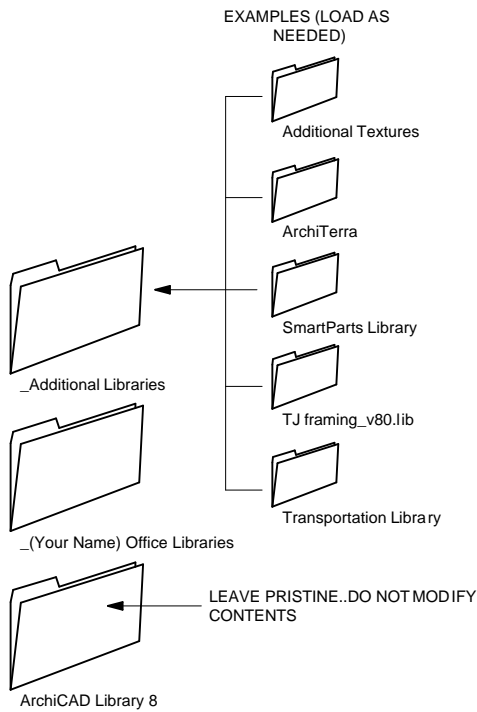


## LIBRARY MANAGEMENT

RECOMMENDED LIBRARY ORGANIZATION FOR EACH PROJECT. LOAD VIA THE LIBRARY MANAGER (FROM UNDER THE FILE MENU)



NOTE: LIBRARIES ARE LINKED (YOU COULD SAY X-REFED) TO A .PLN FILE ON A PROJECT BY PROJECT BASIS. YOU CAN LOAD AS MANY LIBRARIES AS YOU NEED AND SINGLE OBJECTS CAN BE LOADED INDIVIDUALLY. IF YOU MOVE AN ARCHICAD .PLN FILE OR MOVE THE LIBRARIES, THE LINK WILL BE BROKEN AND THE LIBRARIES WILL NEED TO BE RELOADED VIA THE LIBRARY MANAGER.

## PROJECT FILE MANAGEMENT

IN "MY DOCUMENTS" FOLDER, CREATE A "PROJECTS" FOLDER WITH THE RESPECTIVE SUB-FOLDERS AS INDICATED BELOW IN WHICH ARE STORED THE VARIOUS FILES GENERATED FOR EACH PROJECT. CHANGE THE XXX TO THE CLIENT'S NAME OR PROJECT NUMBER (A PRE-SET NEW PROJECT FOLDER CAN BE FOUND IN THE ARCHICAD TEMPLATES>ADDITIONAL TEMPLATES>MAXATS FOLDER).

