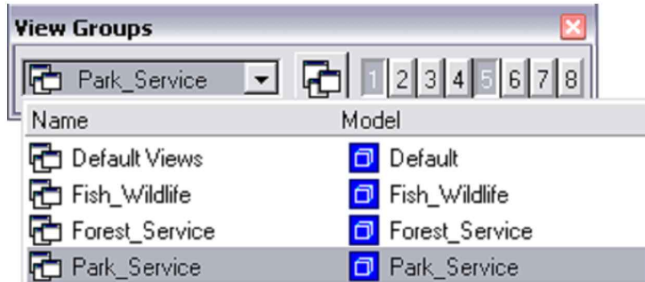


Instructions

(Metric Title Sheet)

- Switch between models to get Title sheet for appropriate agency.



- Grey elements are notes for user (*They are construction elements and will not plot*)
- Turn **off** AUX_01 and **on** AUX_02 levels for A/E project
Turn **off** AUX_02 and **on** AUX_01 for CFL project
- Attach project Border to drawing – It will attach in the correct location.
- Place the State Key map at a scale of .8 – Origin location as shown
- Edit text for Project information.
- Paste "INDEX OF SHEETS" from Excel spreadsheet into drawing.

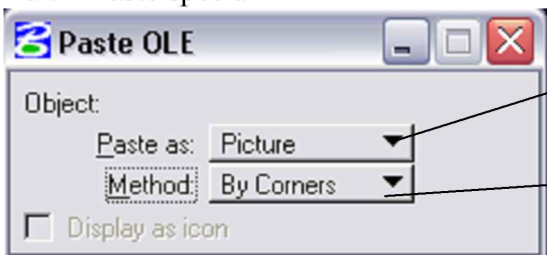
1	A	B	C	D
1	INDEX TO SHEETS			
2	SHEET	DESCRIPTION		
3	A1	TITLE SHEET		
4	A2	CONVENTIONAL PLAN SYMBOLS & ABBREVIATIONS		
5				
6				
7				
8	← 14 →	← 55 →		
9				
10				
11				

Text Size
Verdana Font

Row Height

Note:
 Spreadsheet at this size will allow 34 rows, if more rows are needed – place continuation in Sheet 2 of "Symbols and Abbreviations"

Edit > Paste special



You can paste a picture of the spreadsheet or link it so it updates automatically

Place by corners and snap to grey box in Titlesheet

Park Service Title Sheet Only

INTERMOUNTAIN REGION

- Copy this information with the "ORIGIN" point to the right corner of the "BORDER" file
- Edit the National Park Name

RECOMMENDED:

DIVISION ENGINEER, CENTRAL FEDERAL LANDS HIGHWAY DIVISION

DATE: _____

APPROVED:

SUPERINTENDENT, **name** NATIONAL PARK

DATE: _____

MIDWEST REGION AND PACIFIC WEST REGION

- Copy this information with the "ORIGIN" point to the right corner of the "BORDER" file
- Edit the National Park Name and the Region Name

RECOMMENDED:

DIVISION ENGINEER, CENTRAL FEDERAL LANDS HIGHWAY DIVISION

DATE: _____

SUPERINTENDENT, **name** NATIONAL PARK

DATE: _____

APPROVED:

REGIONAL DIRECTOR, **name** REGION
NATIONAL PARK SERVICE

DATE: _____