

Creating a Survey Report

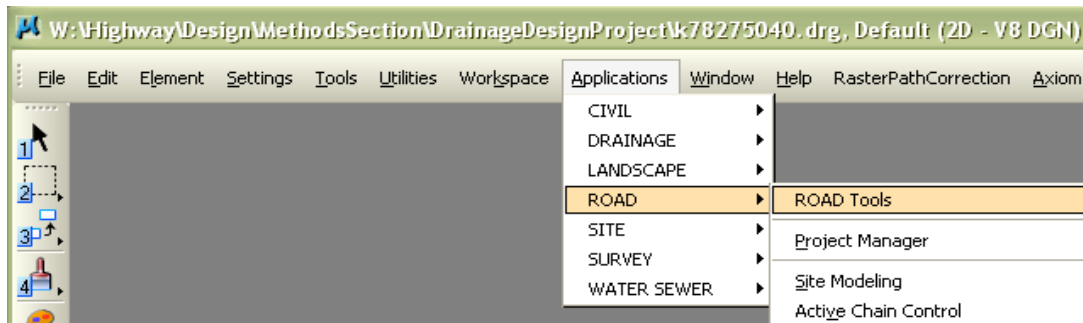
This section provides instructions on how to make a Survey Report from the .GPK file. The most common use for the Survey Report is to tabulate information for existing storm sewers and utilities.

Getting Started

Open a **MicroStation** file. Start up **GEOPAK** by going to *Applications* → *Bentley Civil* → *Activate Bentley Civil*. The Road Tools Button Bar should appear:



If not, go to *Applications* → *ROAD* → *ROAD Tools* as shown:

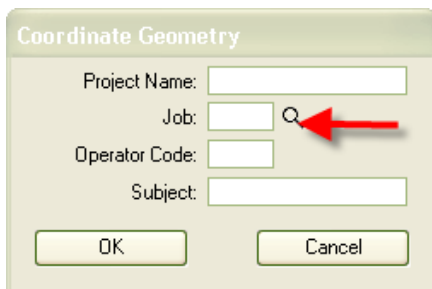


Creating a Survey Report

Start **COGO** by clicking on the button shown:

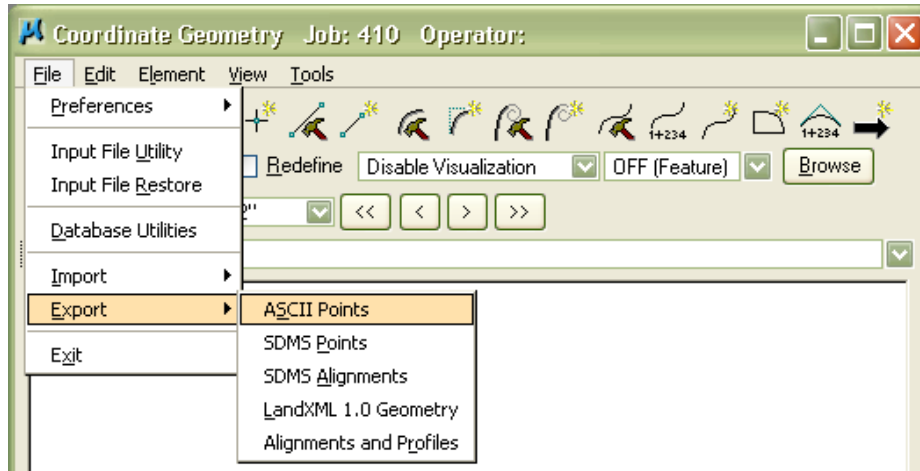


The following window will appear:

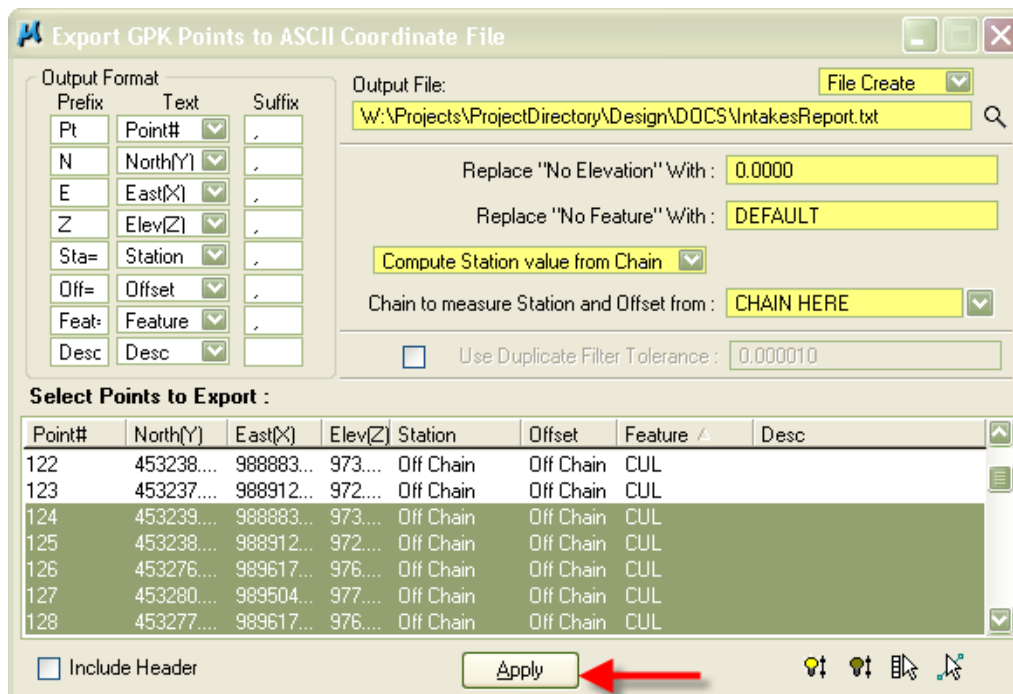


Select the .GPK for the project in the “Job:” box and click OK. Make sure the .GPK from SURVEY is selected from the Photo Folder, NOT the Design Folder. The two can be combined into one .GPK.

On the COGO Menu go to *File*→*Export*→*ASCII Points*:



The following window will appear:



Further Instructions for *Select Points to Export*:

- To sort by feature, left click on the title.
- For an explanation of acronyms view [Feature Code And Descriptions](#).
- When the points have been determined, select in the list by:
 - Holding down the CTRL key and selecting each individually.
 - Or
 - Holding down the SHIFT key and selecting those in consecutive order.

An explanation of the dialog boxes:

- *Replace "No Elevation" With:* if set to 0.00, any feature that does not have an elevation will print as 0.00.
- *Replace "No Feature" With:* if set to Default, any feature that does not have a name will print as Default.

- *Compute Station Value from Chain:* will compute the Station based on the chain specified in the next line (*Chain to measure Station and Offset from:*). *Use Station value stored with point:* can be used but be aware that the chain used in survey will need to be determined.
- Finally, go to *Output File* and enter the directory where the report will be saved.
- Click Apply.

Chronology of Changes to Design Manual Section:

004A-051 Creating a Survey Report

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