MicroStation – Labeling Title Blocks with Tags

Overview

Title block cells with the associated "**TitleBlock**" tag set have added functionality for use in other applications and workflows. The use of tags is a native function in MicroStation that assigns meta-data to elements or workspaces.

Here are three ways to label these title blocks:

- The WSDOT **Place/Label/Stamp Sheets** utility commonly used with plan sheet labeling.
- The MicroStation native tool **Edit Tags**.
- In ProjectWise, attributes can be used to populate the labels.

CAUTION: To revise the contents of a label, edit the tag. Do not delete an individual label as this will also delete the tag as well. If this occurs and can't be undone, the title block cell, and the tag set "**TitleBlock**" must be deleted from the file. Then a new title block cell must be placed and labeled.

Using Place/Label/Stamp Sheet Utility

Using the custom WSDOT Place/Label/Stamp Sheets utility has not changed, except that the utility now will automatically check to see if the title block cell has tags associated or not. It will then place the labels either using text or tags.

For detailed information on the use of the custom **Place/Label/Stamp Sheets** utility see its associated help file.

Using the Edit Tags Command

Edit Tags is a native MicroStation command. Detailed information about this tool is available through MicroStation help. Here is how it applies to a title block:

1. Select the **Edit Tags** command from either of the following methods:

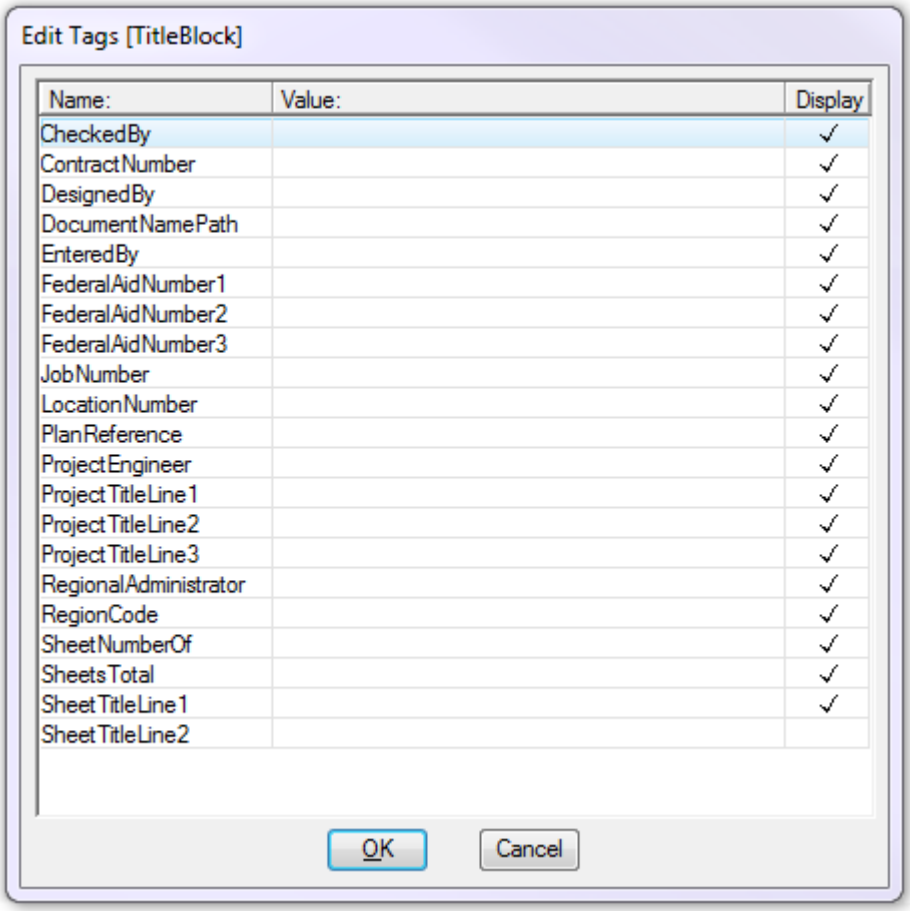
   From the *Tasks dialog* > *Drawing* toolset, select the **Edit Tags** tool.

   Enable *Tools* > *Toolboxes* > *Tags* and select the **Edit Tags** tool.

   MicroStation prompts you to identify the element.

2. Click on the sheet border cell with the title block you want to label.

   The *Edit Tags* dialog box opens.



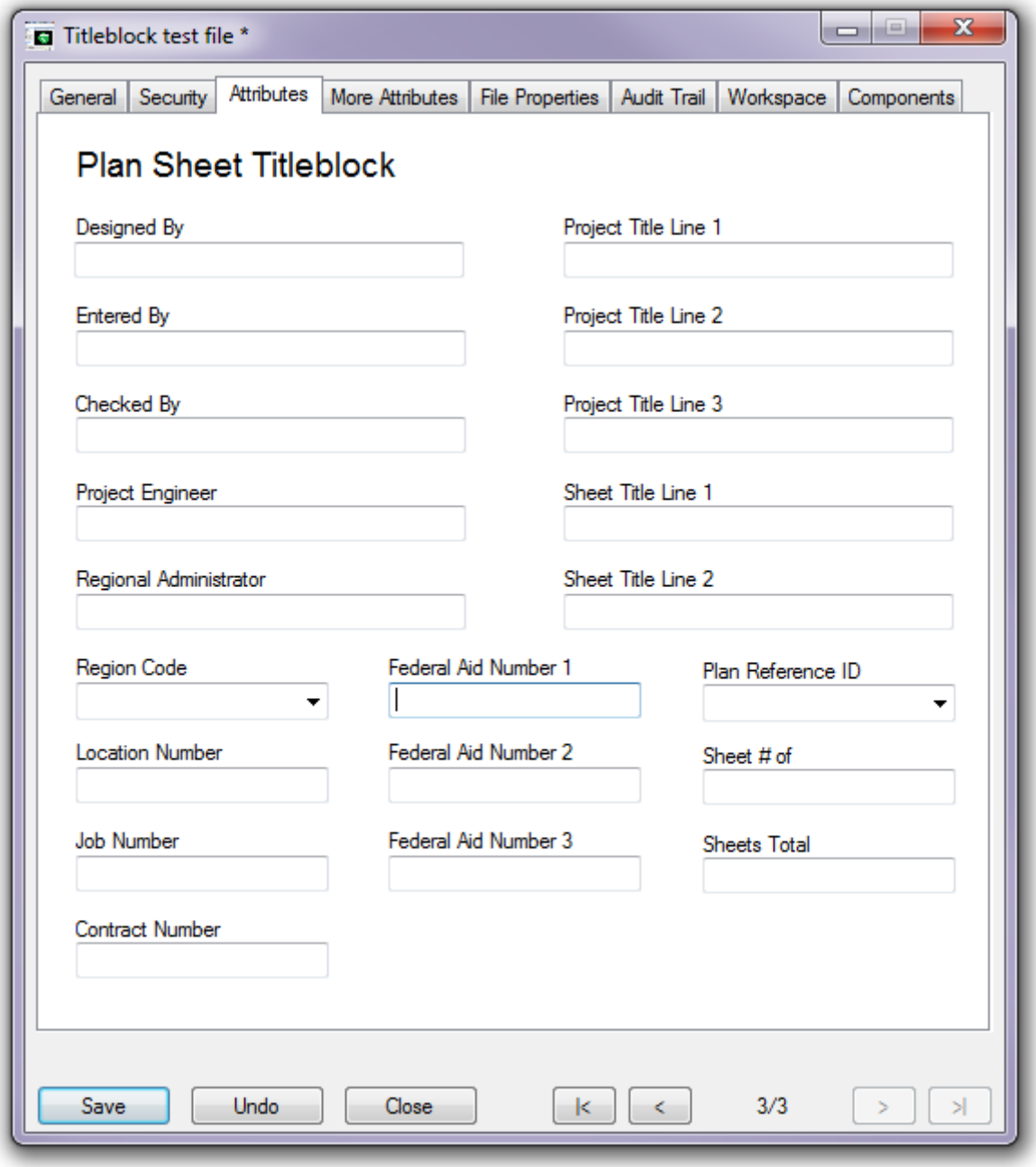
3. Enter the data in the *Value* column as you want it to appear.
4. Click **Ok** to place the label in the sheet and close the dialog.
5. These steps can be repeated as needed to update the title block data as the project develops.

Using ProjectWise

For projects and files that are using the **WSDOT** data source in ProjectWise there are attributes that are tied to the "**TitleBlock**" tag set in our title block cells. Title block labels should be entered in a ProjectWise interface. This data will then be used to populate the title block labels the next time that file is opened.

To enter title block labels using ProjectWise follow these steps:

1. In ProjectWise, browse to the file location and right-click the file.
2. Select **Properties**.
3. Select the **Attributes** tab.



4. Enter the data for that file's title block.
5. Click **Save**.

   Also notice in the lower right side of the dialog box there are four buttons that can be used to move to the previous or next file in that same folder, you can then enter data for those files.
6. Click **Close**.
7. Open the file and ProjectWise will update the title block with the data that has be entered.

Once data has been entered through ProjectWise attribute tab, then a couple of key-ins become available in MicroStation to force an immediate update of this data.

If you have the file open, and you want to update the title block with the ProjectWise attribute.

8. In the MicroStation Key-in (Utilities > Key-in), enter: *TITLEBLOCK UPDATENOW*

   This will “bring down” the data from ProjectWise and populate the MicroStation title block label.

If a file has already been labeled using one of the other two methods, you can update the ProjectWise attributes.

9. Key-in: *TITLEBLOCK UPDATEDMS*

   This will “push up” the title block label data from MicroStation to the ProjectWise attributes.

For questions or comments on this tech note, contact your regional CAE Support Coordinator or the WSDOT CAE Help Desk at (360) 709-**8013**.