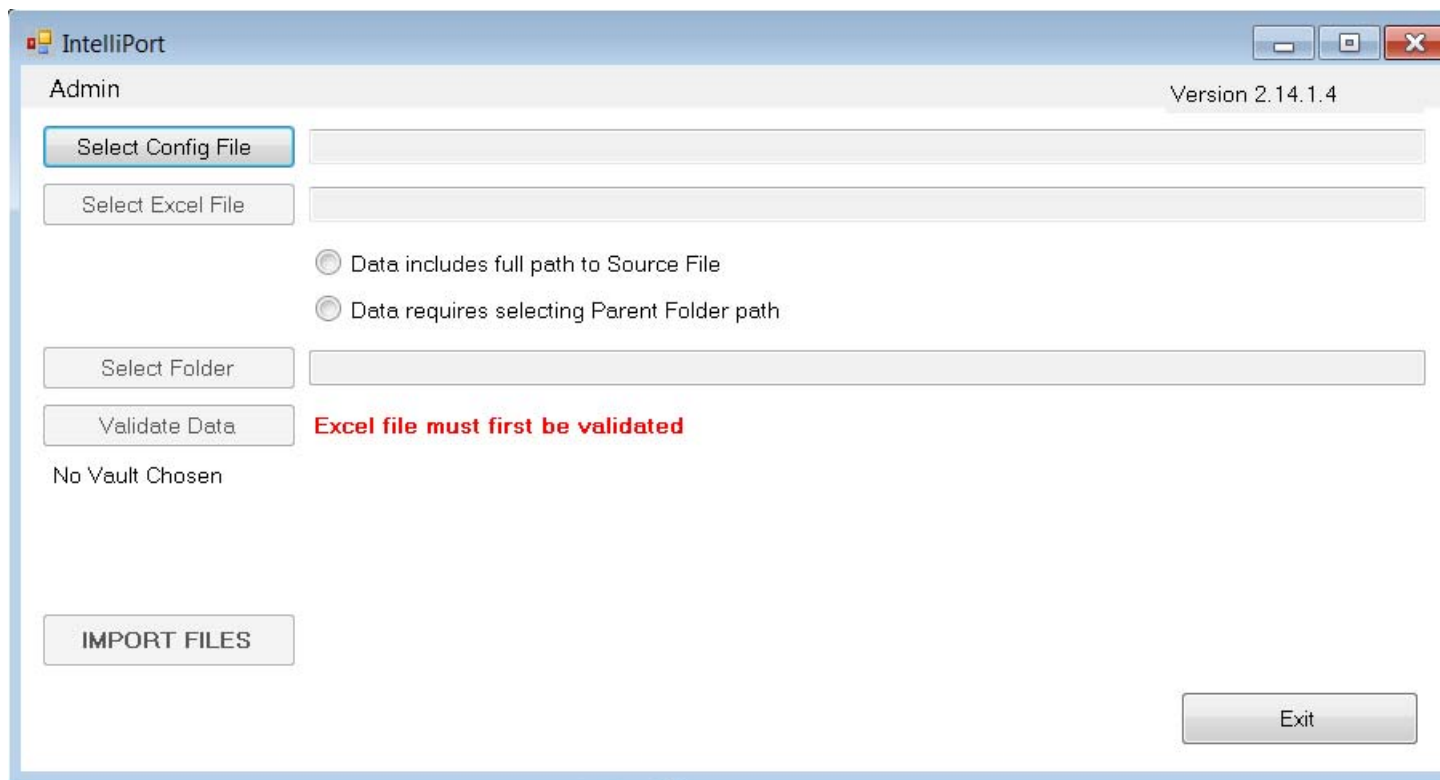
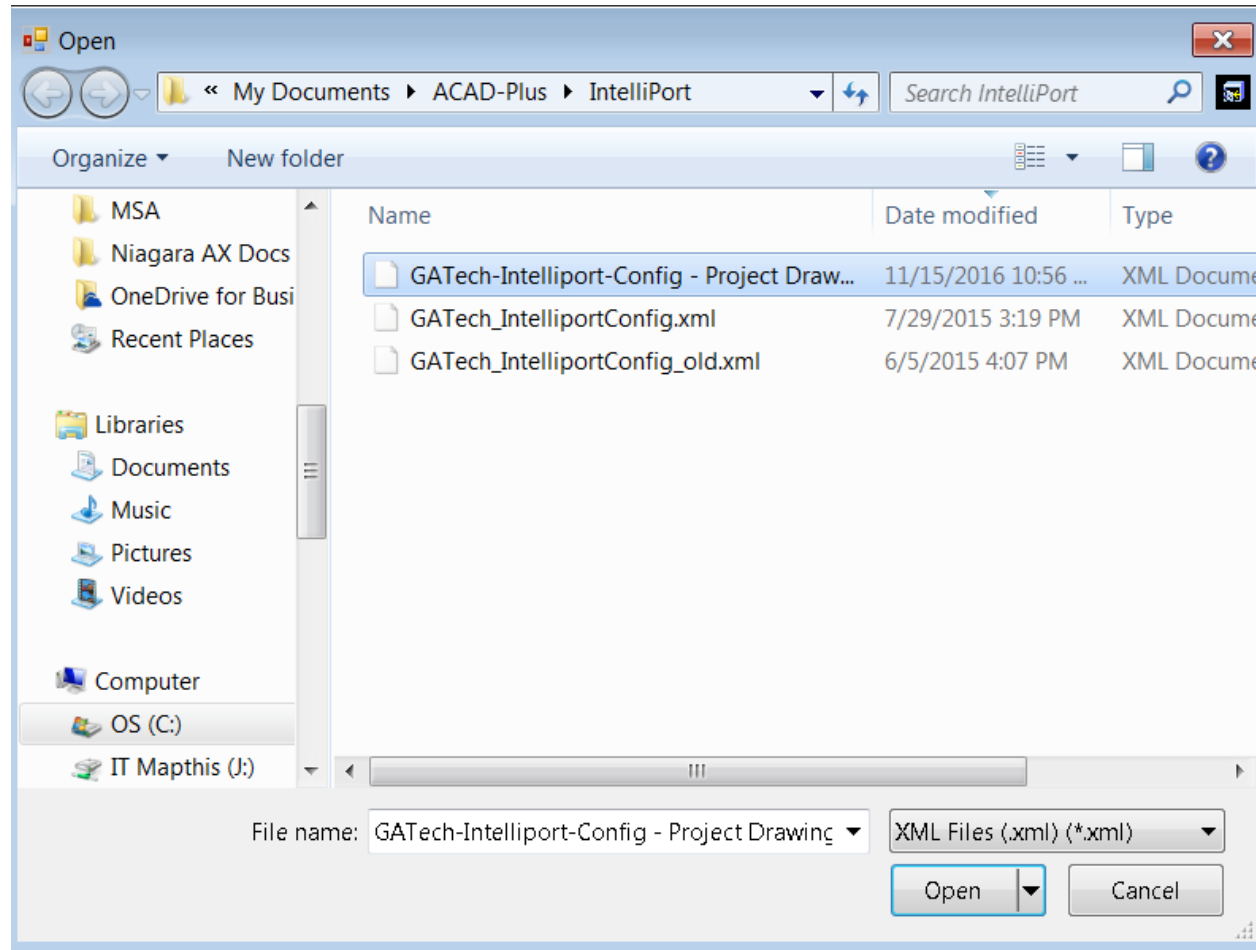


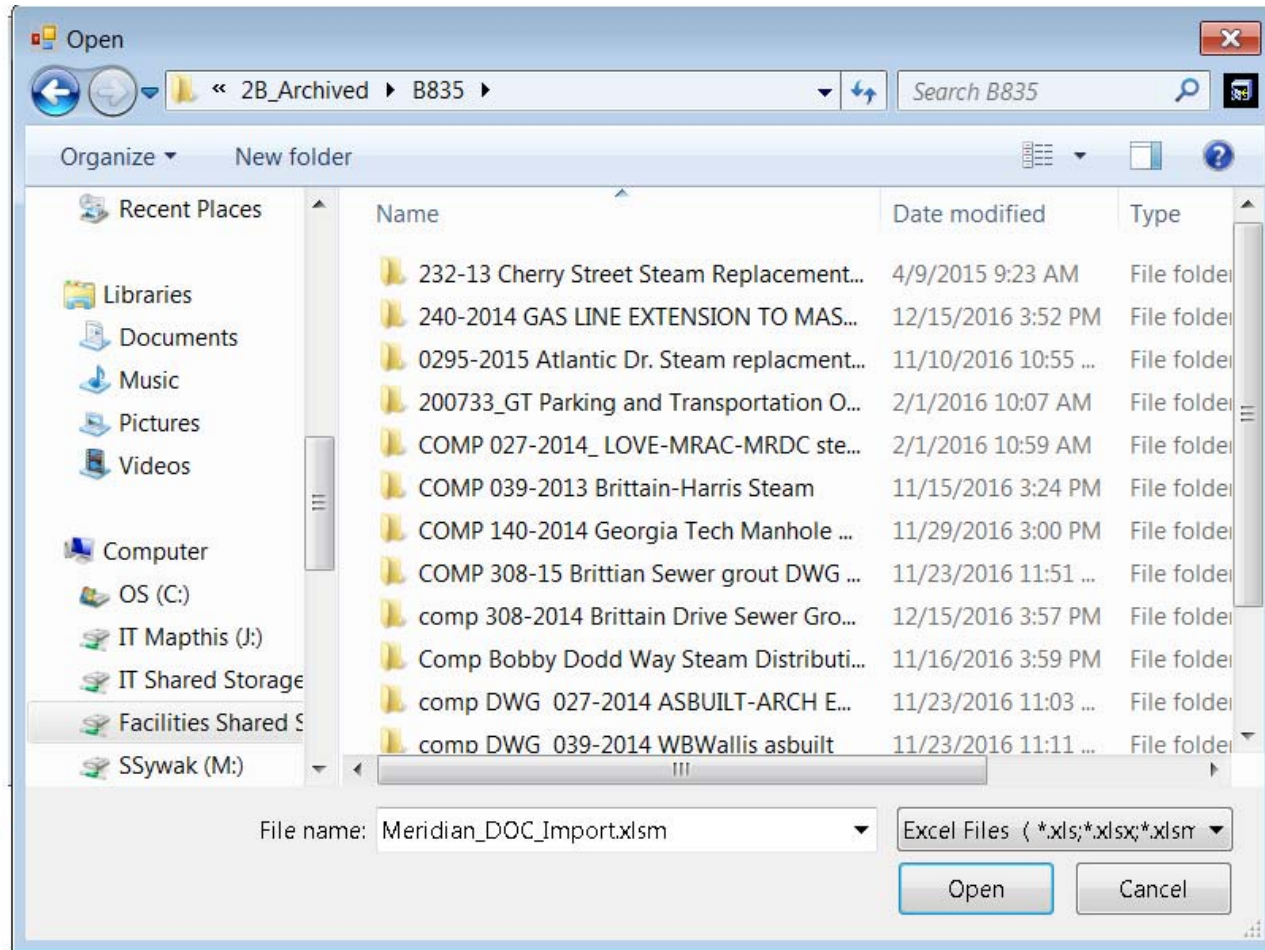
Open the Intelliport Program



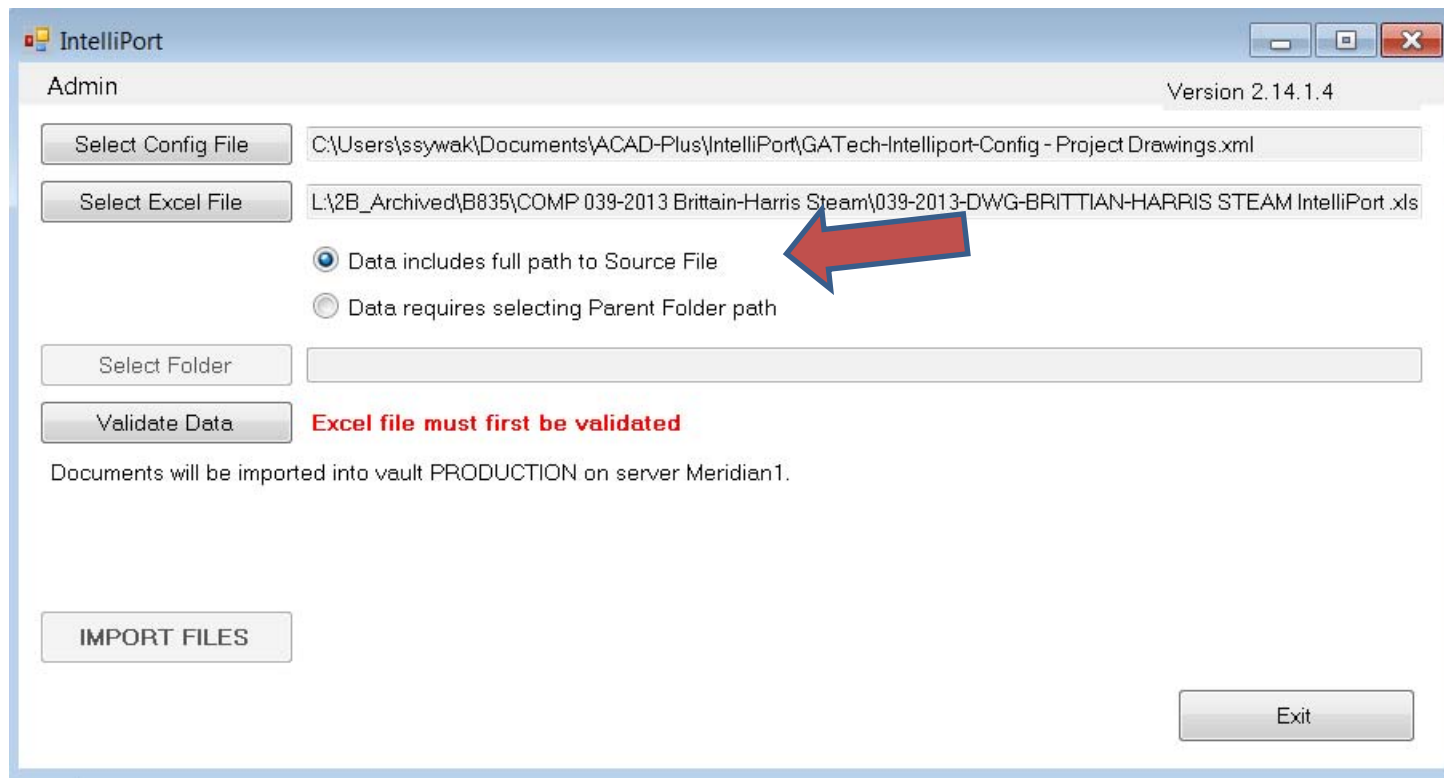
Select the XML configuration file



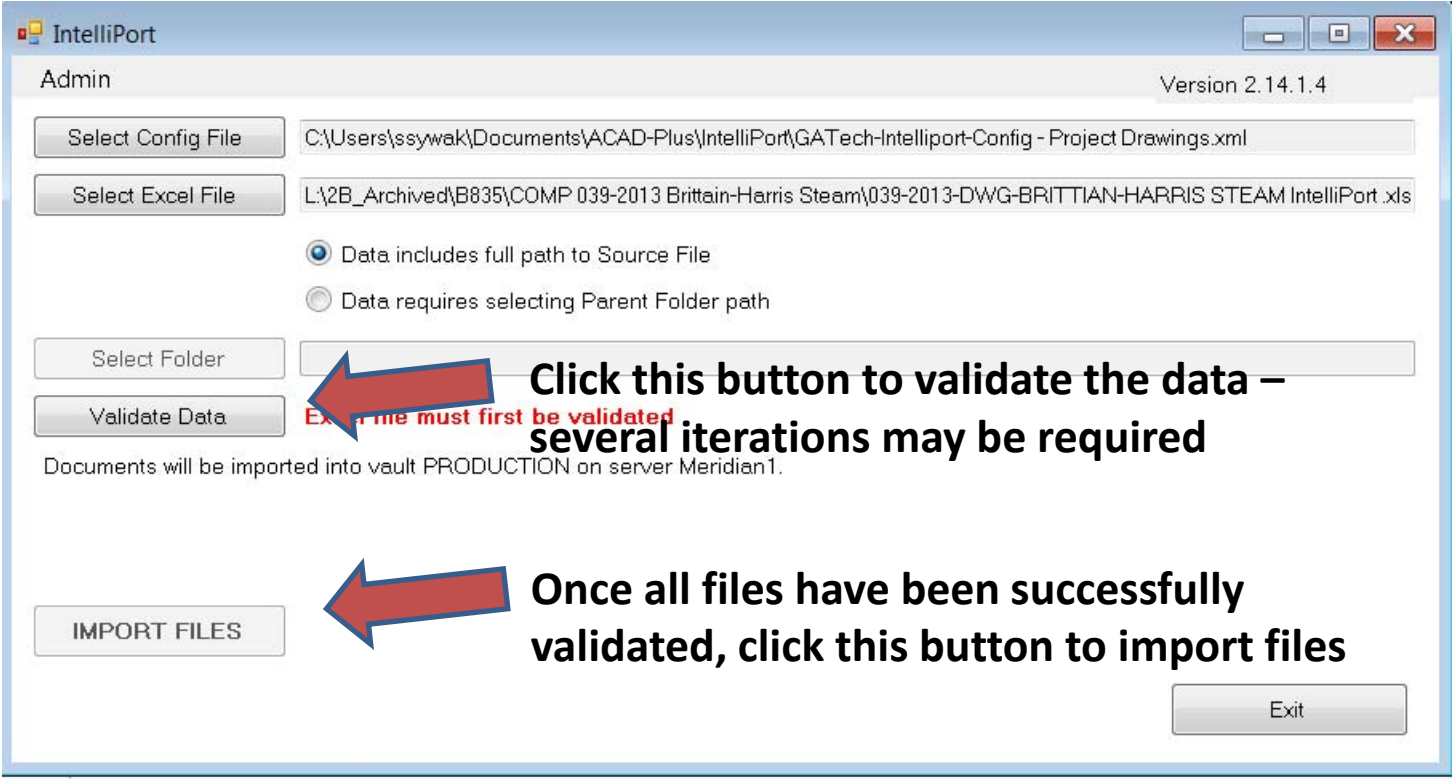
Select the completed Excel file



If the contractor provided files are located in the same folder as the Excel file, then select the top button, otherwise select the bottom button and provide the network path to the drawing files



Validate data, then import files



The screenshot shows the IntelliPort Admin window (Version 2.14.1.4) with the following elements:

- Select Config File:** C:\Users\ssywak\Documents\ACAD-Plus\IntelliPort\GATech-Intelliport-Config - Project Drawings.xml
- Select Excel File:** L:\2B_Archived\B835\COMP 039-2013 Brittain-Harris Steam\039-2013-DWG-BRITTIAN-HARRIS STEAM IntelliPort.xls
- Radio buttons:**
 - Data includes full path to Source File
 - Data requires selecting Parent Folder path
- Select Folder:** (Empty text box)
- Validate Data:** (Button with a red arrow pointing to it and the text "Click this button to validate the data – several iterations may be required" and "Export file must first be validated" in red)
- IMPORT FILES:** (Button with a red arrow pointing to it and the text "Once all files have been successfully validated, click this button to import files")
- Exit:** (Button)

Documents will be imported into vault PRODUCTION on server Meridian1.

Open Meridian Power User program to complete the import of files

