

Chapter 1

Start Job

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1.1 Objectives

- Be able to start a new Geopak job with the **Start Job** dialog.

1.2 Definition

Start Job is a tool that will set up a Geopak job for a user, or add users to an existing job. **Start Job** will create the job directories, copy default MicroStation files to the directories, and set the global origin in the MicroStation files. **Start Job** will also append the job number to the end of the copied MicroStation files. Once a job has been created, **Start Job** will add a user to the job. **Start Job** is only available in the design user interface in MicroStation.

1.3 Accessing

Start Job can be accessed from the MicroStation menu **MoDOT>>Start Geopak Job/Add User**.

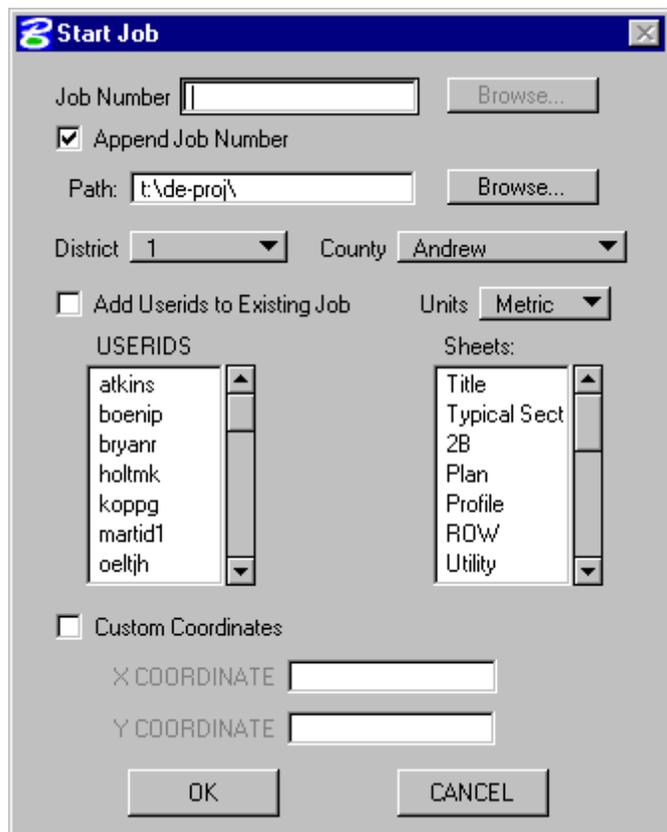
1.4 Start Job Dialog

Once the user has accessed the **Start Job** dialog box, shown right, they will need to fill in or choose the **Job Number** and the **Path** in which to place the job directory. Once the job number and path have been chosen, the **District** and **County** can be chosen.

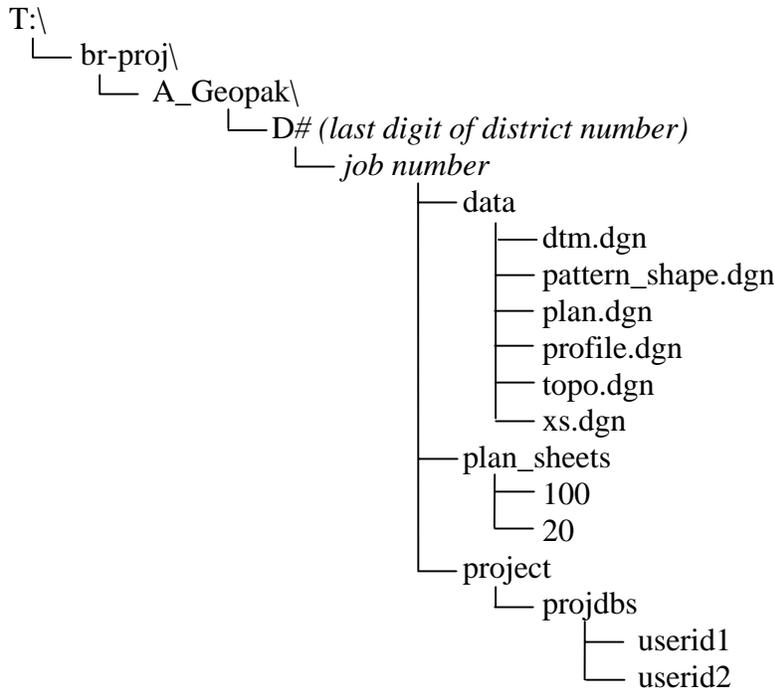
If the user is creating a new job, do not check the **Add Users to Existing Job** toggle, just choose the userids of the people that will be working on the job. If a job already exists, and the users are being added to the job, check the **Add Users to Existing Job** toggle.

For a new job, select the **Units** and the **Sheet** types that will be used for the job. This will create a directory for each **Sheet** type selected to place the sheets into as they are created.

If the job is not based on the modified state plane or the state plane coordinate systems, **Custom Coordinates** must be set to shift the global origin. If the modified state plane or state plane coordinate systems were used for the project, the **County** selected will determine the global origin shift.



Once all fields have been filled in, select the **OK** button. The job directories will be set up as shown below.



The **data** directory contains any project data. This is the directory that contains the MicroStation drawings, the Geopak coordinate geometry database (.GPK), and any input or output files. The **plan_sheets** directories contain the detail sheets drawn at specific scales for the project. The **project** directory contains the Geopak project manager file (.PRJ), and the **userid** directories. The **userid** directories contain the user runs for the job.

1.5 Set County Coordinates

To change the coordinates of an existing MicroStation file, select **MoDOT>>Tools>>Set County**. This will bring up the dialog shown to the right. To use the tool, click on the pull-down box to the right of **DISTRICT** and select **CUSTOM** or the district number and click **OK**. The pull-down options are shown in the figure to the left. Another dialog will appear that will let you enter the custom ordinates or select the county within the district chosen. Click **APPLY** in this dialog to reset the coordinates or **CANCEL** to exit the tool without changing the coordinates. Once the coordinates are changed, click **OK** in the County Coordinates dialog to unload the tool. Consult your MicroStation manual for more information on the tool.

