

# SOLIDWORKS File Management Course Outline

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|  <p><b>DURATION/TIME</b></p> <p>1 Days<br/>9:00 am - 5:00 pm</p>                                                                                       |  <p><b>METHODOLOGY</b></p> <p>Practical hands-on with using computers, lecturing, discussions and case studies.</p>        |
|  <p><b>PREREQUISITES</b></p> <p>General experience with the SOLIDWORKS Design software.<br/>General experience with the Windows™ Operating System.</p> |  <p><b>TARGET</b></p> <p>Application Engineer, R&amp;D Engineer, Product Designer or Engineer, and Industrial Engineer</p> |

## INTRODUCTION

File Management teaches you how to manage files within SOLIDWORKS Design. This course should be taken before any of the SOLIDWORKS PDM courses, and is also ideal for any SOLIDWORKS Design user not using SOLIDWORKS PDM. It includes explanations of the SOLIDWORKS Design file structure, file references, file associativity, and how to manage a multi-user environment.

## OBJECTIVE

At the end of this program participants are expected to:

- Understand SOLIDWORKS file structure.
- Find and manage external references and file associativity.
- Imply various methods of saving and modifying file sizes.
- Manage working in a collaborative environment.

## CONTACT

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# SOLIDWORKS File Management

## DAY 1

### Course Outline:

#### Lesson 1: SOLIDWORKS File Structure

- Understanding SOLIDWORKS Files
- SOLIDWORKS File Structure
- Case Study: Reducing File Size
- Methods for Reducing File Size
- Case Study: External References
- File References
- File Reference Example
- SOLIDWORKS File Conversion
- Case Study: File Conversion
- Opening Files
- Case Study: RAM Resident
- Reload
- Case Study: Quick View
- Case Study: Read-only

#### Lesson 2: Saving Files

- Saving Files
- Case Study: Save Options
- Editing References
- Automatic File Backup
- Case Study: Backup/Recover
- File Properties
- Property Tab Builder
- Case Study: File Properties
- Additional Data

#### Lesson 3: File References

- External Reference Search Order
- Case Study: Searching for References
- Recursive Searches
- Changing References
- Case Study: In-context Features
- Locking and Breaking References
- SOLIDWORKS File Utilities
- Case Study: SOLIDWORKS File Utilities

#### Lesson 4: Shared Files

- Working in a Collaborative Environment
- Production Files
- Case Study: Sharing Files
- Reload
- Ancillary Files
- Case Study: Shared File Locations
- SOLIDWORKS Add-Ins
- Toolbox
- Case Study: Toolbox Parts

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