# Deliverables 4            *File Naming Conventions*

## D4.01 General

Standard naming conventions make the data much more portable so that all users can easily recognize and use the files created by others.  In addition, the conventions described in this section also facilitate listing files in a logical order and provide information on the file contents at a glance.

This chapter contains information on the file naming requirements for various files included in WSDOT electronic engineering data.  These standards are mandatory components of designing a WSDOT project.

## D4.02 Survey File Naming Conventions

**KEY:**

*Italics* indicate user-defined file name sections using the conventions described below.

Bold indicates mandatory file name sections.

Each file name section is separated by an underscore ( _ ).

*ID1234*   = Project ID – typically the charge number (*XL1234, C2005*)

*PCid*   = Party Chief's last name and first initial (*HillCL*) no spaces

*Desc*   = Brief, 10-character or less descriptive word indicating main content of file

       For example:

       BridgeSite = bridge site data

       Topo = general topography

       Traverse = Control network traverse

       WetLands = wetland survey

### D4.02(1)  ASCII Data Collection Files

| File Name | Contents |
|---|---|
| ID1234_PCid_desc.crd | SurvCE coordinate point list file |
| ID1234_PCid_desc.rw5 | SurvCE raw observation file |
| ID1234_PCid_desc.dc | Trimble survey data collector file |
| ID1234_PCid_desc.sdr | SDR-33 survey data collector file |
| ID1234_PCid_desc.txt or .csv | Text file compatible with InRoads fieldbook import utilities. |

### D4.02(2)  Processed InRoads Field Survey Files

| File Name | Type | Contents |
|---|---|---|
| ID1234_desc.fwd | ASCII | InRoads survey fieldbook including edited survey observations |
| ID1234_TRAV.xml | XML | InRoads traverse report file |
| ID1234_desc.dat | ASCII | InRoads survey traverse adjustment file |
| ID1234_Control.alg | ALG | InRoads survey geometry file for control points |
| ID1234_Survey.alg | ALG | InRoads survey geometry file for surveyed features |
| ID1234_Survey.dgn | DGN | MicroStation graphics file containing all surveyed features with all associated information written to the file |
| ID1234_Survey.dtm | DTM | InRoads survey geometry file for surveyed features |
| ID1234_Survey.log | ASCII | InRoads survey fieldbook audit trial file |

### D4.02(3)  Researched Survey/Cadastral Files

| File Name | Type | Contents |
|---|---|---|
| *InRoads* | | |
| ID1234_ROW_Existing.alg | ALG | InRoads survey geometry file for existing ROW and property lines (not to be generated exclusively from field work) |
| ID1234_ROW_Design.alg | ALG | InRoads proposed ROW geometry file |
| ID1234_ROW_Existing.dgn | DGN | Existing survey ROW geometry in MicroStation format |
| *MicroStation* | | |
| ID1234_RW_MonMap.dgn | DGN | Monumentation Map |
| ID1234_RW_ROS.dgn | DGN | Record of Survey |

## *D4.02(4)  Report Files*

| File Name | Type | Contents |
|---|---|---|
| **General** | | |
| ID1234_PDCalc.XMl | ASCII | Project Datum calculation documentation file |
| ID1234_Survey_ _Doc.xlsx | XLS | Excel format survey documentation spreadsheet file |
| ID1234_ desc.rpt | ASCII | Miscellaneous survey job report file |
| **InRoads** | | |
| ID1234_desc.txt | ASCII | InRoads coordinate output of all survey points |
| ID1234_desc.xml | ASCII | InRoads alignment stakeout data |
| ID1234_desc.xml | ASCII | InRoads baseline stationing output file |

# D4.03 Design File Naming Conventions

**KEY**:

*Italics* indicate user-defined file name sections using conventions described below.

Bold indicates mandatory file name sections.

Each file name section is separated by an underscore ( _ ).

*ID1234*   = Project ID – typically the charge number (X*L1234, C2011*)

*ALname*   = Main controlling alignment associated with file

        (*L2011_I90.alg* includes all geometry associated with the I90 alignment)

*BRnum*   = Bridge number identifier as in *405-11E* indicating bridge 405/11E

*DRftr*   = Drainage feature identifier

        (Ex: *D4-3* Drainage sheet 4 note 3 or *LLRetPond1* First Retention Pond on LL Line)

*Layer*   = Layer name (*B2_Subg.dtm* is the subgrade DTM for the B2 alignment)

Desc   = Brief, 10 character or less descriptive word indicating main content of file

        For example:

        B2_FinStage2 = B2 finished grade for stage 2 (L2011_B2_FinStage2.dtm)

        Topo = general topography

        Traverse = Control network traverse

        WetLands = wetland survey

Surf   = Name of surface referenced in report and/or table

## *D4.03(1) Design Files*

| File Name | Type | Contents |
|---|---|---|
| **General** | | |
| *ID1234_*InRoadsDesignDoc.xlsx | XLS | Project documentation file |
| **InRoads** | | |
| *ID1234_ALname*.alg | ALG | InRoads Highway design geometry file by alignment |
| *ID1234_*Existing.alg | ALG | Alternate design file consisting of all existing geometry |
| *ID1234_*Design.alg | ALG | Alternate design file consisting of all new geometry |
| *ID1234_*Design.itl | ITL | InRoads template library |
| *ID1234_ALname*.ird | IRD | InRoads roadway design library |
| ID1234_desc**.rwk** | ASCII | InRoads Highway design project file |
| ID1234**_Exist.dtm** | DTM | InRoads DTM for original ground |
| ALname**_Fin.dtm** | DTM | InRoads DTM for finish grade by alignment |
| ALname**_Subg.dtm** | DTM | InRoads DTM for subgrade by alignment |
| ALname**_Strip.dtm** | DTM | InRoads DTM for stripping by alignment |
| ALname_Layer**.dtm** | DTM | InRoads DTM for roadway sub-layers other than subgrade |
| BRnum**_Deck.dtm** | DTM | InRoads DTM for bridge decks where Brnum = bridge number |
| DRftr**_CulFL.dtm** | DTM | InRoads DTM for culverts where DRftr = drainage feature |
| DRftr**_Pond.dtm** | DTM | InRoads DTM for pond where DRftr = drainage feature |
| ID1234_Desc**.dtm** | DTM | InRoads DTM for miscellaneous DTM's other than those listed.  Surface must be described in ID1234_Project_Doc.xxx file |
| *ID1234*.xin | XML | InRoads preference file |
| *ID1234_ALname*.xsc | ASCII | InRoads Custom Cross Section set |

## D4.04 Plans Production (CAD) File Naming Conventions

**KEY**:

*Italics* indicate user-defined file name sections using conventions described below.

Bold indicates mandatory file name sections.

Each file name section is separated by an underscore ( _ ).

Typical base plan filename format:                 *ID1234_FT_XXYY_Desc*.dgn

Typical sheet filename format:                      0000_*ID1234_FT_XXYY_001*.dgn

Typical addendum sheet filename format:  0000_*ID1234_FT_XXYY_001_ZZ#*.dgn

*0000*   = Final sheet number

*ID1234*   = Project number (*typically a charge number*)

FT   = Two letter FILE TYPE code (see FILE TYPE Codes following File Listing)

*XX*   = Two letter PLAN TYPE code (see PLAN TYPE Codes following File  Listing)

*YY*   = Two letter *secondary* PLAN TYPE code: this code is used when combining multiple
       plan types on one file type (see PLAN TYPE Codes following the File Listing)

*001*   = Optional three digit Plan Reference number
        (for multi-sheet files, the first sheet represented in the file).

ZZ#   = Plan sheet change type and number AD=Addendum, CO=Change Order,
        RV =Revision

Desc   = Brief, 10-character or less descriptive word indicating the main content of file.  A
        description may also be applied to sheet files only when necessary to concisely
        differentiate between multiple like sheet files.  For example, staging.

        For example: AutoTurn = Turning radius analysis

## D4.04(1)  File Type (FT) Codes

| Type | Description |
| --- | --- |
| BP | 2D Baseplan |
| CF | Container File |
| DE | Detail sheet |
| EB | Non PS&E multi-purpose exhibit |
| FG | Non PS&E figures for reports or permit |
| NT | *Structure Notes |
| PA | Plan for Approval |
| PR | Profile view sheet |
| PS | Plan view sheet |
| QT | *Quantity Tabs |
| SQ | *Summary of Quantities |
| SS | *Sign Specifications |
| XS | Cross Section view sheet |

* May be produced from Qtabs, Ebase or other non-CAD application.

## D4.04(2)  Plan Type Codes

NOTE: When assigning Plan Type Codes, the inclusion of "EX" indicates that the data contained in the file reflects the existing condition.  Any file name that does not have "EX" as a plan type is assumed to reflect the New or Proposed condition.

| Type | Description |
| --- | --- |
| AL | Alignment |
| BG | Bridges |
| BU | Building Plans and Details |
| CN | Contours |
| CT | Control for Survey |
| DR | Drainage |
| DU | Detour Routes and Signing |
| EC | Temporary Erosion Sediment Control |
| EL | Electrical |
| EM | Environmental Compliance |
| EU | Existing Utilities |
| EX | Existing |

| | |
|---|---|
| GS | Grading Sections |
| HY | Hydraulic |
| IC | Interchange Contour |
| IL | Illumination |
| IN | Index |
| IR | Irrigation |
| LS | Landscape |
| MC | Miscellaneous |
| MK | Pavement Marking |
| PV | Paving |
| RC | Reclamation, Borrow, Pit, Quarry, Etc. |
| RD | Roadway |
| RM | Record of Monumentation |
| RS | Roadway Sections |
| RV | Record of Survey |
| RW | Right of Way |
| SU | Staged Construction |
| SG | Signals |
| SN | Signing |
| SP | Site Preparation |
| ST | Structures/Minor Structures |
| TC | Traffic Control |
| TS | Intelligent Traffic Systems |
| UT | Utilities |
| VM | Vicinity Map |

## *4.04(3)    Example File Listing*

| File Name | Type | Contents |
|---|---|---|
| *ID1234_*CADProjectDoc.xlsx | XLS | CAD Project documentation file |
| *ID1234_*BP_*XX[_Description]*.dgn | DGN | PS&E Base plan of features where *XX* = Plan Type |
| *ID1234_*BP_*EX*.dgn | DGN | Base plan – Existing |
| *ID1234_*BP_*PA*.dgn | DGN | Base plan – Plans for Approval |
| *ID1234_*BP_*RW*.dgn | DGN | R/W Base plan |
| *ID1234_*CF_*XX*.dgn | DGN | Container file where XX = Plan Type |
| *ID1234_DE_SN_*001.dgn | DGN | PS&E Sheet – Signing Plan detail sheet 001 |
| *ID1234_DE_DRPV_*003.dgn | DGN | PS&E Detail Sheet – Drainage and Paving sheet 003 |
| *ID1234_PR_RD_*001.dgn | DGN | PS&E Profile Sheet – Roadway Sheet 001 |
| *ID1234_ PS_AL_*005.dgn | DGN | PS&E Sheet – Alignment Plan sheet 005 |
| ID1234_ PS_*ALRW_*041.dgn | DGN | PS&E Plan Sheet – Alignment and Right of Way sheet 041 (first sheet in second multi-sheet file) |
| ID1234_PS_RW_001.dgn | DGN | PS&E Sheet – R/W (for PS&E) Plan Sheet 001 |
| ID1234_PS_AL_001_AD2.dgn | DGN | PS&E Sheet – Alignment Plan Sheet 1 – Addendum 2 |
| ID1234_PS_MC_desc_001.dgn | DGN | Miscellaneous CAD file with description |
| ID1234_PS_INVM.dgn | DGN | PS&E Index Sheet and Vicinity Map |
| ID1234_QT_XX.xlsx | XLS | Quantity Tabulation Sheets in Excel spreadsheet |
| ID1234_DGN-Model_Index.xlsx | XLS | Index file of all DGN files including models used |

# D4.05 Right Of Way Plans (CAD) File Naming Conventions

**KEY**:

*Italics* indicate user-defined file name sections using conventions described below.

Bold indicates mandatory file name sections.

Each file name section is separated by an underscore (_).

Typical Base plan filename format:          *SR#_PLAN#_RW_BP*.DGN

Typical sheet filename format:               *SR#_PLAN#_RW_PS_SHEET#*.DGN

Typical Review filename format:             *SR#_PLAN#_RW_PS_SHEET#R*.PDF

SR#  =  Sign Route Number of highway

Plan#  = R/W office file number (found in lower right hand corner of sheet)

RW  = Identifies electronic file as a Right of Way plan

LA  = LA may be substituted for R/W on Split plans (Plans Showing Access)

BP  = Base map typically prepared by region and used as a reference file.

PS  = Plan View Sheet typically prepared by region.

Sheet#  = Sheet number assigned within plan set.

R  = Region Review copy is a temporary copy of plan revision for review purposes only.

## *D4.05(1)  Example File Listing*

| File Name | Contents |
|-----------|----------|
| 005_136_RW_BP.dgn | Base Plan for project 136 on I-5 |
| 099_115_RW_PS_006R.dgn | Review copy of sheet 6 for project 115 on Hwy 99 |

# D4.06 Geographic Coordinate System

**KEY:**

*Italics* indicate user-defined file name sections using the conventions described below.

Bold indicates mandatory file name sections.

Each file name section is separated by an underscore ( _ ).

*ID1234*  = Project ID – typically the charge number (*XL1234, C2005*)

*Desc*  = Brief, 10-character or less descriptive word indicating main content of file

For example:

PD=Project Datum

GCS = Geographic Coordinate System

## *D4.06(1)  Example File Listing*

| File Name | Contents |
|-----------|----------|
| ID1234_PD_GCS.dgn | DGN that contains the Project Datum Geographic Coordinate System |
| ID1234_PD_GCS.prj | Projection file that contains the Project Datum Geographic Coordinate System |