

Plan Packaging

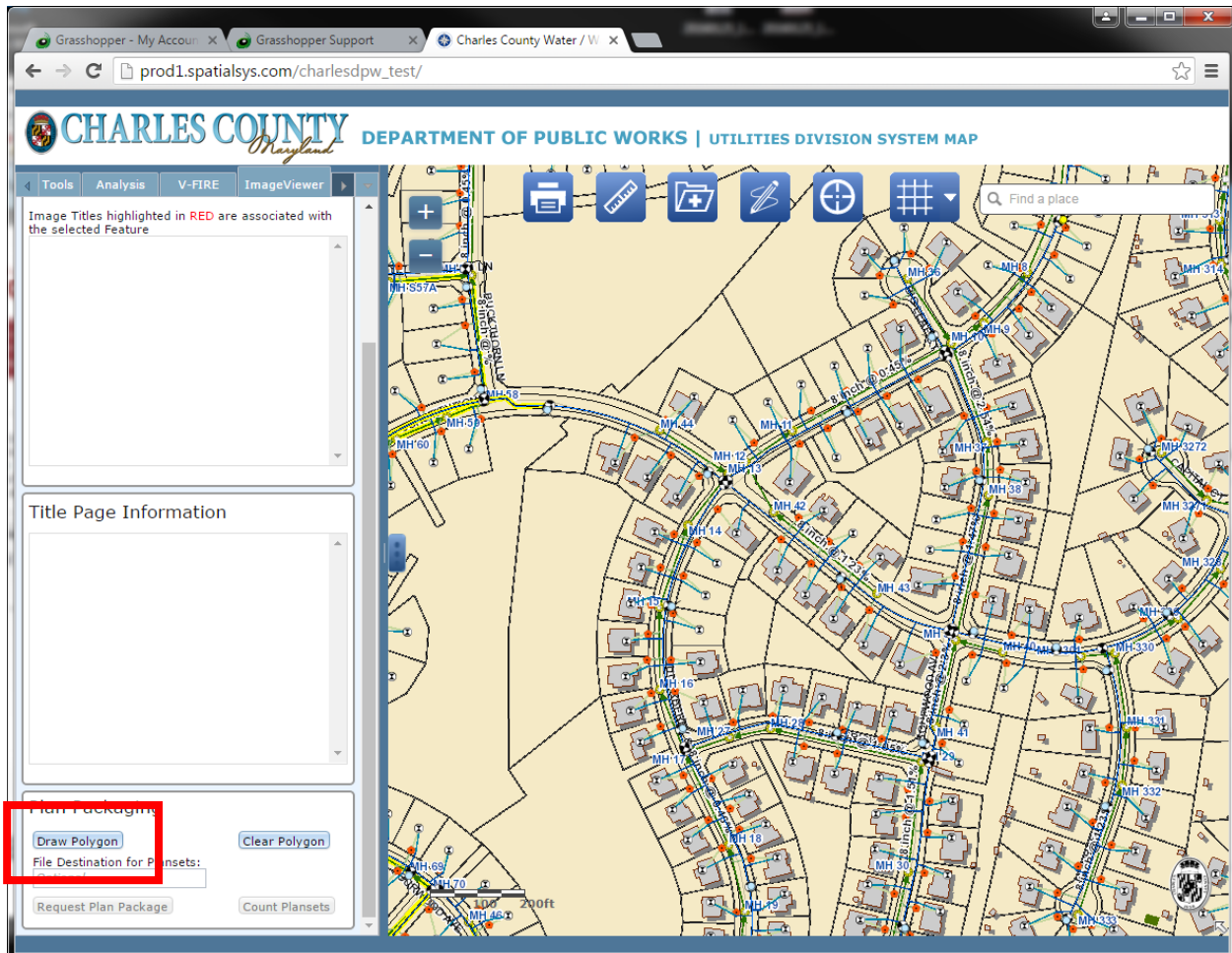
Quick Start Guide

March 25, 2016

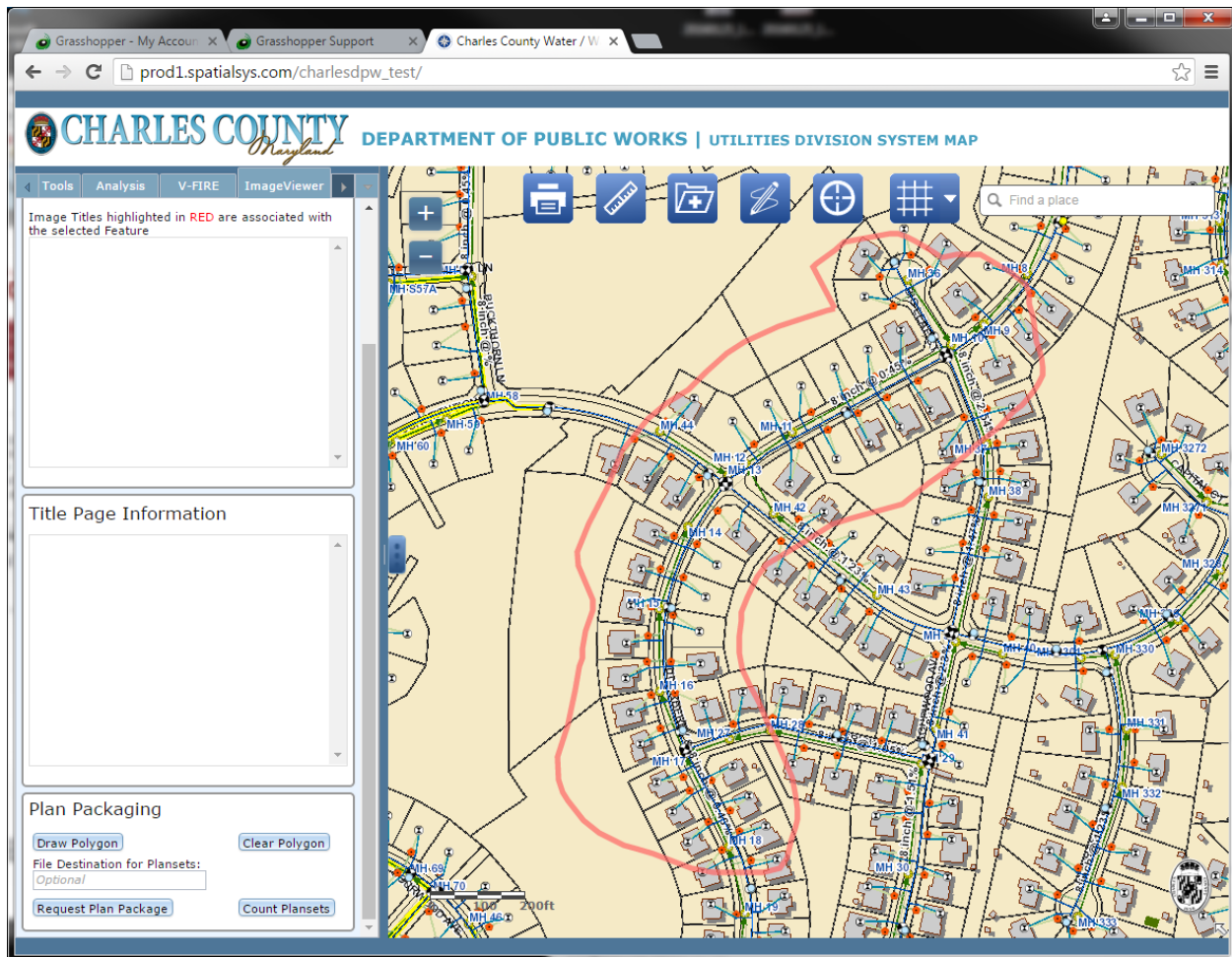
To package plans, go to the ImageViewer tab on the website. At the bottom of the tab you will find the Plan Packaging section.

Position the map view to the area that you want to retrieve plans for so that you will be able to sketch the selection area.

Click the Draw Polygon button and then move your mouse to the map area and click-n-drag a shape for the area to be researched.

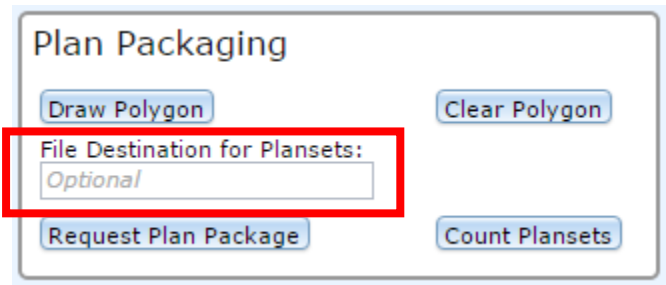


The sketched shape will appear in red outline. If you want to draw a different shape click the Clear Polygon button, then click the Draw Polygon button and try again.



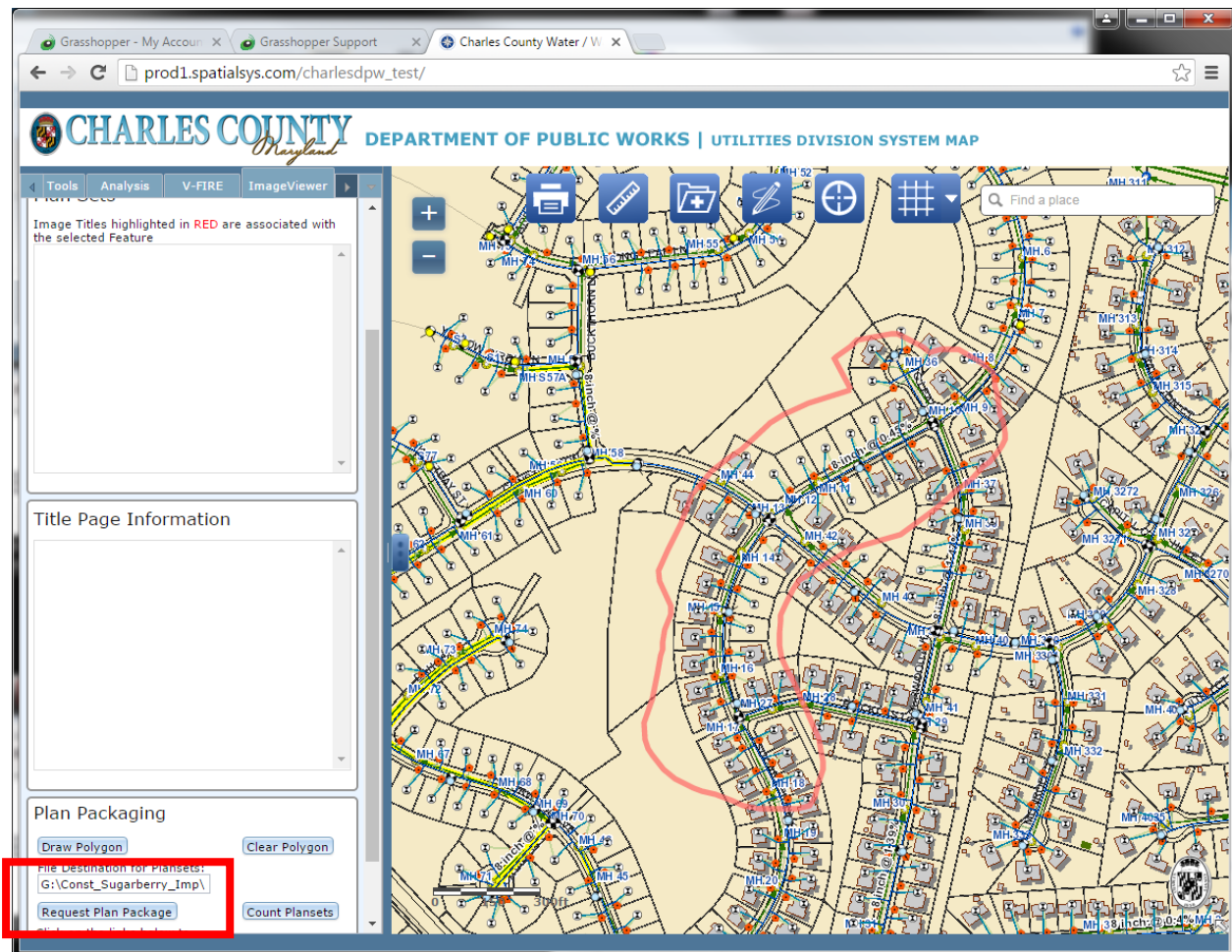
If you have a known/existing location where you want to send the plan sets, you can indicate it in the “File Destination for Plansets:” text box. This could be a drive letter on your computer such as E:\ProjectPlans\ or it could be a UNC path to a server location such as \\OurServer\project123\

If you leave the destination blank, the resulting batch file to copy the plan sets will copy the plan sets to wherever the batch file is stored.

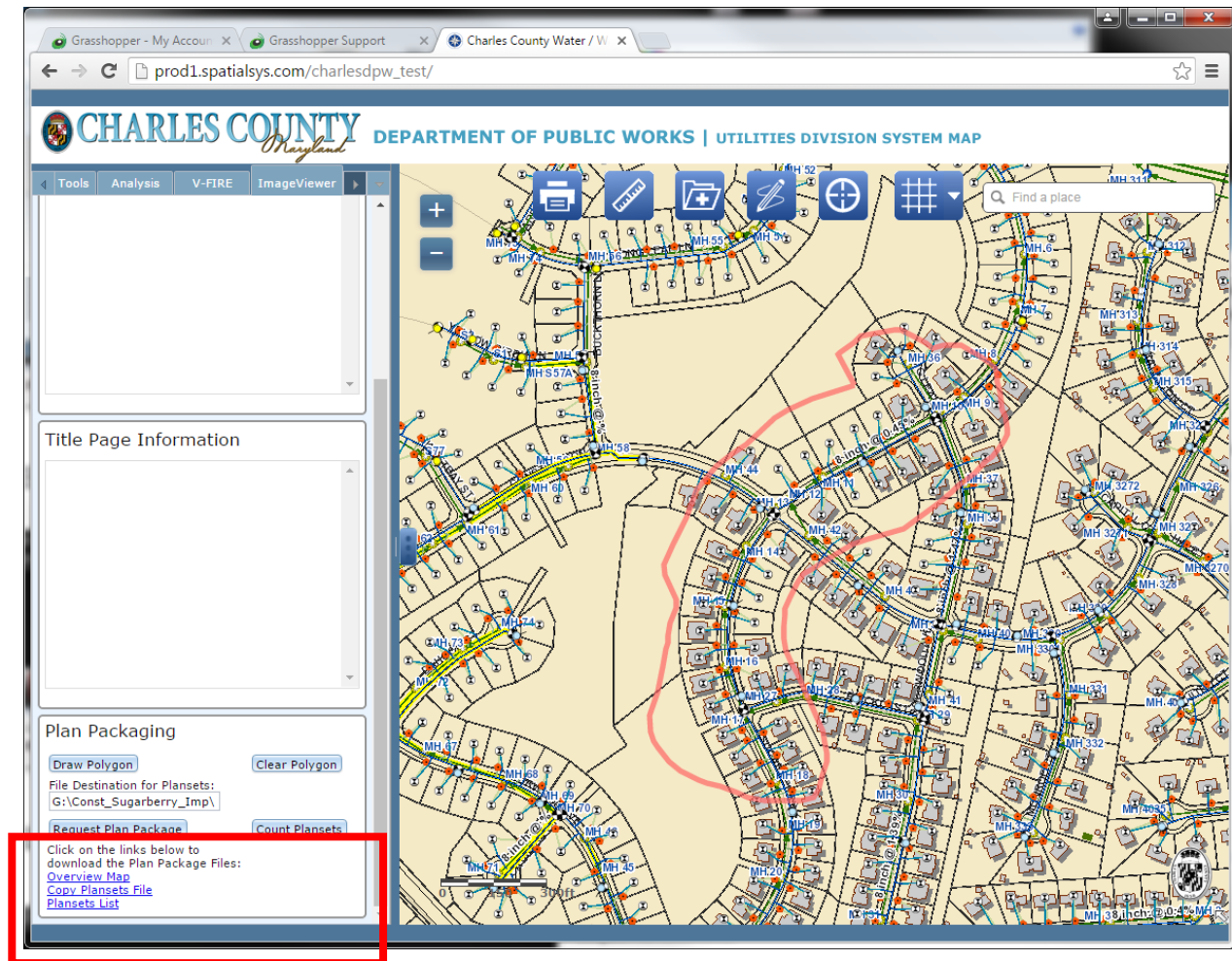


The image shows a 'Plan Packaging' dialog box. It contains four buttons: 'Draw Polygon', 'Clear Polygon', 'Request Plan Package', and 'Count Plansets'. A text box labeled 'File Destination for Plansets:' is highlighted with a red rectangle and contains the word 'Optional'.

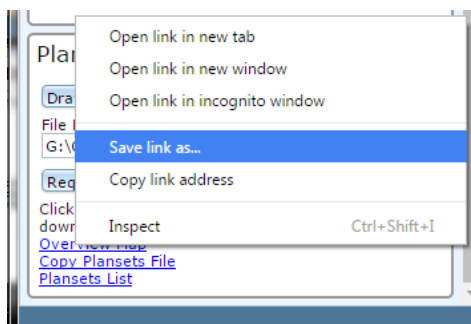
Click the “Request Plan Package” button when you are ready to retrieve the plans.



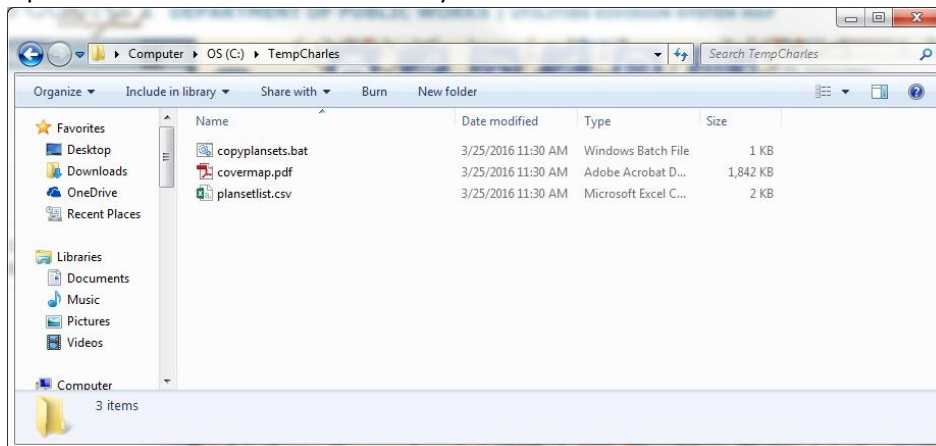
When the system has determined what plans are needed, new links will be added below the “Request Plan Package” button. This will usually take between 1 and 2 minutes. You may need to use the window slider to see the links.



Right Click on each link to “Save link as...” to download each of the files to a location of your choosing.

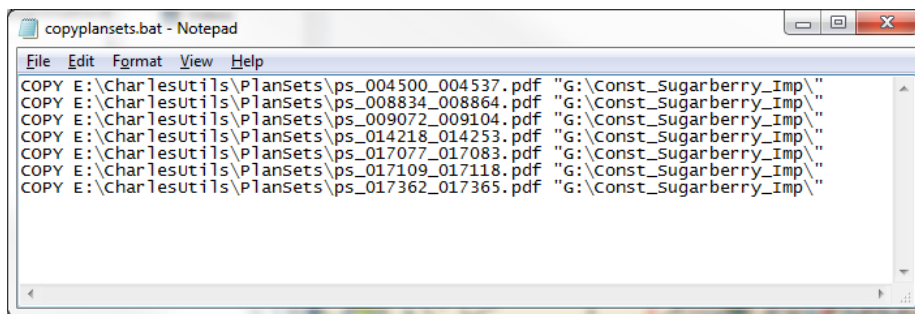


Open a window to the location that you saved the files to.



The covermap.pdf will show your map and your sketched shape used to select the plan sets. The Planlist.csv can be opened in Excel and provides details about each plan set.

If you edit the copyplansets.bat file in Notepad, you can see that it will simply run the copy command to fetch each source file and place it in the desired location.



To run the copyplansets.bat file, simply double click on it in the window. You should then see a command window open, perform the copy functions, and then automatically close when finished.