

The 7 Keys to Best Practices for ArchiCAD

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The following outline describes 7 key concepts that contribute to using ArchiCAD most effectively. It is designed to accompany the video presentation that comprises Module 1 in the Best Practices Course (www.acbestpractices.com).

1. Get Organized

- Project folder
- Template
- Office and Project Libraries
- Standard notes and details to be reused

2. Do It Once

- Office Standard Template
- Preserve attributes and structure
- Customize for different project types
- Create modules and custom library parts

3. Save Your Settings

- Favorites
- Interactive Legends of Visual Favorites
- Room Configurations
- Schedule Settings
- Translators

4. Work from the General to the Specific

- Massing, blocking and stacking with zones to meet program requirements
- Place generic walls with reference lines -> later choose composite wall types
- Name materials by function (e.g. exterior wall default) - allows going from monochrome to specific colors and textures
- Use simple placeholders (e.g. basic windows & doors) with anchors to record design intent (e.g. inserted by corner or center), get specific later
- Same for columns and beams
- Use alignment and anchors for text notes

5. Use ArchiCAD's Structure

- Work "downhill", use dependencies and relationships
- Views depend on Layer Combinations, Model View Options, etc.
- Drawing names depend on View names which are derived from Project Map or Marker names
- Composites, Materials can be leveraged
- Clone Folders create new Views automatically

6. Model Well, Draw Less

- Learn how to keep it "live"
- Proper modeling leads to clean drawings
- Use profiles, material hatching, accessories to gain mileage
- Solid Element Operations define relationships

7. Keep It Safe

- Save often, don't rely on Autosave
- Develop a good backup strategy, include off-site copies
- Controlled migration to newer versions