Instructions for As-Built Form AB207 – Drill Shaft Logs

Requirements: Adobe Acrobat Professional 9.0 8.5" x 11" scanner

1. **Scan** Sheet 1 of each completed Drill Shaft Log Report to a pdf, tif, **or** jpg document

Address 🗁 E:\42.163B\Drill_shafts 🛛 💽 🄁				
Name 🔺	Size	Туре	Date Modified	
🔁 Bent2_Shaft1.pdf	28 KB	Adobe Acrobat Document	2/6/2008 12:45 PM	
🔁 Bent2_Shaft2.pdf	28 KB	Adobe Acrobat Document	2/6/2008 12:45 PM	
🔁 Bent2_Shaft3.pdf	28 KB	Adobe Acrobat Document	2/6/2008 12:45 PM	
🔁 Bent3_Shaft1.pdf	28 KB	Adobe Acrobat Document	2/6/2008 12:45 PM	
🔁 Bent3_Shaft2.pdf	28 KB	Adobe Acrobat Document	2/6/2008 12:45 PM	
Bent3_Shaft3.pdf	28 KB	Adobe Acrobat Document	2/6/2008 12:45 PM	

2. **Open** the As-Built Form AB207.pdf in Adobe Acrobat Professional



3. Select **View > Toolbars > More Tools** to access the More Tools dialog

Viev	N Document	Comments	Forms	Tools
	<u>G</u> o To			Þ
	<u>Z</u> oom			×
	Page Display			+
	Rotate <u>V</u> iew			•
	Reading Mode		C	trl+H
	Eull Screen Mo	de	C	Itrl+L
	<u>M</u> enu Bar			F9
	<u>T</u> oolbars			Þ

4. Scroll down to the **Select & Zoom Toolbar** and toggle on the **Snapshot Tool**.



The Snapshot icon should now be located on the main toolbar



5. Scroll down and check on the Stamp tool – Select **OK** when done.



Drag the stamp tool bar to the top to "dock" it

Find	Find
Com ×	

6. **Enter** the County, File, Route/Road, and Sheet Number in the appropriate form boxes in the upper right corner

FED. RD. DIV. NO. STATE	OTATE	0011177	EII E NO	ROUTE	SHEET
	COUNTY	FILE NO.	NO.	NO.	
3	S.C.	SPARTANBURG	42.163B	SC292	

The Sheet No should be the sequential number following the other AB sheets at the beginning of the ASBUILT Plans

7. Enter the Preparer's Name and Date in the form boxes in the bottom right corner

South Carolina De	partment of Transportation			
AS-BUILT PLANS				
DRILL SHAFT LOGS				
PREPARED BY:	DATE:	Drawing No.		
JOE RESIDENT, R.C.E.	02-11-2008	AB207		

8. **Enter** the Bent and Shaft information and any Additional Notes in the form boxes for each scanned document



9. Open the 1st scanned document in Adobe Acrobat Professional. (If the scanned document is a tif or jpg, right-click and select **Open With > Adobe Acrobat**)

Project Name File No. Contractor Completed By Contra Reviewed By SCDOT	Replace Bridge over 4.995 Drilled Shaft, Inc. DS Foreman - John Inspector - John Smith	Q. Doe	Date 06	Page 1 Bent No. Shaft No. 05/02 Station 05/02 Offset	Shaft No. 3 5/02 Station 508 + 36	
Date Cased Date Opened Date Poured	05/04/02 05/04/02 05/05/02	Casing Type Casing Dimensi Bottom of Casin	g Elevation (FT)	Construction Steel 48.0 IN. 86.0 FT. msl	Temporary	
Elevation (f0 TOS = TOC = 101.7 97.7 - 2 BOC = 60.0' 47' BOC = 40' 47' 44' 44'			k Socket (IN) ft (IN) I Surface Elev. (FT)	101.0 FT. msl 42.0 IN. 37 Ft. @ ±48.0 IN. 100.0 FT. msl 52.0 FT.	& 15 FT. @ 47 IN	
		Wet & Dry Shaft Rock Socket Le Top of Shaft Ele Tip Elevation (F Constructed Shi	ngth (FT) vation (FT) T)	52.0 FT. 10.0 FT. @ 42IN. 101.0 FT. mal 39.0 FT. msl 62.0 FT.		
		Testing/Other S Volume of Conc OP = VP-VT = Reinforcement 0	lurry, Slump, Air, Cor rete: 0.6 CY_UP = VT - VP Cage Installed:	npression Cylinders, 8 Theoretical (V	T) CY 27.2 27.8	
65.0'		Duration of Pour Legend TOC TOG TOS	Top of Casing Top of Ground Top of Shaft		Sand	
		TOR BOC BOS BOR	Top of Rock Bottom of Casing Bottom of Shaft Bottom of Rock		Clay	
TOR = 49.0'		Completed by Contractor	- Water Level	an/Engineer - John Q	Doe	
t	42	Reviewed by SCDOT Notes:	Inspector/	Engineer - John Smith		

Open With	Þ	🥶 Internet Explorer
🥌 SnagIt	۲	🗾 Windows Picture and Fax Viewer
💟 Scan for threats		🔊 Microsoft Office Document Imaging
🕲 WinZip		👹 Paint
Upload using WS_FTP Upload Wizard	1	📥 Adobe Acrobat 8.1 📐
opidad dsirig w5_FTP opidad wizard		🥌 SnagIt 8 K

10. Press the **Snapshot** icon to activate. Click on the **upper left corner** of the area to capture and drag to the **lower right corner** to complete the capture. Press the **OK** button to accept the selected area



11. Select from tab at the bottom from the desktop toolbar to **activate** the AB207.pdf as the active pdf file. Select the drop down next to stamp and Paste Clipboard Image as Stamp tool



- Use the cross arrow to move \$ the image into the upper left corner of the correct box of 6 508 + 3/ 24 FT. Rij 42.5 IN. 37 Ft @ 148.0 IN. & 15 FT. @ 47 II 39.0 FT. m Slurry, Slump 27.8 Type 100 Mi Sance Sance Sit Sit 111 Clay Resk V DS Fe gineer - John Q Do Inspector/Engineer - John Smith Use the corner arrows to resize E, the image to fit inside
- 12. The image will paste into the center of the AB207.pdf

13. **Repeat Steps 8, 9, 10, and 11** to add additional scanned images to complete the Drill Shaft Logs plan sheet



14. **PRINT TO A FULL SIZE 22" X 36" PLOTTER**