

To: DocuPlot Users with Full Privileges

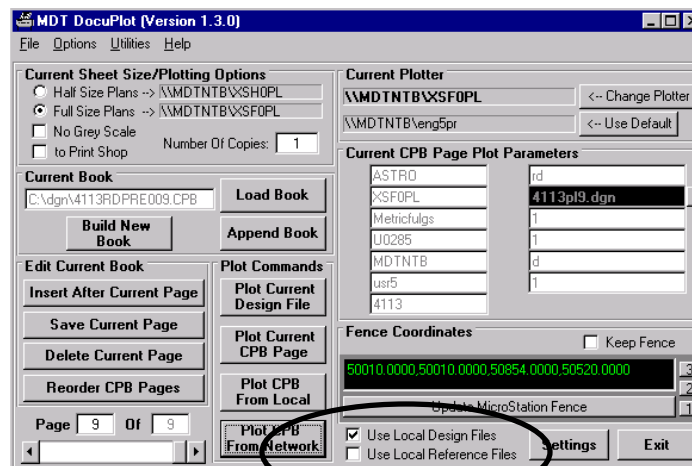
From: Mike Dyrdaahl
CADD Unit

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RE: Privileged DocuPlot Users Viewing Contract Plans Books
Potential for locking files on the CADD Project Server

After viewing a CPB with the “Use Local Reference Files” **toggled off** please do one of the following options:

- ✓ Return to page 0 in the CPB,
- ✓ Toggle “Use Local Reference Files” ON,
- ✓ Or close DocuPlot.



When you load a CPB in DocuPlot and are paging through the book with the “Use Local Reference Files” **toggled off** there is a potential for files being locked on the project server. With “Use Local Reference Files” toggled off, these files are not on your local machine; rather the files are opened on the server. Any open file cannot be over written.

The potential problem exists when a user “checks out” a file in DMS and this file is a reference file to the active CPB page. The user cannot check in the file because it is an active file. By leaving a Contract Plan Book opened in DocuPlot, with the reference files opened on the server, you are potentially locking a user out of their project files.

The only users that have the options of “Use Local Design Files” and “Use Local Reference Files” are those with full privileges. All other users must have all the files and reference files associated with a CPB on their local PC.