01 / LOAD AND CONFIRM

Open the right model

Keep the project, assembly mark and drawing revision together before inspecting the geometry.

1. Import the project package

From the project overview, choose Import project ZIP. Include the supported KSS, correctly named shop drawing PDFs and one optional matching phase IFC. Review the assembly and model previews, then Import project & link all files. Wait for the Completed receipt. The 3D models screen is not a separate IFC uploader.

2. Open the linked assembly

Choose the project and phase, then Production > 3D models. Find the assembly with the profile, workshop requirement, model-status or PDF filters. View 3D model is also available beside linked rows in Work allocation. Available functions depend on your licensed modules and role.

3. Check the PDF and revision

The model dialog identifies its assembly and linked revision. Use PDF drawing to read the matching issued sheet, or Open PDF to keep it in another tab. Review the assembly mark, quantity and revision against the actual job. An available model does not itself confirm that the design is approved.

4. Use the worker's own work line

Assigned boilermakers and welders can use View 3D model and Open drawing (PDF) on their work lines. Access is scoped to their eligible current allocation and active project; it is not access to every company model. If the button is unavailable, ask the office to check the saved links and assignment.

CHECK BEFORE YOU CONTINUE

The correct project, phase, assembly mark and linked issued PDF are open. A preview or failed import is not a completed, linked model.

02 / MOVE AND INSPECT

Find the part you need

Use a clear view and the Elements list to inspect the assembly without changing its saved production records.

Choose a navigation tool

Select, Rotate, Move and Zoom set the left-drag action. The mouse wheel zooms at the pointer; middle-button or right-button drag moves the view. Zoom in / out buttons are provided. Expand opens a larger workspace; Exit or Escape returns from the expanded view.

Set a standard view

The View menu offers Isometric, Front, Back, Left, Right, Top and Bottom. Fit model frames the visible geometry; Reset view restores the view. Projection switches between Perspective and Orthographic / flat. The quick rotations turn the view by 90 degrees X, 90 degrees Y or 180 degrees Z.

Find and select an element

Open Parts list. In Elements, search by part mark or profile and choose All components, Steel components or Bolts / fasteners. Select a row or visible part to highlight it. Supplied properties include mark, profile, material and available dimensions; missing values say Not supplied. Fit selected part brings it into view.

Control visibility

Hide selected temporarily hides a part; Isolate part keeps the selected part in view. Undo hide restores the previous hide and Show all restores the assembly. Row checkboxes control individual visibility. Part labels can identify components, and Show fasteners appears where recognised fasteners are present.

Keep the view readable

Edges on / off controls the clean part outlines. Close the Elements panel when more model space is needed; Parts list opens it again. If the view is empty, use Show all, turn off Section cut and select Fit model. These view controls do not alter the source IFC or allocate work.

CHECK BEFORE YOU CONTINUE

You can identify the selected part and explain which source properties are supplied. Hidden geometry and a display filter must not be mistaken for missing or cancelled work.

03 / MEASURE AND SECTION

Measure a geometry reference

Use the measurement type that matches the feature. Distances are in millimetres; model axes use Y up.

Start with Measure

Choose Measure and select a type in the Measurements panel. Point / vertex distance needs two points; Snap to vertices is on by default. The result includes the overall distance and X, Y and Z offsets in model axes. A snapped vertex is different from an arbitrary point on a face.

Use faces or circular centres

Parallel face gap needs two parallel flat faces. Hole / circle centres needs a pick close to each complete circular rim supported by the model geometry. If a circular feature cannot be identified, use the issued PDF dimensions; do not infer that the hole is absent or invent a centre.

Angles and running chains

Three-point angle uses endpoint, angle vertex, then endpoint. Running chain adds a segment for each next point and shows the chain segments total. Finish chain ends that chain so a new starting point can be selected. Confirm the intended picks and measurement type before relying on the displayed value.

Manage the dimension list

Keep up to 20 dimensions at once. Remove one with its X control, or choose Clear measurements to clear the list and pending picks. Measurements can be collapsed for viewing. Capture a useful reference image before changing the inspection context; dimensions are not a saved fabrication approval.

Inspect a section

Choose Section, select X, Y or Z under Cut axis, adjust Position and use Reverse cut where needed. This clips the display to inspect inside the assembly; it does not create a manufacturing cut. Changing the section clears dimensions. Open cut faces may not represent physical closing plates or caps.

CHECK BEFORE YOU CONTINUE

Compare critical dimensions and hole requirements with the issued PDF and approved detail. Visual IFC geometry does not automatically establish machining instructions, tolerances or whether drilling is required.

04 / SHARE AND RESOLVE

Keep the drawing in control

Use the model to communicate the question clearly, then keep production and approval decisions in their own workflows.

Capture the current view

Set the view, visible parts, labels and dimensions, then choose Capture. The current view downloads as arctrack-model-view.png. Use the image as a reference in the appropriate review process. Capturing an image does not upload evidence, send a message, approve quality or update the source model.

Review the production route separately

Check required drilling against the issued drawing in Production > Machine operations. A saw may cut to length before a drilling-only beam line. Internal CFLC rolling follows its reviewed Procurement supply plan. Model inspection, machine completion, workshop submission and approval remain separate saved decisions.

When the model is not linked or is stale

Ask the office to check the correct project, assembly mark, completed import and matching PDF / IFC revision. A changed linked drawing makes the older model unavailable until the matching model revision is reviewed and linked. Do not reuse an old captured image as proof that the current model or drawing is correct.

When geometry or properties are missing

Check the original export and the Tekla export guide with the detailer. Some properties or circular features may not be supplied or readable. Not supplied is not a confirmed zero value. Keep the PDF as the fabrication reference; a visually similar model is not a substitute for unresolved source information.

When the viewer cannot open

Wait for loading to finish and read the displayed error. Use a current browser with suitable graphics support; large models may require accelerated 3D graphics. Check role, active project, allocation and qualification rules with the administrator. Do not broaden worker access or bypass a stale-revision check to force a model open.

CHECK BEFORE YOU CONTINUE

Your review identifies the assembly and current drawing revision. Required corrections, production progress and approvals are recorded in the appropriate project workflow, not implied by a screenshot.