

## Eagle Point Solution to a Frequently Asked Question

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### How to Use the Eagle Point Project Manager

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**Summary:**

This document explains how to use the Eagle Point Project Manager to add projects.

**Product:** Eagle Point Software™ 2000

**Release:** 2000 and greater

**Platform:** All

**Related documents:**

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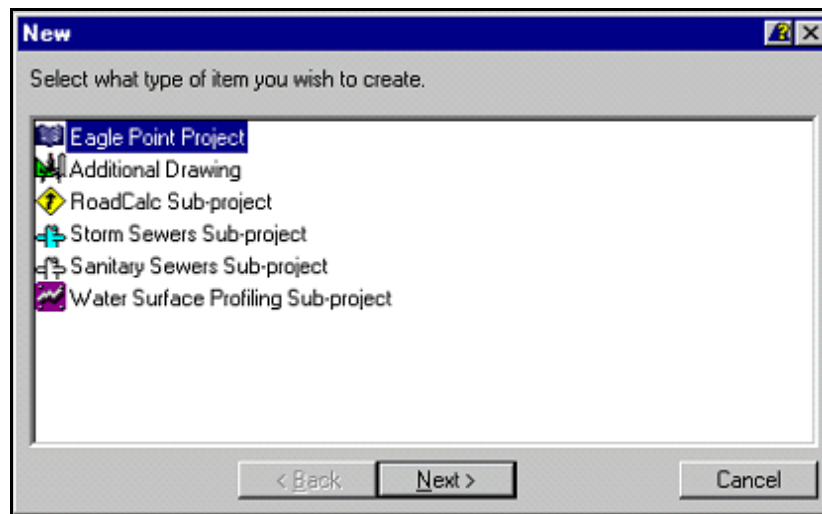
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### THE BASICS

1. Select the *Create New Project/Subproject* icon in the lower left corner of the Project Manager, or select *File—New* from the main Eagle Point toolbar to display the New dialog box (Figure 1).



**Figure 1 – New Dialog Box**

2. Click on the Next button to proceed. This displays the New Project dialog box (Figure 2).

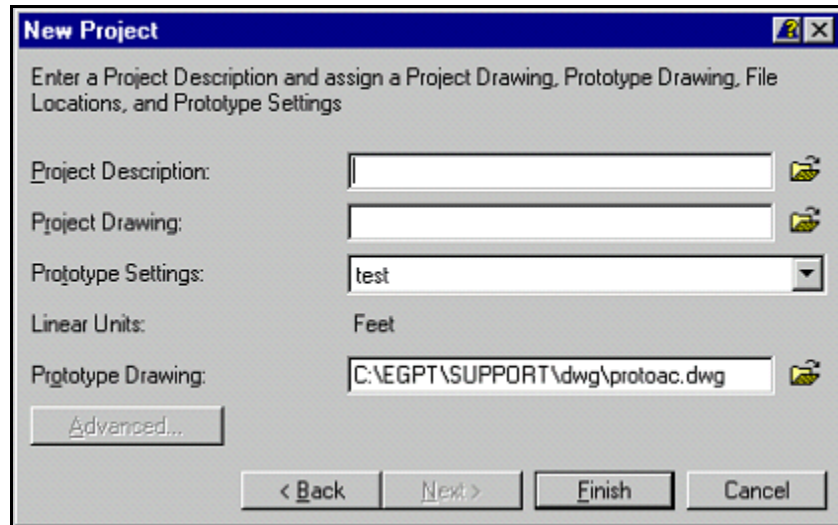


Figure 2 – New Project Dialog Box

## NEW PROJECT INFORMATION

### ***Project Description***

The Project Description displays in the Project Manager dialog box. Give your project a description that is easily recognizable such as a job number and/or a detailed description. For example: 00294-Flint Ridge Subdivision Phase 2. This description can be changed later by renaming your project.

### ***Project Drawing***

This drawing is the primary drawing for the project and is opened by default when you open the project. Additional drawings can be associated to or added to a project and can be located in the same directory as the primary project drawing or elsewhere. However, you can only have ONE project in a directory. Place the primary drawing for the project in the desired location for your projects, once again noting that you must have a separate directory for each project. While a project can be moved to a different location, it is easiest to place it in the desired location to start with. This can either be on your local drive or on a network drive. When you input the directory and drawing, the directory will be created if it does not exist. Include the appropriate extension such as DWG for AutoCAD, IntelliCAD and the Eagle Point Graphics Engine, or DGN for MicroStation. You can also use universal naming convention for this path.

Examples:

**C:\projects\00294\drawing files\basemap.dwg**  
<\\server1\data/projects\00294\main.dgn>

### ***Prototype Settings***

These are the initial Eagle Point settings for the units, formats, precision, Default CAD Settings, Node (Field Code) Library, Plot Scales, and more. The individual settings can be change on a per project basis, but you cannot select a new prototype for a project once it is started.

### ***Prototype Drawing***

This drawing must exist and can be selected by browsing using the Select a Drawing/Design File icon to the right of the input field. The drawing will be copied to the Project Drawing location you enter. For AutoCAD, IntelliCAD, and the Eagle Point Graphics Engine, you will want to select a drawing that has specific layers, linetypes, textstyles, and blocks defined. For MicroStation, you will select a drawing (design file) that has the appropriate Global origin, working units, Level symbology, etc.

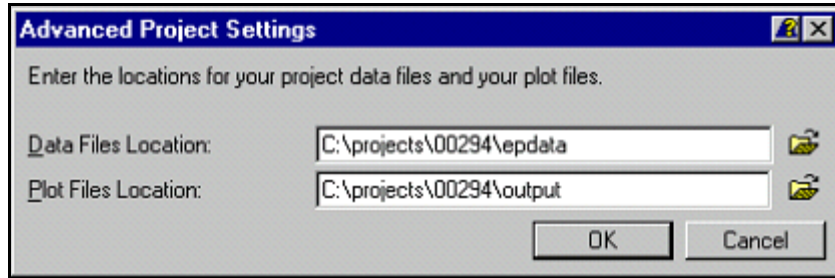
### ***Advanced Project Settings***

By default, Eagle Point will place the data files and plot files (drawings created by RoadCalc, Storm Sewers, Sanitary Sewers, and Water Surface Profiling) for the project in the same directory as the Project Drawing. For simplicity, this works well as you only have one directory to backup for a project. Some users want to place the data files in a different directory of their choice. Likewise for the output plot files Eagle Point creates. It is recommended that the locations for the data and plot files is either a subdirectory of the project drawing file location or off the same root directory for simplicity when backing up a project, but this does not have to be the case. Should you use the Advanced Project Settings (Figure 3), the Data Files Location and the Plot Files Location must be unique for each project. Do **NOT** place the data files for all your projects in a single directory such as c:\data

Examples:

Project Drawing: c:\projects\00294\basemap.dwg  
Data Files: c:\projects\00294\epdata\  
Plot Files: c:\projects\00294\output\

Project Drawing: <\\server1\drawings\projects\00294\main.dgn>  
Data Files: <\\server1\data\projects\00294\epdata\>  
Plot Files: <\\server2\output\00294\>



**Figure 3 – Advanced Project Settings Dialog Box**

## EXERCISES

### Adding a New Project

I want to start a new project and do not have a drawing already created.

1. In the New Project dialog box (Figure 2), type in the desired project description.
2. Since you do not have a drawing file to use, type in the drive letter, path, and drawing name for the project.
3. Select the desired Prototype Settings.
4. Input the Prototype Drawing that you want to use for the project.
5. Click on the Finish button to create the project.

I want to start a new project with a drawing file I have. It is the correct name and in the desired directory and NOT a project drawing for another project.

1. In the New Project dialog box (Figure 2), type in the desired project description.
2. Since you have the drawing file in the appropriate directory, click on the Select a Drawing (or Select a Design File for MicroStation) icon to the right of the input field and browse to select the drawing file.
3. Select the desired Prototype Settings.
4. Since you have input the desired drawing to use, the Prototype Drawing field is grayed out. Click on the Finish button to create the project.

I want to start a new project with a drawing file I have on a floppy disk or on my hard drive, but not in the desired directory and it may even need to be renamed.

1. In the New Project dialog box (Figure 2), type in the desired project description.
2. Since the drawing is not in the appropriate directory and/or the wrong name, type in the desired drive, directory, and drawing name.
3. Select the desired Prototype Settings.
4. When you select the Prototype Settings, the Prototype Drawing will be the one associated to it, which is not what you want to use. Click on the Select a Prototype Drawing (or Select a Seed File for MicroStation) icon at the right and browse to select the drawing file. This drawing will be copied to the location input in step 2 and renamed to the desired drawing name.
5. Click on the Finish button to create the project.

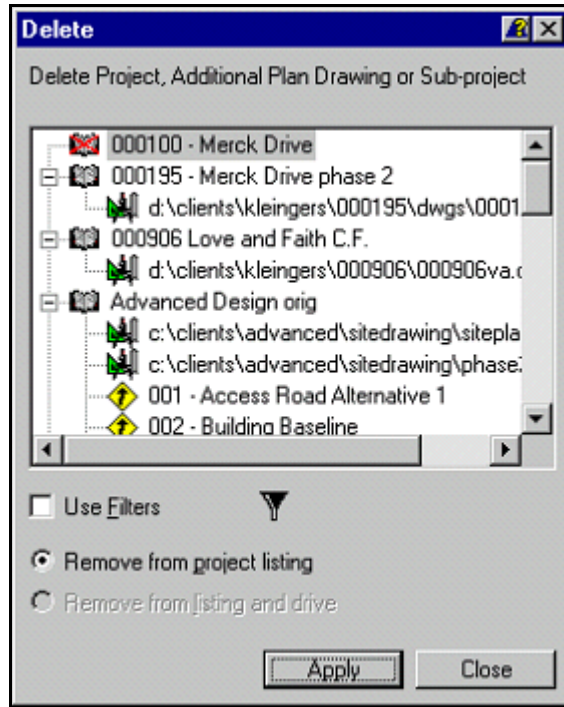
### Moving a Project to a New Location or Restoring a Project from a Backup

I started a project in one location NOT using the Advanced options and now need to move it to a different location.

Or a project was restored to a location different than the original location.

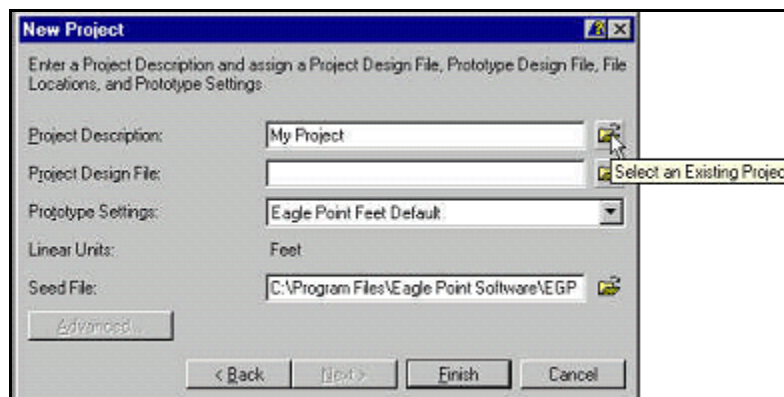
1. Close Eagle Point, and if you are sharing projects, make sure the project or any of the drawings for the project are not open by anyone else. Back up the project directory to a temporary location that is different than the current location or the new location for the project.
2. Move all the files in the directory where the project drawing currently is located (or just move the entire directory) to the desired location. Since the project directory was backed up in step 1, you will want to make sure the “old” directory for the project no longer exists.

- Open Eagle Point. The Project Manager displays a red X to the left of the project description as the project directories no longer exist. You will now remove the project in its old location from the project manager. This can be done by selecting the Delete Project/Subproject icon (the red X) in the lower left corner of the Project Manager. The Delete dialog box (Figure 4) displays.



**Figure 4 – Delete Dialog Box**

- Highlight the project, such as shown with 000100 – Merck Drive. The *Remove from project listing* option will be toggled (the other option will be grayed out). Click on Apply and then on Close.
- Now, you will add the project back to the Project Manager using its new location. In the New Project dialog box (Figure 2), click on the *Select an Existing Project* icon (Figure 5) to the right of the Project Description. Browse to the directory for the new project location and select the EPP file in that directory.

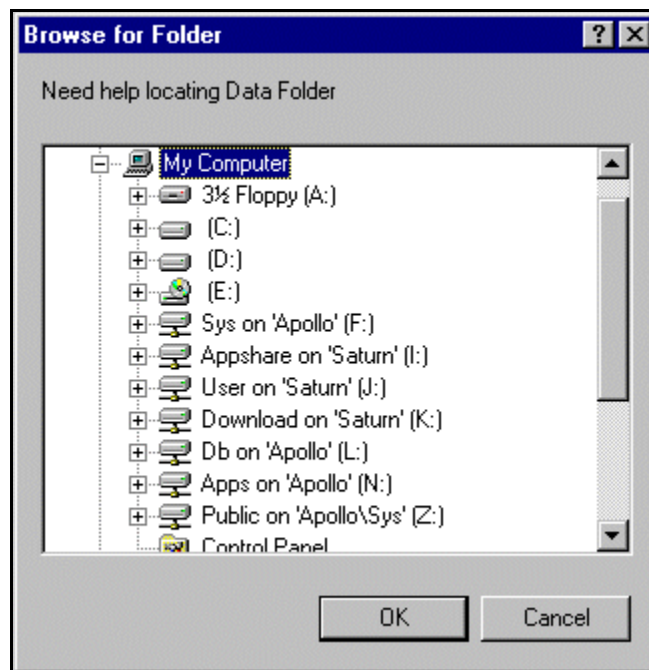


**Figure 5 – Select an Existing Project Icon**

- The New Project dialog box displays with all the fields grayed out. The original project description will be shown with the new path to the project drawing.
- Click on the Finish button to add the project back to the Project Manager at the new location. All the paths for the project files will be updated to the new project location.

I started a project in one location using the Advanced options to place the data files and plot files in different directories and now want to move all of it to a different location.

1. Close Eagle Point, and if you are sharing projects, make sure the project or any of the drawings for the project are not open by anyone else. Back up the project drawing directory and the directories where the data files and plot files are located.
2. Move the files from where the project drawing is currently located (or just move the directory) to the desired location. If you also want to move your data files and/or plot files, move those files and/or directories also to the desired location. Since the project directory was backed up in step 1, you will want to make sure the "old" directories for the project drawing, data files, and plot files no longer exist. If they do, their location will not be updated in step 6.
3. Open Eagle Point. The Project Manager displays a red X to the left of the project. You will now remove the project in its old location from the project manager. Select the *Delete Project/Subproject* icon (the red X) in the lower left corner of the Project Manager, or select *File-Delete* from the main Eagle Point toolbar. The Delete dialog box (Figure 4) will display.
4. Highlight the project, such as shown with 000100 – Merck Drive in Figure 4. The *Remove from Project Listing* will be toggled on (the other option will be grayed out). Click on Apply and then on Close.
5. Add the project back to the Project Manager in its new location. In the New Project dialog box (Figure 2), click on the *Select an Existing Project* icon (Figure 5) to the right of the Project Description. Browse to the directory for the new project location and select the EPP file in that directory.
6. Since the data files and plot files are in different directories than the project drawing file, you need to also specify their location. A Browse for Folder dialog box displays (Figure 6). Find and select the directory where you placed the Data files for this project. This step will also need to be repeated for the Plot file location if you have them in a different directory.



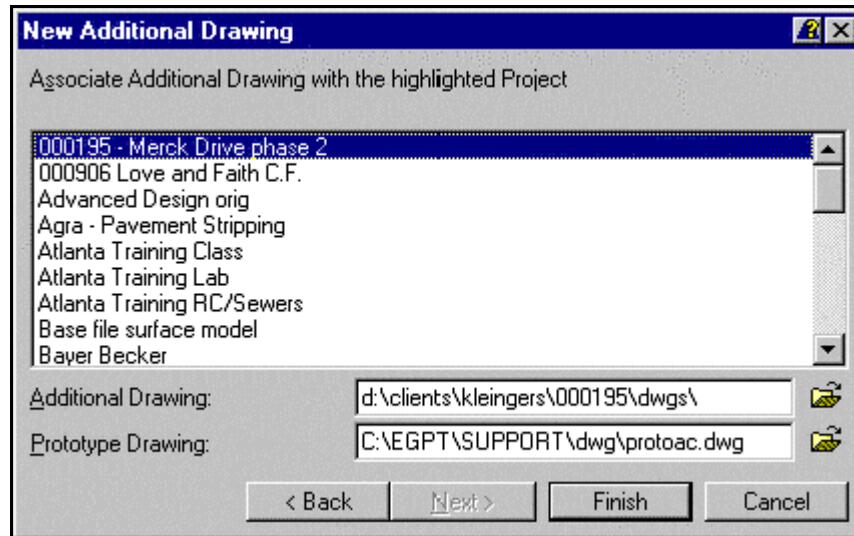
**Figure 6 – Browse for Folder Dialog Box**

7. Once the data file and plot file locations are selected, the New Project dialog box displays with all the fields grayed out. The original project description will be shown with the new path to the project drawing.
8. Click on the Finish button to add the project back to the project manager at the new location. All the paths for the project files will be updated to the new project location.

#### **Adding an Additional Drawing/Design File**

I want to add a new drawing as an additional drawing to my project.

1. In the New dialog box (Figure 1), select Additional Drawing and click on Next to proceed. The New Additional Drawing dialog box displays (Figure 7).



**Figure 7 – New Additional Drawing Dialog Box**

2. Highlight the project to which you want to add an additional drawing file. The project that is open or was highlighted in the Project Manager when you selected the New icon will be the default.
3. The default path for the project data files is displayed in the Additional Drawing field. Type in the drawing file name if the drawing is to be located in that directory, or type in the correct drive, path, and drawing name.
4. Input the Prototype Drawing that you want to use for this additional drawing file.
5. Click on the Finish button to add the drawing to the project.

I want to add a drawing file I already have created or was given to an existing project I am working on. It is the correct name and in the desired directory.

1. In the New dialog box (Figure 1), select Additional Drawing and click on Next to proceed. The New Additional Drawing dialog box displays (Figure 7).
2. Highlight the project to which you want to add an additional drawing file. The project that is open or was highlighted in the Project Manager when you selected the New icon will be the default.
3. Since you have the additional drawing file in the appropriate directory, click on the Select an Existing Drawing (or Select an Existing Design File for MicroStation) icon to the right of the input field and browse for the file.
4. Click on the Finish button to add the drawing to the project.