MASTERTEMPLATE QUICK TUTORIALS – Part Two - Setting Up Your Company Logo on the Title Block Masters

One of the first things you will want to do in customizing MasterTemplate is to put your company logo into the title block. You'll see here on screen the virtual trace reference of a layout sheet behind the current model view. This model view has some explanatory notes and a place holder massing model building. [0:00:27]

This title block you can see has a logo that says "ArchiCAD MasterTemplate". Let's look at one of the actual sheets here in the layout book. I will open this up a little wider so you can see that. If I go to the floor plan sheet, here you can see the MasterTemplate logo is on the title block of course on the master. So if I go down to the masters and I open up one of the master pages here and have it fit here, you can see there is the logo. If I click on it, you will see that it is a drawing. And as a drawing, in this case it's linked to a source file which is the "AMT layout master company logo". So this is a file that exists out on the hard drive, actually in the "MasterTemplate linked files" folder. [0:01:31]

So we can either replace that logo with one of our own and overwrite it and everything will update automatically; or you can just relink from the master to your own company logo. So I'm going to show you how to relink that. So what I will do is select this drawing and say Link Drawing To. And when I say link to, it says "Do you want to get something from outside the file or inside?" And I will say an external source and click browse. And I will go navigate. [0:02:09]

Right now, I am already pointing at the MasterTemplate linked files, which are within the MasterTemplate folder or whatever you named that. So inside there we will see the AMT layout master company logo is the file that it had been linked to. And I'm going to link it to my BCG company logo JPEG. So I'll say open. And within a few seconds, the logo has changed to a different one. [0:02:39]

Now the issue with doing it that way is that if I go to the next page, or pages with any other size, then the logo would have to be updated repeatedly. So what I'm going to do is go back to this one here and just show you that I'd like to link it back - we can say link this back to the one that I just had earlier. [0:03:21]

Now I'm going to go and change all of the links at once by using the drawing manager. So here I open up drawing manager, and you will see that we now have a list of all the drawings on all the different sheets. I will scroll through this. And if we look down a little lower, you can see all of the logos are drawings that are on the master sheet. So they are all grouped together based on being on master sheets. [0:04:04]

And I can select all of them here. And you will notice this one is bold, that's because it's on the current sheet right now. And I will just pull this back and say that say that I would like to - see, there's the logos, and there's the one that's on the current sheet. And I'm going to use this button here to link all of them

at once to the file that I am going to browse for. In this case it is the new company logo that I am replacing it with. [0:04:35]

So when I do that, it updates them all in short order. That changes on the sheet, and when I go to a different sheet and say here's one with multiple columns or different column structure. All of them have updated together. So very straightforward to do that. [0:04:53]

No one thing you have to keep in mind is that the file that you're replacing the placeholder with needs to be the same size. Now if it's not the same size, and I will just again put this back or I will now pick up a file with a different size. So here's actually a similar company logo, but it's a different size. So I'm going to say OK, let's link it to that. And we are going to see that this doesn't look very good. It actually is way too small. [0:05:34]

So what I will do now is just figure out what needs to happen with this. So if I select this and go to the corner here and use the scale or stretch option and take this up until it looks good, say about to there. And then I look at the settings of it. I will see that it is about 190%. In this case, 190% will work beautifully, so I'm going to undo that scale. Now all of these drawings are still linked. And if I click on the settings button here, it will affect all of those drawings at once. Notice when I click the settings it says that there are eleven of these selected. [0:06:23]

So I can go in and change the magnification to 190, which is what I read off, and say OK. Now you can see that it updated on this sheet, but it will also have updated on every other sheet. As I zoom in and out, you'll see how the sheets, all at different scales, have adjusted nicely. So that's how you can replace the MasterTemplate logo with your own, simply by using the drawing manager, which you get here. [0:07:01]

This is one way to get the drawing manager. And selecting all of the logos, which are going to be in the list. Whether you are sorting by the name or almost any other criteria such as what source view they are on, they're going to be grouped in a list and they're all going to be called AMT master layout company logo JPEG or something similar. Select them all, click on the link drawing to, and click an external source, browse, and go find file that you want. [0:07:38]

If it's the same size, in this case 1950 pixels by 750 pixels, then it will come in exactly right. If it's a different size, say this one, 1000 by 385, then you will need to change the magnification there. These are all anchored at the lower left corner, so they will all stretch up to fit the space depending upon what magnification you type in. So again, after you have put it in, if they aren't the right size, you can select them all here and click on the settings and then choose a magnification. [0:08:21]

100% is what we have the default, so if you put in a JPEG with the same size you will leave it at 100%. If you put in a JPEG with a different size, you'll need to change that magnification. So that's the way you can customize your company logo and have it on every sheet. And if I go back to the design view here, we are going to see that it has now updated on the background virtual trace.

[END OF AUDIO 0:08:55]