



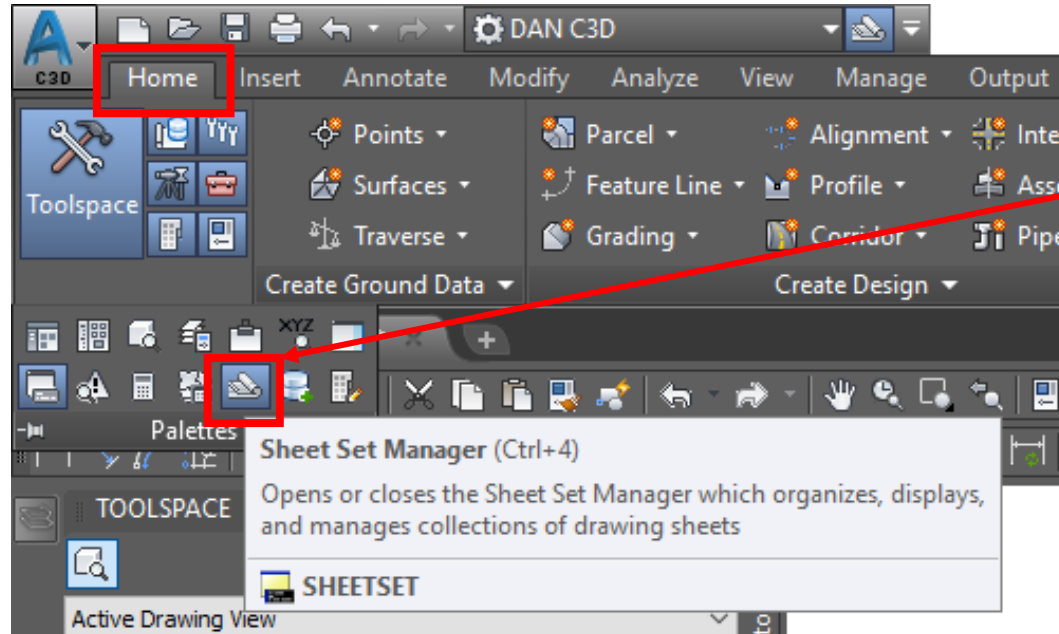
CIVIL 3D 2018

Maryland Training
Sheet Set Manager

Sheet Set Manager

Sheet Set Manager

The Sheet Set Manager organizes, displays, and manages *sheet sets*, a named collection of drawing sheets. Each *sheet* in a sheet set is a layout in a drawing (DWG) file.






<HOME> {PALLETES}[Sheet Set Manager]

Type in the Command Line **SHEETSET**

Sheet Set Page Wizard

Sheet Set Page (Create Sheets Wizard)

- **Sheet Set** - Use these options either to create a new sheet set or add to an existing sheet set. You can also specify the storage location of the sheet set file associated with the new or existing sheet set.
- **New Sheet Set** - Creates a new sheet set using the name of the view frame group displayed in the text box
- **Add To Existing Sheet Set** - Creates sheets adds them to an existing sheet set
 - Click  to select a sheet set from a physical drive
- **Sheet Set Storage Location** - Specifies the location where the sheet set file created or used during this session is located. If you selected Add to Existing Sheet Set, this field displays the location of the sheet set file for the sheet set that you selected in that field.
 - Click  to browse to a physical drive to store the sheet set
- **Sheets** - These options determine how the sheet files will be named and stored. If you have chosen to save all sheets in the current drawing (the All Layouts In The Current Drawing choice on the Create Sheets wizard View Frame Group and Layouts page), these fields are not available (read only, grayed out).
- **Sheet Files Storage Location** - Specifies the location where the sheet files created during this session will be located.
 - Click  to browse to a physical drive to store the sheet set
- **Sheet File Name** - Specifies the name of the sheet file(s) that will be created

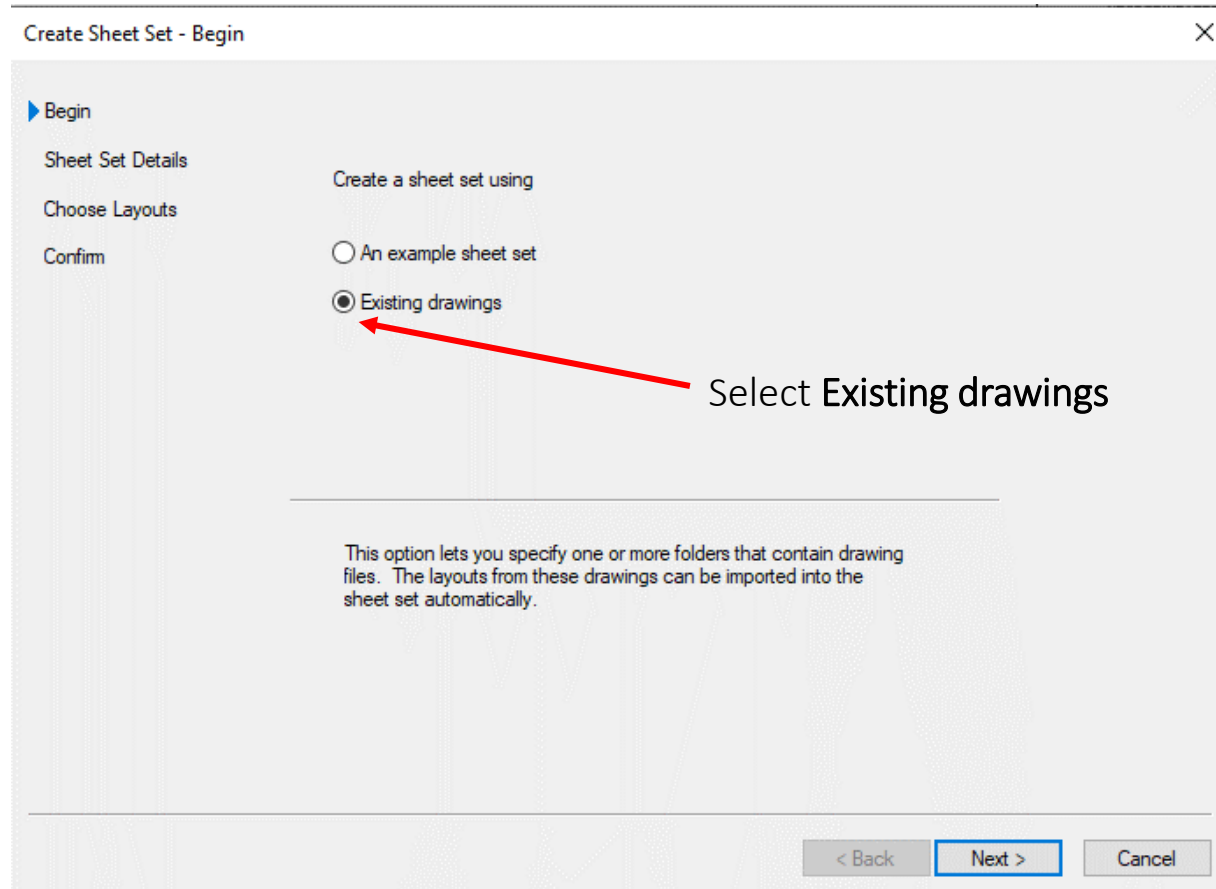


Create Sheet Set

Create a Sheet Set



In the Sheet Set Manager window – Select from the dropdown New Sheet Set...



Select Existing drawings

Create a Sheet Set

Sheet Set Details...Name the new sheet set as the same name as the .dwg file you have open

Create Sheet Set - Sheet Set Details

Begin

▶ Sheet Set Details

Choose Layouts

Confirm

Name of new sheet set: Sheet Set Example

Description (optional):

Store sheet set data file (.dst) here: C:\Users\Dan.Polite\OneDrive - USDA\CAD\TRAINING\Civil 3D 2018 F

Note: The sheet set data file should be stored in a location that can be accessed by all contributors to the sheet set.

Sheet Set Properties

< Back Next > Cancel

Store the sheet data file in the folder of your drawing

Create a Sheet Set

Sheet Set Properties

Note: The sheet set data file should be stored in a local location accessible by all contributors to the sheet set.

Sheet Set Properties

Sheet Set Properties - Sheet Set Example

Sheet Set	
Name	Sheet Set Example
Sheet set data file	C:\Users\Dan.Polite\OneDrive - USDA\CAD\TRAINING\Gi...
Description	
Model view	
Label block for views	
Callout blocks	
Page setup overrides file	C:\Users\Dan.Polite\AppData\Local\Autodesk\C3D 2018\...

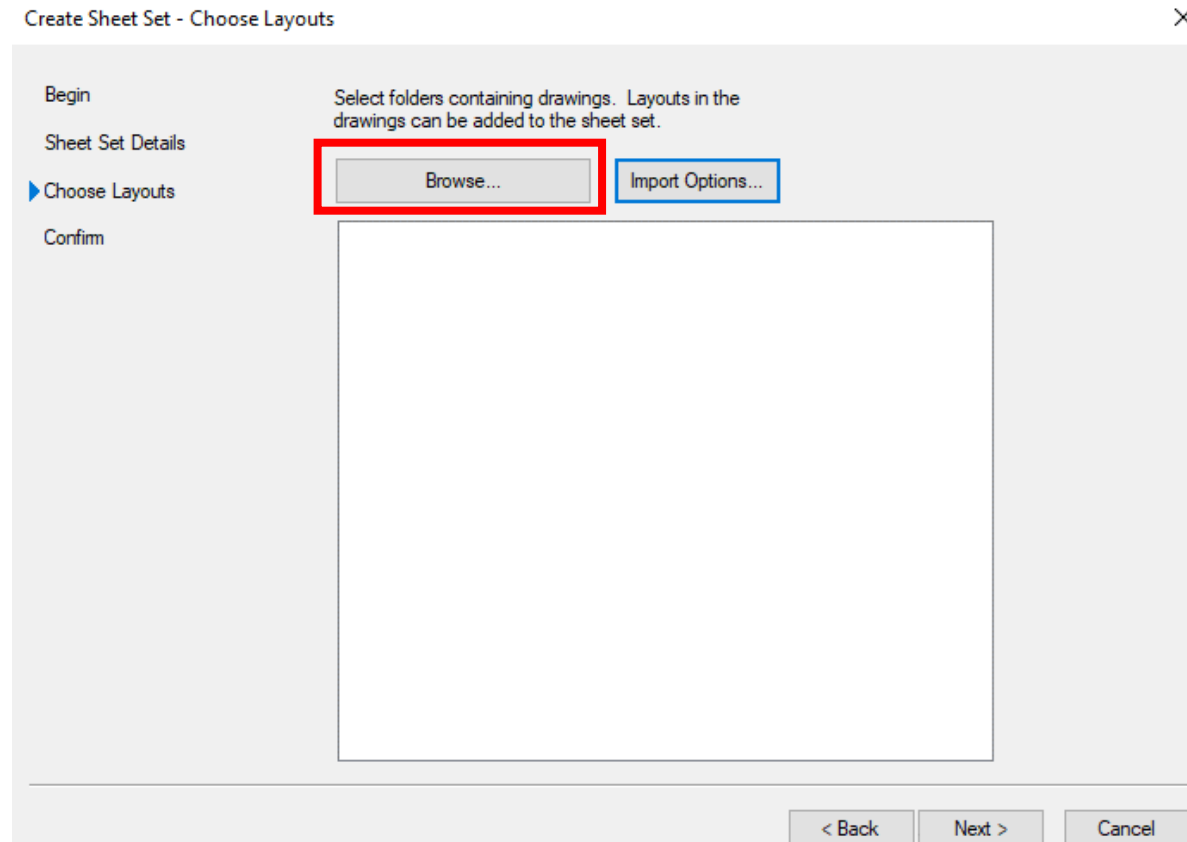
Project Control	
Project number	
Project name	
Project phase	
Project milestone	

Sheet Creation	
Sheet storage location	C:\Users\Dan.Polite\OneDrive - USDA\CAD\TRAINING\Gi...
Sheet creation template	Arch D(C:\Users\Dan.Polite\AppData\Local\Autodesk\C3...
Prompt for template	No

Edit Custom Properties... OK Cancel Help

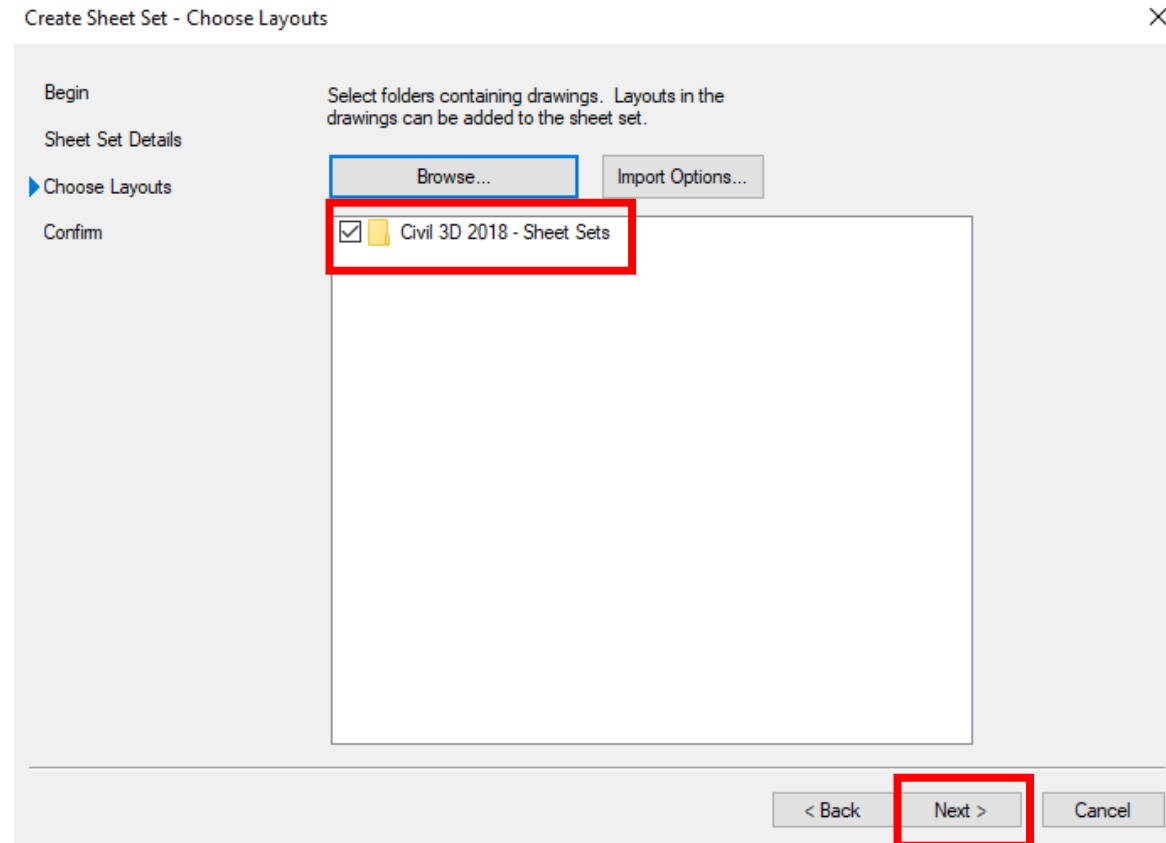
Create a Sheet Set

Choose Layouts - Browse to your current drawing location



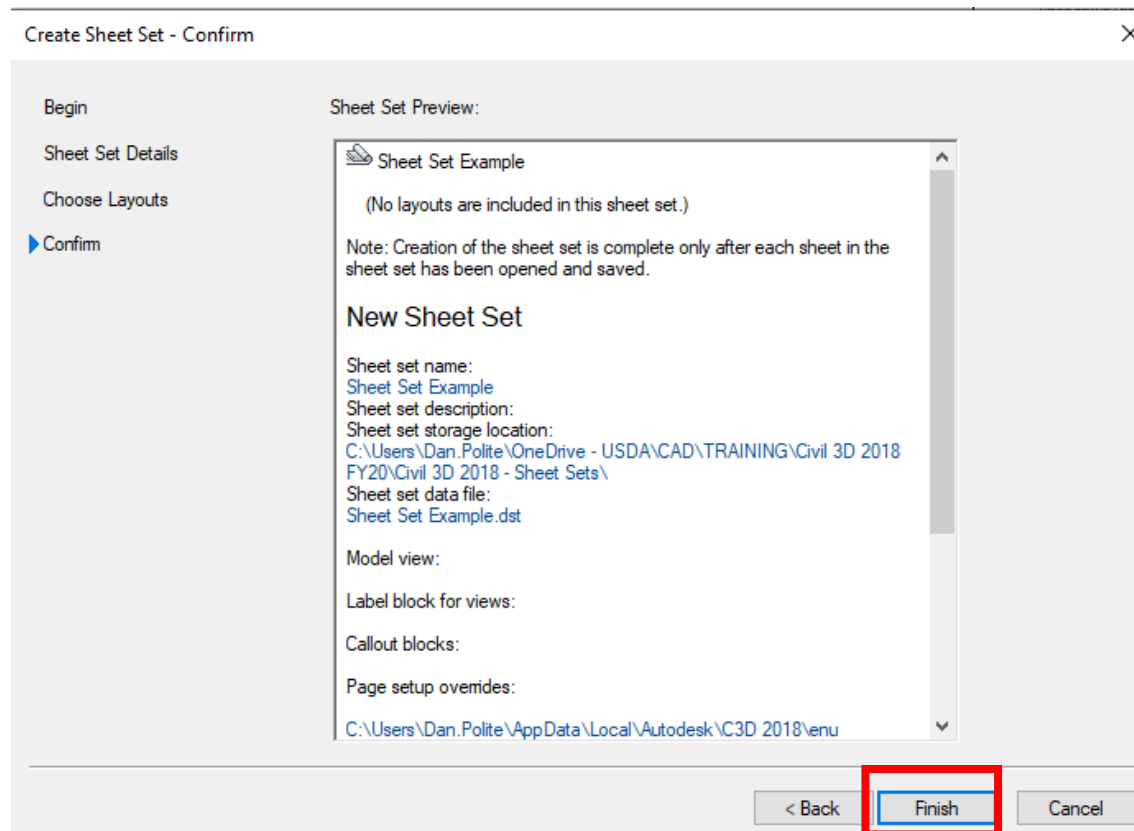
Create a Sheet Set

Select the current folder where your drawing is located in



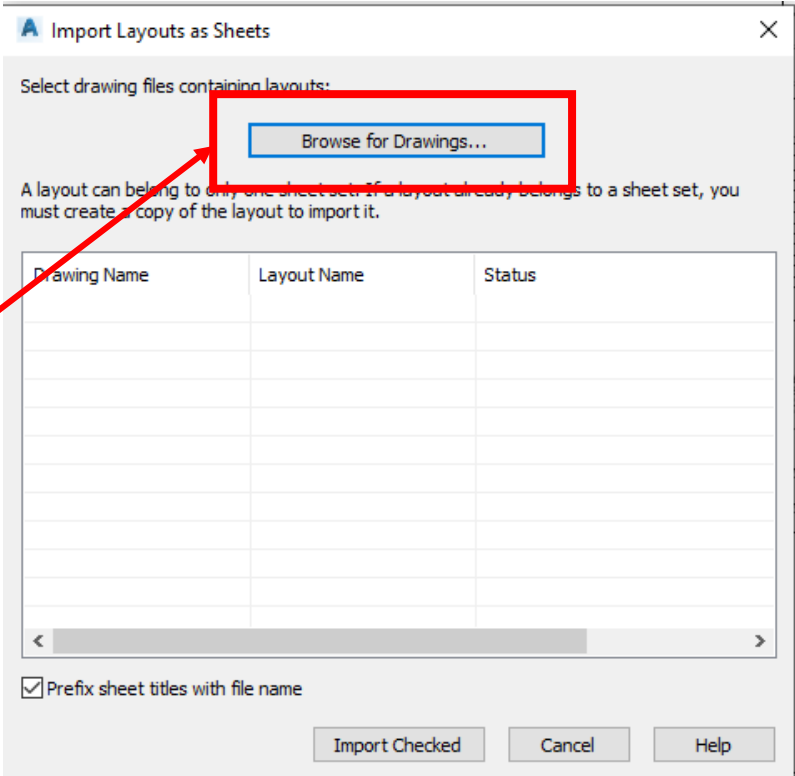
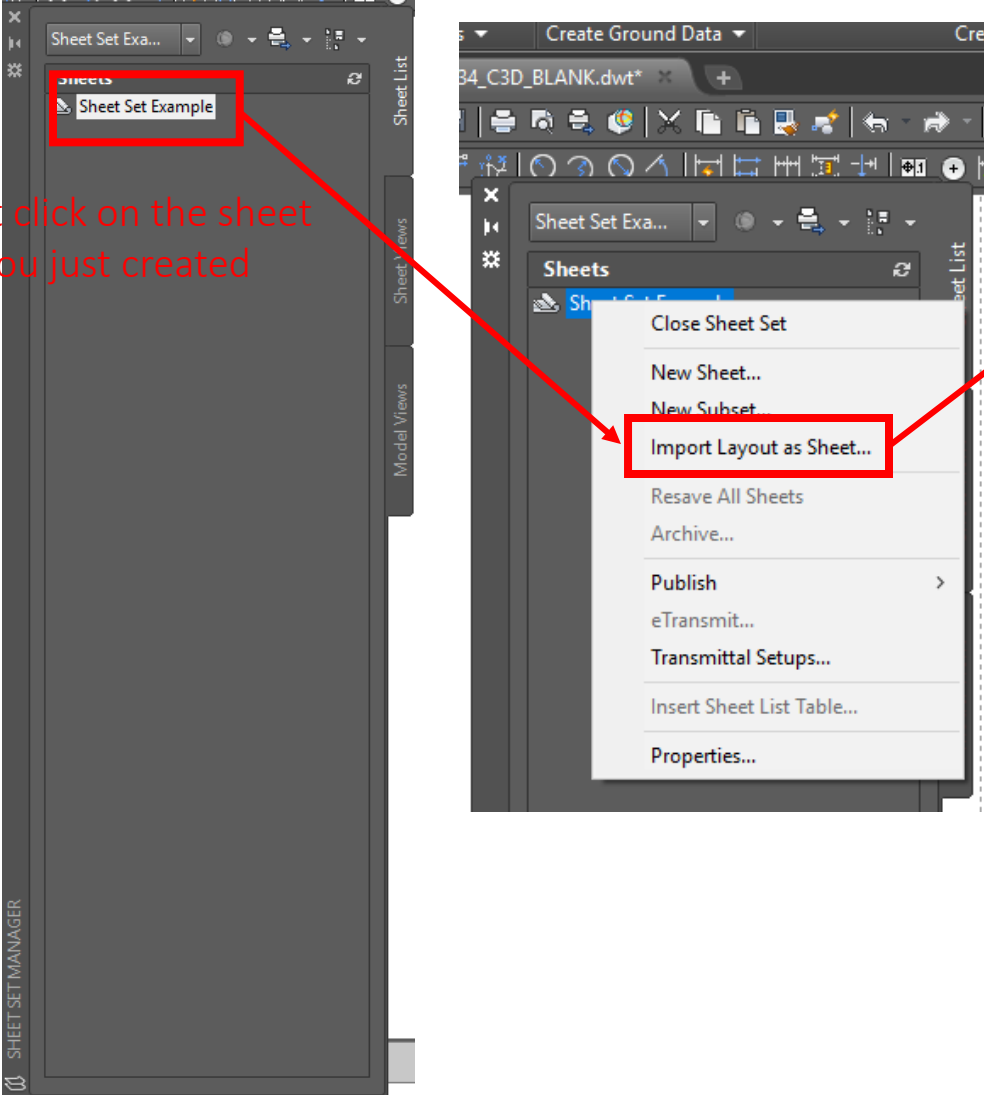
Create a Sheet Set

Confirm to make sure everything is correct....Click **Finish**



Create a Sheet Set

Right click on the sheet set you just created



Browse to the file that you have open

Create a Sheet Set

Import Layouts as Sheets

Select drawing files containing layouts:

A layout can belong to only one sheet set. If a layout already belongs to a sheet set, you must create a copy of the layout to import it.

Drawing Name	Layout Name	Status
<input checked="" type="checkbox"/> SheetSets.dwg	INDEX	Warning: this layout may belong to another sheet set.
<input checked="" type="checkbox"/> SheetSets.dwg	SHEET1	Warning: this layout may belong to another sheet set.

Prefix sheet titles with file name

Check all the layouts that you want to import

Sheet Set Example

Sheets

- Sheet Set Example
- SheetSets - INDEX
- SheetSets - SHEET1

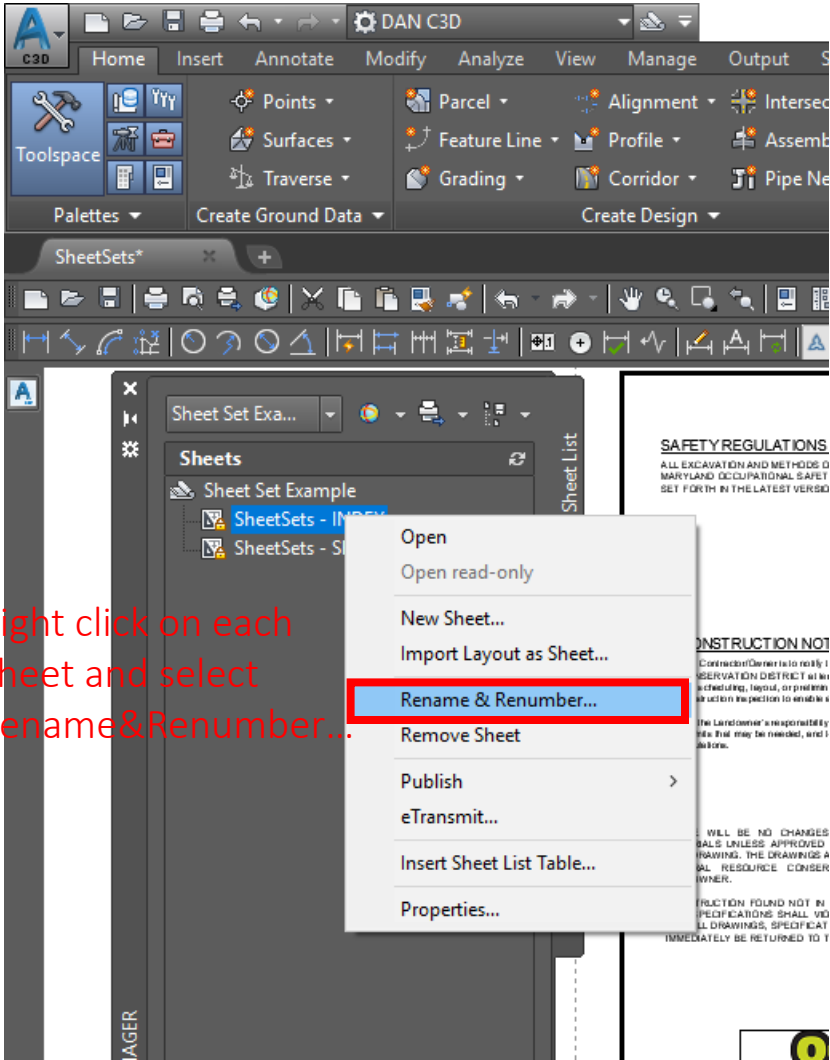
Sheet List

Sheet Views

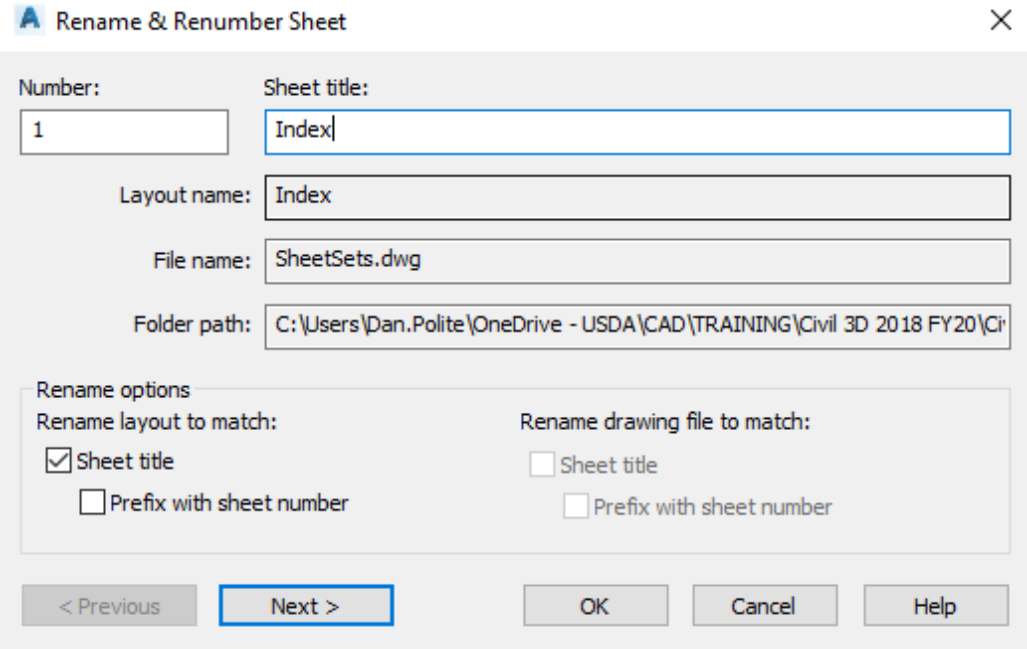
Model Views

Now the sheets are shown in the sheet set

Create a Sheet Set



Right click on each Sheet and select Rename & Renumber...



Create a Sheet Set

Rename & Renumber Sheet

Number: Sheet title:

Layout name:

File name:

Folder path:

Rename options

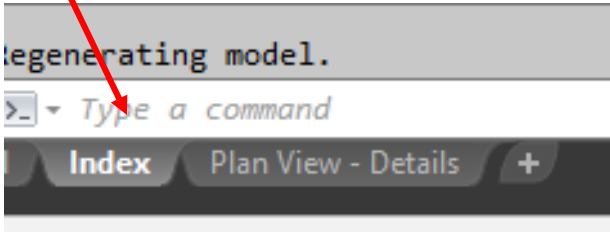
Rename layout to match:

- Sheet title
- Prefix with sheet number

Rename drawing file to match:

- Sheet title
- Prefix with sheet number

< Previous **Next >** OK Cancel Help



Sheet Set Example

Sheets

- 1 - Index
- 2 - Plan View - Details

Sheet List

Model Views

Sheet Views

LANDOWNER - SITE NAME

INDEX

COUNTY Soil Conservation District

JOB CLASS #

T#

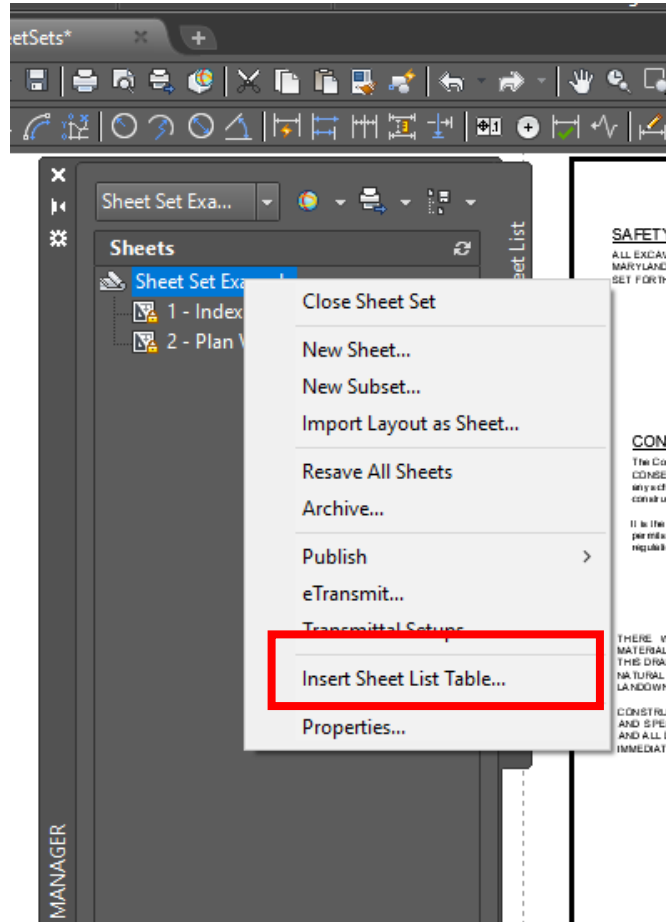
SHEET SET MANAGER

The name of your sheet will show below the Landowner-Site Name in the Title Block

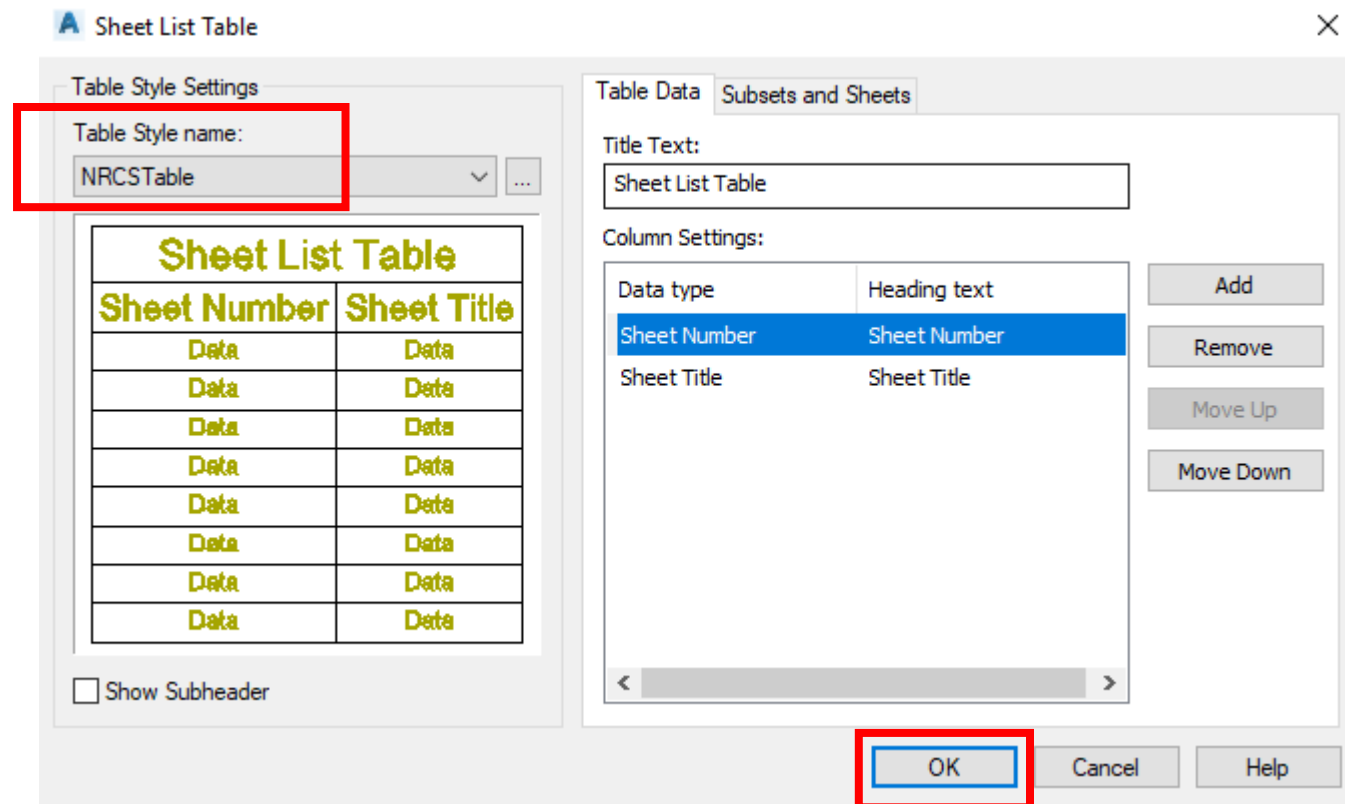
Insert Sheet List Table

Insert Sheet List Table

To insert the Sheet List Table....Right click on the Sheet Set and select “Insert Sheet List Table...”



Select NRCS Table...Click OK



Insert Sheet List Table



USER TO ENTER SHEET NAMES

Sheet List Table	
Sheet Number	Sheet Title
1	Index
2	Plan View - Details

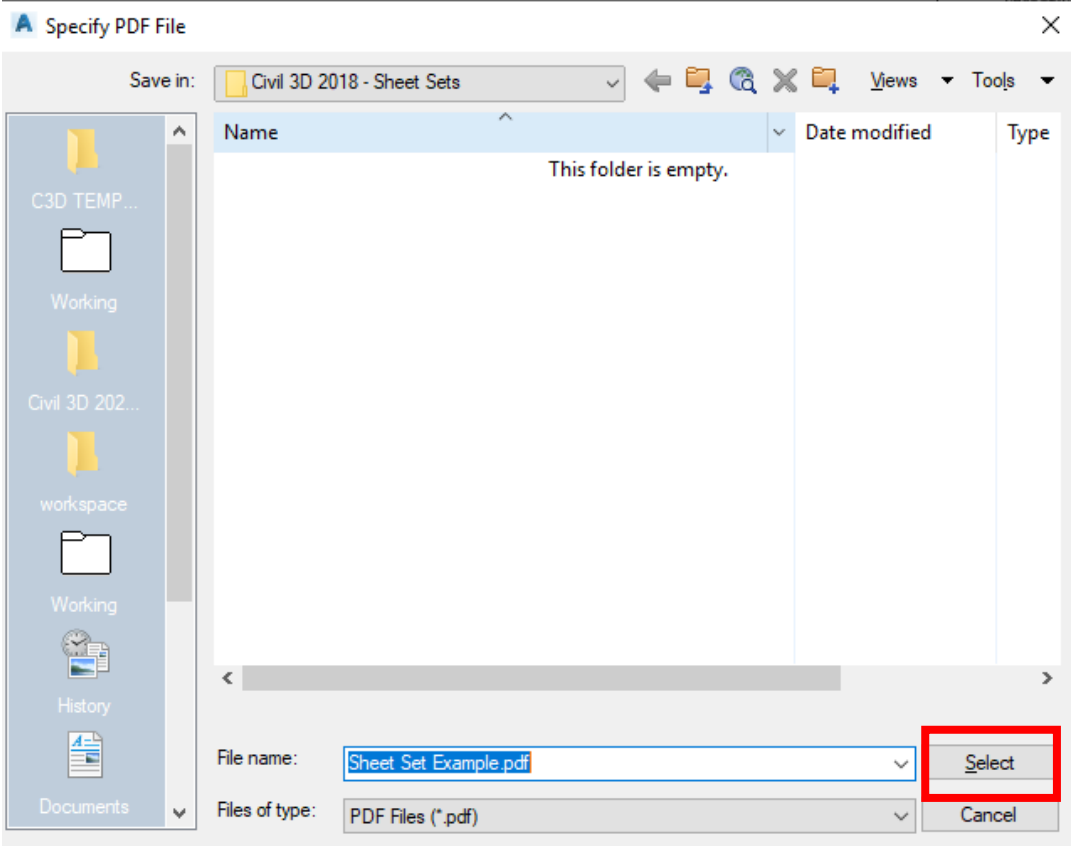
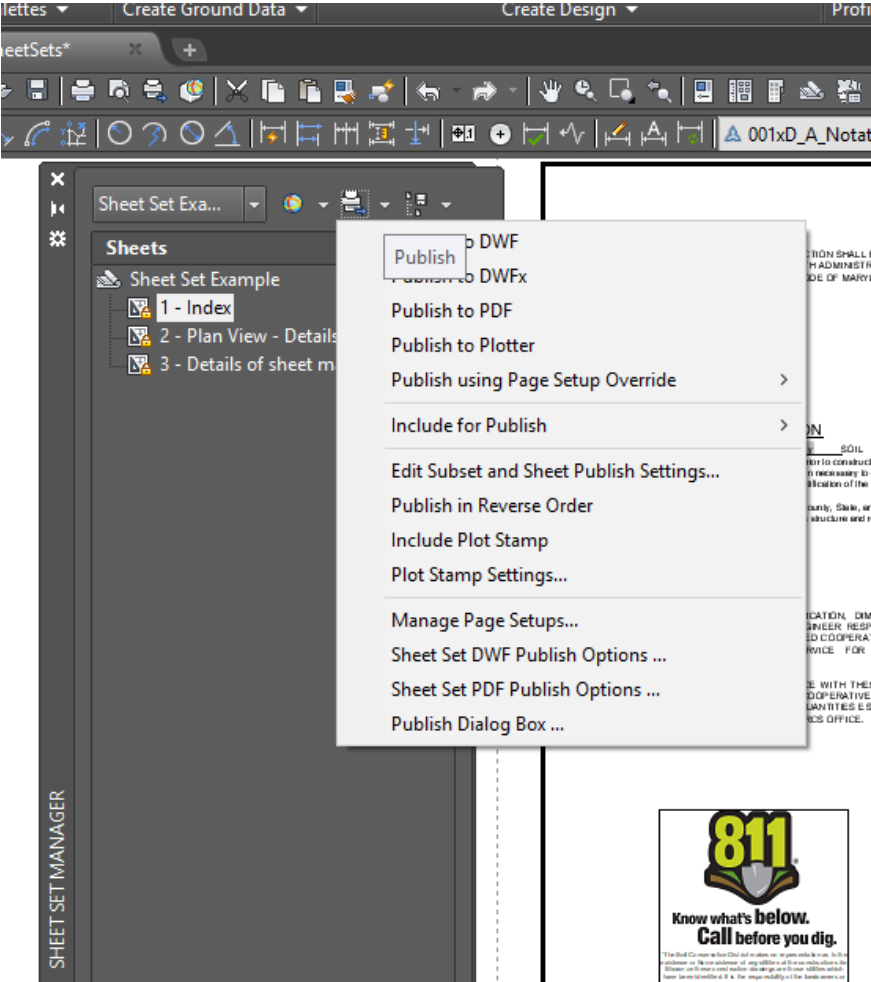
Sheet List Table shown in the drawing



Publish Sheet Set

Publish Sheet Set

To publish sheets....Right click on the Sheet Set or an Individual Sheet and select **Publish to PDF**



Choose the name and folder where to save the PDF