# That CAD Girl
## jennifer dibona

website: www.thatcadgirl.com
email: thatcadgirl@aol.com
phone: (919) 417-8351
fax: (919) 573-0351

## Overview of Description Keys

Description keys are used when you insert existing points into the drawing from the point database file or when you import points into the drawing from an external file.

Description keys give you the ability to do several things:

- ❑ Keep consistency within a drawing by substituting a FULL description for the RAW or FIELD description
- ❑ Insert point block onto a specific layer that is determined by the description
- ❑ Insert a corresponding symbol onto a specific layer that is determined by the description

A file containing all defined description keys can be created for any Land Development project and will be available for any drawing that is associated with that project.  However, if you develop a standard description key file that you want to use for all projects, you will need to create a Project Prototype and define the description key file within the prototype.

Land Development project prototype files are stored with the same file names and directory structure as regular project files.  The only difference is that the project prototypes are stored in a separate directory.  When a new project is created using a project prototype, the prototype files are copied into the project directory and renamed using the new project name.

Although most data collectors now work in both lower and upper case, it can be helpful to use all upper case characters.

The following is a list of items to be defined for each description key that is created.

### Description Key Code

A general  format for field descriptions to match in order to refer to this description key code.  For example:  A Description Key of "BM*" would catch all of the following field descriptions "BM-1", "BM-HAZEL" and "BM-OAKTREE".

### Description Format

This item gives the option of overwriting the field description of a point.  For example:  A point with a raw/field description of "GS" could be imported into the drawing with a description of "GROUND".  In order to have the point imported into the drawing to keep the raw/field description, enter "$*" for this item in Land Development.

### Point Layer

The point block for any point matching this description key will be inserted on the Point Layer.

### Symbol Block Name

Any point matching this description key will have the Symbol Block Name placed at the insertion point of the point block.

### Symbol Layer

The symbol inserted for the point will be placed on the Symbol Layer.

**Approaches to Point Management**

There are two primary approaches to managing and working with points:

1. Keeping all points in the drawing AND the project database at all times. This normally requires the points to be sorted on different layers so they can be frozen and thawed as needed. This method is best used on smaller projects where the sheer number of points doesn't overwhelm the drawing.
2. Keeping all points in the project database only and using the insert to and remove from drawing commands to bring in only the points you are currently working with. For instance, when you are ready to connect all the points for the edge of pavement, you would "Remove From Drawing" all points in the project. Then, you would "Insert Points to Drawing" all points with an "EOP" description. Unlike method #1, this method only requires one working layer for the points currently being used.

Description Keys can be set up to accommodate both methods:

For Method #1 – Create description keys to sort points to a specific layer AND specify layers for the symbols.

| Code | Format | Point Layer | Symbol Block N... | Symbol La... |
|------|--------|-------------|-------------------|--------------|
| CLD* | $* | XCLD | | |
| CLRD* | $* | XROADCL | | |
| CRPM* | $* | XTREE | cg_t33 | ETREE |
| ECM* | $* | XCONTROL | bound | CONTROL |
| EIP* | $* | XCONTROL | ip | CONTROL |
| EOP* | $* | XROADEOP | | |
| FH* | $* | XUTILWATER | e_hyd | EUTILWATER |
| GS* | $* | XGROUND | | |
| HUB* | $* | XCONTROL | | |
| IPS* | $* | XCONTROL | dh | CONTROL |
| NCGS* | $* | XCONTROL | sta | CONTROL |
| OAK* | $* | XTREE | cg_t33 | ETREE |
| PINE* | $* | XTREE | cg_t33 | ETREE |
| RCP* | $* | XUTILSTORM | | |
| TB* | $* | XTOPBANK | | |
| WV* | $* | XUTILWATER | wv | EUTILWATER |

For Method #2 – Create description keys that ONLY sorts symbols but leaves the entry for "Point Layer" empty. This will cause all points to be inserted into the drawing on the current layer.

| Code | Format | Point Layer | Symbol Block N... | Symbol La... |
|------|--------|-------------|-------------------|--------------|
| CRPM* | $* | | cg_t33 | ETREE |
| ECM* | $* | | bound | CONTROL |
| EIP* | $* | | ip | CONTROL |
| FH* | $* | | e_hyd | EUTILWATER |
| IPS* | $* | | dh | CONTROL |
| NCGS* | $* | | sta | CONTROL |
| OAK* | $* | | cg_t33 | ETREE |
| PINE* | $* | | cg_t33 | ETREE |
| WV* | $* | | wv | EUTILWATER |

# Creating a Land Desktop Project Prototype With Description Keys

Land Desktop stores the defined project prototypes in the subdirectory Land Desktop\Data\Prototypes.  Regular project files are in the Land Projects directory.

1. Open Land Desktop and begin a new drawing.  Save the drawing so that Land Desktop can be initialized.
2. Go to PROJECTS> PROTOTYPE MANAGER.  Select the "Default (Feet)" prototype that is included with Land Desktop.  Click on the "Copy" button and give a new name to the new Prototype Project you are creating.  Give the prototype a name that generally describes your projects.  You can notice the Prototype Path setting at the top of the dialog box.  Click on "OK" to get out of all dialog boxes.
3. Go to POINTS> POINT MANAGEMENT> DESCRIPTION KEY MANAGER.  You will be prompted to select an existing project or to create a new project.  Do either.
4. In the Description Key Manager, go to MANAGER> CREATE DESCKEY FILE to give a unique name to the group of description keys you are about to enter.  Select the new description key file that you just created and then go to MANAGER>CREATE DESCRIPTION KEY to enter all description keys to the description key file.  This drawing is still connected to the project you selected when you first started this drawing and not connected to the new prototype drawing.  You are actually creating a description key file that is available only to the current project.
5. After you are finished creating the description key file, you need to save these settings to the Project Prototype so that it will be available to all future projects and drawings.  Go to PROJECTS>DRAWING SETTINGS and click on "Save to Prototype".  You will be prompted to select the prototype to which you want to save these settings.
6. After saving these settings to the Project Prototype, the description keys will be set up for all future projects that are created using the project prototype.  The description key file for the current project can be edited and keys added or deleted at any time using the DESCRIPTION KEYS MANAGER.
7. When creating all new projects that are to use the prototype settings, be sure to select the correct Project Prototype in the "Create Project" dialog box.
8. The description key file must always be named with a .MDB extension and it is stored in the COGO subdirectory of the project directory.  This file is an MS Access database file and can be edited through Access.

# Inserting Points to Drawing Using Description Keys

Initial Setup
- You must be attached to the correct Land Desktop project database.
- If points are not already in the project database, you must go to the Create tab of the Points> Point Settings command and put a check next to "Insert to Drawing As Created".

1. Go to POINTS> POINT SETTINGS and to the DescKeys tab.  Select the Descending option for Description Key Search Order and select both Matching Options.
2. Go to LABELS> EDIT LABEL STYLES and to the Point Label Styles tab.  At the bottom right of the box in the Description Key area, place a check in the box next to "DescKey Matching On" and select the correct DescKey File.  If wanted, also select the buttons for substituting the DescKey Description and Inserting the DescKey symbol.  SAVE the options selected and "OK" out of the dialog boxes.
3. Set a layer current that you want to "catch" all inserted points not having an assigned layer via Description Keys.
4. Import Points or Insert Points to Drawing as usual.