

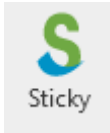
Sticky – Bringing in Schedules



The Mechanical Department utilizes a software in Autodesk Revit called **Sticky** to bring standardized excel files into each of our projects.

How to Use Sticky

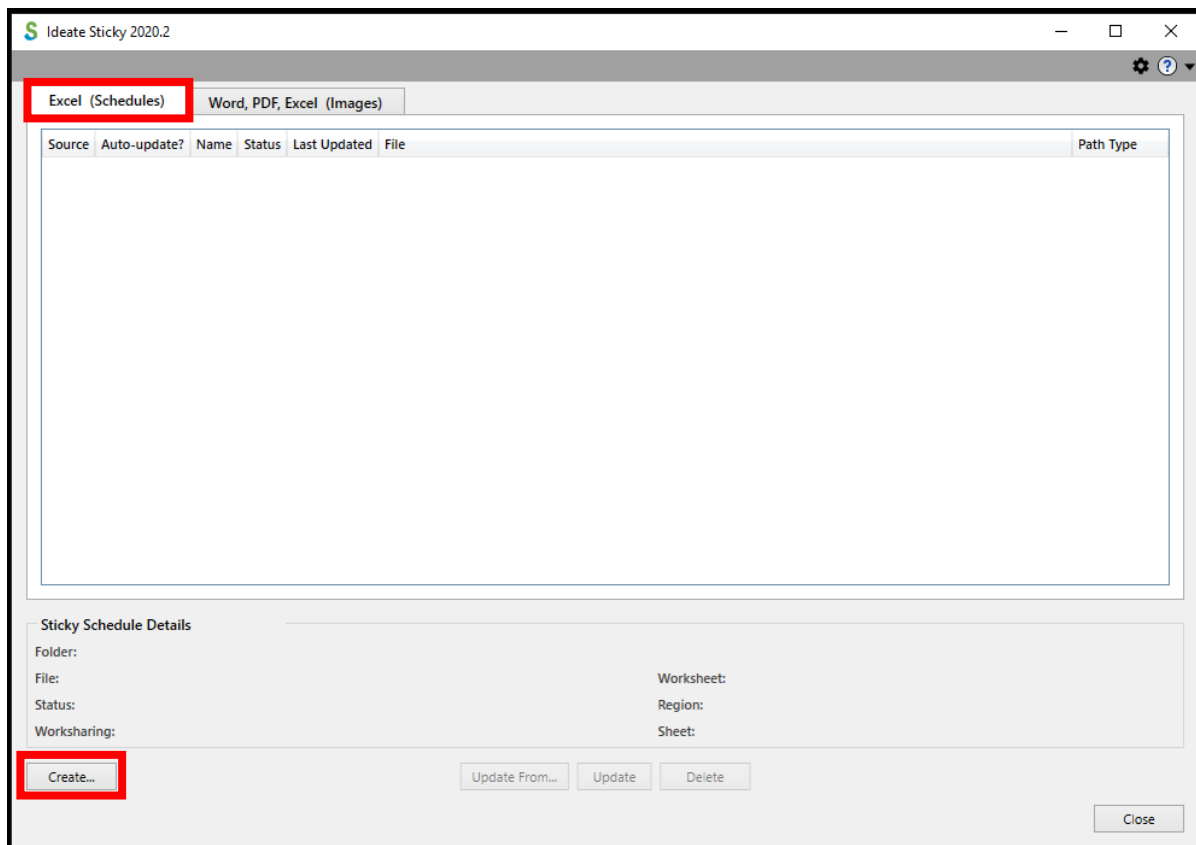
1. To begin, your schedules should be brought in and placed on your 7 series drawings.
2. Once you open your schedule sheet, example M7.1, go to the *Ideate Software* ribbon and select the **Sticky** software.



3. A loading bar will populate on your screen as shown below.

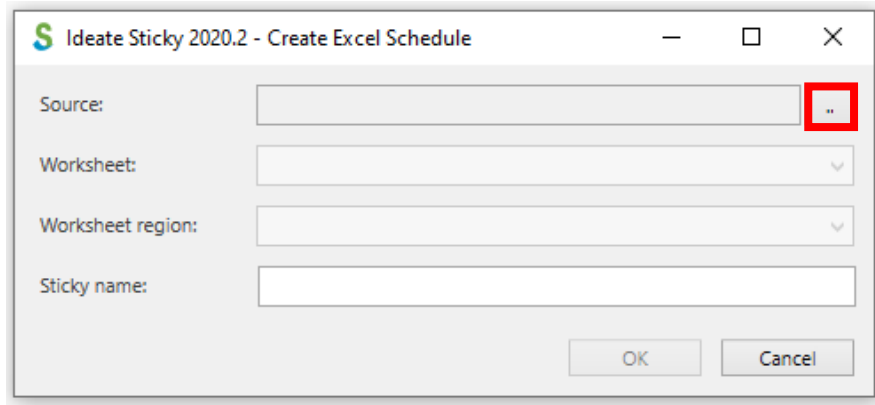


4. Once that loads the following menu will populate. To add an excel schedule, you must select **Create...** in the lower left corner. Under the *Excel (Schedule)* tab.

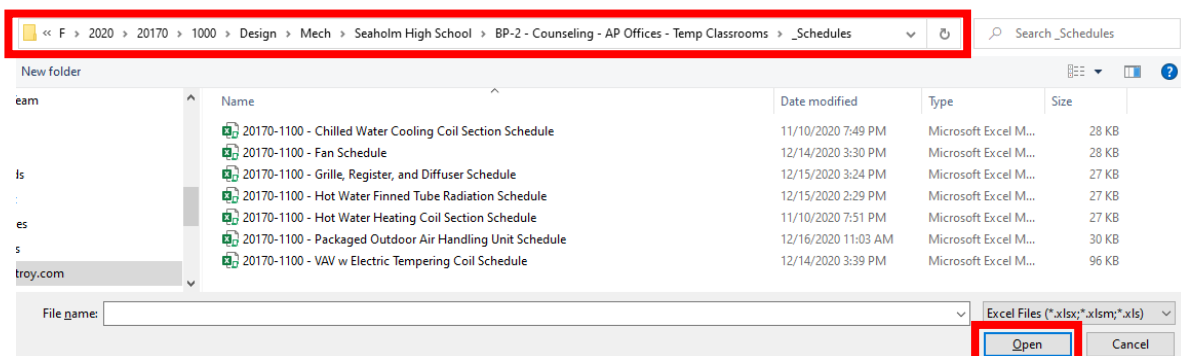


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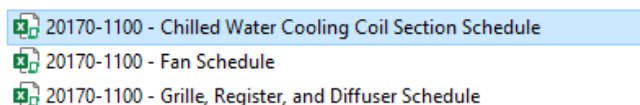
5. The next step is to link your excel file saved from the job folder through the “..” under the *Source* section of this window.



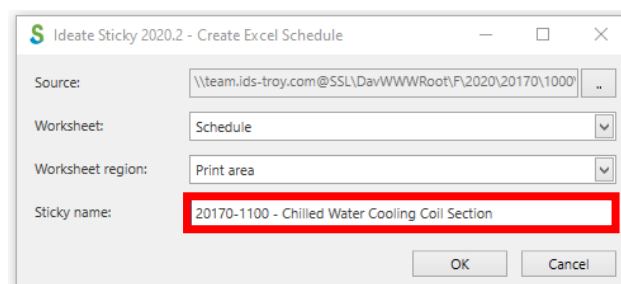
6. After you path the F Drive (keep in mind, team.ids-troy.com while being remote) of the specific schedule folder you plan to use, you then left click and chose the schedule you desire press **Open**.



7. In this example, *20170-1100 – Chilled Water Cooling Coil Section Schedule* will be brought in. A friendly tip is to **Copy** to then later **Paste** the schedules file name for an easy fast way of naming the *Sticky name* for each referenced schedule. It makes it easier as well to update when needed.

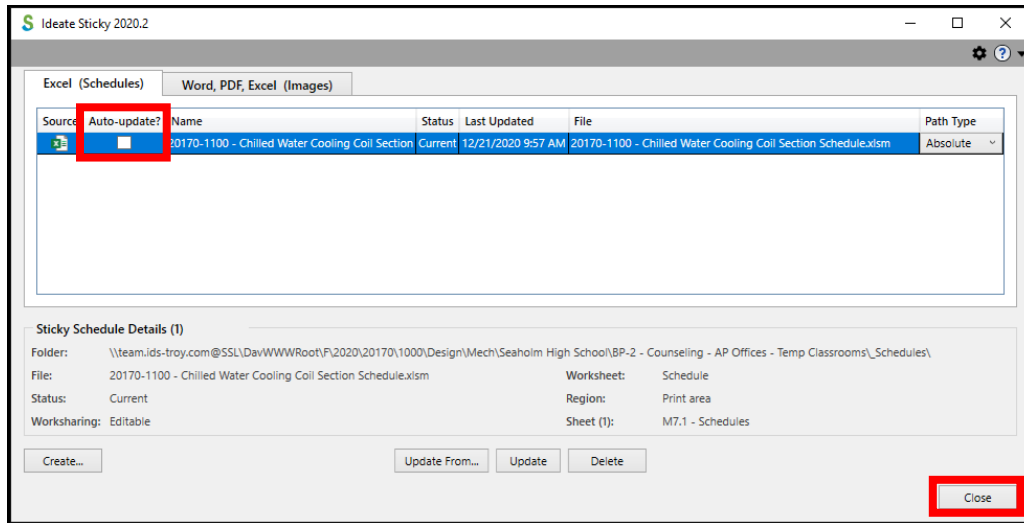


8. After pressing **Open**, the initial *Create* window will now populate the *Source* location. It will then path the first *Worksheet* in the excel file. Make sure you are referencing the correct worksheet from the excel file. Also make sure that the print area is properly set for the *Worksheet region*. After you **Paste** the Schedules name in the *Sticky name* location, press **OK**.



Sticky – Bringing in Schedules

9. The schedule will be linked as shown below. Press **Close** and the schedule will then be linked and centered on your schedule sheet. You can simply drag and reorganize each schedule as wished on the sheet. Reference the graphic standards if needed.



10. Finally, make sure that when you link your schedules into *Ideate Sticky* that you are **NOT** checking the **Auto-Update?** Box. This is very important to check.