

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 **CDOT Batch Printing** for printing multiple sheets at one time.

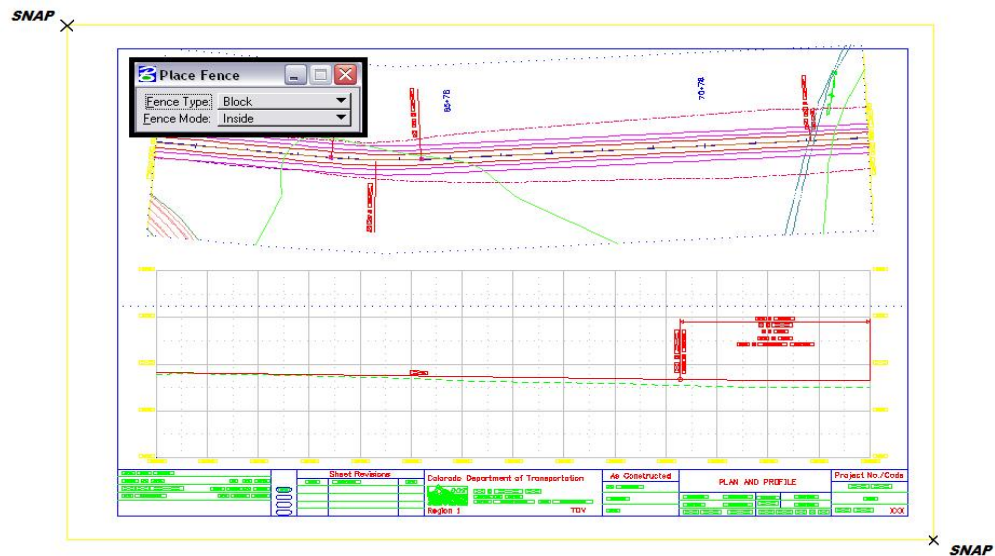
1. In MicroStation, place a fence to define the print area.



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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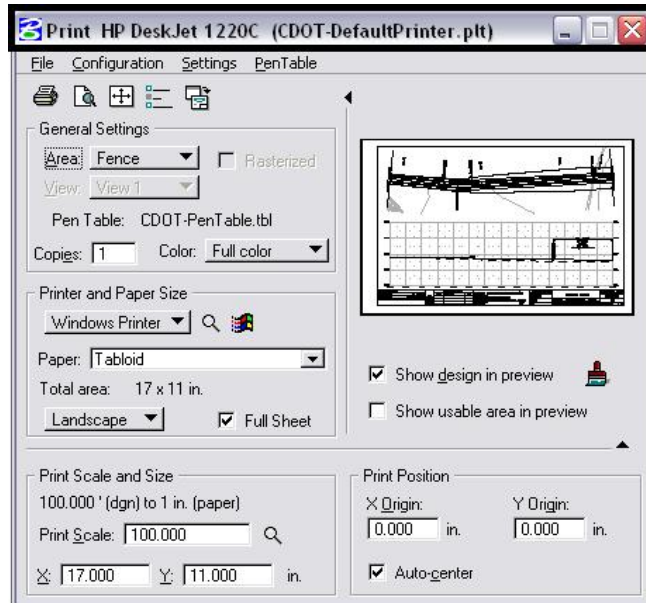
4. Open the **Print** dialog box from **File > Print**.



Or click the printer icon on the **Standard Tool Box**.

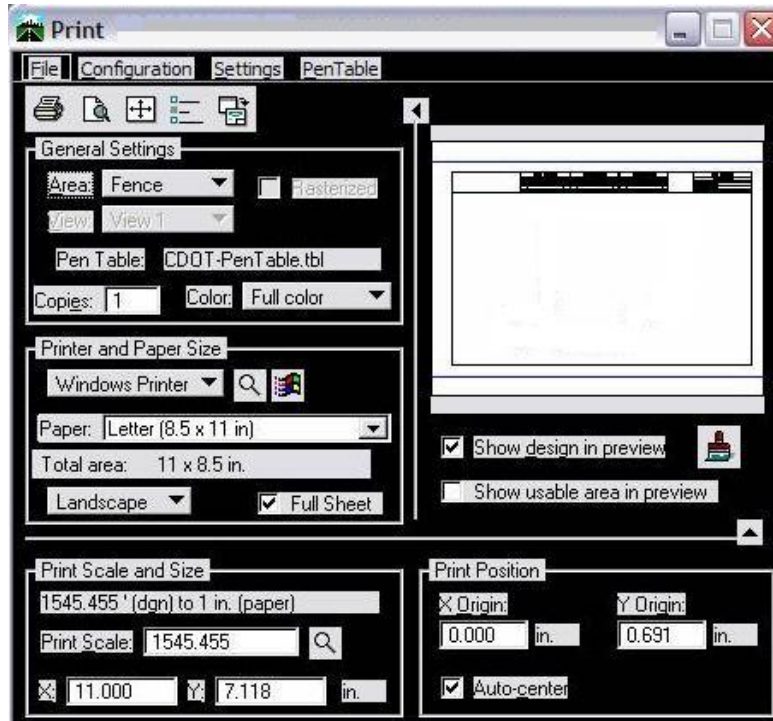


5. The current **Printer Driver** will display in the title bar at the top of the print dialog box.

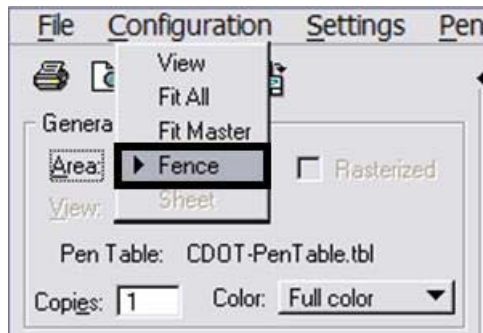


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Note: If the print dialog box does not show up or is black when opened, close and reopen it. This will fix the problem.



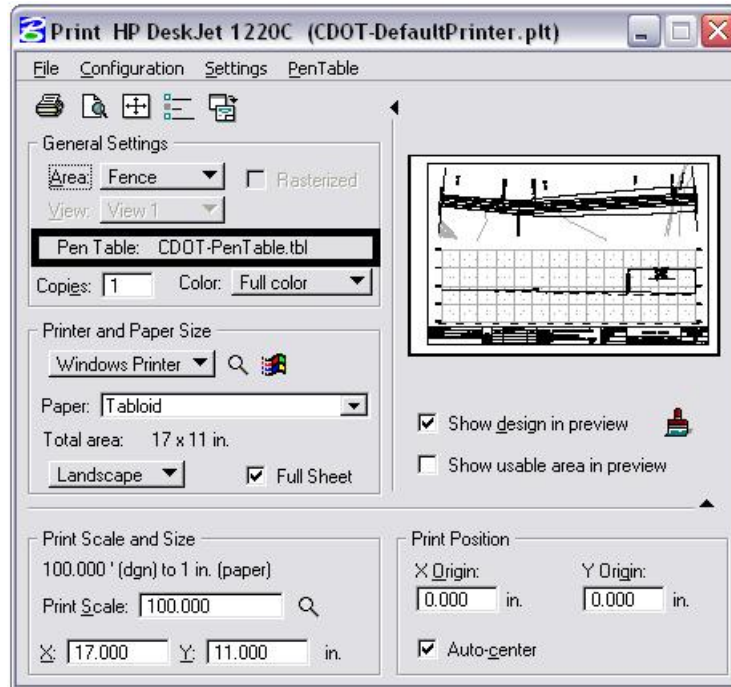
6. Make sure **Fence** is selected under General Settings.



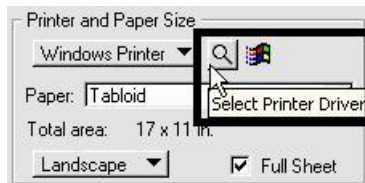
Note: If a fence has not been placed in your design file, the **Fence** option will be grayed out and you will not be able to choose that option.

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

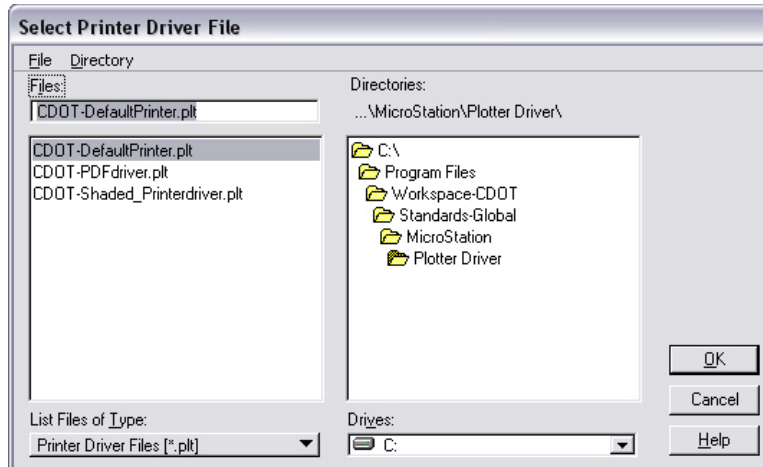


7. The default Printer Driver is *CDOT-DefaultPrinter.plt* and the default Pen Table is *CDOT-PenTable.tbl*. To change the **Printer Driver**, select the magnifying glass located under Printer and Paper Size.

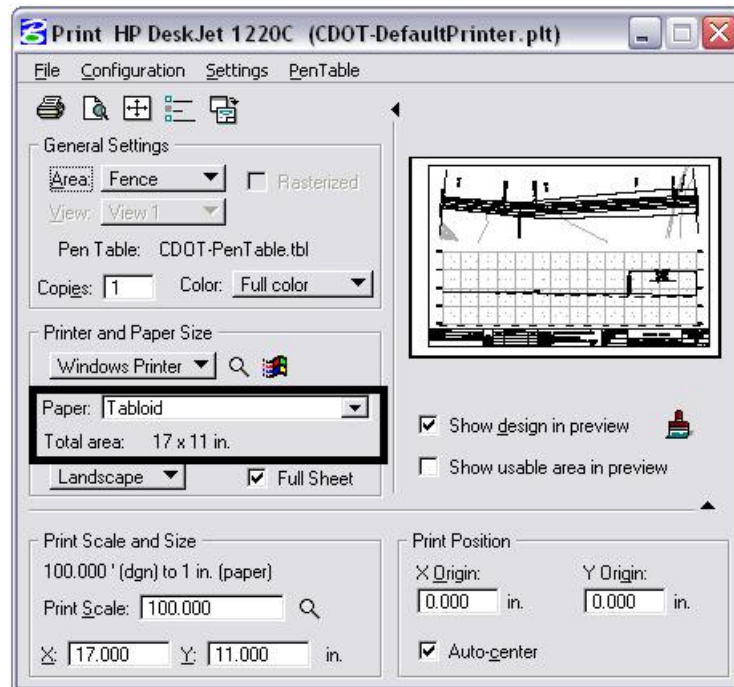


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- Three printer drivers are available. *CDOT-PDFdriver.plt* should be used for the creation of Adobe PDF files. *CDOT-DefaultPrinter.plt* should be used to send plots to the default printer. *CDOT-Shaded_PrinterDriver.plt* should be used for drawings that contain filled shapes that are to be printed partially transparent.

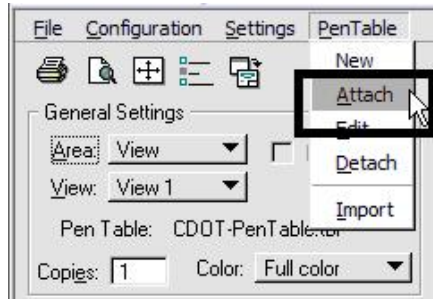


- If the paper size is not defaulting to 11x17, the *CDOT-DefaultPrinter.plt* file will need to be edited. Please see the **CDOT Printer Driver Adjustments** document located on your Windows Start menu under **All Programs > MicroStation > CDOT Customizations**. This document will guide you through setting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

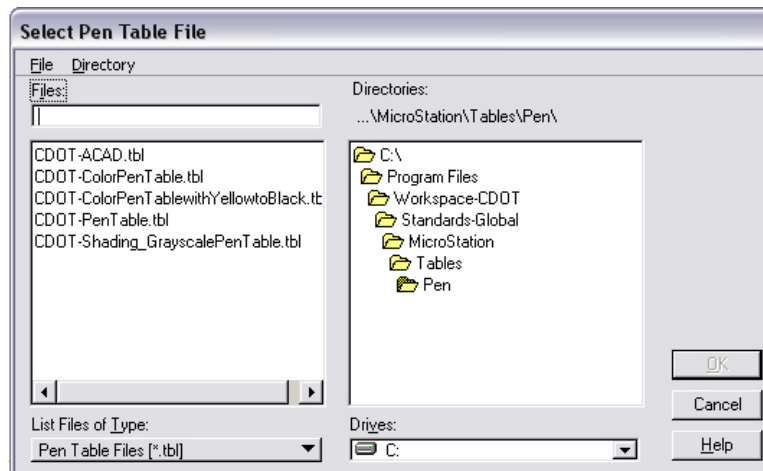


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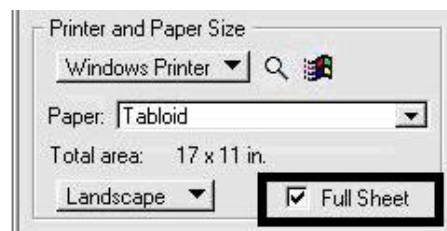
- To change the **Pen Table**, click on the **PenTable** pull down section from the top of the print dialog box and select **Attach**.



- 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 are to be printed partially transparent. For more information on printing shaded drawings, see **CDOT Shaded Color And Grayscale Printing**.



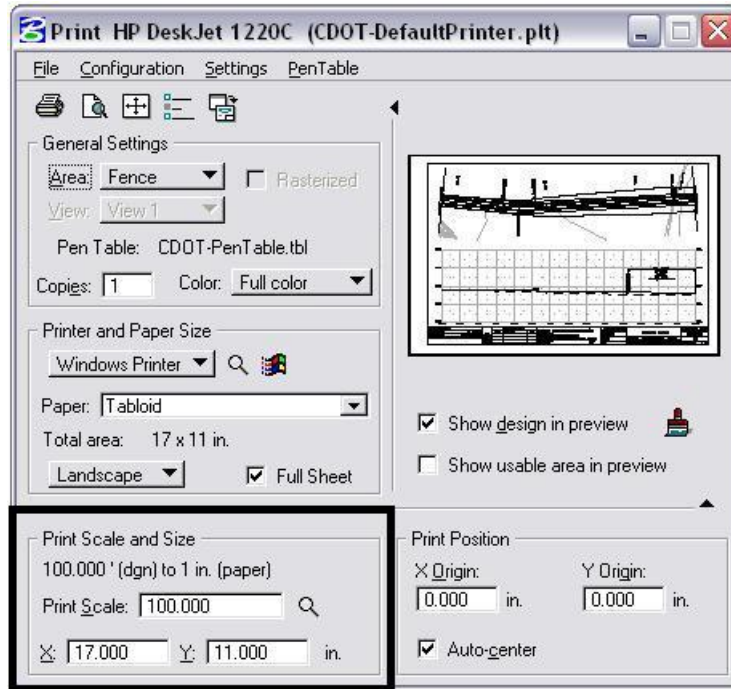
- Full Sheet** is selected **ON** by default. Do not make any adjustments to this setting.




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** 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 you are **Snapping** to the outside corners of the plot boundary. Also, verify Full Sheet is checked **On**.

- Once everything has been set, click 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.

