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The Microstation command, Edit Tags is also used to edit the tagged cells from within each contract sheet.

## ***Tag Manager***

The Tag Manager is used to manage multiple tag sets. Ideally, this application allows renumbering, re-titling and other title block text manipulation.

This application uses a custom Microstation VB application to scan selected Microstation files for Title Block Tags. It then stores all tag information in a Microsoft Excel file that is created from a predefined template. Within this Excel file, columns can be manipulated (copied and numbered sequentially). When editing is complete, you must save this file (saves to folder of active dgn). Back in Microstation, selecting "Set Tags" will push the info from the saved Excel file back to the listed Microstation files. The application can also import a ProjectWise Plot Organizer file and determine the list of dgn's from this file.

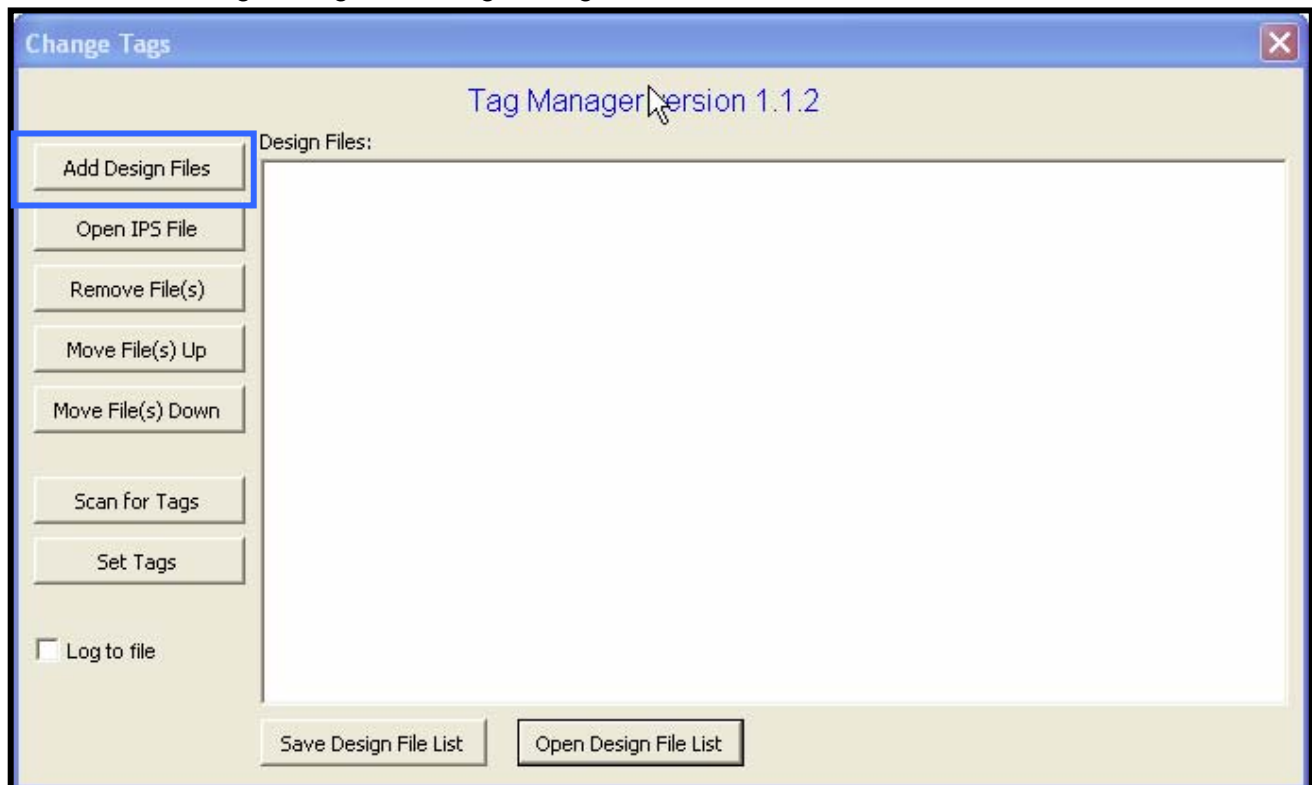
This will work for both sheet models and design models (InRoads cross sections).

The application will not place tag sets, it only modifies existing ones.

Any problems or recommendations for this application can be made to Engineering Applications.

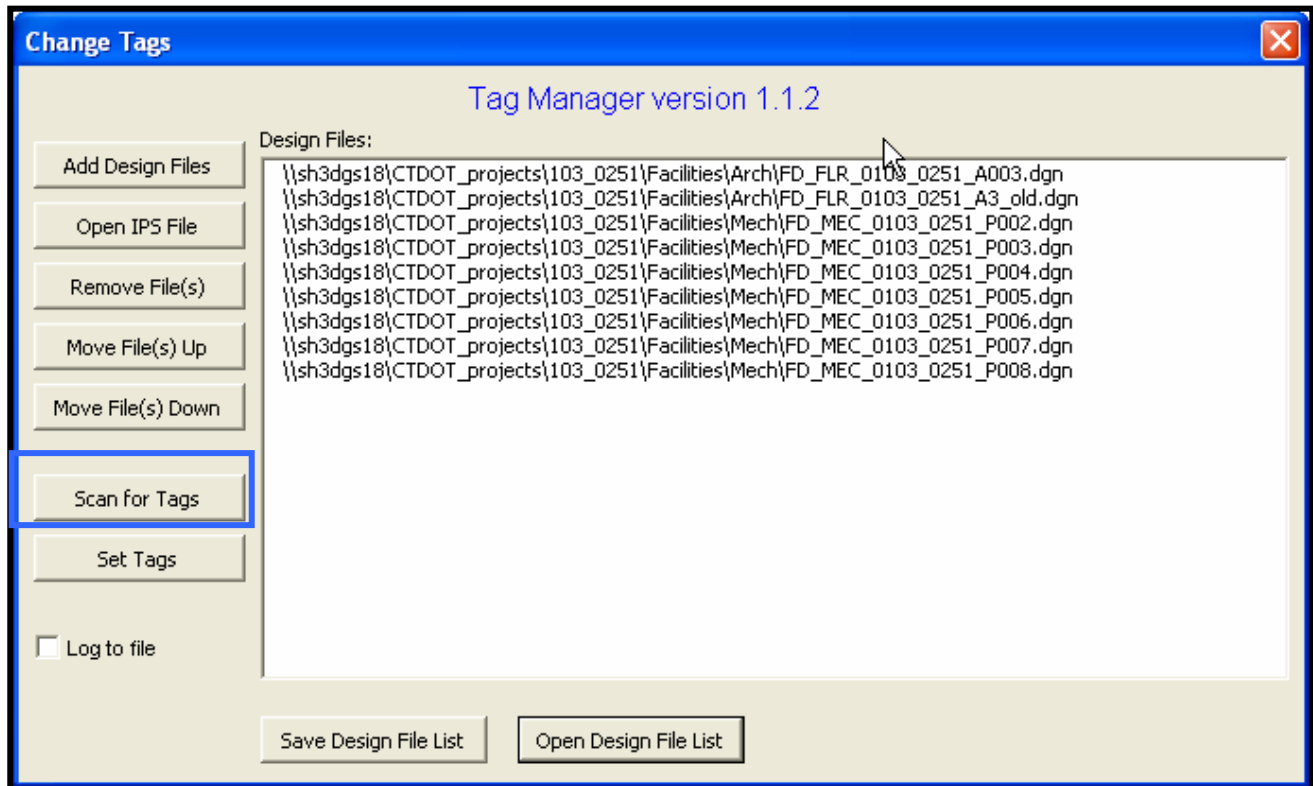
## ***Tag Manager Instructions***

1. From the Bar Menu go to <<MDF, then CTDOT\_2007\_Utilites.mdf
2. Select Tag Manager/Run Tag Manager



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3. Select "Add Design Files", browse and Select Design Files. Note Files could be added from multiple folders and then sorted. At this time an IPS (ProjectWise Plot Organizer) file can be opened and its list of dgn files can be imported.
4. When the list is complete, select "Scan for Tags". This will begin an automated operation of opening each file in the list and scanning for tag sets. While it is scanning these files, it is writing to an Excel file (TagData.xls).



5. There is a built in Macro for sorting this data by column, see the top line in the Excel file for instructions. After each files tag info is edited, using common Excel tools, save file.

	D	E	F	G	H	I	J	K	L
1	-Plus to sort a column ascending. Press Ctrl-Minus to sort a column descending.								
2	<input type="checkbox"/>	<b>Project No</b>	<b>Drawing No</b>	<b>Sheet No</b>	<input type="checkbox"/>	<b>Project Title</b>	<input type="checkbox"/>	<b>Town</b>	
3	01_Project Number	05_Drawing No	06_Sheet No	02_Project Title1	03_Town Names Line 1				
4				02_Project Title2	03_Town Names Line 2				
5				02_Project Title3					
6	107-188	# PLN-01	# \$\$\$	#				OXFORD	
7					RTE 188 CURVE REAL				
8									
9	107-188	# S-01	# \$\$\$	#				OXFORD	
10					RTE 188 CURVE REAL				
11									
12	107-188	# S-02	# \$\$\$	#				OXFORD	
13					RTE 188 CURVE REAL				
14									

- There are additional built in Macros (White Blocks at column headings) that copy the first row or rows of each column to the remaining tag fields of that column. This can be very useful for changing things like Project Number, Title or Town, etc. that may get duplicated throughout the Contract Set.
- Back in the Tag Manager window in Microstation, click "Set Tags" and accept the dialog box question about importing tags. The files will be updated with the info from the Excel file.
- The list of tags can be saved by clicking on "Save Design File List" or Opened by clicking "Open Design File List"
- Note: If a file that is being scanned for tags, is currently opened by another user, a dialog box will appear to "Open Read Only", the tags will not be written to this file.

CTDOT uses a Microstation Tagged Cell for all title block information and revision blocks for all Contract Sheets. This insures all Title Block text is the same throughout a set of drawings. More importantly, this allows the management of all title-block information through an application developed in Microstation VBA (Visual Basic for Applications) and Microsoft Excel. The creation of Adobe PDF contract sets will also leverage these title block tags.

The Tagged Cells are located within the CTDOT standard drawing borders that are placed as cells on all Contract Sheets.