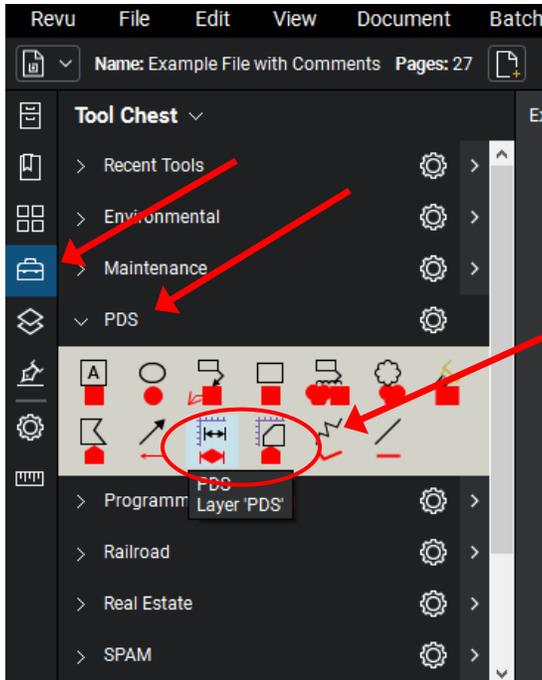


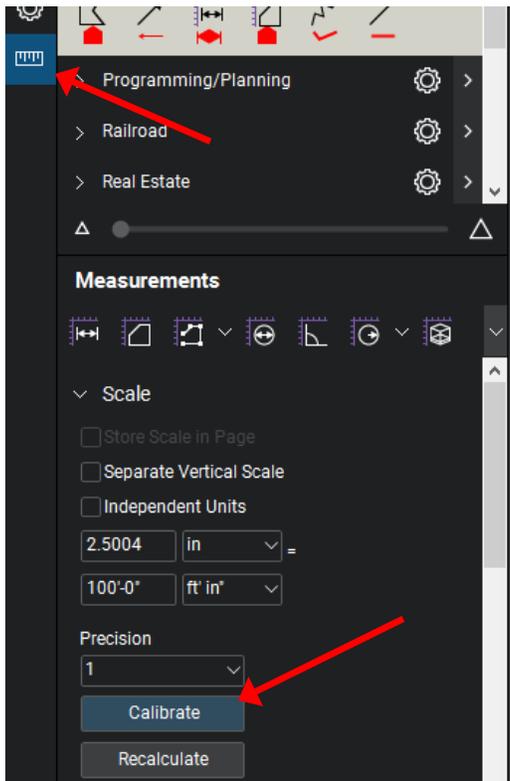
Using measuring markup tools in Bluebeam 2018

Follow the directions below to use the measuring markup or commenting tools.

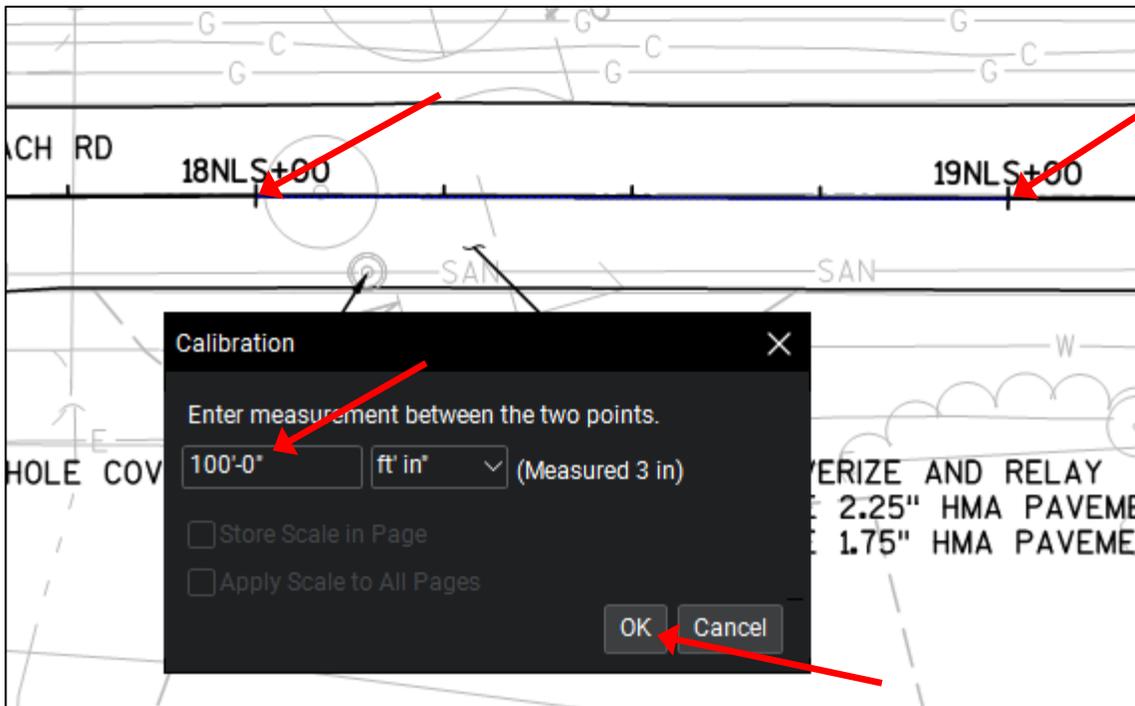
Select the Tool Chest icon and the appropriate section Tool Set (PDS, Railroad, etc.) and then select the length or area measurement tool.



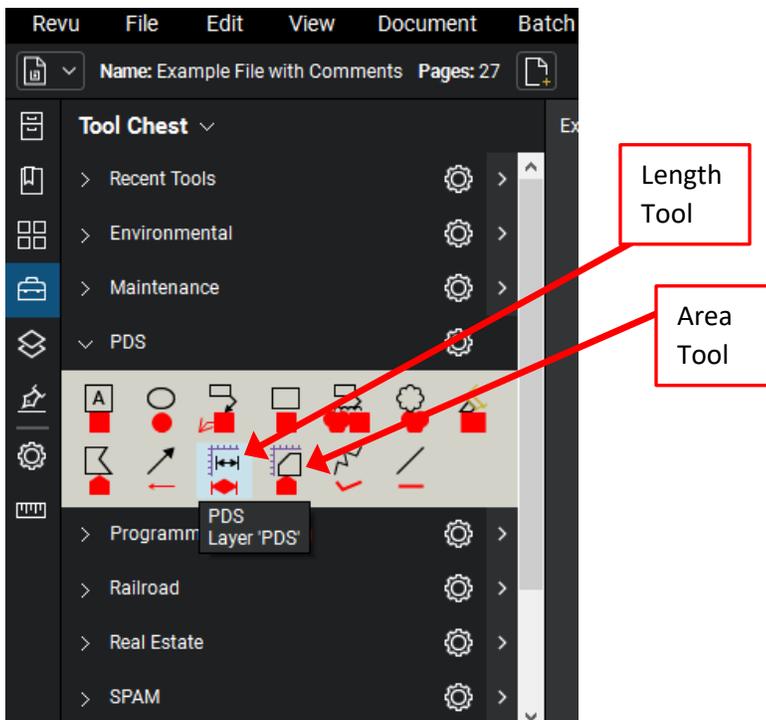
The Measurements window should open below. (If it doesn't, click on the Measurements icon on the left side toolbar.) Then click on "Calibrate".



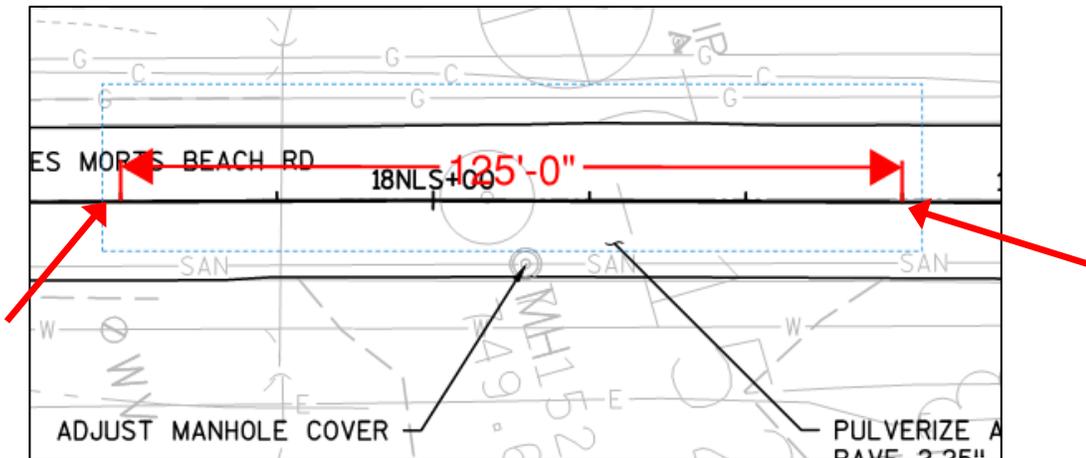
After clicking "Calibrate", click on two points of known distance apart. When the "Calibration" window opens, enter the known distance between the two points and then click "OK".



After calibration is complete, click back on the length or area measurement tool.



For the length measurement tool, click on two points in the document to find the distance between them. The distance will appear as part of the comment and will also appear in the comment window.



For the Area measurement, click on the boundary of the area to be measured. When the area is highlighted, double click to complete the shape and compute the area.

