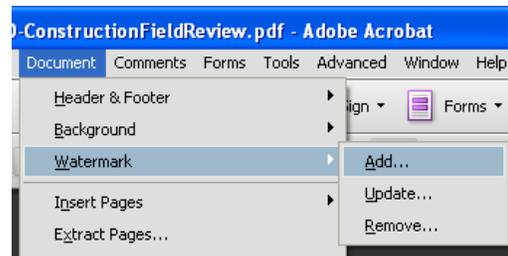


Adding the Plan Phase Stamp Watermark to the PDF Plan Set

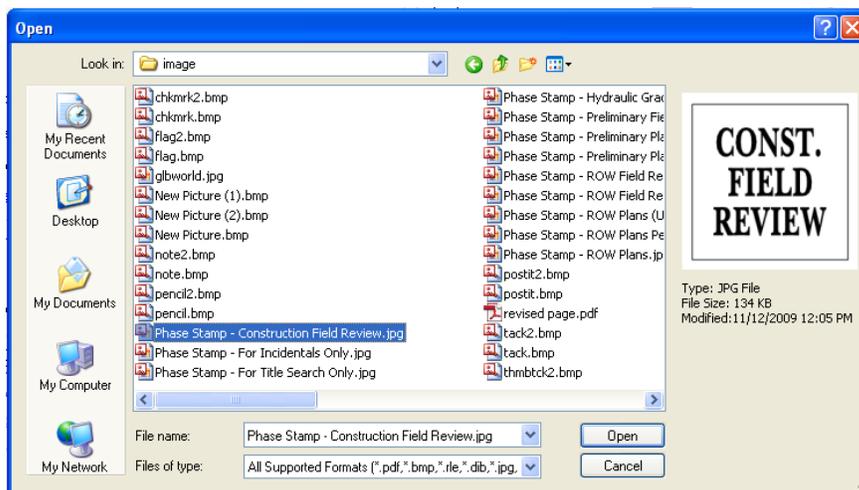
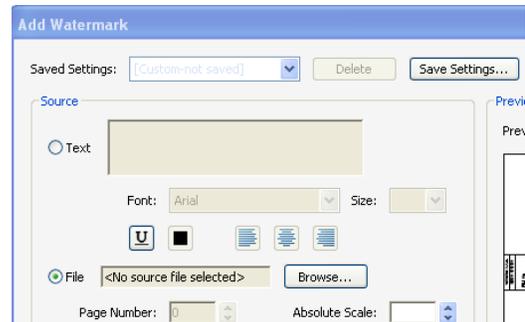
Although this is a valid workflow, a new tool was introduced for use in MicroStation with the Cadd update of December 2013 which would be faster than this method when considered over the life of a given project. The **Place Plan Phase Stamps in Files** tool will place for the first time, replace or simply remove plan phase stamps in multiple files at one time. It is fast and makes replacing stamps for various phases of the project a very simple process. It can be accessed from the TDOT drop down menu or from Geopak's D&C Manager at Drafting Standards > Sheets> Stamps in Files. A complete workflow for this tool is provided in the documentation file [TDOT Roadway Design Division Programs.pdf](#).

Since Adobe Acrobat is used in this process, at some points in the procedure you will **not** be able to scroll through this PDF document.

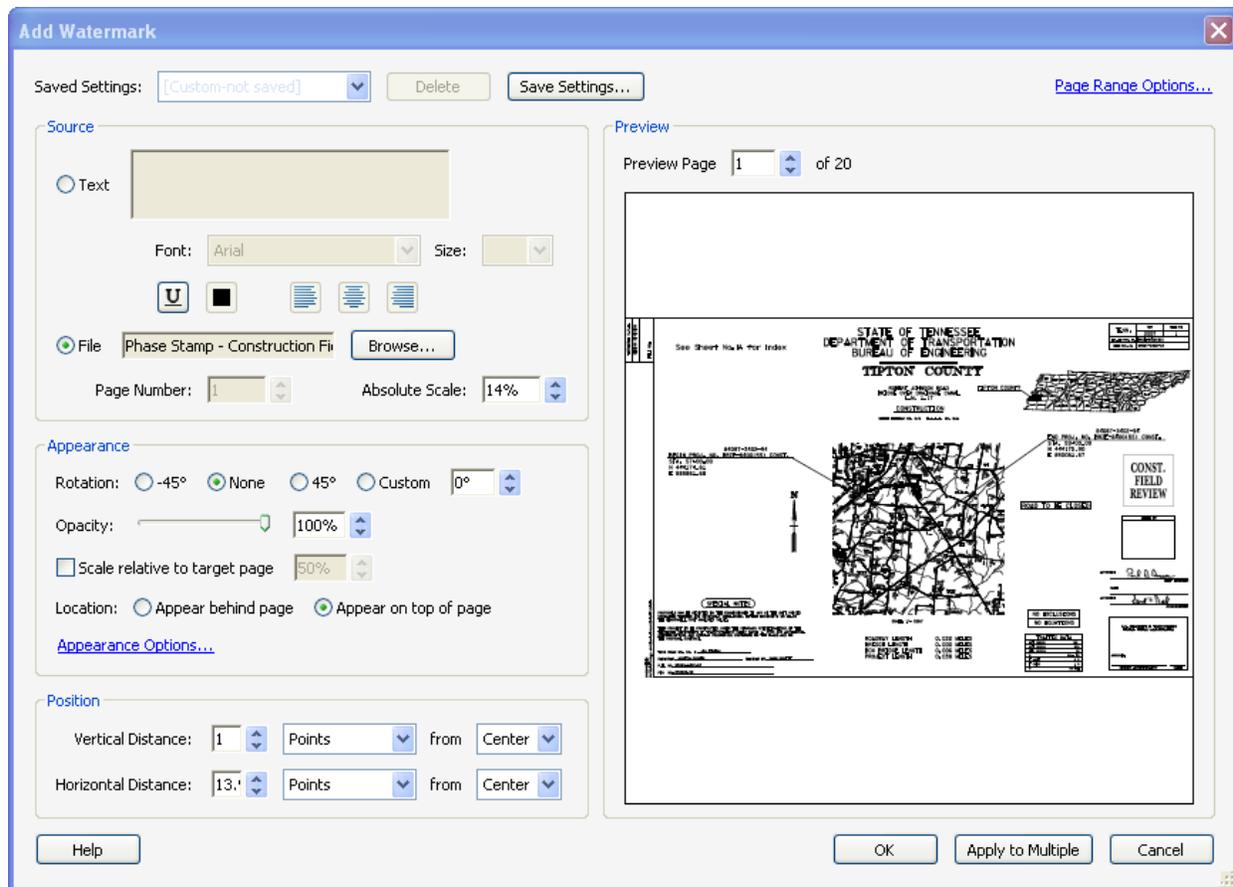
1. Once the PDF of the plan set is created, in Adobe Acrobat navigate to **Document>Watermark>Add**.



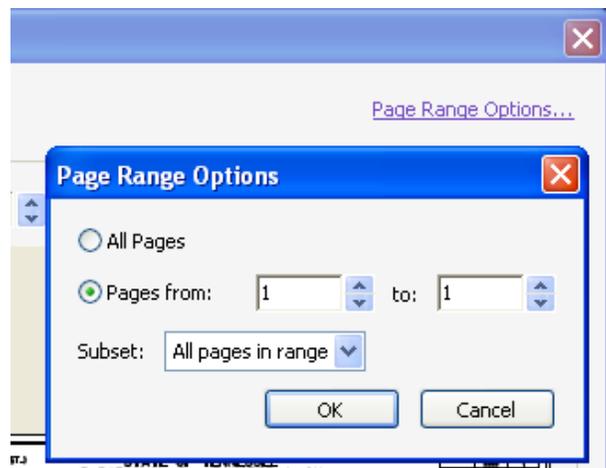
2. The Add Watermark dialog box will open. In the **Source** section, click on **File**. Select the **Browse** button and navigate to the location of the plan phase stamps at **C:\Users\Public\MicroStation Standards\image**. Select the appropriate stamp for the project.



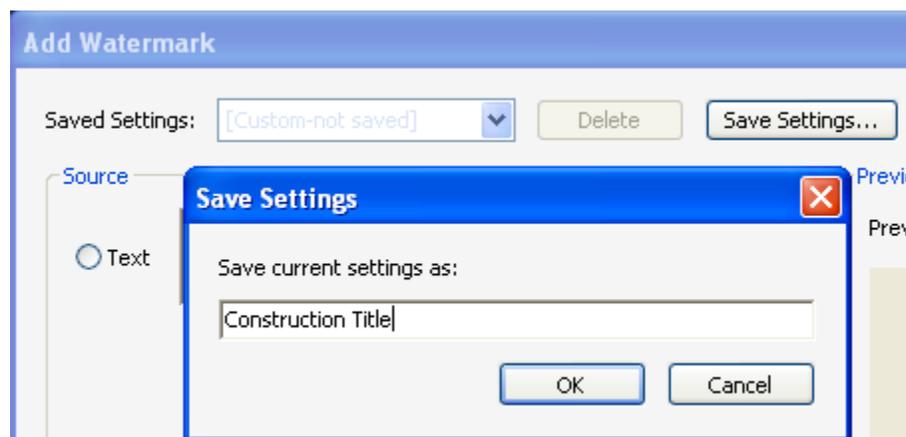
3. In the **Preview** window, you will notice that your image is large. For 34" X 22" plans set the **Absolute Scale** to 14% under Source. This scale may be changed for other document sizes so that the stamp to appears correctly on your plans.
4. In order to place the stamp above the signature block, values in the **Position** section, will need to be changed. The values used for this 34" X 22" plan set example are 1.0 for the **Vertical Distance** and 13.9 for the **Horizontal Distance**. These values can be adjusted as well if there is not enough room above the signature blocks for the phase stamp.



5. In the upper right corner, click on the **Page Range Options**. To put the phase stamp on the Title Sheet above the signature block, select **Pages from** and change it to **1 to 1**. Click **OK**.



6. Once you get your settings the way you like, you can choose **Save Settings** at the top of the dialog box. Name the current setting so that you can use it for future projects. Click **OK** after you have entered a name.



- Click **OK** on the Add Watermark dialog. The phase stamp should now appear as a watermark on the title sheet.

TENNESSEE, U.S.C. REGION DIVISION FILE NO.	See Sheet No. 1A for Index STATE OF TENNESSEE DEPARTMENT OF TRANSPORTATION BUREAU OF ENGINEERING TIPTON COUNTY ROBERT JOHNSON ROAD BRIDGE OVER DRAINAGE CANAL L.M. 1.17 CONSTRUCTION STATE HIGHWAY NO. N/A F.A.R.S. NO. N/A	<table border="1" style="font-size: 8px;"> <tr><td>TENN.</td><td>NO.</td><td>SHEET NO.</td></tr> <tr><td></td><td>2007</td><td>1</td></tr> <tr><td>REL. AND PROJ. NO.</td><td colspan="2">BRZE-8400(55)</td></tr> <tr><td>DATE PROJ. NO.</td><td colspan="2">84087-3402-94</td></tr> </table>	TENN.	NO.	SHEET NO.		2007	1	REL. AND PROJ. NO.	BRZE-8400(55)		DATE PROJ. NO.	84087-3402-94						
TENN.	NO.	SHEET NO.																	
	2007	1																	
REL. AND PROJ. NO.	BRZE-8400(55)																		
DATE PROJ. NO.	84087-3402-94																		
	BEGIN PROJ. NO. 84087-3402-94 STA. 57+00.00 N 4442174.61 E 889861.68	END PROJ. NO. 84087-3402-94 BRZE-8400(55) CONST. STA. 59+00.00 N 444175.90 E 890061.67	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> CONST. FIELD REVIEW </div> <div style="border: 1px solid black; width: 100px; height: 40px; margin: 5px auto;"></div>																
	ROADWAY LENGTH 0.032 MILES BRIDGE LENGTH 0.000 MILES BOX BRIDGE LENGTH 0.006 MILES PROJECT LENGTH 0.038 MILES	NO EXCLUSIONS NO EQUATIONS	<table border="1" style="font-size: 8px;"> <tr><th colspan="2">TRAFFIC DATA</th></tr> <tr><td>ADT (2000)</td><td>150</td></tr> <tr><td>ADT (2005)</td><td>150</td></tr> <tr><td>ADT (2010)</td><td>35</td></tr> <tr><td>ADT (2015)</td><td>40</td></tr> <tr><td>ADT (2020)</td><td>5.8</td></tr> <tr><td>ADT (2025)</td><td>6.4</td></tr> <tr><td>ADT (2030)</td><td>10.0%</td></tr> </table>	TRAFFIC DATA		ADT (2000)	150	ADT (2005)	150	ADT (2010)	35	ADT (2015)	40	ADT (2020)	5.8	ADT (2025)	6.4	ADT (2030)	10.0%
TRAFFIC DATA																			
ADT (2000)	150																		
ADT (2005)	150																		
ADT (2010)	35																		
ADT (2015)	40																		
ADT (2020)	5.8																		
ADT (2025)	6.4																		
ADT (2030)	10.0%																		
	SPECIAL NOTES PROPOSALS MAY BE REJECTED BY THE COMMISSIONER IF ANY OF THE UNIT PRICES CONTAINED THEREIN ARE GROSSLY UNBALANCED, EITHER EXCESSIVE OR BELOW THE REASONABLE COST ANALYSES VALUE. THIS PROJECT TO BE CONSTRUCTED UNDER THE STANDARD SPECIFICATIONS OF THE TENNESSEE DEPARTMENT OF TRANSPORTATION DATED MARCH 2, 2004 AND ADDITIONAL SPECIFICATIONS AND SPECIAL PROVISIONS CONTAINED IN THE PLANS AND IN THE ORIGINAL CONTRACT. TEST ROAD SP. NO. 2 JIM BROWN DESIGNER: MARICA CRAMER CHECKED BY: JAMES BERRY P.E. NO. 86087-1602-54 PEN NO. 86087-00	APPROVED: <i>Paul D. Dwyer</i> CHIEF ENGINEER DATE: _____ APPROVED: <i>David F. Neal</i> COMMISSIONER	U.S. DEPARTMENT OF TRANSPORTATION FEDERAL HIGHWAY ADMINISTRATION APPROVED: _____ DIVISION ADMINISTRATOR DATE																

- To place the phase stamp on the remaining sheets in the project, you will need to add another watermark. Go to **Document>Watermark>Add**. You will get the following window. Click on **Add New**.

Adobe Acrobat

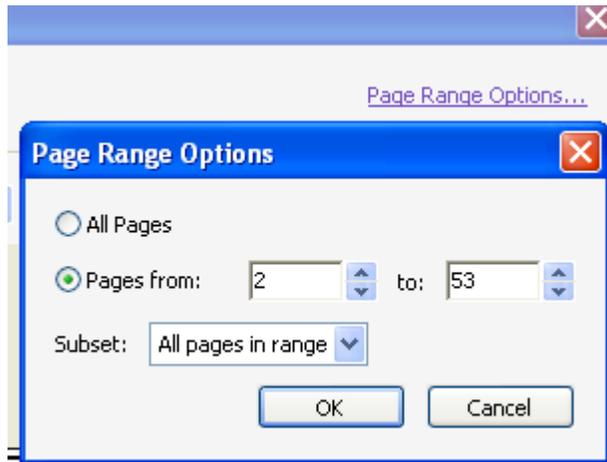
This file already contains a watermark. Would you like to replace the existing watermark with the one you are adding?

Note: If you choose to add another watermark, it might overlap the existing one.

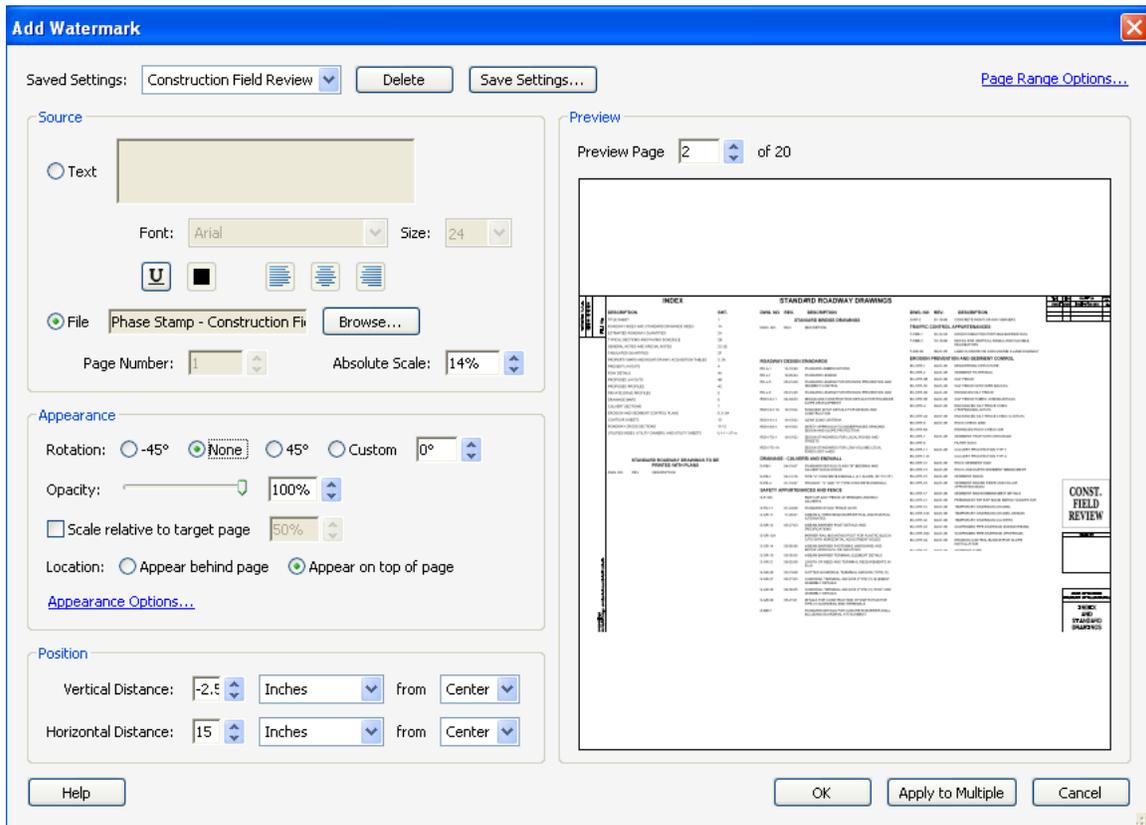
Replace Existing

Add New

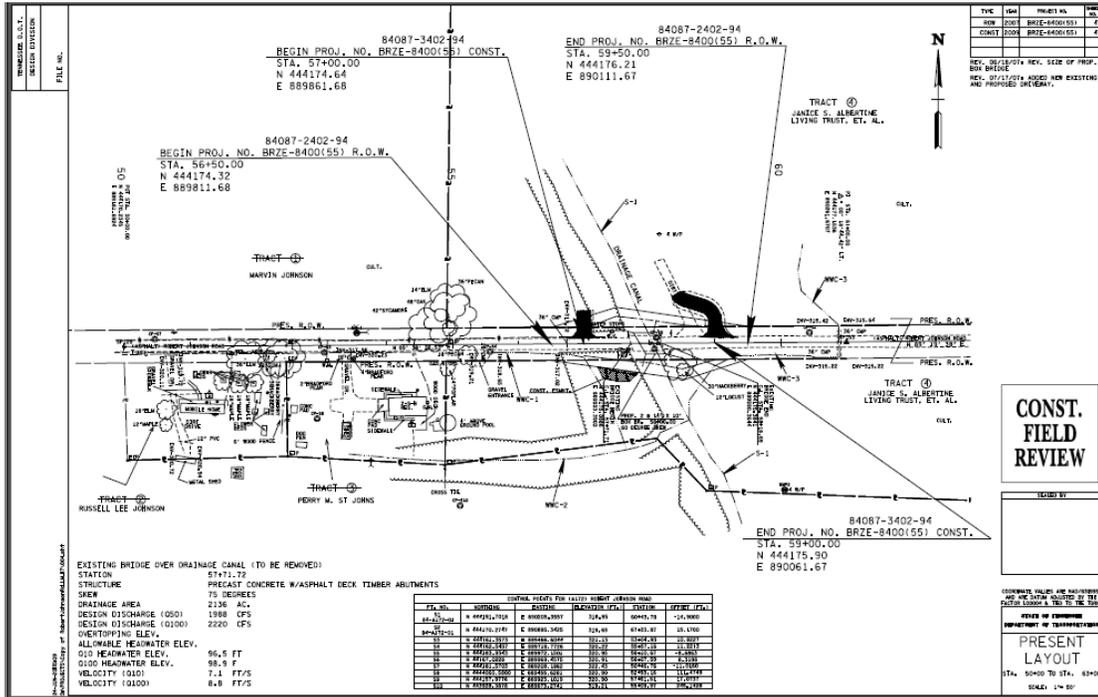
- To place the phase stamp above the description block on the remaining sheets, select **Pages from** and change it to start at page **2**. Click **OK**



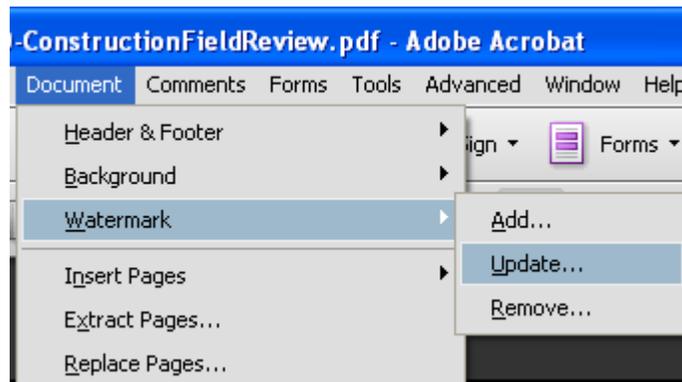
- Follow the steps 2 through 4 above to place the watermarks on the remaining sheets. In the **Position** section of the watermark dialog, change the **Vertical Distance** to -2.5 and the **Horizontal Distance** to 15 for 34" X 22" plan sets to get the location to be above the description block. Under **Preview**, scroll through the pages in the range specified to check the placement location on other sheets.



11. **Save Settings.** Then click **OK.** The phase stamp should now appear on the pages you selected.



12. The location of watermarks that you placed can be adjusted by selecting **Document>Watermark>Update.**



13. If you saved the settings, then choose the appropriate setting. Set the page range you wish to adjust. Then you can modify the vertical and horizontal distance to reposition the watermark on your sheet(s). You may have to re-select the source file for the watermark or reset the scale depending on which version of Adobe Acrobat you are using. Then click **OK.** The phase stamp should now be relocated.

Revisions

June 2011 – Updated screen captures to show the engineer seal box and changed the example page size to 34" x 22".

February 2013 – Revised standard file path for image file access to reflect Windows 7 application.

December 2013 – Added paragraph at beginning concerning the use of the Place Plan Phase Stamps in Files tool instead of this workflow.