2.4 How to open a previous file project?
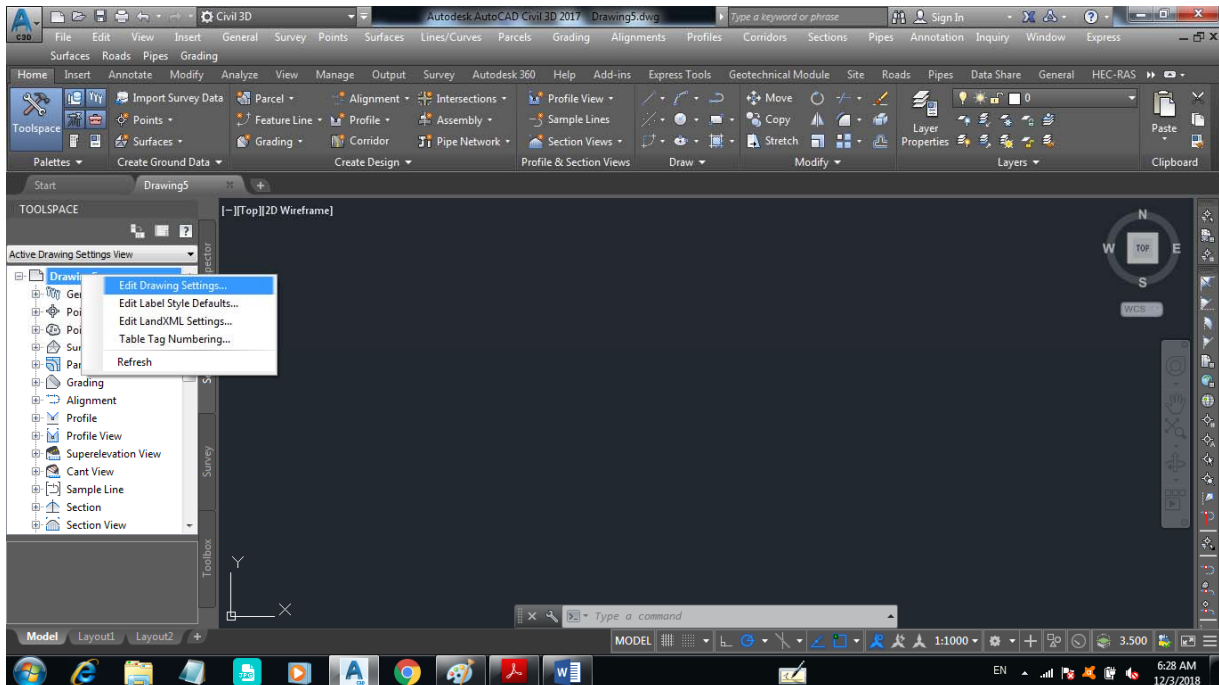
Simply click on the file menu, then choose open. You will be asked to choose the location of you file.

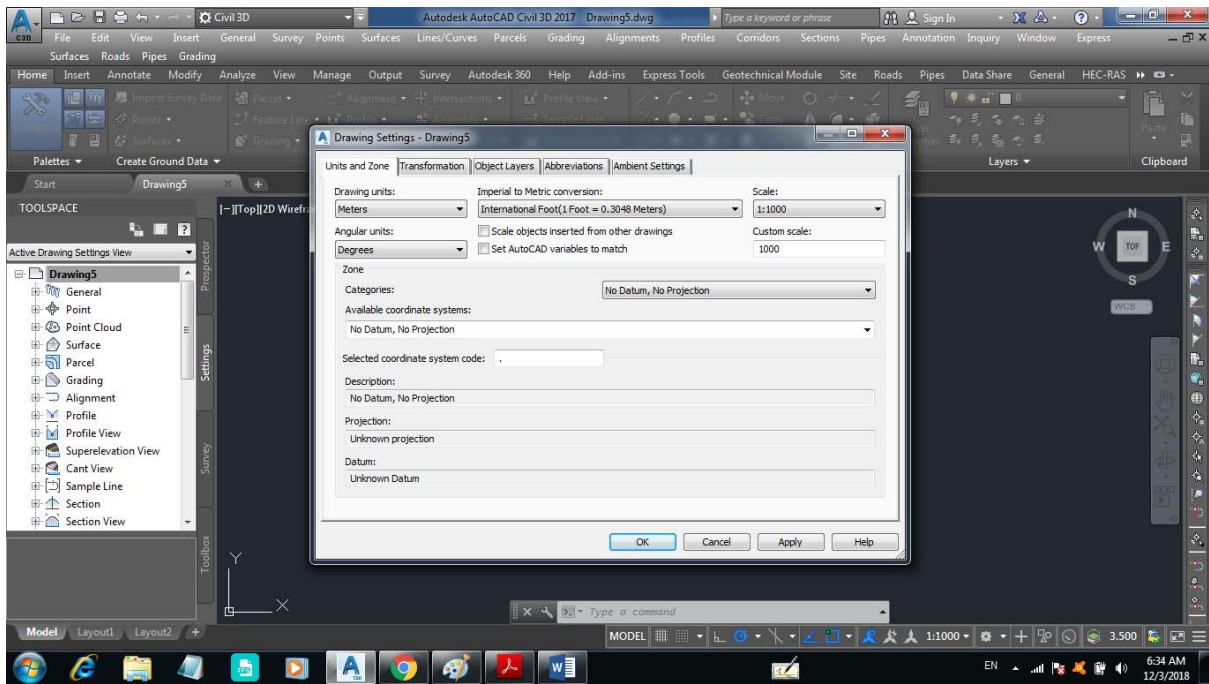**File---------Open--------location or path in which you save your project**

2.5 How to setup you file

First, make sure that the toolspace option is activated. Then, right click on drawing name and select Edit drawing settings

Activate toolspace------right click on the name of drawing------edit drawing setting
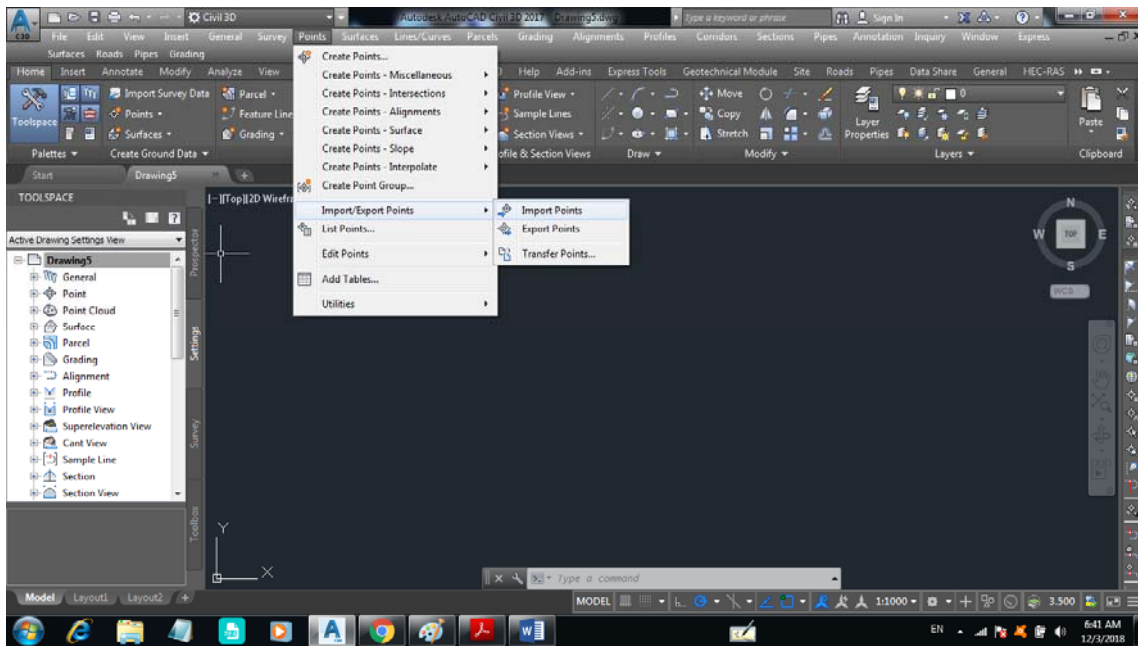
You will be able to make necessary settings on your project such as units, datum, scale, abbreviations and so on…....

3. Point insertion and modification

The first sept to make your design in Civil 3D is to insert survey points into your project. To do so, choose point menu then choose import/export points and press on import points as shown in figure below

A new window will appear asking you to set your point format and the location of your file. Make

the necessary selection and press OK.