

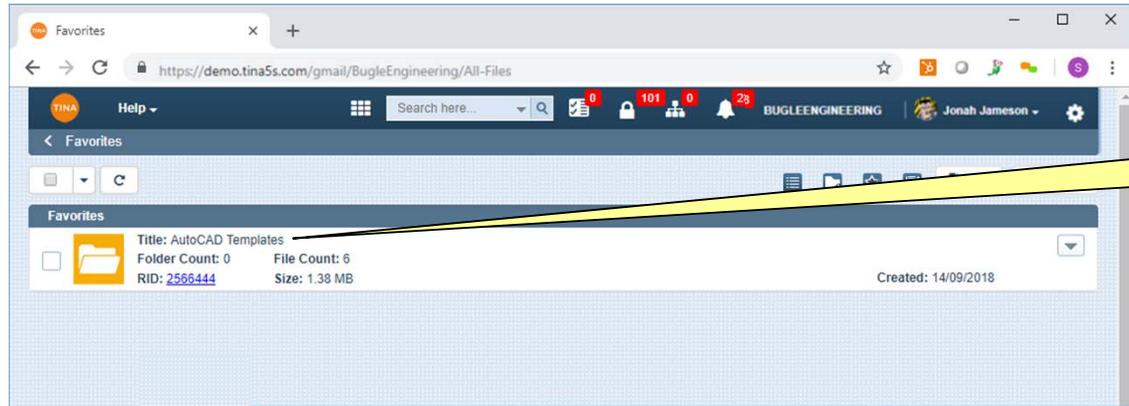
Section 24

Tina5s User Guide - Creating New AutoCAD Drawings From DWT Templates

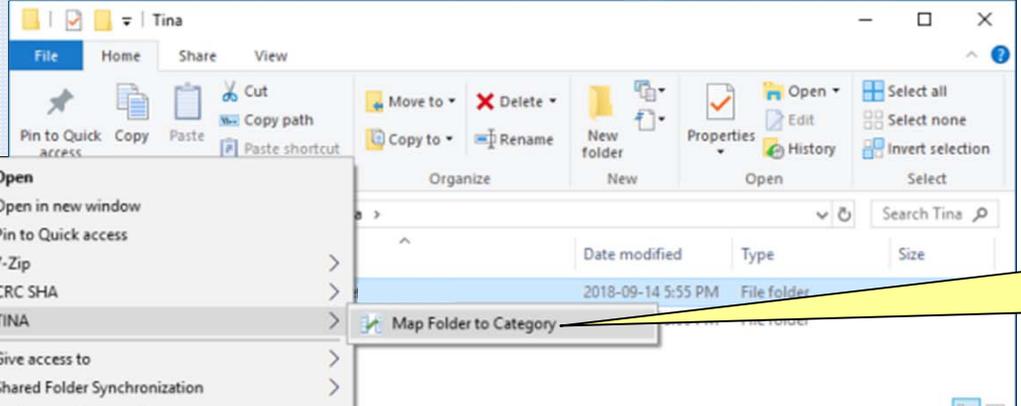
[Getting Organized](#)
[Getting to Work](#)



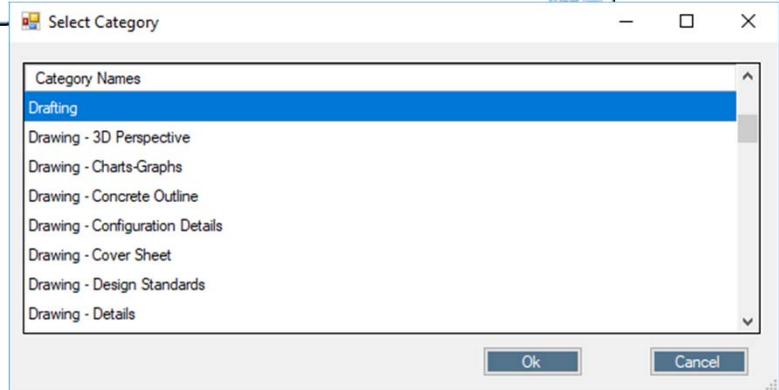
Getting Organized...



Recommendation #1:
Create a folder in your Favorites and Link/Sync all the DWT templates that you commonly use.



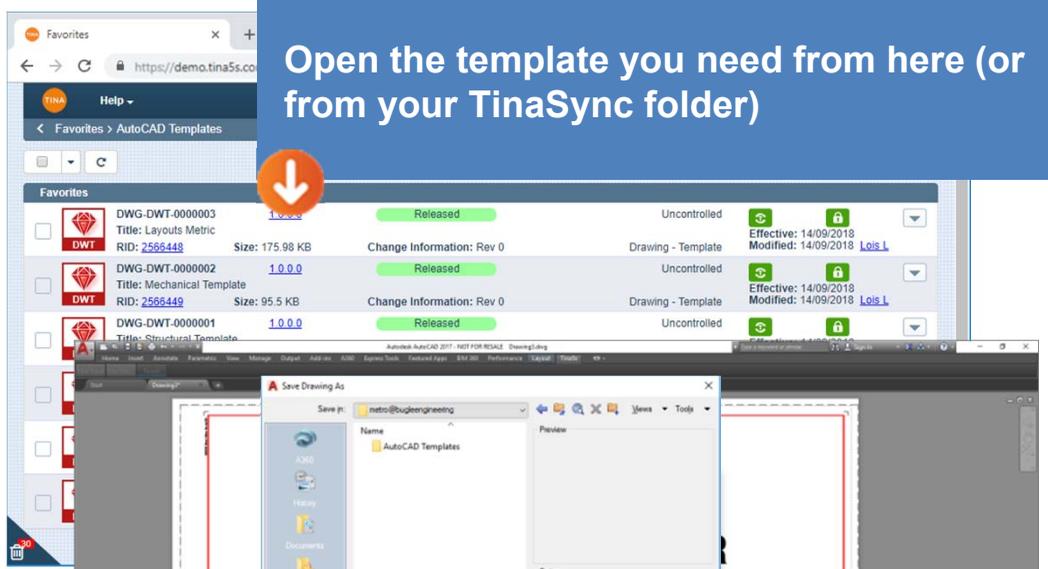
Recommendation #2:
Map your Favorites root folder to the category you most commonly use. When you do this, any new drawings or files that you drag/drop or save to TinaSync will automatically categorize when they upload to Tina.



Getting to Work...

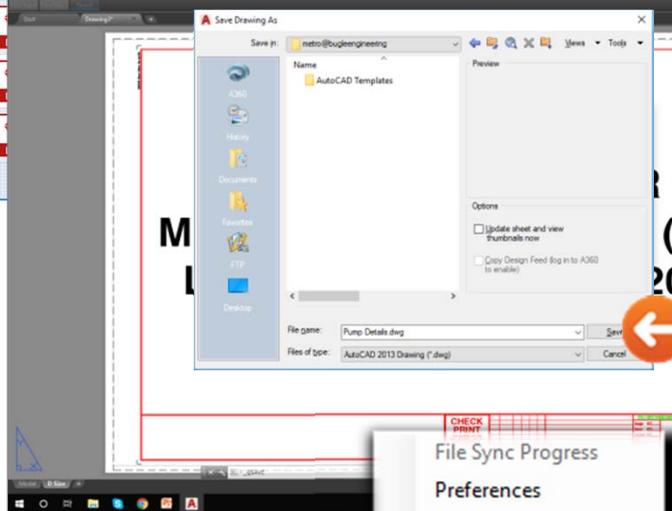
1

Open the template you need from here (or from your TinaSync folder)



2

Name your new drawing, save it to any TinaSync folder and close it

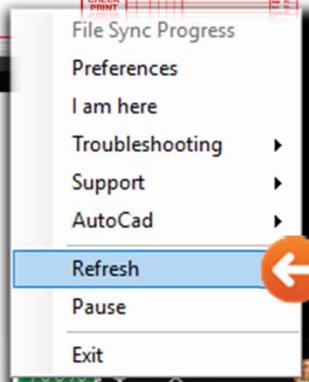


Note the filename: your new file has not yet made it into Tina

Name	Modified	Type	Size
AutoCAD Templates	2018-09-14 5:51 PM	File folder	
Pump Details.dwg	2018-09-14 5:51 PM	DWG File	95

3

Right click on your sync icon in your tray and click on refresh



Note the filename: your new file is now categorized and in Tina

Name	Modified	Type	Size
AutoCAD Templates	2018-09-14 5:51 PM	File folder	
DFT-0000144_2566452_Pump Details.dwg	2018-09-14 5:55 PM	DWG File	96