings in a particular folder by clicking **Add Folder** or specify individual files by clicking **Add Files**. When adding a folder, if the **Include Subfolders** is selected, all drawings within subfolders will be included in the batch.

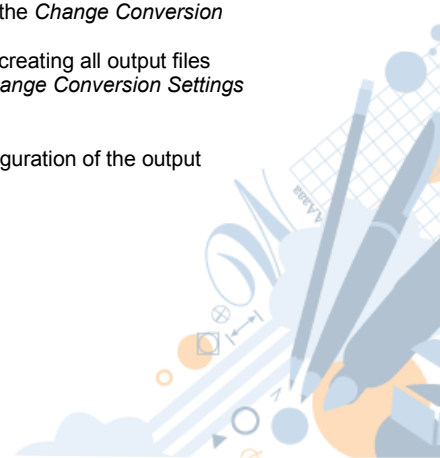
Layout - In this step you will define which layouts within the drawings will plot to your selected format. The choices for this setting are described below:

> ***CURRENT TAB***: Plots just the layout sheet that is currently active in the AutoCAD drawing or the sheet that was active the last time that the drawing was opened in AutoCAD.
>
> ***LAST ACTIVE LAYOUT***: Plots the layout sheet that was last accessed in the AutoCAD session.
>
> **Model**: Plots the model tab in the AutoCAD drawing.
>
> **Model and Layouts:** Makes a PDF file that includes the Model as well as all Layout sheets in the AutoCAD drawing.
>
> **Model and Layouts by Name:** Plots the model and all layouts in the AutoCAD drawing and creates a separate output file for each layout. This choice should be used in conjunction with the *One Output File per Document* setting.
>
> **All Layouts**: Plots all layout sheets in the drawing. Note the model tab will not be included.
>
> **All Layouts by Name**: Plots all layout sheets in the drawing and creates a separate output file for each layout. This choice should be used in conjunction with the *One Output File per Document* setting described in *Step 2* below.
>
> **All Views**: Plots all views in the drawing (model tab not included).
>
> **All Views by Name**: Plots all views in the drawing and creates a separate output file for each layout. This choice should be used in conjunction with the *One Output File per Document* setting.

Page Setup – This determines which settings will be used to control the output of the PDF.

> **Default** - Use the same settings AutoCAD uses to plot.
> **Custom** - Use the settings that are defined by the *Custom Page Setup* (found on the *Page Setup* tab of the *Change Conversion Settings* dialog).
> **Global** - Use the global page setup for creating all output files (found on the *Page Setup* tab of the *Change Conversion Settings* dialog).

Step 2: Select Output: Determines the configuration of the output files. The choices are:



One Output File: All AutoCAD drawings will be combined into one file, with each AutoCAD file appearing as a separate page.

One Output File per Document: This generates one output file for each drawing selected. Depending on the layout selection chosen in *Step 1*, this option will create an output file that contains either one page or multiple pages depending on the number of layouts in the AutoCAD drawing. Each output file will have the same file name as each drawing, but with the designated file extension replacing the .dwg extension.

One Output File per Layout: Creates one file for each layout sheet in the drawing. If a drawing has five layouts and this output option is selected, five separate output files will be created, one for each sheet. The files will be named after the drawing file name with the layout name appended to them.

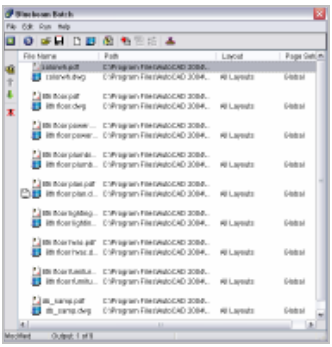
Step 3: Set Output Folder: Determines where the files created in *Step 2* will be placed.

Use source file folder: Stores the output file(s) in the same location as the source drawings.

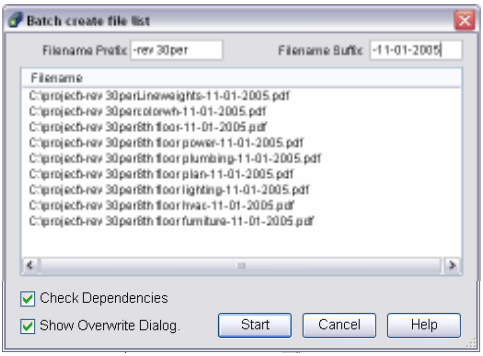
Set Folder: Stores the output files in a designated folder. The **Use source folder tree** option will duplicate the directory structure of the source drawings. For example, if the 'folder1' directory contains 'subfolder2' and 'subfolder3,' when the output file structure is created, 'subfolder1' and 'subfolder2' will be created in the selected folder, and the output files based on the drawings in the original subfolders will be placed within the new subfolders.

Options are available to change the batch configuration.

Once the 3 steps are completed, press **OK** and the batch list will be displayed in the **Bluebeam Batch** dialog (see below)



Step 4: Begin the Conversion. Press  the batch convert button on the Bluebeam Batch tool bar to begin the batch. A window will appear with the list of files that will be created.



Filename Prefix: Add a prefix to the name of all output files (e.g. rev30per).

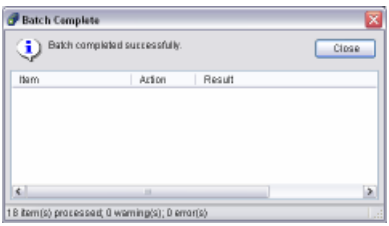
Filename Suffix: Append a suffix to the name of all output files (e.g. 11-01-2005).

Filenames are color coded indicating if there is a conflict and potential to overwrite a file that already exists in that folder.

Black indicates that a file will not be overwritten
Red indicates that a file exists already and will be overwritten
Blue indicates that a file may be overwritten.

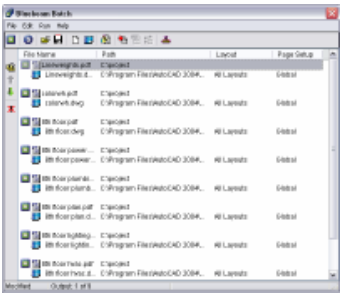
Check Dependencies scans all AutoCAD drawings for dependent files such as external References (X-refs), fonts and pen tables (.ctb and .stb files). Any inaccessible files will be reported at the end of the conversion process.

You can right-click on any one of the filenames and selectively rename the file or remove the file from the batch plot list.



A window will appear once the batch has completed and will display any error messages that occurred during the conversion process.

When completed, the batch menu will redisplay and all converted files in the batch will have an icon displayed to the left of the file name. The batch screen will appear similar to the screen shown below:



The function of each icon in the toolbar on this screen is now described in further detail:

Begin the batch conversion process.

Start Bluebeam Express which includes Blue-print online print service, FTP, and Email Manager.

Open an existing batch file. Bluebeam Batch list files have a *.bbx* file extension.

Save the current batch list. If the batch list has not been saved before, a filename window will display.

Add a file to the batch list.

Add a drawing to be converted to the batch list. It will be added to the selected output file as additional pages.

Remove a drawing or output file from the current batch list.

Display the log file.

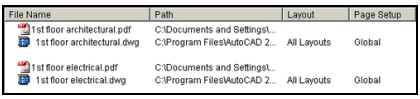
Change the name of the output file in the batch list.

Set the layout option for the selected drawing file.

Change the Bluebeam Page Setup to use for the selected drawing.

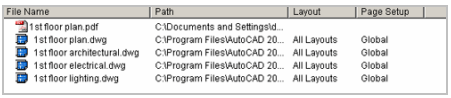
Apply a global text stamp to each PDF in the batch.

The main batch window displays the details of the individual output files that will be created. The batch window shows an example illustrating two PDF files from two AutoCAD drawings.



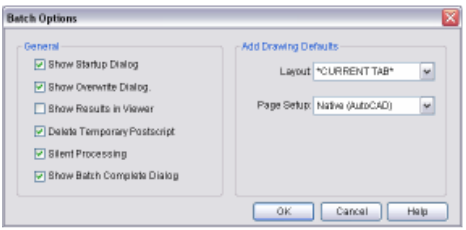
Settings indicate that one AutoCAD drawing will be used to create the PDF file with All Layouts and the Global page setup.

The following batch entry shows a more complicated example. Here, one PDF file will be created consisting of four separate drawings:



Batch Options

The Batch Options window is used for configuring the behavior of the batch creation process.



Show Startup Dialog – Select to show the recent history dialog.

Show Overwrite Dialog – Select to show overwrite dialog before the batch is created.

Show Results in Viewer – Select to view output files after the batch is complete.

Delete Temporary Postscript – Select to delete the intermediate Postscript files.

Silent Processing – Select to not display error messages.

Show Batch Complete Dialog – Select to display the Batch Complet dialog.