

# BATCH PROCESSING CHECKLIST

Files Processed

- Batch Process from Microstation J
- Linestyle 1 will not print/plot
- Only A1 landscape Drawings
- A1\_Land.dgn used
- Project Configuration File loaded
- Each File Visually Checked
- RBDG Microstation Interface 12 or above.
- Unique name for Annotation sheets
- Open up non issue drawing
- Line Weight to indicate line thickness
- Laserjet 4V as the Default Printer
- No Microstation Files in your C: Drive
- Check Plot File Output Directory
- Select Files to Process
- Plotfiles for Photoline
- Print A3 to Laserprinter
- Plot using Line Weight
- Print to PDF Writer
- Convert to DWG
  - Xref References
  - Ignore References
  - Merge References
- Archive Files
- Rename Sheets
- Protect Plotfiles
- Delete DGN Files