

Construction Administration in Autodesk® Revit®

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Class Summary

How does one manage Revit while engaged in the communication between architect and contractor? What are some best practices and methods for creating requests for information (RFI) sketches, addenda, bulletins, and revisions? This class will focus on using out-of-the-box Revit tools for managing revisions. It will also explore some techniques for per item and per sheet tracking of individual revisions. We will review pros and cons for all construction administration process techniques.

Learning Objectives

At the end of this class, you will be able to:

- Understand Revit's basic revision tracking functionality
- Track sheet revisions with revision schedules
- Understand various methods to create sketches
- Create systems for item based revision tracking
- Create a per sheet item revision log

The Use of Revit during Construction Administration

What are the primary elements of documentation that may be involved in maintaining communication between all parties (owners, authorities having jurisdiction[AHJ], contractors, architects, consultants, etc.) during the administration of a project through the construction phase?

- Tracking milestones of issuance
- Graphically distinguishing revisions
- Providing a graphic history of individual revisions
- Indicating milestones of issuance on sheets
- Distinguishing between items that affect cost and those that don't
- Documenting a list of sheets issued at each milestone
- Issuance of revisions in various formats
- Tracking descriptions of individual revisions for revision narratives
- Scheduling of individual revisions on sheets

Based on the size of a project, jurisdictional requirements, and individual office practices one may need to address a variety of the documentation requirements noted above.



Basic Revision Tracking Functionality in Revit ®



Basic Revision Tracking Functionality in Revit ®

Managing Revision Settings

- Revision numbering
- Determining revision order
- Merging revisions

Clouding Tool

- Sketching
- Setting to the correct revision
- Clouding within view vs. sheets

Revision Tags

- Revision triangle
- Controlling visibility within revision settings

Issue	Date	Description	By	Check
	1/1/1	Schematic Design	JB	xxx
	2/2/2	Design Development	JB	xxx
A	3/3/3	Issue for Permit	JB	xxx
B	4/4/4	Addendum #1	JB	xxx
C	5/5/5	Response to Plan Check	JB	xxx

Sheet Revisions and Revision Schedules

Issue	Date	Description	By	Check
	1/1/1	Schematic Design	JBJ	xxx
	2/2/2	Design Development	JBJ	xxx
A	3/3/3	Issue for Permit	JBJ	xxx
B	4/4/4	Addendum #1	JBJ	xxx
C	5/5/5	Response to Plan Check	JBJ	xxx

Sheet Revisions and Revision Schedules

- Creating a revision schedule on a sheet
- Issuing a full set
- Revision Indices

Project

Project Number

Project Location Here

Description

Issue/Rev

TOPIC

Chapter

Methods for Creating Sketches

Project

Project Number

Project Location Here

Description

Issue/Rev

TOPIC

Chapter

Methods for Creating Sketches

- Duplicating views
- Plan callouts
- Title block family with mask
- Screen capture



Systems for Item Based Revision Tracking



Systems for Item Based Revision Tracking

- Label Integrated into revision item tag
- Keynote based revision item tag
- Symbol based revision item tag

Revision Items

B01.03	B02.04	B03.03	PC01.03
B01.04	B03.01	PC01.01	

Creating a Per Sheet Item Revision Log

B01.03	B02.04	B03.03	PC01.03
B01.04	B03.01	PC01.01	

Creating a Per Sheet Item Revision Log

- Create keynote legend
- Filter for revision comments
- Place on sheets

Summary

This is the end of this class, we've reviewed:

- Understanding Revit's basic revision tracking functionality
- Tracking sheet revisions with revision schedules
- Understanding various methods to create sketches
- Creating systems for item based revision tracking
- Creating a per sheet item revision log

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