

# elecworks™ Tips & Tricks

## Creating a Custom Project Template

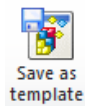
In order to speed up the design process within elecworks, it is strongly recommended to create a customised project template file.

This can include a default number of drawings, cover page and specifications sheets, drawing index, bills of materials, sub-folders, wire types, functions and locations, numbering conventions, text styles, snap and grid settings and associated symbol libraries to name a few.

The benefit being that this additional up front work will save you a great deal of time further down the line each time a new project is created from this template. Remember multiple templates can also be created in accordance with either different markets and/or clients.

Process to create a custom template project:

- Create a new project from the templates provided in elecworks
- Open it and customise it as you wish
- Add folders to sort your drawing files
- Add specific location formulas for your components, cables, terminals...
- Customise your drawing template by incorporating your company logo and your customers' logos.
- Change the equipotential formulas as you see fit
- Add folders where applicable e.g. POWER, CONTROL, DOCUMENTS, REPORTS
- Define standard Function (Installation) and Installation values
- Define text styles
- Define wire types within wire styles
- Define snap, grid, osnap settings within your template border
- Add reports you would like to run as standard
  - Define any filters for reports



Once all these changes have been done, close the project file. From the Project Manager window, select When creating the next new project, your project template will appear in the list.

Cadline can help you with creating a customised project template. Please refer to the following document:

[Elecworks Quick Start Day – System Set-up](#)

