

Docs, Design, Coordinate Training for Admins

4 Hour class

This course is designed for the Account Admins and Project Admins responsible for setting up projects in Autodesk Docs, BIM 360 Docs and configuring, Model Coordination and Design Collaboration modules. We will begin by examining the workflow for setting up a Project, activating modules, and configuring services. We will review for Account Admins the options when setting up and configuring BIM 360 and Autodesk Docs Projects. We will also review for Project Admins the project configuration options BIM 360 Docs, Autodesk Docs, Design Collaboration and Model Coordinate Modules.

Account Admin

- Activating BIM 360 or ACC Cloud Account
- Adding Account Admins
- Managing Account Admin Page

Project Administration

- Create Projects in BIM 360 Doc and ACC
- Enabling Project Services
- Working with Project Folders
- Manage Project Folders Permission

Document Management

- Document Management Module
- Plans vs Project Files
- Uploading non-Workshared Documents
- Downloading Documents
- Working with Documents

Model Browser

- Creating and working with Mark-ups
- Working with the Measure Tool
- Creating, View, and Managing Issues

Viewing 2D & 3D Views

- Using the Model Browser
- About the View Orientations
- About Object Properties
- To Section 3D Models

Comparing 2D & 3D Designs in Docs

- Compare different 2D sheets and 3D models
- Compare 2D Drawings.
- Compare 3D Versions

Initiate/ Uploading Revit Models to Cloud

- Collaborate Revit Model in Docs
- Open Revit Model through Docs
- Link & Manage Revit Model through Docs

Synchronize & Publish to the Cloud

- Sync to Central
- Manage & Publish Cloud Model to Docs

Create a Package in Design Collaboration

- Setup Design Collaboration
- Setup, Share, and Consume Packages

Model Coordination

- Define Project Coordination space(s)
- Adding Project members
- Tracking classes

Use of Desktop Connector

- About Desktop Connector