

# BIM Classes

## TRAINING OBJECTIVES

By the end of the course, attendees will have a good understanding of:

- The role and responsibility of the Template Manager
- The preparations needed to be done before starting developing their office template
- The various strategies that should be followed
- The content that is suitable for an office template
- The key settings that are vital for the creation of an efficient office template
- The documentation and training that is required for the roll-out of the office template
- The review and update process

## WHO SHOULD ATTEND?

The Template Creation Course is recommended for professionals, BIM Managers/Champions, with a technical interest in successful and complete BIM implementation and execution of standardized BIM-based workflows in an architectural practice.

## PREREQUISITES

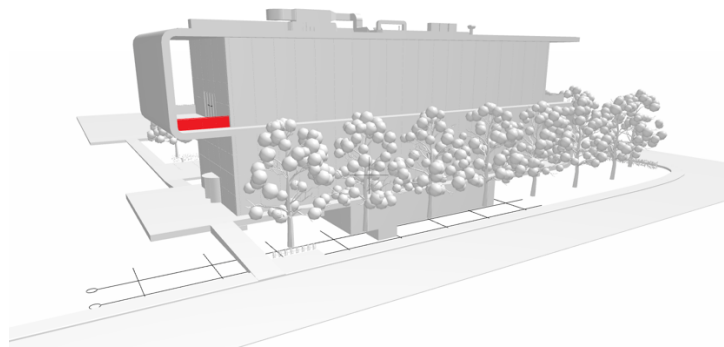
Solid intermediate level of ARCHICAD knowledge is required. A 60% or more score is recommended to be achieved on the public online ARCHICAD test:

[http://www.graphisoft.com/learning/online\\_certification/](http://www.graphisoft.com/learning/online_certification/)

## DURATION:

1 DAY (6 HRS)

## ARCHICAD Template Creation



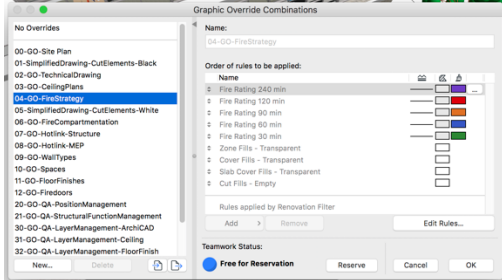
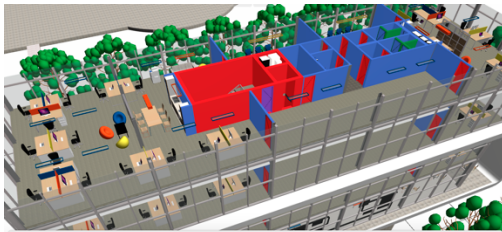
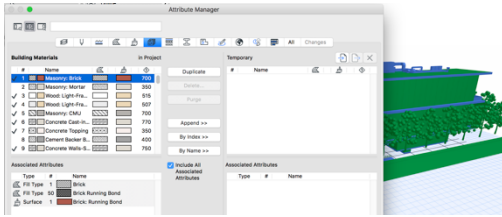
**Learn how to build a template to enforce office standards and efficient workflows!**

A BIM Workflow can minimize the requirement for re-work and re-creation of design information, compared to a traditional CAD approach. Optimizing your work with templates, is one of the key methods to improve your efficiency while working in ArchiCAD.

Although more effort is required at the initial push at early project stages, less work is needed to be done at later project stages.

The time and effort put into every project start-up are heavily dependent on the quality of the template that is utilized, therefore, it is worth investing in producing a quality and relevant template for the office needs.

This training offers an overview of the responsibilities and technical knowledge of the Template Manager in relation to the task of creating and managing an office template. It summarizes the core activities and provides an implementation and audit methodology.



# Course Outline

## ARCHICAD Template Creation Training

An office template is a predefined, “empty” file that contains all the necessary information for starting a new project, based on the applicable national and company CAD/BIM standards.

It will dictate that all new projects work to an agreed consistent standard and ensure efficiency and usability of the project files and workflows, producing the highest quality delivery.

### Preparation and Goals

- The Template Manager
- Setting up Goals
- Development Strategies
- Dependencies and Order of Development

### SOFTWARE REQUIREMENTS:

The participant must have access to a computer with the following software installed:

- ARCHICAD 22 INT

<https://www.graphisoft.com/downloads/archicad/>

### NOTE:

This course does not offer a complete ARCHICAD template. It introduces the attendees to the most important concepts and strategies of creating an efficient office template, to suit their own needs and office standards.

For more information, please contact your [local GRAPHISOFT reseller](#).

### Hands-on Training

- Project Setup
- Data Management
- Attributes
- General Display Controls
- Project Structure
- Usability
- Annotations
- Libraries
- Teamwork Settings

### Template Management

- Template Guidance
- Documentation
- Training
- Updates
- Case Studies