

Autodesk BIM 360

When working with Seattle Public Utilities, there may be an opportunity to utilize [Autodesk BIM 360](#) on projects. To find out more information, contact SPU_CADSupport@seattle.gov (include the project and the SPU project manager name in your email).

If you haven't used BIM 360 before, here is a quick overview of what it can do.

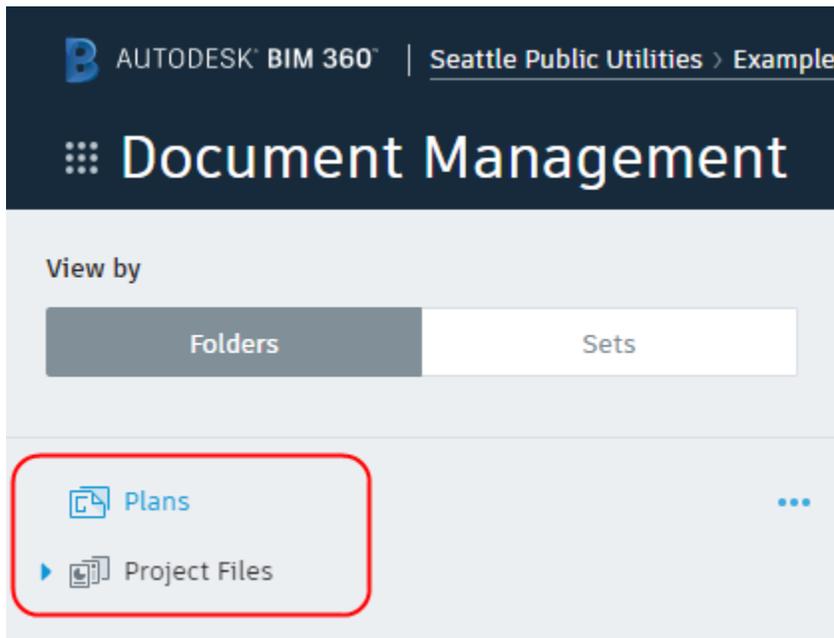
ACCOUNT SETUP

When you are added to a project, you will get an email invitation from BIM 360. Before you join a project, you must follow these steps in order:

1. Test your Autodesk account at <https://accounts.autodesk.com/> to make sure your Autodesk account is setup and your password is secure.
2. After your account is setup, click the button in the invitation email to log in and join the project. If you have trouble with the invitation email link, simply go directly to <http://docs.b360.autodesk.com> and log in.
3. If you cannot access what you need, contact the project administrator about permissions.

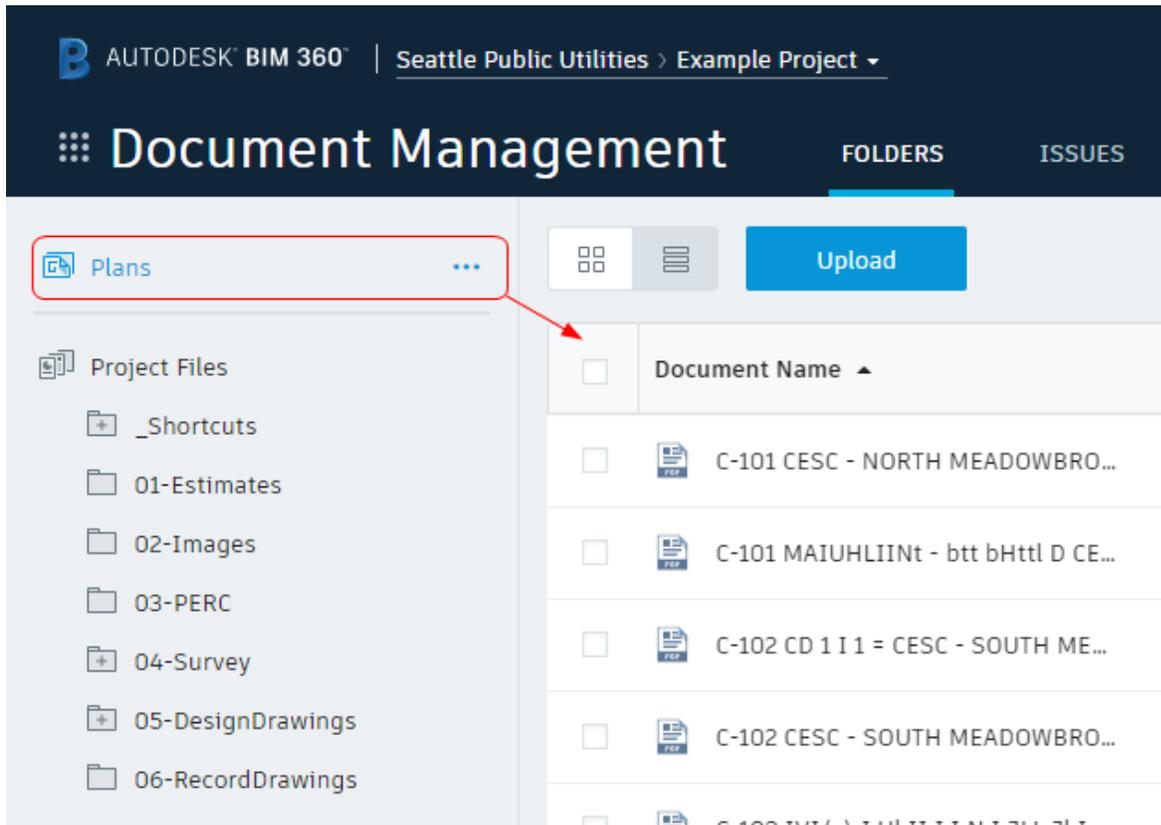
THE INTERFACE

On the Document Management page, there are two main areas: PLANS and PROJECT FILES.



PLANS

The plans section is where the drawing set is hosted and maintained for issue and markup tracking.

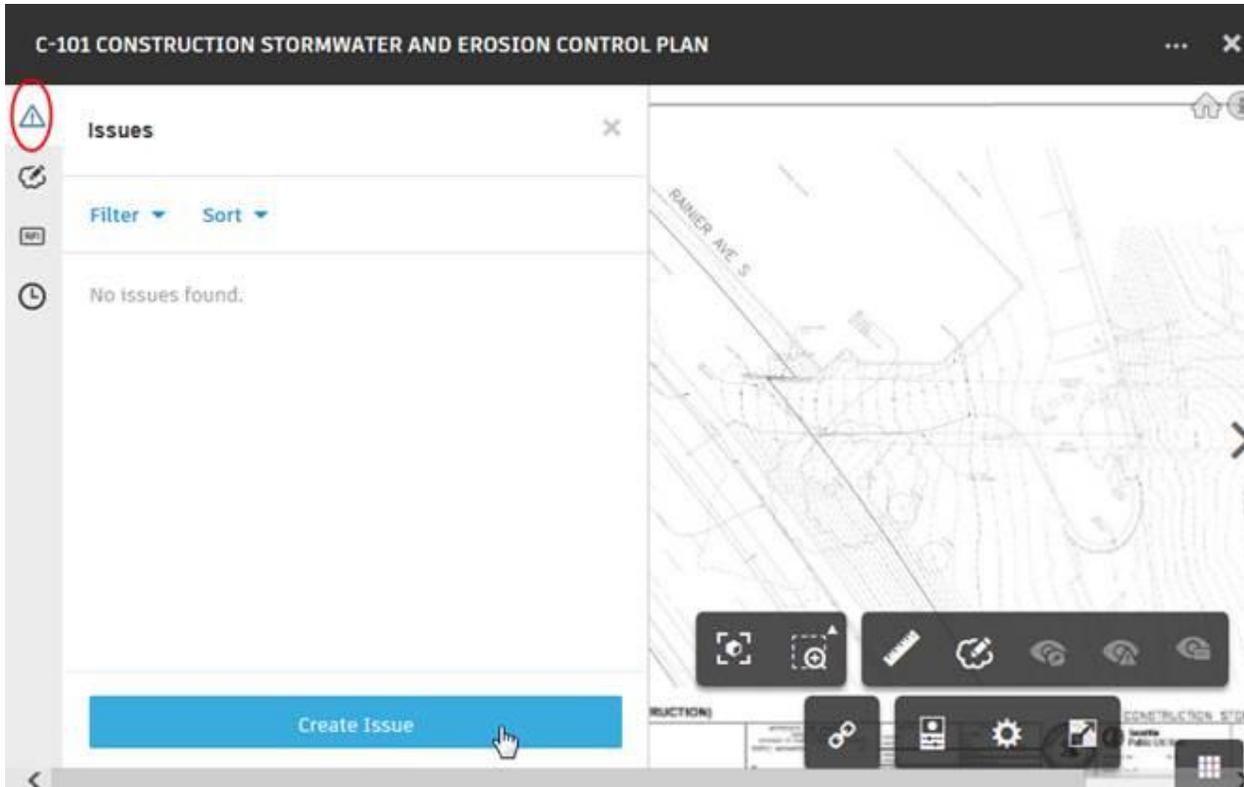


The screenshot displays the Autodesk BIM 360 Document Management interface. At the top, the header includes the Autodesk BIM 360 logo and the project name "Seattle Public Utilities > Example Project". Below the header, the main title "Document Management" is prominently displayed, with "FOLDERS" and "ISSUES" as secondary navigation options. The "Plans" section is highlighted with a red box, and a red arrow points to the "Plans" folder icon in the left-hand navigation pane. The main content area shows a list of documents under the heading "Document Name". The list includes several PDF files, such as "C-101 CESC - NORTH MEADOWBRO...", "C-101 MAIUHLIINT - btt bHttl D CE...", "C-102 CD 1 I 1 = CESC - SOUTH ME...", and "C-102 CESC - SOUTH MEADOWBRO...". Each document entry has a checkbox on the left and a PDF icon next to the document name.

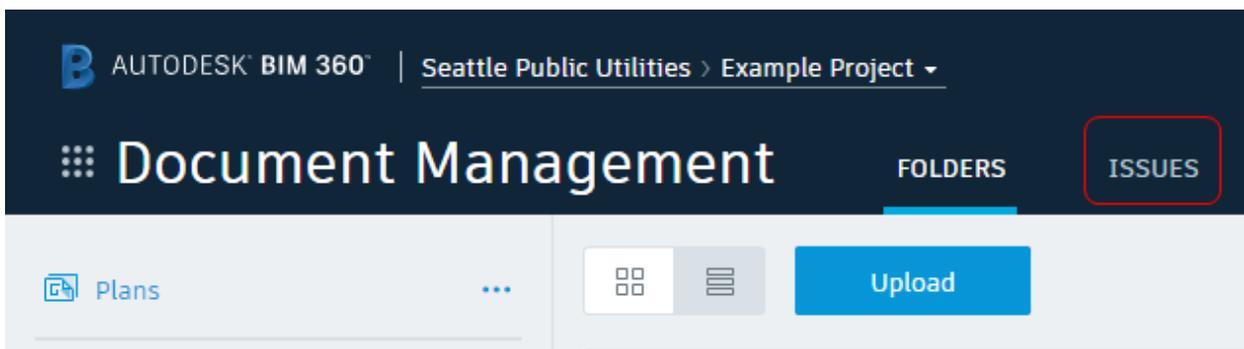
Click on a drawing to open it up and view it.

RESOLVE ISSUES

You can pin issues to drawings and assign them to team members to resolve. This will be your main tool for design reviews. Click the triangle tab on the left side of the drawing to open the issues panel and click the blue button to pin a new issue.

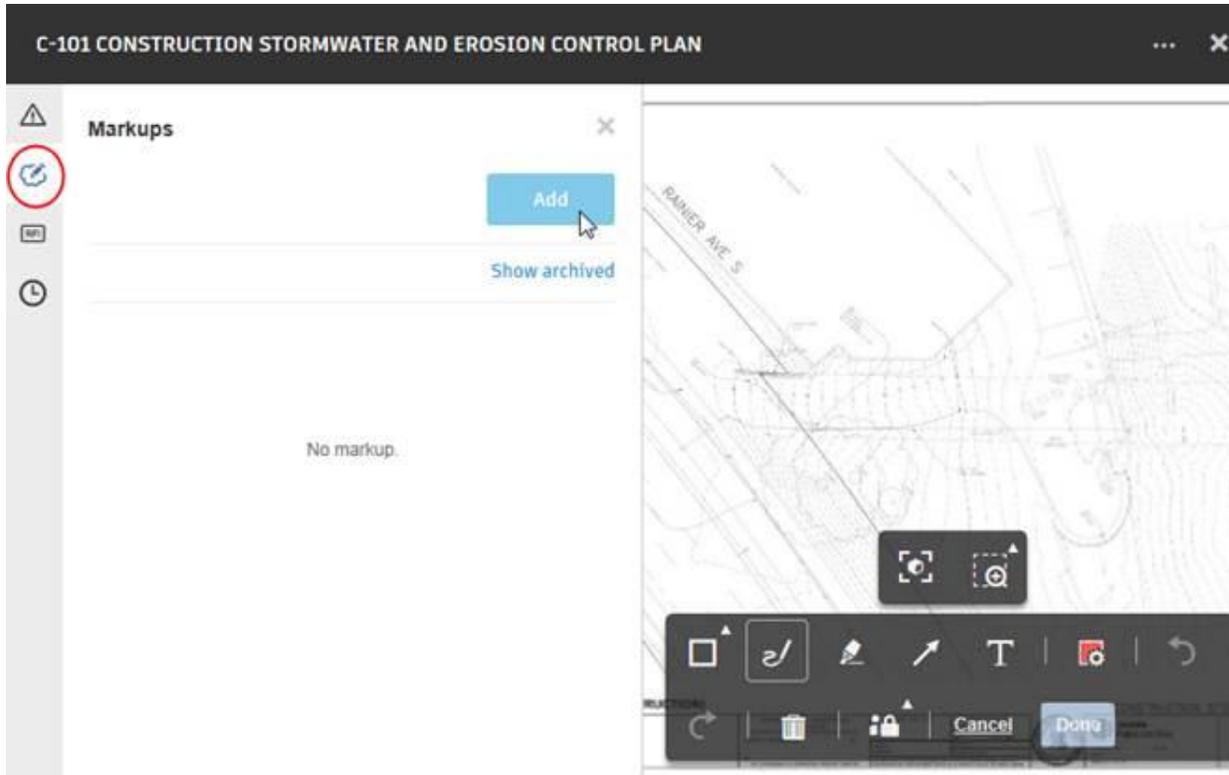


All the issues added to the sheets, show up in a list on the Issues tab of the Document Management page, and can be exported to Excel or PDF.



DRAFTING MARKUPS

Once you are ready to provide markups to the CAD operator, click on the markups tab on the left side of the drawing to add a new markup. You can change colors, add text and arrows, and highlight/cloud things in a single markup.



For the CAD operator's benefit, use these colors for markups:

red (new/revised linework or text)

green (deletions)

blue (clarifying comments)

TRACKING VERSIONS

BIM 360 tracks versions of each drawing.



C-105 CROSS SECTIONS

Test.pdf



V3

Click on the version button to manage and compare versions.

Version History

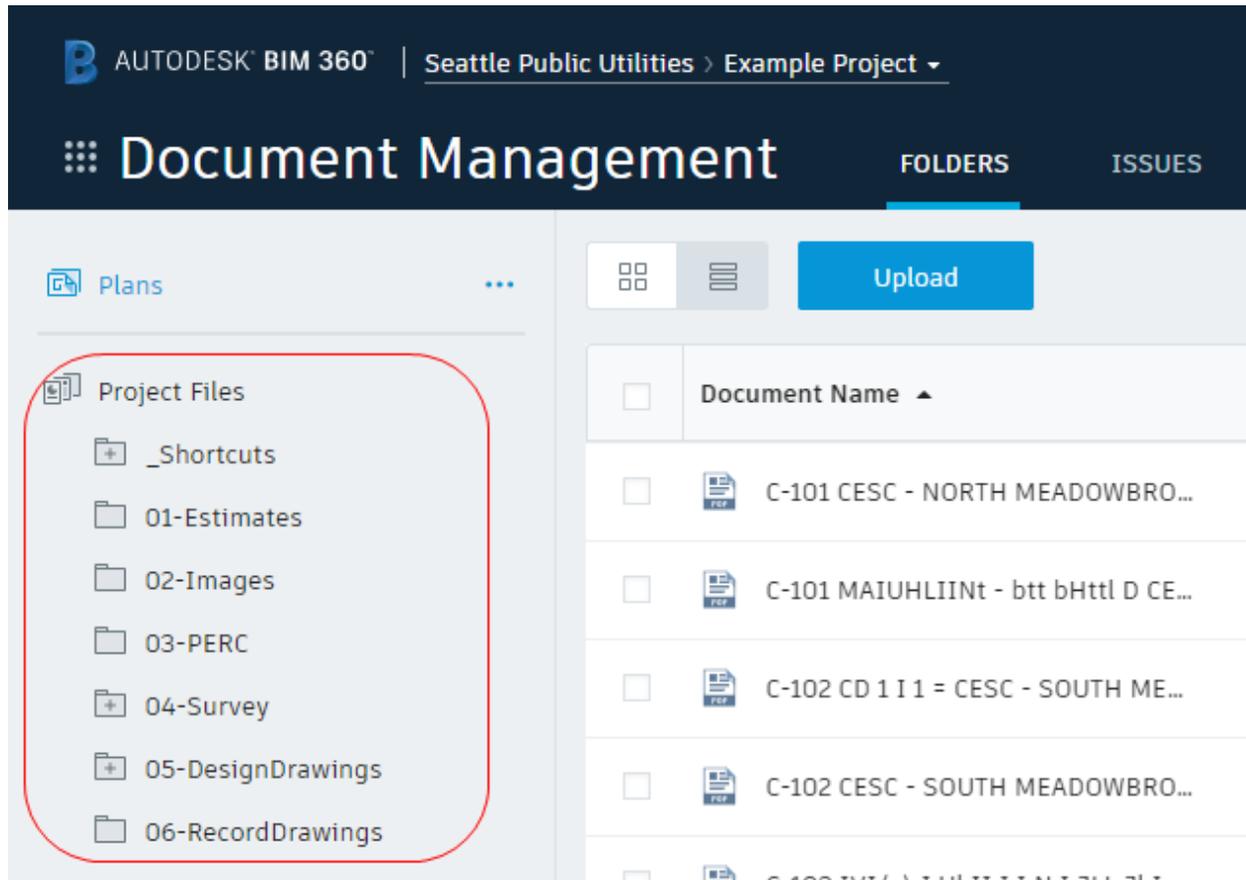
C-105 CROSS SECTIONS

V3	Restored by Joshua Jones at Jan 25, 2018 10:49 AM Copy Download source file	CURRENT
V2	Restored by Joshua Jones at Jan 25, 2018 10:47 AM Copy Download source file Make Current	
V3	Uploaded by Joshua Jones at Jan 25, 2018 10:42 AM Copy Download source file Make Current	
V2	Uploaded by Joshua Jones at Jan 25, 2018 10:32 AM Copy Download source file Make Current	
V1	Uploaded by Joshua Jones at Jan 25, 2018 10:18 AM Copy Download source file Make Current	

[Compare Versions](#) [Done](#)

PROJECT FILES

The Project Files area is where you setup [standard folders](#) according to Section 3 of the [CAD Manual](#).



This area is meant to allow drawing collaboration and file-sharing. Use the [BIM 360 Desktop Connector](#) to access the files locally and to get updated references on your PC.