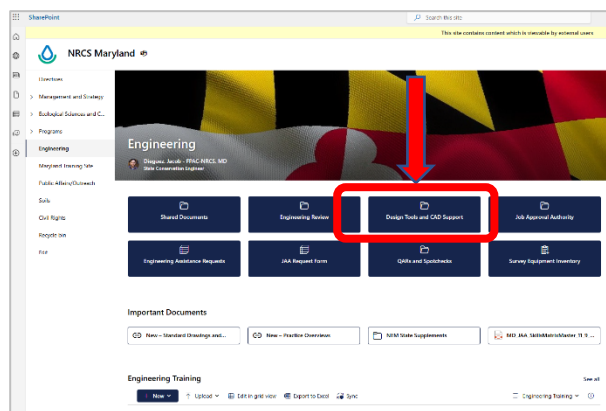**U.S DEPARTMENT OF AGRICULTURE**
MARYLAND – NATURAL RESOURCES CONSERVATION SERVICE

Syncing Civil 3D Templates Using Microsoft Office 365 OneDrive©

The following instructions and screenshots will guide users through the process of using Microsoft OneDrive to sync with Civil 3D support and template files stored on the Maryland NRCS Sharepoint. Users should reference the USDA-CEC document titled "OneDrive User Guide: Migration of OneDrive for Business (Groove) to OneDrive in Govt Community Cloud" (Section 4, pg. 3-11) for additional guidance on setting up OneDrive and removing OneDrive for Business software. Click for additional information on OneDrive basics and syncing.

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1. For purposes related to Autodesk Civil 3D, users will need to sync the following library:
    *   **NRCS Maryland - CAD Support**
    a. Access the Maryland NRCS, Engineering Sharepoint site:
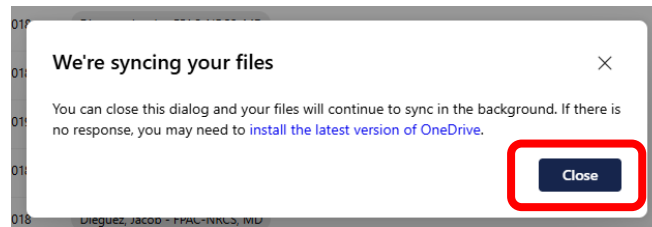   b. **(Engineering (sharepoint.com) [Click]** the Tab "**Design Tools and CAD Support**"

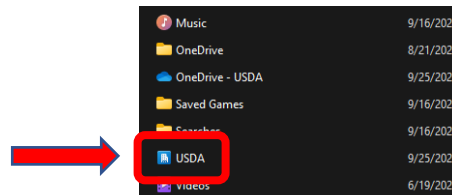   c. Once open, locate and click the **[Sync]** icon [Sync] near the top right of the page.

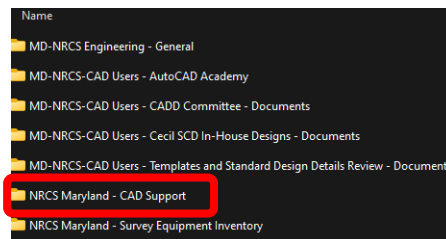d. The following message will appear: Click **[Close]**

e. On the bottom right corner of your screen, the following should be shown as below. This indicates the syncing process is complete.
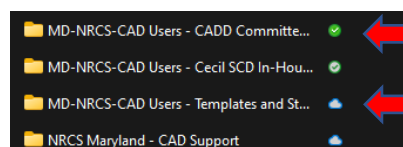

2. Using "File Explorer", browse to: C:\Users\firstname.lastname There should be a new folder available titled: "**USDA**". Double-click to open.

a. Within this folder, users will find a copy of the synced library "**NRCS Maryland – CAD Support**."

b. By default, OneDrive will sync with SharePoint libraries in a "cloud" status as indicated by the ☁ icon. Essentially this function will store a link to each individual file within the synced library and files will not actually be saved on the user's C: drive. You may download folders and individual files for offline usage within the library, but **it's recommended to have the libraries and files remain on the cloud** as these files will reduce storage on your C: drive.

Icon represents the folder saved on the C: drive

Icon represents the folder saved to the cloud

3. Set Civil 3D file references to the following locations. (Note: use the customization instructions, pg. 7-9, as a reference.)

- **Support Files Search Path**
  C:\Users\firstname.lastname\USDA\NRCS Maryland - CAD Support
- **Working Support File Search Path**
  C:\Users\firstname.lastname\ USDA\NRCS Maryland - CAD Support
- **Drawing Template File Location**
  C:\Users\firstname.lastname\USDA\NRCS Maryland - CAD Support\0001-0099 Standard Templates
- **Default Template File Name for QNEW**
  C:\Users\firstname.lastname\USDA\NRCS Maryland - CAD Support\0001-0099 Standard Templates\MD-ENG-000.A.dwt
- **Tool Palettes File Locations**
  C:\Users\firstname.lastname\USDA\NRCS Maryland - CAD Support
  C:\Users\firstname.lastname\USDA\NRCS Maryland - CAD Support\C3D Support Files\MD NRCS Tool Palettes
  C:\Users\firstname.lastname\USDA\NRCS Maryland - CAD Support\C3D Support Files\MD NRCS Hatch Patterns
  C:\Users\firstname.lastname\USDA\NRCS Maryland - CAD Support\C3D Support Files\ MD NRCS Line Types

4. How to Load Maryland Custom Hatch Patterns
   a. To use the custom hatch patterns, please follow the steps below:
      i. Browse to – USDA>NRCS Maryland – C3D Support Files>MD NRCS Hatch Patterns>Maryland>MD Hatches Pat Files. Copy the all the files located in the "MD Hatches Pat Files" folder and paste them into the following location: C:\Users\your name\AppData\Roaming\Autodesk\C3D 2022\enu\Support
   b. To load the custom Hatch patterns:
      i. Enter in the command line>HPDLGMODE and set to <1>
      ii. Enter in the command line>HATCH. The "Hatch and Gadient" dialog pops up.
      iii. In selection list "Type" select "Custom"
      iv. In field "Custom Pattern" click the three dots symbol on the right
      v. The dialog "Hatch Pattern Palette" pops up. Select in the left frame the specific PAT-file and in the right frame the specific hatch pattern. Click OK.
      vi. Once you load one custom hatch pattern, you will be able to select any of the ones in the folder when creating a hatch
   c. Make sure to go back and set HPDLGMODE back to <2>

5. The QNEW file named has been changed from *MD_0034_Blank* to **MD-ENG.000.A**. The Maryland templates are currently being updated using the settings and styles form the updated QNEW file.