

ROADWAY DESIGN'S (December 2012) CADD MANUAL

[CADD Manual Overview](#)

[Disclaimer](#)

[CADD Software Requirements](#)

[MDOT FTP Site](#)

February 01, 2013

CADD Manual Overview **Roadway Designs CADD/Help Manual**

This manual (which includes all supplied electronic documents) have been developed by Roadway Design Division staff for inter-departmental use. Any other application, without written permission, is strictly prohibited. Warranties are neither expressed nor implied. Other than intended users assume full risk and responsibility for data generated as a result of the use of the manual.

Updates will be periodically provided as directed. Copies can be accessed via the MDOT Intranet Web Site or the MDOT FTP Site. FTP Instructions within this Chapter.

The MDOT Roadway Design CADD system is an evolving process. In general, changes to our CADD system occur because of several factors: 1) To add functionality; 2) finding and fixing flaws or overcoming bugs in software; 3) Enhancements to the current technology or for new software versions. Therefore you should anticipate frequent updates to this document. Users are encouraged to regularly check our Intranet Web or FTP Site for updated information.

Questions or comments related to this manual may be directed to John Ward at telephone number (601) 359-7285 or Jordon Dangerfield at (601) 359-7215.

DISCLAIMER

The Mississippi Department of Transportation will not be responsible for any results from the use of these documents. Any shared computer programs or stored data including direct, indirect, special or consequential damages.

No technical support is provided. No warranties are extended or granted, either expressed or implied, with respect to the accuracy and/or performance of any materials provided.

CADD Software Requirements

MDOT uses Microstation as its CADD graphics software and GeoPak as the Roadway Design software to develop Roadway Plans. Both or which can be obtained from [Bentley Systems, Inc.](#)

All designers, including consultants, working on Roadway Plans for MDOT shall use Microstation and GeoPak (Current version or consultants can see contract for minimum versions) to develop the plans. Roadway Design has developed standard seed design files, cell libraries, custom line styles, standard file naming conventions, etc. for Microstation and criteria files, super elevation standards, database files, etc. for GeoPak. These standards along with many other CADD specifications are described in this manual (Roadway Design's CADD manual) and Roadway Design's GeoPak User's Guide.

The CADD standards set forth in this manual and the GeoPak User's Guide shall be used by all designers, including consultants, when producing plans for Roadway Design on Roadway projects. Roadway Design's Division standards are set up for use on roadway projects only. Any other project contracted by MDOT outside of this division shall follow the standards set forth by the division that contracted the job.

MDOT FTP SITE

If you would like to be contacted when updates are issued or get copies of the latest Roadway Design CADD Manual and CADD standards for Microstation. Use the email contacts below or download the files from the MDOT FTP SITE. Instruction on how to access the FTP are shown below.

Terrence Geno, tgeno@mdot.state.ms.us

John Ward, jward@mdot.state.ms.us

Jordon Dangerfield, jdangerfield@mdot.state.ms.us

INTERNET FTP INSTRUCTIONS

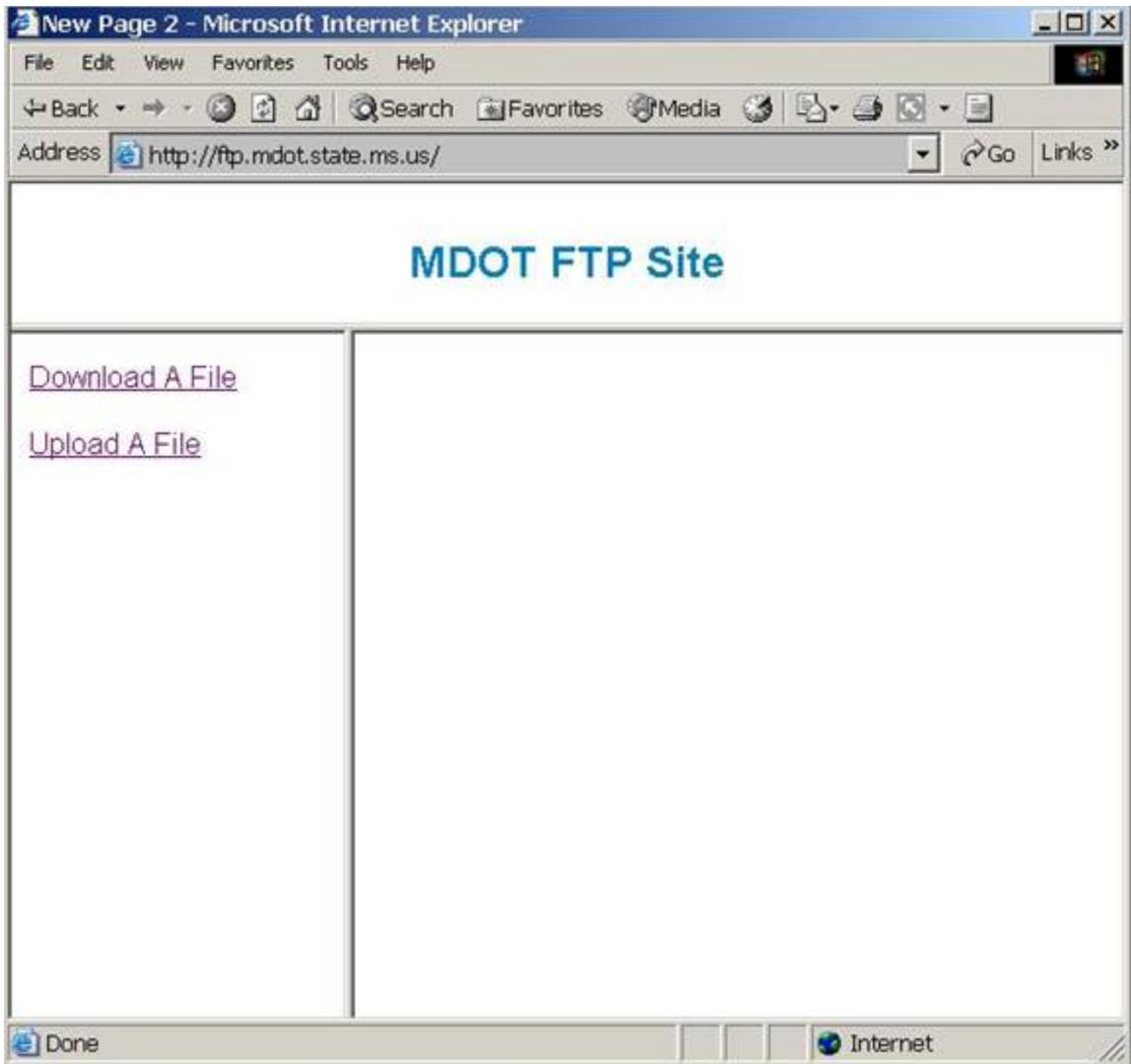
The FTP site is intended to be used as convenient way to share files with DOT personal. Roadway Design has it own area on this site and this document gives instructions on how to use the section maintained by Roadway Design.

INTERNET ACCESS – CONNECTION TO THE SITE

To access the FTP site from an Internet Browser, type in the following address:

<http://ftp.mdot.state.ms.us>

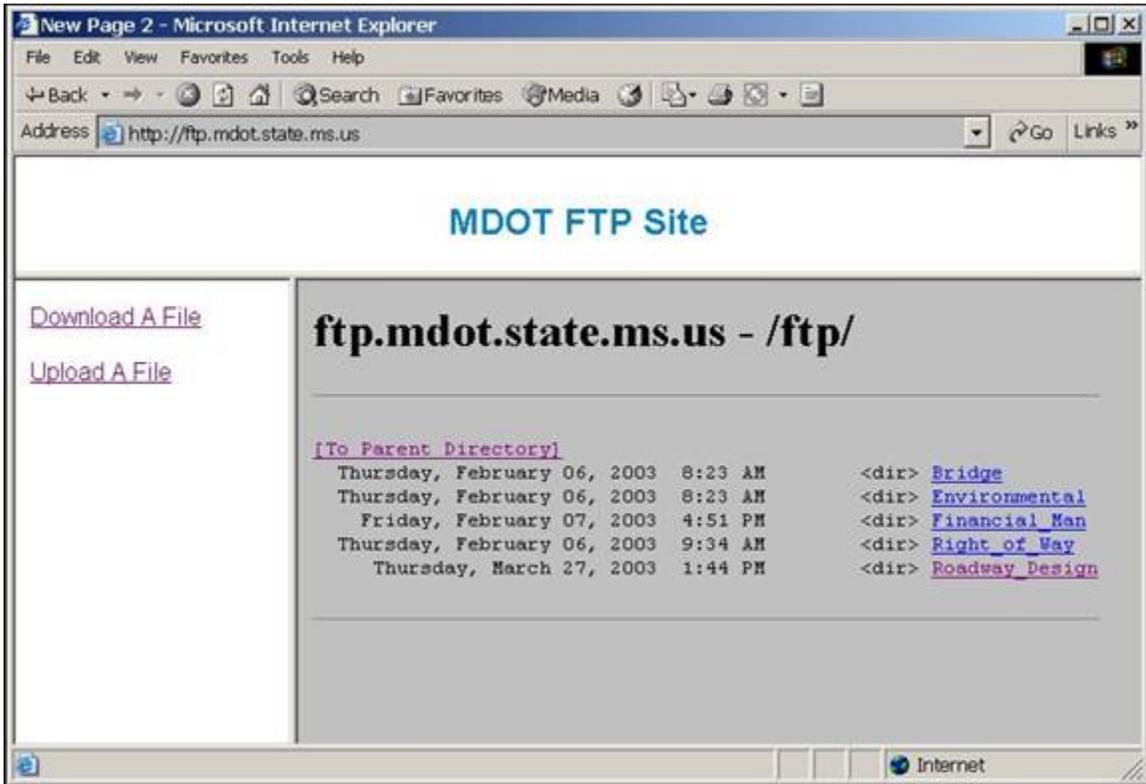
The following graphic shows the initial ftp page that will display:



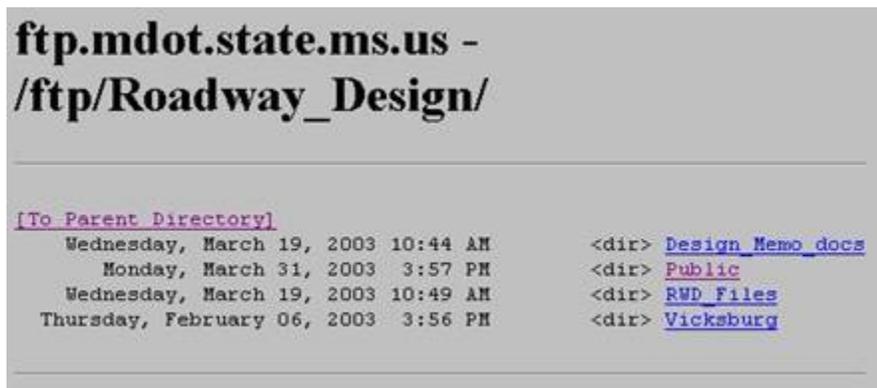
INTERNET FTP ACCESS INSTRUCTIONS

To DOWNLOAD from the Site:

Select the item "Download A File", the following page will display:



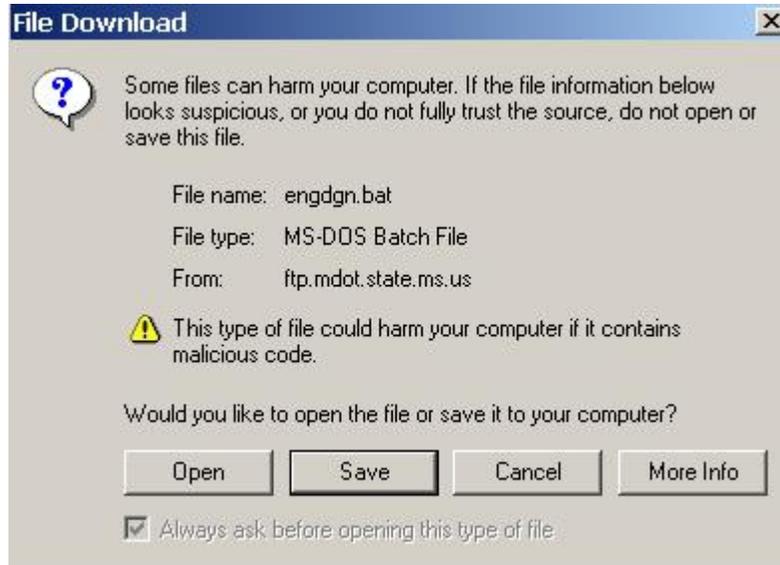
Select the page "Roadway Design", a frame will appear similar the one show below.



Locate the file(s) or select another folder and the file(s) you wish to download and select the file. The download dialog will appear:

The Roadway Design CADD Manual and Standard CADD files are located under the folder:

Roadway_Design/RWD_Files



Select the “Save” button to save the file to your computer.

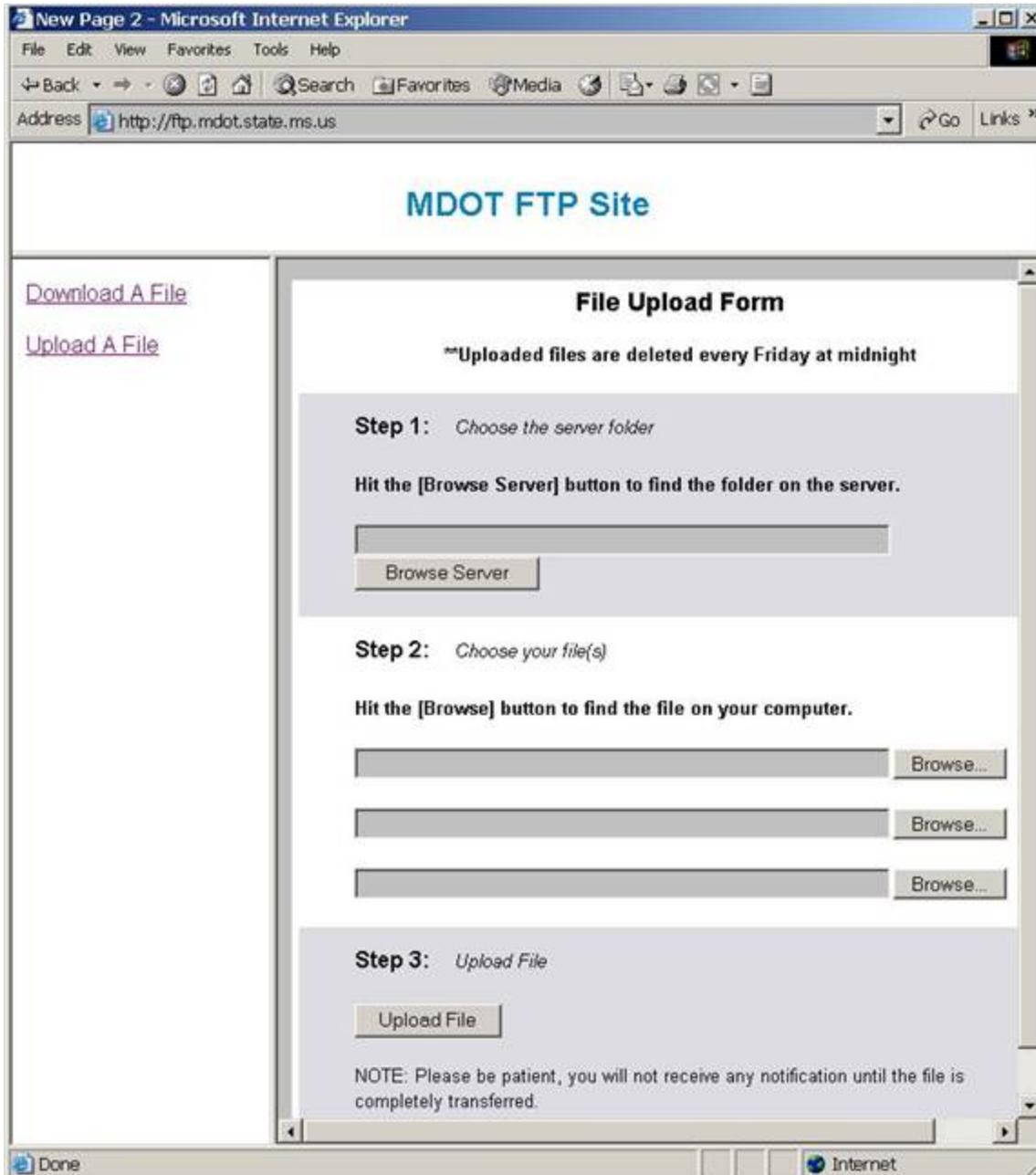
Only one file can be downloaded at a time. If you wish to download additional files, repeat the selection and saving instructions until you have completed your downloads.

To UPLOAD Files to the Site:

To Upload files to Roadway Design folder , click on “Upload A File”. An “Enter Network Password” box appears.

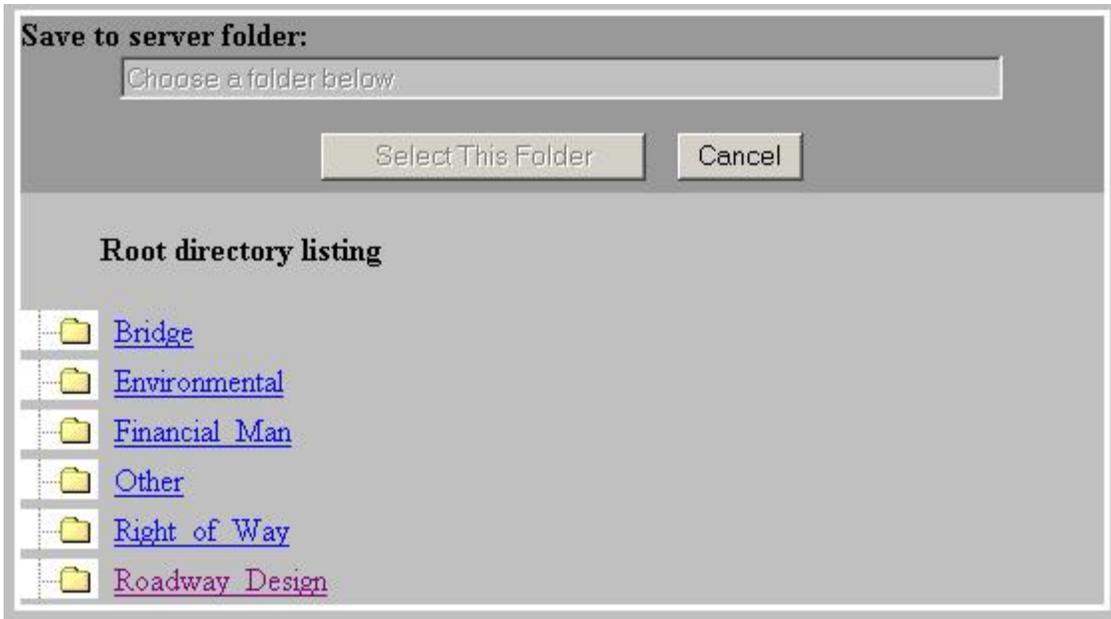
Username/Passwords names are required to upload files to the ftp site. You will need to request this from your contact person in Roadway Design.

Once the correct password has been entered the following Upload page appears:

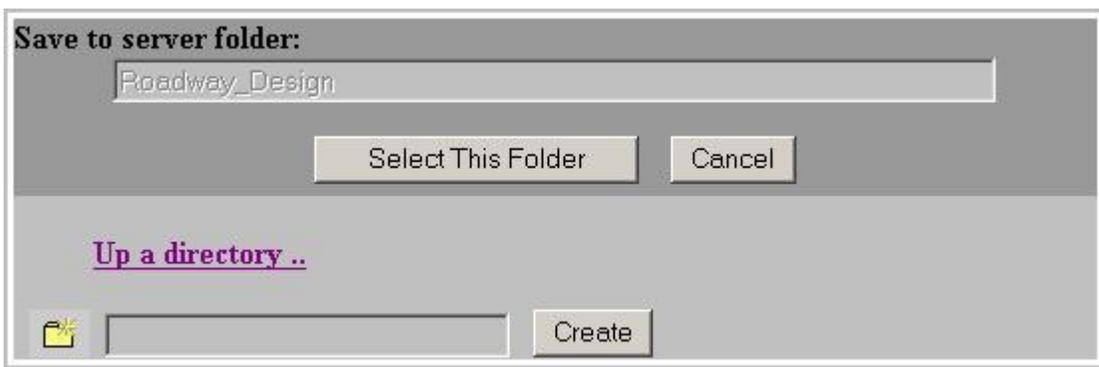


STEP 1: CREATING AND SELECTING FOLDERS FOR UPLOAD

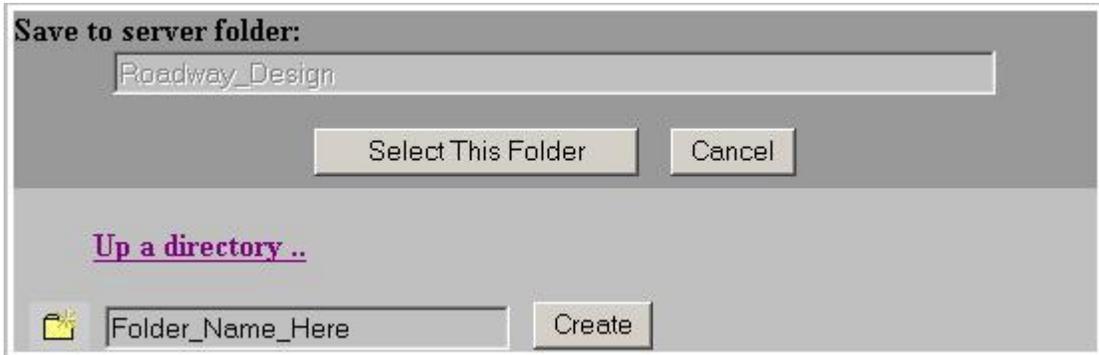
The first step involves selecting a folder to upload files too. Click on the “Browse Server” button to bring up the dialog box that you will use to select or create a new folder. The initial dialog that appears is shown below:



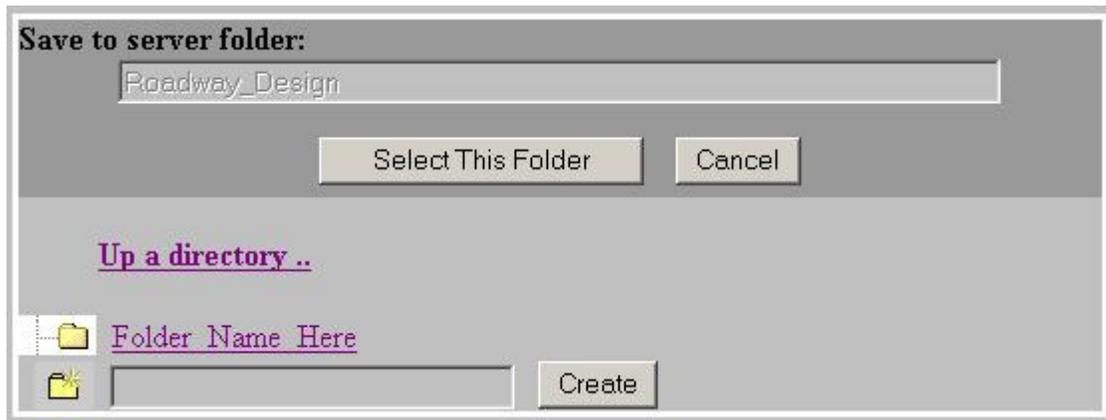
To Upload to the “root” Roadway Design directory, click on the folder “Roadway Design” and then the “Select This Folder” button as shown below and then continue on to Step 2. We recommend that you create a folder to place your files. This will help eliminate the possibility of you accidentally overwriting other files. Please go to the next page for instructions.



To create a new folder, enter a name for the new folder by the folder symbol and press the “Create” button, an example is shown below:



Once the folder has been created the dialog will display the new folder in the list of available folders; as shown below:



Click on the new “Folder_Name” to display the next dialog, notice the new folder shows up in the upper-most field. Press the “Select This Folder” button to open the new folder.

Save to server folder:

Roadway_Design\Folder_Name_Here

Select This Folder Cancel

Up a directory ..

 Create

It will now take you back to the main upload page with Step 1 filled out with the selected folder, an example is shown below:

Step 1: *Choose the server folder*

Hit the **[Browse Server]** button to find the folder on the server.

Roadway_Design\Folder_Name_Here

Browse Server

STEP 2: CHOOSING FILE(S) TO UPLOAD

The next step is to select file(s) on your computer that you wish to upload to the FTP site.

Step 2: *Choose your file(s)*

Hit the **[Browse]** button to find the file on your computer.

D:\John\ftp\login.jpg Browse...

 Browse...

 Browse...

Enter the names in the fields supplied or use the "Browse..." buttons to locate files on your computer.

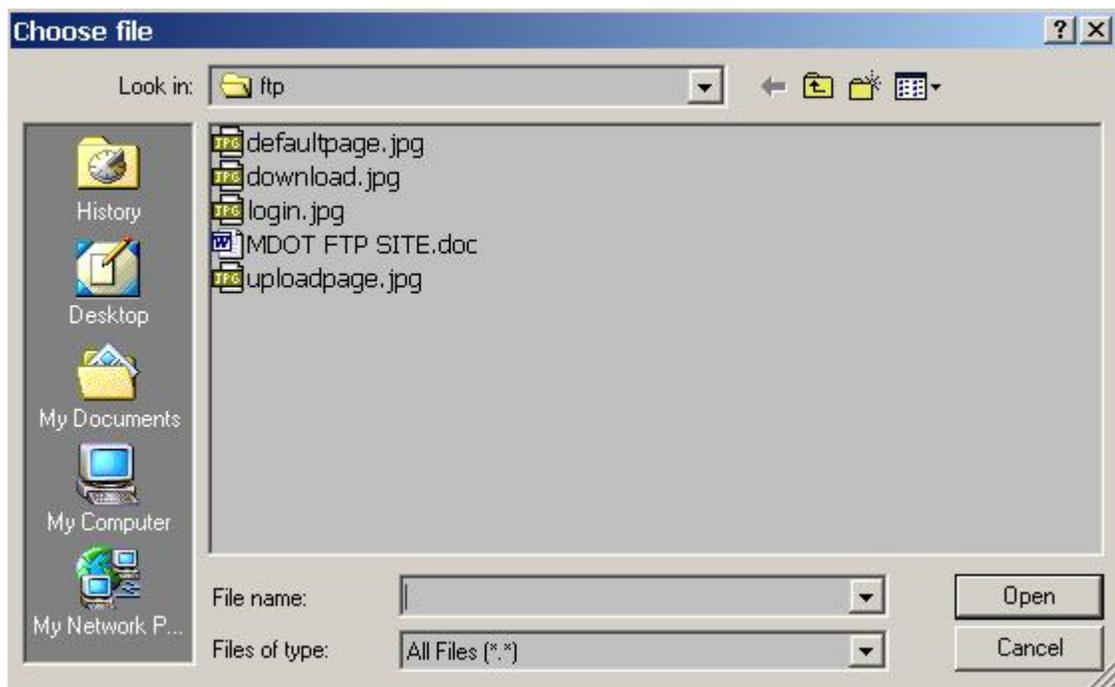
If you choose to manually enter the name of the file in the field, it must be input with the full path to the file, for example,

INCORRECT: login.jpg

CORRECT: D:\john\ftp\login.jpg

We recommend that you use the “Browse...” buttons to select files.

When the “Browse...” button is pressed the following dialog appears. Locate the file that you wish to upload, select it, and press the “Open” button.



You may repeat this step up to 3 times, thus allowing you to send 3 files on each upload pass, which is shown in Step 3.

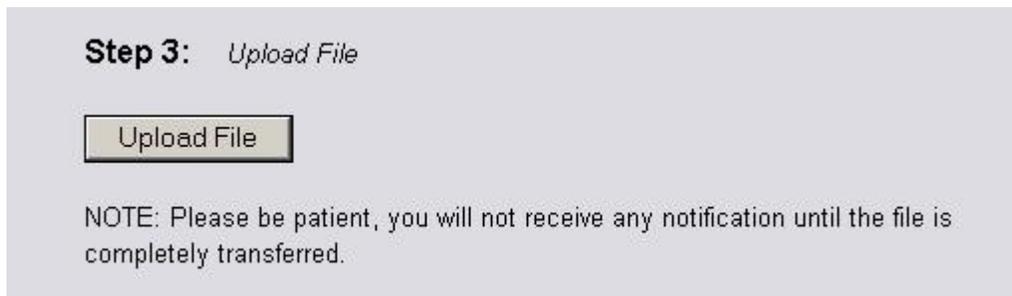
Multiple File uploads

If you want to send multiple files; such as the entire contents of a folder. You will have to pack them into one file. Creation of a zip file is a common way to achieve this.

STEP 3: UPLOAD OF FILE(S)

The last step is to send the files you have selected in step 2 to the FTP Server.

This is accomplished by pressing the “Upload File” button.



You need to be patient and allow the upload to complete before leaving this page. A notification of completion will show up when the process is complete, an example of this is shown below:



Click on the “Back to Upload” button if you wish to upload more files

Or you may exit the browser at this point.