

# CDOT MicroStation Printing



This document guides you through the basic functions of MicroStation printing. It is used for printing single sheets, on a sheet by sheet basis. See workflow document **CDOT Batch Printing** for guidance on printing multiple sheets at one time.

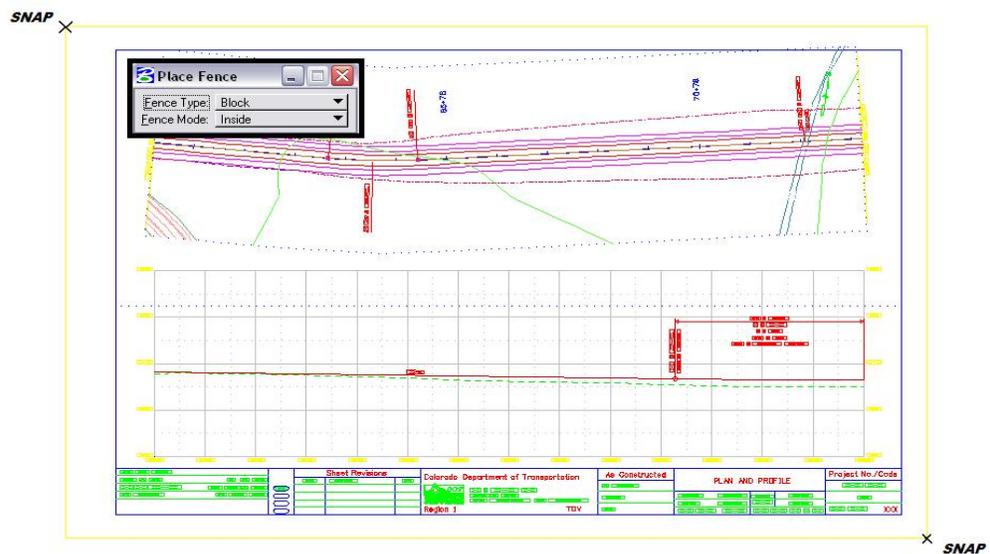
1. In MicroStation, place a fence to define the print area.



2. Set the *Fence Type* to **Block**. This *Fence Type* will work for both sheet borders placed as reference files and as cells.

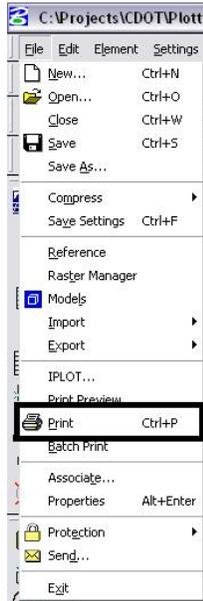


3. Place the fence by *Snapping* to the outer corners of the yellow plot boundary. The shape defining the outer edge of the border is called SHEET\_Plot-Boundary.



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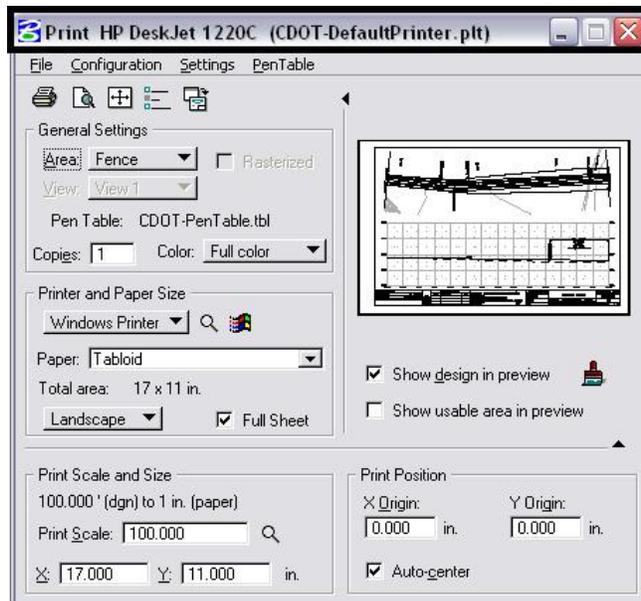
4. Open the Print dialog box by selecting File > Print.



Optionally, <D> the Printer icon on the **Standard Tool Box**.

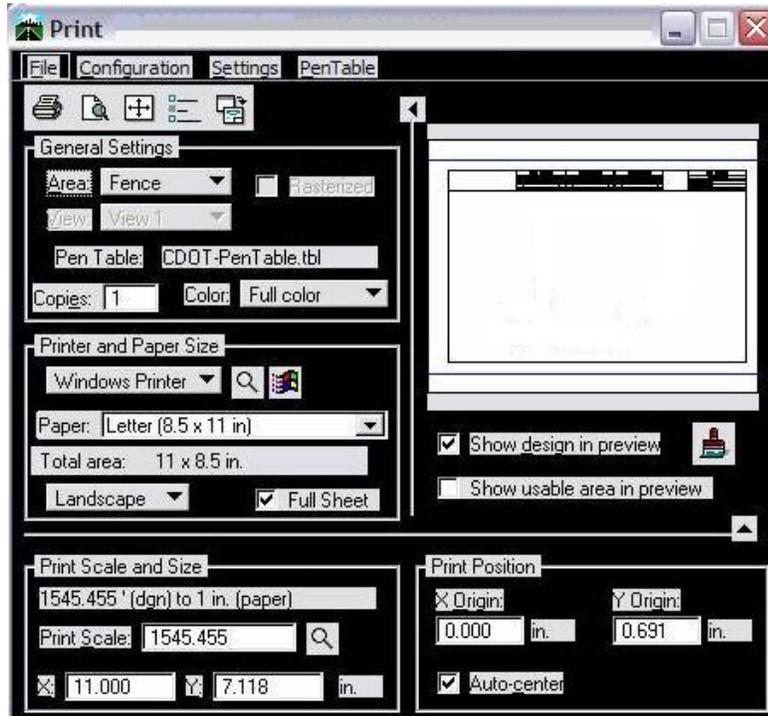


5. The current **Printer Driver** will display in the title bar at the top of the **Print** dialog box.

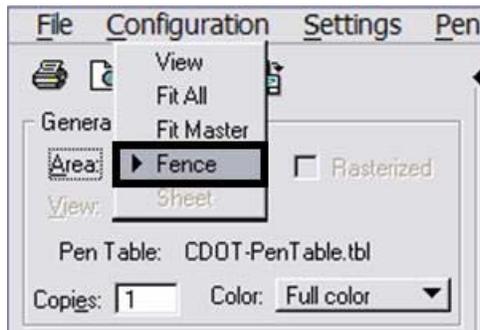


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**Note:** If the print dialog box does not show up or is black when opened, close and reopen it. This will fix the problem.



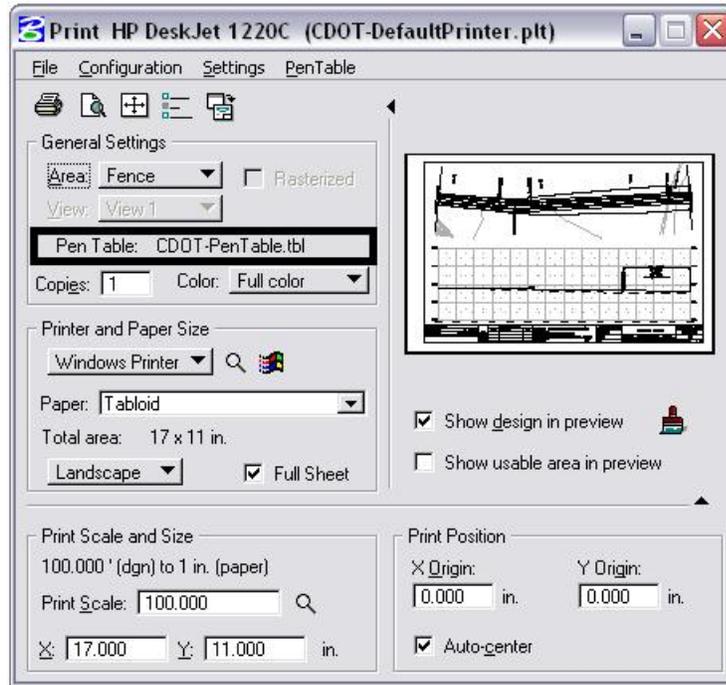
6. Make sure the Fence option is selected under *General Settings*.



**Note:** If a fence has not been placed in your design file, the **Fence** option will be grayed out and you will not be able to choose that option.

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The current Pen Table will display under the *General Settings* area of the dialog box.

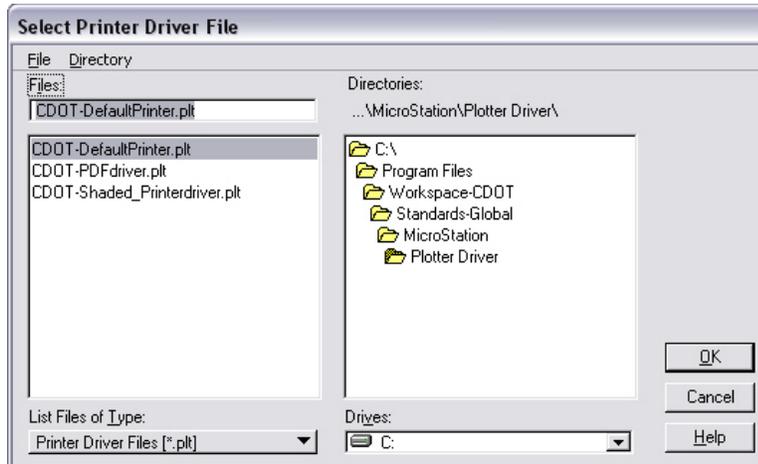


7. The default Printer Driver is **CDOT-DefaultPrinter.plt** and the default Pen Table is **CDOT-PenTable.tbl**. To change the Printer Driver, <D> the magnifying glass located under *Printer and Paper Size*.

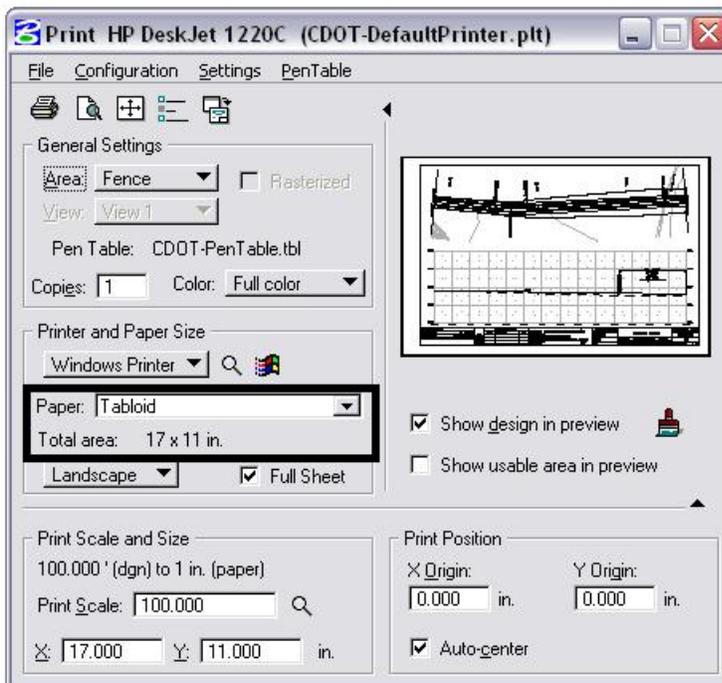


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- Three printer drivers are available in the ...\**MicroStation**\Plotter Driver directory. **CDOT-PDFdriver.plt** should be used for the creation of Adobe PDF files. **CDOT-DefaultPrinter.plt** should be used to send plots to the default printer. **CDOT-Shaded\_PrinterDriver.plt** should be used for drawings that contain filled shapes that are to be printed partially transparent.

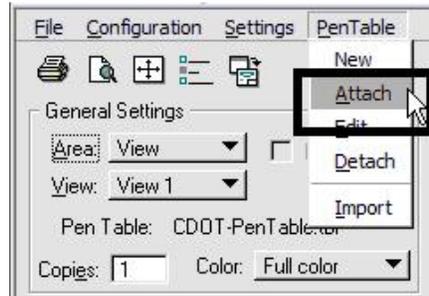


- If the paper size does not default to 11x17, the **CDOT-DefaultPrinter.plt** file will need to be edited. Please see the **CDOT Printer Driver Adjustments** document located on your Windows Start menu under **All Programs > MicroStation > CDOT Customizations**. This document will guide you through setting up the desired default paper size.

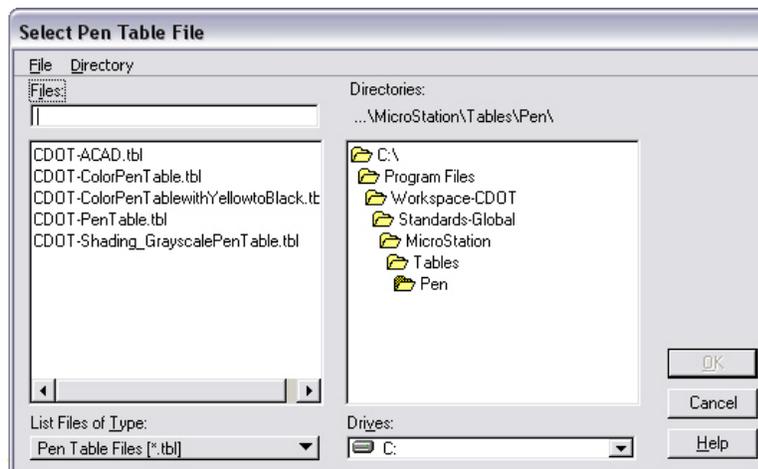


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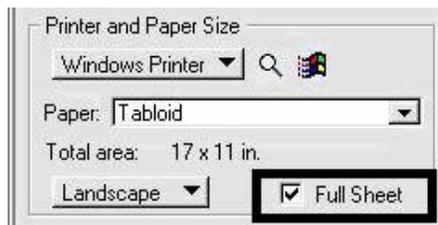
To change the Pen Table, select **PenTable > Attach** from the **Print** dialog box pull down menu.



10. Select a pen table from the five available CDOT pen tables. The default pen table is **CDOT-PenTable.tbl**. The **CDOT-ColorPenTable.tbl** and the **CDOT-ColorTablewithYellowtoBlack.tbl** are used for color printing. The **CDOT-ACAD.tbl** is for use with AutoCAD dwg files. Finally, the **CDOT-Shading\_GrayscalePenTable.tbl** is used for drawings that contain filled shapes that will be printed partially transparent. For more information on printing shaded drawings, see the workflow document **CDOT Shaded Color And Grayscale Printing**.



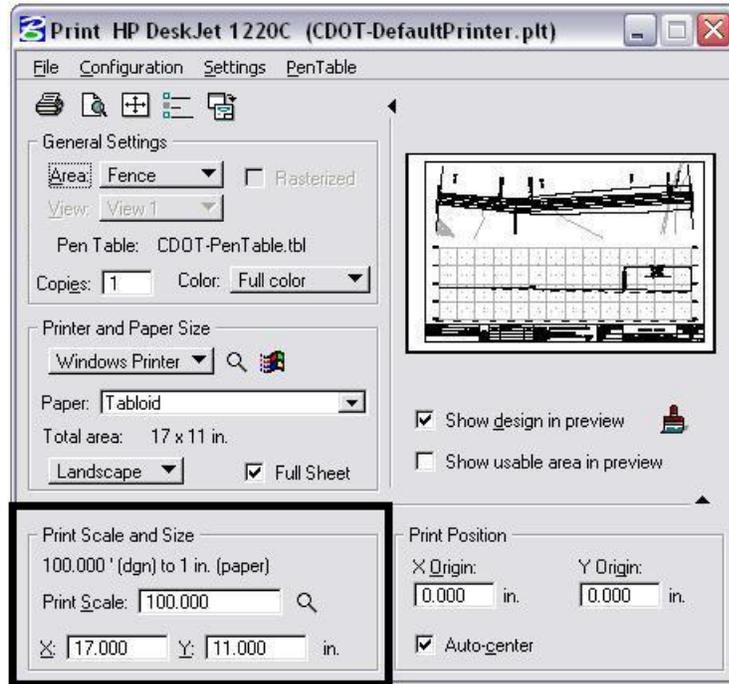
11. **Full Sheet** is checked **ON** by default. Do not make any adjustments to this setting.



**Note:** If the preview is not displaying correctly and you made changes to the paper size, you may need to toggle the **Full Sheet** option **OFF** and then back **ON** again. The print scale and size in the preview window will be adjusted, displaying the correct print layout.

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- The X and Y values under **Print Scale and Size** will update automatically based on the fence placed in MicroStation.



**Note:** The **Print Scale** will not default to the correct size if you did not place the **Fence** correctly. This is an indication that you will need to place the **Fence** again. Double check that you are **Snapping** to the outside corners of the plot boundary. Also, verify **Full Sheet** is checked **ON**.

- Once everything has been set, <D> the print  icon. This will send your plot to the designated printer.

- If you selected the **CDOT-PDFdriver.plt** as the printer driver to create an Adobe PDF file, you will be prompted to define a file name and a location to save the PDF file.

