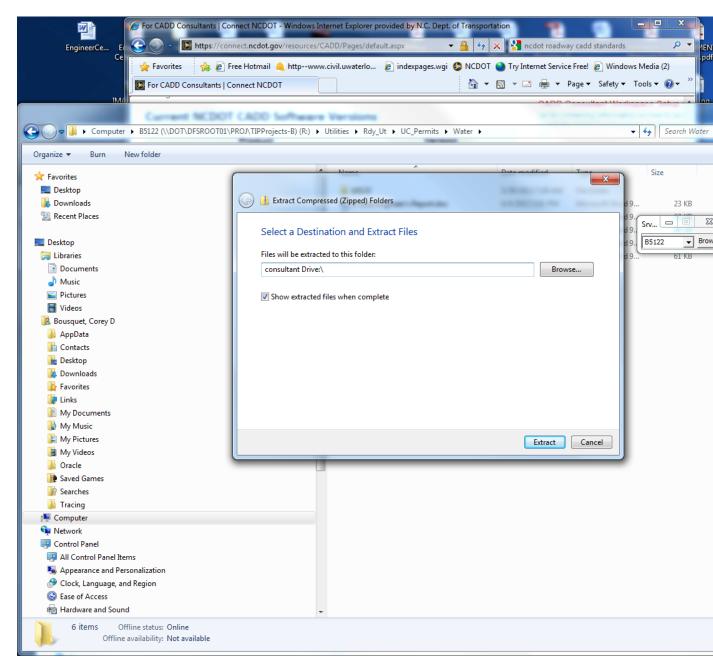
1. Go to Link Below to load the NCDOT TIP Project Folder Template.

	For CADD Consultants Connect NCDOT - Windows Internet						- 2	
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🁌 Music	GLOFAR VOP352	00.11.07.494			pdf on how to s			
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B Saved Games	File naming standarts for NCDOT CADD projects							
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🙀 Network	TIP Project Folder Template				Contact CAE	D Services	at NCDO	т
📴 Control Panel	zip file containing the TIP Project folders (as of 09.28.12)					01- 7 0		
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https://connect.ncdot.gov/resources/CADD/Pages/default.aspx

2 Save the TIP Folder Template.zip file to your desktop. Then extract the TIP Folder Template.zip file to the drive where your firm stores NCDOT Projects.



3. Once the TIP Folder Template is unzipped and stored in the location designated for NCDOT Projects. Rename the TIP Folder Template to the TIP number for that particular project.

Example: Rename TIP Folder Template to B5122 not B-5122. If done correctly, the following subdirectories will be listed under the TIP number.

rganize 🔻 Burn New folder					
Favorites	^ Name	Date modified	Туре	Size	
Nesktop	Approvals	4/1/2013 5:14 PM	File folder		
🗼 Downloads	Common	12/15/2010 10:04	File folder		
🖳 Recent Places	Construction	6/28/2011 6:00 PM	File folder		
	Contract Standards	6/28/2011 6:00 PM	File folder		
Desktop	🐌 Drainage	3/4/2013 10:50 AM	File folder		
🥽 Libraries	DTM	3/21/2012 3:51 PM	File folder		
Documents	Environmental	2/24/2009 3:36 PM	File folder		
🖻 🎝 Music	FinalSurvey	3/5/2013 8:51 AM	File folder		
Pictures	🔒 Geotech	12/16/2013 4:26 PM	File folder		
Videos	🔒 Gpk	7/23/2013 10:22 AM	File folder		
Bousquet, Corey D	Hydraulics	1/22/2013 12:35 PM	File folder		
👰 Computer	LightingElectrical	2/24/2009 3:36 PM	File folder		
Eloppy Disk Drive (A:)	LocationSurveys	4/1/2013 5:10 PM	File folder		
🛛 🏭 SYSTEM (C:)	LongRangePlanning	7/11/2009 9:54 AM	File folder		
DVD RW Drive (D:)	🔒 Multimodal	6/28/2011 6:00 PM	File folder		
A 🚍 B5122 (\\DOT\DFSROOT01\PROJ	PDEA	5/10/2011 1:19 PM	File folder		
Approvals	Photogrammetric	7/31/2009 11:20 AM	File folder		
Della Common	RightOfWay	2/24/2009 3:36 PM	File folder		
Construction	Roadway	3/10/2011 2:38 PM	File folder		
Contract Standards	Structures	1/16/2013 12:41 PM	File folder		
Drainage	J Traffic	6/28/2011 6:00 PM	File folder		
JTM	Utilities	9/30/2013 4:45 PM	File folder		
Environmental					
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Hydraulics					
LightingElectrical					
LocationSurveys					
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Photogrammetric					
RightOfWay					
Non-structures					
Structures					
Instance					
▷ P GROUPS-UCUCC (\\DOT\DFSRO)					

When you receive the electronic cad files from NCDOT the consultant is responsible to load the files in the correct directories:

Roadway Files	B5122\Roadway\proj, (dsn, ss, row, psh etc.)
Drainage File	B5122\Drainage (B5122_Hyd_DRN.dgn)
Location File	B5122\FinalSurvey current projects (b5122_ncdot_fs.dgn)
Location Files	B5122\LocationSurveys\ past projects (sue, pln, utl, etc.)
Wetland File	B5122\PDEA\Mapping\CADD\. (B5122_NEU_WET.dgn)

The Utility Construction Plans are stored in the Utilities\Engineering\UC\Proj directory and the Utility By Others Plans are stored in the Utilities\Engineering\UBO\Proj directory.

Use the New Utility File Naming Convention dated January 14, 2014.