

Transmittal Documents

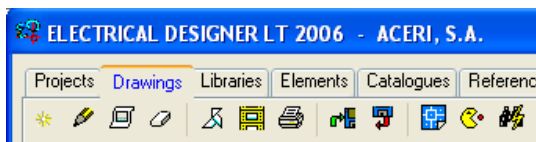
All Electrical Designer Users

As customers demand even more documentation, one document that is becoming ever increasingly popular is the document transmittal note (DTN) or design change note (DCN). Typically this document is provided with a set of the project drawings or selected project drawings. Electrical Designer can produce these automatically.

When filling in details about each drawing in the drawing record card, ensure that you fill in detail about the Revisions.

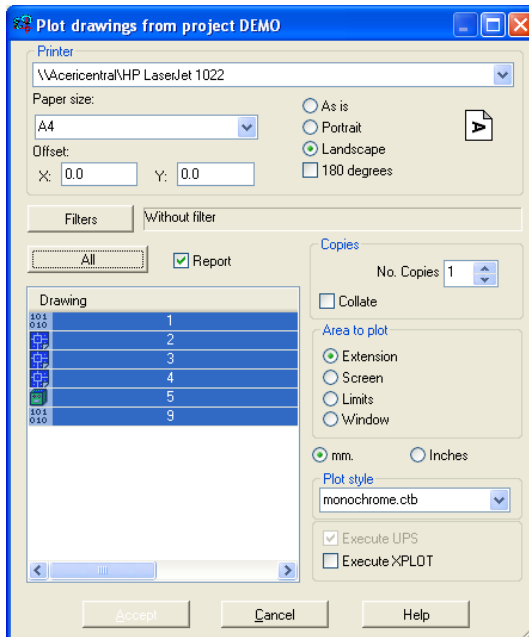
The transmittal document is intended for use when you have printed a selection of drawings off and **will not work** if you haven't done this action.

From the Drawings Browser



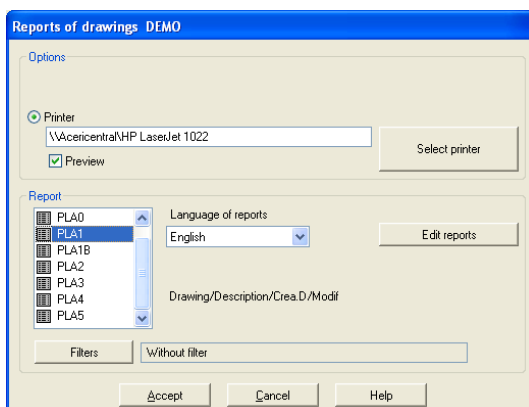
Select  Plot Drawings.

The following dialogue will be displayed:




- Select the printer you wish to print to.
- Select the paper size e.g. A4
- Select the orientation
- Left click on each drawing you wish to print (Use *Ctrl* and *Shift* to select multiples) **OR** select *All* to select all drawings
- Select the plot style (*monochrome.ctb* or *stb* is recommended)
- Select *Execute XPLLOT* if you have setup plot layers. Please refer to Tips & Tricks December 2006 <http://www.aceri.co.uk/default.aspx?cid=139>
- Ensure the *Report* tick box is selected
- Select *Accept*

At the end of the print process, the Report of Drawings dialogue will be shown:



Change the Language of Reports to Misc
 Choose the TRANSMIT2 report in this example.



Transmittal Document

To:		Ref. No:	
TUTORIAL ED 2006 Demo project Scheme Layout Reports, Documentation			
Attention:	Contact: DEMO	Date:	03/05/2007
Your Ref: DEMO CIRCUITS, LAYOUT, REPORTS, BOM PROJECT	Our Ref: DEMO PROJECT	Site:	Demo project
<input type="checkbox"/> For Approval by: _____ <input type="checkbox"/> Approved as Mailed: <input type="checkbox"/> Amended in accordance with your approval comments <input type="checkbox"/> As Built <input type="checkbox"/> For your information / record <input type="checkbox"/> As Requested <input type="checkbox"/> Return of your documents			
Qty:	Drwg. No.	Description	Revision
1	1	Drawing Index PLAI	A
1	2	Power circuits	A
1	3	Control circuit	A
1	4	Control circuit - PLC	A
1	5	Enclosure drawing	A
1	9	BOM GRP REF2	A

The transmittal report will, in this instance, show the latest release of each drawing.