

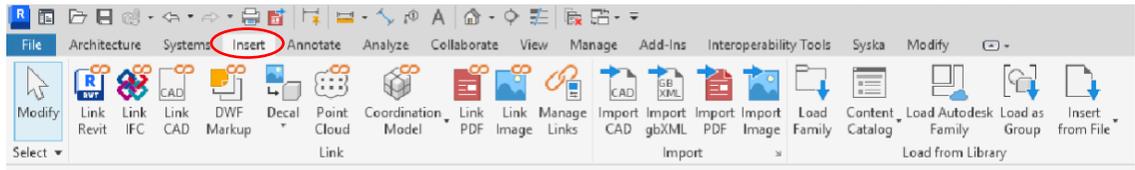
Document Revision Information

| Version | Date | Amendment | Author(s) |
|----------------|-------------|--|-----------------------|
| Rev0 | 2024-12-20 | First Publishment – Naming and Identification Standard | A. Cepeda – S.H.G. |
| Rev0 | 2025-05-13 | Second Publishment – Design Element Templates | M. Lehmuller – S.H.G. |
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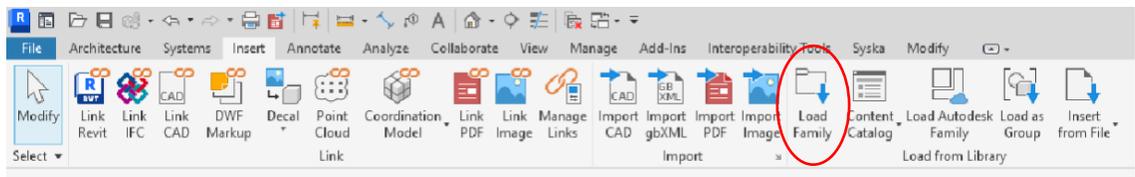
1. PoE Lighting Design Revit Families Library

The PoE Lighting Design Revit Families Library consists of a collection of similar components that share a standard geometric shape, attributes, and parameters. When displayed on sheets, the Revit Families appear as 2D symbols, but in a 3D view, they are represented as 3D objects. The Revit Families “.RVT” files can be viewed with The Autodesk Viewer website. Open web browser and go to <https://viewer.autodesk.com/designviews>. Follow the on-screen prompts and steps to set up and view the Revit Families:

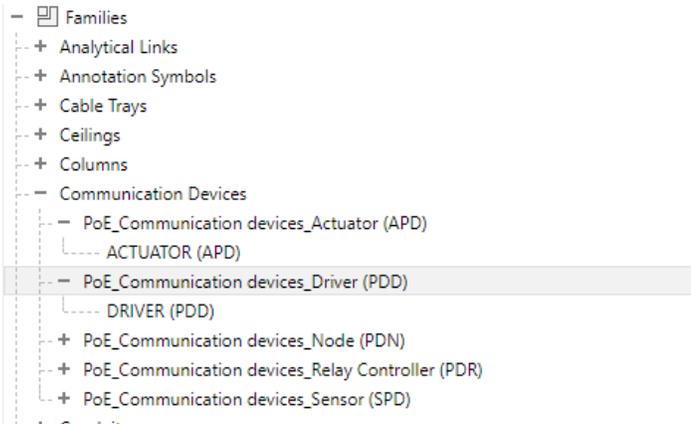
- a. Open Revit
- b. Navigate to the Insert Tab in the ribbon.



- c. Look for the “Load Family” icon in the ribbon and select it.



- d. When the file explorer window opens, navigate to the saved location of the Revit Family. Select the Revit Family files.
- e. The Revit Families should then load into the Revit File and be in the Project Browser. Navigate to the loaded Revit Families in the Project Browser and click the small “plus sign” to expand the family.

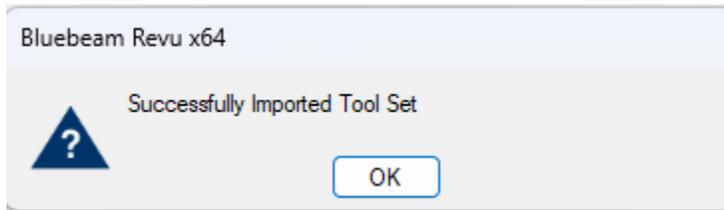


- f. Click, hold and drag the Revit Family and place it in the Revit Model.
- g. PoE Lighting Revit Family is ready for use.

2. Poe Lighting Bluebeam Revu Tool Chest/Tool Sets

Bluebeam Revu Tool Chest is where Bluebeam Tool Sets are located for use. A Bluebeam Revu Tool Set is an assortment of predesigned symbols and tools that can be used to markup .pdf format drawing quickly and efficiently. Follow the steps below to install/load a Bluebeam Revu Tool Chest:

- a. Open Bluebeam Revu and open the PDF you would like to markup.
- b. Open your computers file explorer and navigate to where the Bluebeam Revu Tool Set (.btx) file is located.
- c. Double click or click, hold and drag the (.btx) file to the Bluebeam Revu PDF window.
- d. Bluebeam Revu should automatically detect the (.btx) file and install it. A window should pop-up showing that the Tool Sets was Successfully imported.



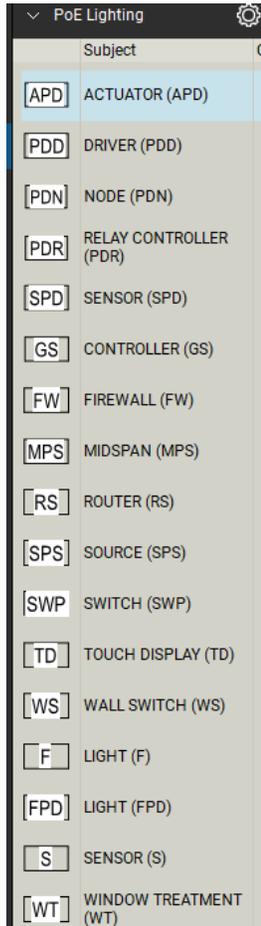
- e. In Bluebeam Revu:
 - i. Click on the Tool Chest panel icon (briefcase).
 - ii. **View** > **Tabs** > **Tool Chest** or press ALT+X to show the **Tool Chest** tab.



- f. Locate Tool Sets and click the arrow or “PoE Lighting” to open the dropdown showing Symbols.



- g. Hover the cursor over each symbol for Symbol description.

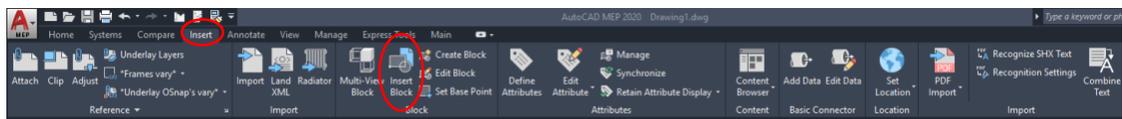


- h. PoE Lighting Symbols are ready for use.

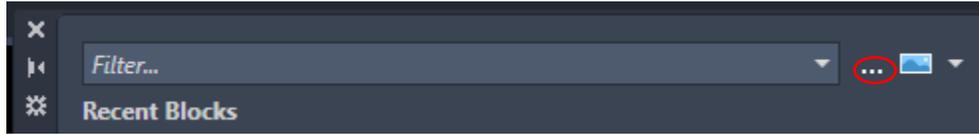
3. AutoCAD Blocks

AutoCAD Blocks are an assortment of lines, symbols and details grouped together to form a single component that can be brought into the drawings. AutoCAD Blocks can also be viewed with the Autodesk Viewer website. Open web browser and go to <https://viewer.autodesk.com/designviews>. Follow on-screen prompts and steps to set up and view the AutoCAD Blocks:

- a. Open AutoCAD.
- b. Go to the “Insert” Tab in the ribbon and click on the “Insert Block” icon.



- c. A window of recently used block will open. Select to install/load new blocks, click on the 3 dots on the top right corner of the page.



- d. Clicking on the 3 dots in the top right corner of the page will open the file explorer. In that menu navigate to where the desired AutoCAD block is saved. Select the desired AutoCAD block .dwg file and click open.
- e. AutoCAD block is ready for design.

4. PoE Lighting Design Symbols

5. Screenshots of 2D & 3D Revit Families and AutoCAD Blocks.

