

Facility Web 2009

# User's Guide

The Autodesk logo is displayed in white text on a black rectangular background. The word "Autodesk" is written in a bold, sans-serif font, oriented vertically from bottom to top.

June 2008

Copyright© 2008 Autodesk, Inc.

All Rights Reserved

This publication, or parts thereof, may not be reproduced in any form, by any method, for any purpose.

**AUTODESK, INC., MAKES NO WARRANTY, EITHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE REGARDING THESE MATERIALS, AND MAKES SUCH MATERIALS AVAILABLE SOLELY ON AN "AS-IS" BASIS.**

**IN NO EVENT SHALL AUTODESK, INC., BE LIABLE TO ANYONE FOR SPECIAL, COLLATERAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES IN CONNECTION WITH OR ARISING OUT OF PURCHASE OR USE OF THESE MATERIALS. THE SOLE AND EXCLUSIVE LIABILITY TO AUTODESK, INC., REGARDLESS OF THE FORM OF ACTION, SHALL NOT EXCEED THE PURCHASE PRICE OF THE MATERIALS DESCRIBED HEREIN.**

Autodesk, Inc., reserves the right to revise and improve its products as it sees fit. This publication describes the state of the product at the time of publication, and may not reflect the product at all times in the future.

#### Autodesk Trademarks

The following are registered trademarks of Autodesk, Inc., in the USA and/or other countries: 3D Props, 3D Studio, 3D Studio MAX, 3D Studio VIZ, 3DSurfer, 3ds max, ActiveShapes, ActiveShapes (logo), Actrix, ADI, AEC Authority (logo), AEC-X, Animator Pro, Animator Studio, ATC, AUGI, AutoCAD, AutoCAD LT, AutoCAD Map, Autodesk, Autodesk Envision, Autodesk Inventor, Autodesk (logo), Autodesk Map, Autodesk MapGuide, Autodesk Streamline, Autodesk University (logo), Autodesk View, Autodesk WalkThrough, Autodesk World, AutoLISP, AutoSketch, backdraft, Biped, bringing information down to earth, Buzzsaw, CAD Overlay, Character Studio, Cinepak, Cinepak (logo), cleaner, Codec Central, combustion, Design Your World, Design Your World (logo), EditDV, Education by Design, gmax, Heidi, HOOPS, Hyperwire, i-drop, Inside Track, IntroDV, Kinetix, lustre, MaterialSpec, Mechanical Desktop, NAAUG, ObjectARX, Physique, Planix, Powered with Autodesk Technology (logo), ProjectPoint, RadioRay, Reactor, Revit, Softdesk, Texture Universe, The AEC Authority, The Auto Architect, VISION\*, Visual, Visual Construction, Visual Drainage, Visual Hydro, Visual Landscape, Visual Roads, Visual Survey, Visual Toolbox, Visual Tugboat, Visual LISP, Volo, WHIP!, and WHIP! (logo).

The following are trademarks of Autodesk, Inc., in the USA and/or other countries: AutoCAD Learning Assistance, AutoCAD LT Learning Assistance, AutoCAD Simulator, AutoCAD SQL Extension, AutoCAD SQL Interface, AutoSnap, AutoTrack, Built with ObjectARX (logo), burn, Buzzsaw.com, CAiCE, Cinestream, Civil 3D, cleaner central, ClearScale, Colour Warper, Content Explorer, Dancing Baby (image), DesignCenter, Design Doctor, Designer's Toolkit, DesignKids, DesignProf, DesignServer, Design Web Format, DWF, DWFit, DWG Linking, DXF, Extending the Design Team, GDX Driver, gmax (logo), gmax ready (logo), Heads-up Design, jobnet, ObjectDBX, onscreen onair online, Plans & Specs, Plasma, PolarSnap, Productstream, Real-time Roto, Render Queue, Visual Bridge, Visual Syllabus, and Where Design Connects.

#### Autodesk Canada Co. Trademarks

The following are registered trademarks of Autodesk Canada Inc. in the USA and/or Canada, and/or other countries: discreet, fire, flame, flint, flint RT, frost, glass, inferno, MountStone, riot, river, smoke, sparks, stone, stream, vapour, wire.

The following are trademarks of Autodesk Canada Inc., in the USA, Canada, and/or other countries: backburner, Multi-Master Editing.

#### Third Party Trademarks

All other brand names, product names or trademarks belong to their respective holders.

#### Third Party Software Program Credits

ACIS Copyright© 1989-2001 Spatial Corp. Portions Copyright© 2002 Autodesk, Inc.

Copyright© 1997 Microsoft Corporation. All rights reserved.

Flash ® is a registered trademark of Macromedia, Inc. in the United States and/or other countries.

International CorrectSpell™ Spelling Correction System© 1995 by Lernout & Hauspie Speech Products, N.V. All rights reserved.

InstallShield™ 3.0. Copyright© 1997 InstallShield Software Corporation. All rights reserved.

PANTONE® Colors displayed in the software application or in the user documentation may not match PANTONE-identified standards. Consult current PANTONE Color Publications for accurate color.

PANTONE® and other Pantone, Inc. trademarks are the property of Pantone, Inc.© Pantone, Inc., 2002

Pantone, Inc. is the copyright owner of color data and/or software which are licensed to Autodesk, Inc., to distribute for use only in combination with certain Autodesk software products. PANTONE Color Data and/or Software shall not be copied onto another disk or into memory unless as part of the execution of this Autodesk software product.

Portions Copyright© 1991-1996 Arthur D. Applegate. All rights reserved.

Portions of this software are based on the work of the Independent JPEG Group.

RAL DESIGN® RAL, Sankt Augustin, 2002

RAL CLASSIC® RAL, Sankt Augustin, 2002

Representation of the RAL Colors is done with the approval of RAL Deutsches Institut für Gütesicherung und Kennzeichnung e.V. (RAL German Institute for Quality Assurance and Certification, re. Assoc.), D-53757 Sankt Augustin.

Typefaces from the Bitstream® typeface library copyright 1992.

Typefaces from Payne Loving Trust© 1996. All rights reserved.

AutoCAD 2006 is produced under a license of data derived from DIC Color Guide® from Dainippon Ink and Chemicals, Inc. Copyright © Dainippon Ink and Chemicals, Inc. All rights reserved. DIC Color Guide computer color simulations used in this product may not exactly match DIC Color Guide, DIC color Guide Part 2 identified solid color standards. Use current DIC Color Guide Manuals for exact color reference. DIC and DIC Color Guide are registered trademarks of Dainippon Ink and Chemicals, Inc.

Printed manual and help produced with Idiom WorldServer™.

WindowBlinds: DirectSkin™ OCX © Stardock®

AnswerWorks 4.0 ©; 1997-2003 WexTech Systems, Inc. Portions of this software © Vantage-Knexys. All rights reserved.  
The Director General of the Geographic Survey Institute has issued the approval for the coordinates exchange numbered TKY2JGD for Japan Geodetic Datum 2000, also known as technical information No H1-N0.2 of the Geographic Survey Institute, to be installed and used within this software product (Approval No.: 646 issued by GSI, April 8, 2002).  
Portions of this computer program are copyright © 1995-1999 LizardTech, Inc. All rights reserved. MrSID is protected by U.S. Patent No. 5,710,835. Foreign Patents Pending.  
Portions of this computer program are Copyright ©; 2000 Earth Resource Mapping, Inc.  
OSTN97 © Crown Copyright 1997. All rights reserved.  
OSTN02 © Crown copyright 2002. All rights reserved.  
OSGM02 © Crown copyright 2002, © Ordnance Survey Ireland, 2002.  
FME Objects Engine © 2005 SAFE Software. All rights reserved.

#### GOVERNMENT USE

Use, duplication, or disclosure by the U.S. Government is subject to restrictions as set forth in FAR 12.212 (Commercial Computer Software-Restricted Rights) and DFAR 227.7202 (Rights in Technical Data and Computer Software), as applicable.



# Contents

<b>Chapter 1</b>	<b>Welcome</b> . . . . .	<b>1</b>
	What is Facility Web? . . . . .	1
	How Does It Work? . . . . .	2
	What's New in This Release . . . . .	2
	Documents on the Facility Web CD . . . . .	3
	Using the Facility Web Help File . . . . .	3
	Send Us Your Feedback . . . . .	5
<b>Chapter 2</b>	<b>Facility Web Publishing Wizard</b> . . . . .	<b>7</b>
	Using the Publishing Wizard . . . . .	7
	Publishing Wizard Navigation Controls . . . . .	8
	Select Data Source . . . . .	9
	Specifying a Data Source . . . . .	10
	Set Up Publishing . . . . .	10
	Templates . . . . .	10
	Creating a Template . . . . .	11
	Working with an Existing Template . . . . .	12
	Records . . . . .	12
	Tabs on the Records Pane . . . . .	13
	Drawings . . . . .	13
	Drawings Tab . . . . .	14
	Plan Views Tab . . . . .	14
	Drawing Reports Tab . . . . .	14

	Labels Tab . . . . .	14
	Navigation . . . . .	16
	Highlights Tab . . . . .	16
	Projects Tab . . . . .	17
	On-Line Reports Tab . . . . .	18
	Site Reports Tab . . . . .	18
	User Links Tab . . . . .	18
	Logos . . . . .	19
	Specifying Logo Images and Placement . . . . .	20
	Access . . . . .	21
	Site Location Tab . . . . .	21
	Security Tab . . . . .	22
	Facility Request Location Tab . . . . .	23
	Publish . . . . .	24
	Specifying Publishing Options . . . . .	25
	Scheduling Updates . . . . .	26
	Daily Publishing Schedule . . . . .	28
	Weekly Publishing Schedule . . . . .	28
	Monthly Publishing Schedule . . . . .	28
	Starting and Stopping Service . . . . .	28
<b>Chapter 3</b>	<b>Customer Support . . . . .</b>	<b>29</b>
	Troubleshooting . . . . .	29
	Customer Support Options . . . . .	31
	Subscription Support . . . . .	32
	Professional Services . . . . .	33
<b>Chapter 4</b>	<b>Customizing Facility Web . . . . .</b>	<b>35</b>
	Customizing Pages . . . . .	35
	Customizing the Facility Web Help System . . . . .	35
	Customizing the Facility Web Start Page . . . . .	35
	The Facility Web API . . . . .	36
	Calling a Specific Space Plan . . . . .	37
	Calling a Specific Space Record . . . . .	37
	Calling a Specific Occupant Record . . . . .	38
	Calling a Specific Equipment Record . . . . .	38
	<b>Index . . . . .</b>	<b>41</b>

# Welcome



Welcome to Facility Web, part of the Autodesk® FMDesktop suite of products. With Autodesk FMDesktop, managing and sharing your facilities drawings and data has never been easier.

## What is Facility Web?

Facility Web is part of the Autodesk® FMDesktop computer-aided facility management suite of products. Using this web-based facility management tool, you can distribute your facility drawings, data, and reports across your corporate network or the Internet. Use the Facility Web Publishing Wizard to publish drawings and data; use the Facility Web client application and your web browser to view facility drawings and data.

---

**NOTE** Facility Web sites must be viewed with Microsoft® Internet Explorer 6 or higher.

---

Facility Web uses a simple point-and-click interface to provide panning, zooming, drawing markup, printing, and layering functions. It brings facility information to the desktops of facility managers using web technologies.

### **FMDesktop and CAD Components**

The FMDesktop suite of products is designed to meet a variety of customer needs:

Customer Needs	Required FMDesktop and CAD Components			
	Facility Manager (1 or more seats)	CAD (1 or more seats)	Facility Web	Facility Request
Manage facility space and assets:				
<ul style="list-style-type: none"> <li>with forms but no floor plans</li> </ul>	✓			
<ul style="list-style-type: none"> <li>with forms and floor plans created by an external CAD user</li> </ul>	✓*			
<ul style="list-style-type: none"> <li>with CAD</li> </ul>	✓	✓ (Requires an AutoCAD 2006 or higher based product with Facility Link)		
Manage work requests from users	✓			✓
Provide wide area network browser access to facility information	✓		✓	
Manage CAD files and create floor plans for a facility manager while disconnected from computer network		✓*		
* FMDesktop-compatible Design Web Format (DWF) files can be published from: Autodesk Architectural Desktop 2007 AutoCAD Architecture Autodesk Building Systems 2007 AutoCAD MEP Revit 9.1-based products Revit Architecture Revit MEP AutoCAD 2006 or higher				

## How Does It Work?

Facility Web works with two components that perform different functions, but must be used together to make the program work:

- FMDesktop database - The database component of the FMDesktop application suite. It is used to store the data records that are linked to drawings.
- Facility Manager resource folders – The shared object storage component of the FMDesktop application suite. These folders store the drawings, graphics, and documents associated with your facility data.

## What's New in This Release

### Feature Enhancements for Facility Web 2009

- Improved Performance



Publish websites 5 times faster with the Facility Web 2009 Publishing Wizard than with previous versions. Perform searches for people, places, and things 5 times faster on published Facility Web sites.

- **Larger Drawing Display Area**  
Enjoy a maximized drawing display area in all Facility Web sites.
- **Support for Extended Space Classification Data**  
Track and share detailed space classification and utilization information, including space use, function, discipline, and ADA compliancy.

## Documents on the Facility Web CD

The Facility Web CD contains documents that are designed to help you set up and use Facility Web. These documents are available from the Facility Web Installation Wizard:

- Installation Guide
- Customization Guide
- ReadMe
- User's Guide

## Using the Facility Web Help File

The following terms are used in the Facility Web help file to describe mouse actions and keyboard functions and to identify program controls and important information:

<b>Term</b>	<b>Mouse Action</b>
<b>Click</b>	Press and release the left mouse button.
<b>Double-click</b>	Click the left mouse button twice in rapid succession.
<b>Right-click</b>	Press and release the right mouse button.
<b>Drag</b>	Move the mouse while holding down the left mouse button.

<b>Term</b>	<b>Mouse Action</b>
<b>Highlight</b>	Drag the mouse pointer across data, causing the information to appear in reverse video.
<b>Point</b>	Position the mouse pointer on the indicated item.
<b>Select</b>	<ul style="list-style-type: none"> <li>■ <b>For lists:</b> Move the mouse pointer over an item on a list or in a list box, and click.</li> <li>■ <b>For check boxes:</b> Move the mouse pointer over a check box and click to select or clear the option. A check mark in a check box indicates that the option is active.</li> </ul>
<b>Create a selection window</b>	Place the mouse pointer to the upper-left of a group of drawing objects you want to select. Then, drag to the lower-right of the objects to create a box around the group, and release the mouse button.
<b>Key</b>	<b>Keyboard Function</b>
<b>TAB</b>	Moves the focus of the cursor to the next available control.
<b>ENTER</b>	Either moves the focus of the cursor to the next available control or completes a command.
<b>DELETE</b>	Removes selected data from fields and some datasheets.
<b>ESC</b>	Stops a function.
<b>Format Conventions</b>	<b>Text</b>
<b>Numbered Lists</b>	Identify procedure steps.
<b>Bulleted Lists</b>	Identify options, features, and detailed instructions.
<b>Capitalized Names</b>	Identify the names of controls in the software.

<b>Format Conventions</b>	<b>Text</b>
<b>NOTE:</b>	Additional information about a control or instructions.
<b>TIP:</b>	Additional information about a control or instructions that describes a time-saving technique or option.
<b>Required field</b>	Identifies fields in which data is required to complete a procedure.

## Send Us Your Feedback

At Autodesk, we strive to produce the highest quality documentation for our products, and we welcome your feedback. If you have comments or suggestions about our help files, please use the Comments link in the help file footer. If you have comments or suggestions about our PDF documentation, such as installation guides and user's guides, please email us at [fmdesktop@autodesk.com](mailto:fmdesktop@autodesk.com) and include the following information:

- Product name
- Document name
- Page number
- A brief description of the issue (for example, inaccurate instructions or unclear information)
- Your suggestions for how to correct or improve the documentation



# Facility Web Publishing Wizard

# 2

Using the Facility Web Publishing Wizard, you can specify publishing options to publish a Facility Web site manually, or you can define a publishing schedule for automatic updates.

## Using the Publishing Wizard

Use the Facility Web Publishing Wizard to combine facility drawings and data, and then publish them to an interactive, browser-based application. Using the 3-step publishing wizard, you can customize the published Facility Web site to include only the drawings, data, and features you want to provide to your users:

- 1 **Step 1: [Select Data Source](#)** - specify the FMDesktop data source from which to publish facility data and drawings.
- 2 **Step 2: [Set Up Publishing](#)** - create a new Facility Web publishing template or edit an existing one. Then, specify publishing options on these panes:
  - **[Records](#)** - specify the level of detail to publish for space records and, optionally, other record types.
  - **[Drawings](#)** - select the space plans, drawing reports, and plan views to publish.
  - **[Navigation](#)** - select the resources and level of detail to publish to the navigation pane of your Facility Web site, including drawing highlights, project details, standard and on-line reports, and user-defined links.
  - **[Logos](#)** - specify the graphic images to display on HTML reports on the published site.

- [Access](#) - specify the published location and security options for your Facility Web site.
  - [Scheduling Updates](#) - specify a schedule for automatically publishing updates to the site, or turn off scheduled updates.
- 3 **Step 3: Publish** - publish your Facility Web site on an on-demand basis. Using this pane, you can update and maintain many sites in a single operation.

## Publishing Wizard Navigation Controls

The Facility Web Publishing Wizard has several controls that are common to all panes:

Control	Description
Pane list	Each selection displays the corresponding pane (for example, click Records to display the Records pane).
Message area	Located above the pane section of the wizard, this displays simple instructions for using the controls on the selected pane.
Back	Click this to navigate to the previous pane in the publishing wizard. (This button is disabled on the Select Data Source pane.)
Next	Click this to navigate to the next pane in the publishing wizard. (This button is disabled on the Publish pane.)
Close	Click this to close the Facility Web Publishing Wizard. If unsaved changes have been made, you are prompted to save the changes.

Control	Description
Help	Click this to open the Facility Web Publishing Wizard help file (opens the help page for the currently displayed pane).
Select All	Click this to select all records on the currently displayed tab. (This button is visible only on the Records, Drawings, Navigation, and Publish panes.)
Clear All	Click this to clear all selections on the currently displayed tab. (This button is visible only on the Records, Drawings, Navigation, and Publish panes.)

## Select Data Source

The first step in the publishing process is to select an FMDesktop data source from which to publish your facilities data and drawings.

### Controls on the Select Data Source Pane

The following controls are available on the Select Data Source pane:

Control	Description
Facility Manager Data Source	Displays the selected data source.
Browse	Click this to display the Select Data Source dialog, where you can select the location of the FMDesktop database to use as the data source.

For more information about navigating in the Facility Web Publishing Wizard, see [Publishing Wizard Navigation Controls](#) on page 8.

## Specifying a Data Source

- 1 On the Select Data Source pane, verify the database that is displayed for Facility Manager Data Source:
  - If you have used the publishing wizard previously, the last data source you selected is displayed.
  - If you have not previously specified a data source, the software attempts to locate a Facility Manager data source path and, if found, displays it.
  - If no data source is found, None Selected is displayed for Facility Manager Data Source, and the Select Data Source dialog is displayed. Continue with step 4.
- 2 If you want to use the data source that is displayed, click Next to advance to the Set Up Publishing pane.
- 3 If you do not want to use the data source that is displayed, click Browse.
- 4 In the Select Data Source dialog, navigate to the location of the desired database file, and click Open.
- 5 On the Select Data Source pane, click Next to advance to the Set Up Publishing pane.

## Set Up Publishing

The second step in the publishing process is to specify the publishing criteria for your Facility Web site. You must first create or select a template, after which you can specify the criteria that the template contains, including records, drawings, navigation controls, logos, security, and scheduling options.

## Templates

Use the Set Up Publishing pane to create a new publishing template or edit an existing one. Because each Facility Web site is defined by a template, you can use the publishing wizard to manage multiple Facility Web sites.



## Working with templates

Use the Set Up Publishing pane to perform the following actions:

- [Create](#) a new template
- [Edit](#) an existing template name
- [Specify](#) a template for the publishing process
- [Delete](#) an existing template

## Controls on the Set Up Publishing Pane

The following controls are available on the Set Up Publishing pane:

Control	Description
New	Click this button to create a new Facility Web Publishing Template.
Delete	Click this button to delete the currently selected template.
Edit	Click this button to edit the name of the currently selected template.

For more information about navigating in the Facility Web Publishing Wizard, see [Publishing Wizard Navigation Controls](#) on page 8.

## Creating a Template

- 1 On the Set Up Publishing pane, click New.
- 2 In the Template dialog, enter a name, and click OK.

---

**NOTE** In order to navigate further in the Facility Web Publishing Wizard, you must define a template.

---

## Working with an Existing Template

- To edit a template name, select the name from the list on the Set Up Publishing pane, click Edit, and enter the new name. You can also double-click a template name to edit it.
- To specify a template for the publishing process, select one under Template Name, and then click Next.
- To delete a template, select one under Template Name, click Delete, and then click Yes when prompted to confirm the deletion.

## Records

Use the Records pane to specify the level of detail published to your Facility Web data pages. Use the initial Records tab to specify the types of records to be published; the remaining tabs that display are dependent on the record types selected. The Spaces record type is always enabled; all other record types are optional.

### Specifying Records

The tabs on the Records pane store specific information about your Facility Web data files:

- Property fields
- Building fields
- Floor fields
- Space fields
- Occupant fields
- Equipment fields
- Finish listing fields

## Tabs on the Records Pane

The tabs that display on the Records pane depend on the record types you select on the Records tab (all record types are optional except Spaces):

- Properties tab - Specify optional property fields to publish.
- Buildings tab - Specify optional building fields to publish.
- Floors tab - Specify optional floor fields to publish.
- Spaces tab - Select options to specify the level of detail to include on space pages.

---

**NOTE** The options on the Spaces tab include UDF fields as well as space classification fields (Primary Use, Alternate Use, Function, Discipline Code, and so on).

---

- Occupants tab - Select options to specify the level of detail to include on occupant pages.
- Equipment tab - Select options to specify the level of detail to include on equipment pages.
- Finishes tab - Select options to specify the level of finish detail to include on space pages.

For more information about navigating in the Facility Web Publishing Wizard, see [Publishing Wizard Navigation Controls](#) on page 8.

## Drawings

Use the Drawings pane to select the space plans (and associated data), drawing reports, and plan views to publish to your Facility Web site.

### Specifying Drawings

The tabs on the Drawings pane store specific information about Facility Web drawing files, including available space plans, reports, plan views, and label styles.

## Drawings Tab

Use this tab to select the space plans and associated data records to publish.

---

**NOTE** When re-publishing an existing DWF file, verify that all labels and markup elements are within the printable area, which is approximately 1/2" outside the drawing boundary when the drawing has been fit to the drawing window using Zoom All.

---

For more information about navigating in the Facility Web Publishing Wizard, see [Publishing Wizard Navigation Controls](#) on page 8.

## Plan Views Tab

Use this tab to select the plan views (static layouts) to publish.

For more information about navigating in the Facility Web Publishing Wizard, see [Publishing Wizard Navigation Controls](#) on page 8.

## Drawing Reports Tab

Use this tab to select the drawing-specific reports to publish.

For more information about navigating in the Facility Web Publishing Wizard, see [Publishing Wizard Navigation Controls](#) on page 8.

## Labels Tab

Use this tab to specify whether to use a default label style or [import](#) a label style.

## Controls on the Labels Tab

The following controls are available on the Labels Tab of the Drawings pane:

Control	Description
<b>Use default labels and placement</b>	When selected, the default label style is applied to all space plans. All other controls on the tab are disabled. <b>NOTE</b> Default labels display only space and equipment numbers.
<b>Import from Facility Manager</b>	When selected, all controls on the tab are enabled so you can browse to a Facility Manager location, and specify the label styles to import.
<b>Facility Manager Location</b>	Displays the location of the label style in Facility Manager. You can manually enter a location in the text box.
<b>Browse</b>	Click this to navigate to the location of the desired label styles in Facility Manager.
<b>Space Label Style</b>	Displays a list of space label styles available in the selected Facility Manager database.
<b>Equipment Label Style</b>	Displays a list of equipment label styles available in the selected Facility Manager database.

For more information about navigating in the Facility Web Publishing Wizard, see [Publishing Wizard Navigation Controls](#) on page 8.

## Importing a Label Style from Facility Manager

- 1 On the Labels tab of the Drawings pane, select Import from Facility Manager.
- 2 For Facility Manager Location, specify the location of the Facility Manager database that contains the label style. You can enter a location, or click Browse to navigate to a location.
- 3 For Space Label Style, select an available style from the list.

The position and scale of the label are determined from the style settings.

- 4 For Equipment Label Style, select an available style from the list. The position and scale of the label are determined from the style settings.

## Navigation

Use the Navigation pane to select the resources and level of detail to publish to the navigation pane of your Facility Web site. Use the controls to navigate and to perform basic operations.

### Specifying Navigation

The tabs on the Navigation pane store information that determines the resources and level of detail that will be available in the navigation pane of your published site, including drawing highlights, project details, standard and on-line reports, and user-defined links.

## Highlights Tab

Use the Highlights tab to specify the drawing highlights to publish.

### Controls on the Highlights Tab

Control	Description
None	Select this to exclude drawing highlights from the navigation pane.
Cost Center	Select this to include a Cost Center highlight on the Facility Navigator Drawing Highlights tool.
Sub Division	Select this to include a Sub Division highlight on the Facility Navigator Drawing Highlights tool.

Control	Description
Division	Select this to include a Division highlight on the Facility Navigator Drawing Highlights tool.
Equipment Groups	Select this to include Equipment Groups on the Facility Navigator Drawing Highlights tool.
Vacant	Select this to include a Vacant highlight on the Facility Navigator Drawing Highlights tool.

For more information about navigating in the Facility Web Publishing Wizard, see [Publishing Wizard Navigation Controls](#) on page 8.

## Projects Tab

Use the Projects tab to select the project details to publish.

### Controls on the Projects Tab

Control	Description
None	Select this to exclude a Projects List from Facility Navigator.
Documents	Select this to publish Project Documents on the Facility Navigator Projects tool.
Reports	Select this to include Reports on the Facility Navigator Projects tool.
Work Requests	Select this to include Work Requests on the Facility Navigator Projects tool.

For more information about navigating in the Facility Web Publishing Wizard, see [Publishing Wizard Navigation Controls](#) on page 8.

## On-Line Reports Tab

Use the On-Line Reports tab to publish any report available in Facility Manager that is saved as an On-Line Report.

---

**NOTE** To publish an On-Line Report to Facility Web, you must first save a report as an On-Line Report using Facility Manager. For more information, see On-Line Reports in the Facility Manager help file.

---

## Site Reports Tab

Use the Site Reports tab to select predefined site reports to publish to the navigation pane. These are standard reports that contain information that spans all published drawings.

## User Links Tab

On the User Links tab, you can add user-defined hyperlinks to be included on the navigation pane of the published site. Use these links to access other web pages, applications, or documents from your Facility Web site.

### Controls on the User Links Tab

Control	Description
User Links	Lists user-defined links to be included on the navigation pane of the published site.
Edit	Click this button to edit the currently selected link.
New	Displays the Link Details dialog, where you can create a new user-defined link.



Control	Description
Delete	Deletes a selected user-defined link from the list of links.

For more information about navigating in the Facility Web Publishing Wizard, see [Publishing Wizard Navigation Controls](#) on page 8.

## Creating and Managing User Links

- 1 On the Navigation pane, click the User Links tab.
- 2 Define a link:
  - To create a link, click New.
  - To edit a link, click Edit.
- 3 In the Link Details dialog, for Link Name, enter a description for the new link as it should appear on the navigation pane.
- 4 For Link Path, enter the web address or directory path for the link, and then click OK.
 

This is the page or document to be associated with the new link. For the website to be accessible over the Internet, the User link must include `http://` in the Link Path value. If omitted, the published website will open with Internet Explorer error messages. For example, to publish a user link to the Autodesk website, enter `http://www.autodesk.com` rather than `www.autodesk.com`.
- 5 Repeat the procedure until you have finished adding links.
- 6 To change the order in which link listings display on the published site, select and drag listings within the list.
- 7 To delete a link, select the link name, and click Delete.

## Logos

Use the Logos pane to select graphics and specify their position on HTML reports published to your Facility Web site.

## Controls on the Logos Pane

Control	Description
Upper Logo	Displays the currently selected logo that will be displayed in the upper-left corner of all HTML reports that are published to your Facility Web site.
Lower Logo	Displays the currently selected logo that will be displayed in the bottom-right corner of all HTML reports that are published to your Facility Web site.
Find	Displays the Select Logo dialog, where you can browse through system folders and select a graphic file for the associated logo.
Clear	Click this to remove the associated, currently displayed logo.

For more information about navigating in the Facility Web Publishing Wizard, see [Publishing Wizard Navigation Controls](#) on page 8.

## Specifying Logo Images and Placement

- 1 On the Logos pane, specify logo placement:
  - To include a logo in the upper-left corner of all HTML reports, under Upper Logo, click Find.
  - To include a logo in the lower-right corner of all HTML reports, under Lower Logo, click Find.
- 2 In the Select Logo dialog, browse through system folders to locate the desired graphics file.

---

**NOTE** TIF images are not supported. If you use TIF files for corporate logos or any other graphics, they will not be displayed in the published website.

---

- 3 Select the file, and click Open.

The selected file is displayed on the Logos pane.

---

**NOTE** For best display results, logos should fit within the red lines displayed in the Upper Logo and Lower Logo areas.

---

- 4 To remove a logo, select the logo, click Clear, and then click Yes when prompted to confirm the deletion.

## Access

On the Access pane, you can select the location to which to publish your Facility Web site. You can also specify security options, including passwords.

### Specifying Access Locations

Use the tabs on the Access pane to store information about your Facility Web site configuration, including the location for publishing the site, security controls, and Facility Request access.

## Site Location Tab

Use the Site Location tab to select the server or network location to which to publish your Facility Web site.

### Controls on the Site Location Tab

Control	Description
Site Location	Enter the folder location where your Facility Web site will be published. For the website to be accessible over the Internet, the user link must include http:// in the Link Path value. If omitted, the published website will open with Internet Explorer error messages. For example, to publish a user link to the Autodesk website, enter http://www.autodesk.com rather than www.autodesk.com.

Control	Description
Browse	Displays the Browse for Folder dialog, where you can browse system drives and folders for the location of your Facility Web site. You can also click the Make New Folder button to create a new location.

For more information about navigating in the Facility Web Publishing Wizard, see [Publishing Wizard Navigation Controls](#) on page 8.

## Security Tab

Use the Security tab to specify security options, such as login and passwords, for your Facility Web site.

### Controls on the Security Tab

Control	Description
Security	Select the type of security to implement on your Facility Web site: <ul style="list-style-type: none"> <li>■ <b>None</b> - No login security will be implemented.</li> <li>■ <b>Global Login</b> - No user name will be required and a single global password will be entered by all users.</li> <li>■ <b>User Login</b> - Named users will be required to enter their unique passwords to access the site.</li> </ul>
Global Password	If the Global Login security option is selected, enter a password that will be required by all users.
Users	Use this list to select users' records for editing and deleting.
User Password	If the User Login security option is selected, enter a password for the user record that is highlighted in the Users list.

Control	Description
New	Displays the Enter User Name dialog, where you can create a new user record.
Delete	Deletes the selected user record.

For more information about navigating in the Facility Web Publishing Wizard, see [Publishing Wizard Navigation Controls](#) on page 8.

## Specifying Security Options

- 1 On the Access pane, click the Security tab.
- 2 Under Security, select the desired security type (None, Global Login, or User Login).
- 3 If you selected Global Login, enter a password for Global Password. This password will be required by all users to access your Facility Web site.
- 4 If you selected User Login, create and edit user login records:
  - Click New.
  - In the Enter User Name dialog, enter a unique User Name, and click OK.
  - With a user record highlighted in the Users list, enter the desired password for User Password. The default is “welcome”.

## Facility Request Location Tab

On the Facility Request Location tab, you can select the server or web address to a Facility Request site, if available. If you select a Facility Request server location, Facility Web will include tools that allow you to generate work requests from Facility Web, based on Space and Equipment selections. Additionally, the Facility Request site will be fully accessible from Facility Web.

## Controls on the Facility Request Location Tab

Control	Description
Facility Request Site Location	Enter the web address or server location for your Facility Request site.
Test	Click this button to test the web address or server location of your Facility Request site.

For more information about navigating in the Facility Web Publishing Wizard, see [Publishing Wizard Navigation Controls](#) on page 8.

## Publish

The third and final step in the publishing process is to publish selected templates. Using the Publish pane, you can manually publish your Facility Web site. This is for on-demand publishing, and is not necessary if your intent is only to set up automated publishing. For more information about automated publishing, see [Scheduling Updates](#) on page 26.

Additionally, you can update and maintain many sites in a single operation by selecting and publishing multiple templates.

---

**IMPORTANT** In order to successfully publish a Facility Web site, you must have read/write permissions to the following files and folders:

- The FMDesktop database and/or middleware
- Facility Web Publishing Wizard application files
- The Facility Web Service Schedule.xml
- The destination folder where the site is to be published

If you are running the Facility Web Publishing Wizard as a limited user (no administrative rights), you may receive an error message when trying to publish a Facility Web site. This error will identify the files and folders that require read/write permissions in order to successfully publish the site. Your network administrator may need to adjust your permissions to these resources.

---

## Controls on the Publish Pane

Control	Description
Entire site	Updates every page of your Facility Web site (this is the default).
Data Only	Updates only the data pages for your Facility Web site; no drawings will be updated.
Projects Only	Updates only project information on your Facility Web site.
Security Only	Updates only the security settings and passwords for your Facility Web site.
Select Template(s) to Publish	Displays a list of all your Facility Web Publishing Templates that have been assigned a location.
Publish Now	Publishes the templates selected from the Select Template(s) to Publish list, using the specified publishing options.
Schedule	Sets the <a href="#">web publishing schedule</a> .

For more information about navigating in the Facility Web Publishing Wizard, see [Publishing Wizard Navigation Controls](#) on page 8.

## Specifying Publishing Options

Specify the options and publish your Facility Web site:

- 1 Under Select Template(s) to Publish, select the templates that you want to update.
- 2 Under Publish, select the desired update option: Entire Site, Data Only, Projects Only, or Security Only.

- 3 Publish selected templates or all templates:
  - To update only the selected templates, click Publish Now.
  - To update all available templates, click Select All, and then click Publish Now.

## Scheduling Updates

You can define the timing of automatic recurring updates to your Facility Web site. When you schedule automated publishing, the schedule is on a per template basis. You also have the option to turn off scheduled publishing.

### Specifying Schedule Options

Use the controls on the Schedule pane to specify settings for a publishing schedule.

---

**NOTE** Scheduling two or more templates for publication at the same time results in the publication of only one template. To avoid this problem, stagger the publication times of templates.

---

### Controls on the Schedule Pane

Control	Description
Schedule web publishing	Turns on or off scheduled publishing. When selected, scheduled publishing is turned on, and all scheduling options are available. When cleared, scheduled publishing is turned off, and the scheduling options are unavailable.
Start Time	Displays the currently scheduled start time for publishing. You can specify a new start time.
Daily	When this is selected, the <b>daily</b> scheduling option controls are activated.



Control	Description
Weekly	When this is selected, the <a href="#">weekly</a> scheduling option controls are activated.
Monthly	When this is selected, the <a href="#">monthly</a> scheduling option controls are activated.
Run as User	<p>Scheduled publishing is managed by a service that is started by the publishing wizard and runs persistently in the background. The service publishes your websites at the scheduled times. If the Run as User field is left empty, the publishing service inherits access rights from its owner who is the user logged in at the time the service is started. The only time you must specify a user name in the Run as User field is when the local system account has no access rights to the FMDesktop middleware database.</p> <p>For example, if your middleware database is installed on a network, the scheduling service must be started by a domain user who has rights to access the middleware database.</p> <hr/> <p><b>NOTE</b> Vista operating systems have enhanced security that requires all services to be started by an administrator. In order to accommodate this, you must log in as an administrator before starting the publishing wizard and then starting the publishing service. The error, "Requested registry access is not allowed" indicates that you are trying to start the service as a user without administrative credentials.</p>
Domain\Username	Administrator's user name
Password	Administrator's password

Control	Description
Start Service/Stop Service	<a href="#">Starts and stops</a> the publishing service.

For more information about navigating in the Facility Web Publishing Wizard, see [Publishing Wizard Navigation Controls](#) on page 8.

## Daily Publishing Schedule

When you choose to publish your Facility Web site daily, you can specify scheduled updates to occur at a defined daily interval (for example, every 3 days) or every week day.

## Weekly Publishing Schedule

If you choose to publish your Facility Web site weekly, you can specify scheduled updates to occur at a defined weekly interval on a specific day (for example, every 2 weeks on Thursday).

## Monthly Publishing Schedule

If you choose to publish your Facility Web site monthly, you can specify scheduled updates to occur on a specific day at a defined monthly interval (for example, day 15 of every 2 months).

## Starting and Stopping Service

Scheduled publishing is managed by a service that runs persistently in the background. The service must be started for scheduled publishing to work. Unless otherwise specified, the scheduled publishing service is owned by the user logged into the machine where the wizard is being used. If you are running the wizard over a network, you may need the scheduling service to be owned by a user other than yourself. Use the Domain\Username and Password fields to override default user information.

# Customer Support

# 3

In this chapter are possible troubleshooting scenarios, customer support services, and other professional services provided by Autodesk in support of Facility Web.

## Troubleshooting

If you encounter unexplained problems while running Facility Web, review these possible errors before contacting Autodesk [Customer Support](#).

**The drawings for a published Facility Web site do not display, or an error occurs when attempting to display a drawing.**

**Possible Cause** - The incorrect version of Autodesk® Design Review is installed. You must use Autodesk Design Review 2008 or higher with Facility Web.

**Solution** - Uninstall your current version of Autodesk Design Review, and then delete the following folders:

- C:\Program Files\Autodesk\Autodesk Design Review
- C:\Program Files\Common Files\Autodesk Shared\DWF Common

After deleting these folders, install Autodesk Design Review 2009 from the Facility Web installation CD.

**"Unable to Locate Database" error message while attempting to use Facility Web Publishing Wizard.**

**Possible Cause**- The link between Facility Web and the FMDesktop database is broken. To use Facility Web, it must be linked to the FMDesktop database.

**Solution** - Use the controls on the Select Data Source pane to specify the data source.

**Facility Web menus and pages are missing information when viewed through Internet Explorer.**

**Possible Cause** - You may need to adjust the Text Size setting on Internet Explorer.

**Solution** - Adjust the Text Size setting in Internet Explorer:

- 1 Open Internet Explorer 6 or later.
- 2 Click View menu ► Text Size ► Medium.

Continue to reduce the text size until the Facility Web menus and pages display correctly.

**The Facility Web Login page freezes and won't allow access to the Facility Web site.**

**Possible Cause** - You may need to adjust the Security setting on Internet Explorer.

**Solution** - The location of your Facility Web site must be added as a trusted site to Internet Explorer, and security settings must allow for the use of scripts (active content) and ActiveX controls.

**To assign a Facility Web site to a security zone:**

- 1 In Internet Explorer, click Tools menu ► Internet Options.
- 2 On the Internet Options dialog, click the Security tab, and then click Local intranet for Web contents zone.
- 3 Click Sites.
- 4 Click Advanced.
- 5 For Add this Web site to the zone, enter the Internet address for the Facility Web site that you want to add to this zone, and then click Add.
- 6 Click OK 3 times.

Additionally, to ensure proper operation of the Facility Web Client, you may need to adjust advanced settings to allow the display of pages that contain Active Content.

**To allow Active Content to run on your Facility Web site:**

- 1 In Internet Explorer, click Tools menu ► Internet Options.
- 2 In the Internet Options dialog, click the Advanced tab, and then scroll down and locate the Security section.
- 3 Click Allow active content to run in files on My Computer.
- 4 If running Facility Web from a CD, you will also need to click Allow active content from CDs to run on My Computer.
- 5 Click OK.

## Customer Support Options

At Autodesk, we work hard to provide you with a product that is easy to use and understand. We also strive to provide you with informative printed documentation and online help. However, if you have a technical question concerning FMDesktop that you cannot answer using the resources provided with the product, we recommend that you work with the **local reseller** from whom you purchased it. Autodesk provides resellers with extensive training and support resources which, combined with your reseller's knowledge of your business needs and objectives, can enable them to give you the best possible support.

To supplement the resources of your local reseller, Autodesk offers the following free and paid customer support options.

### Free Customer Support Resources

These resources are available from Autodesk at no charge:

SERVICE	DESCRIPTION
<a href="http://www.autodesk.com/fm-desktop">http://www.autodesk.com/fm-desktop</a>	This website has the latest product information, tips and shortcuts, industry resources on the Internet, and evaluations.
<a href="http://www.autodesk.com/discussion">http://www.autodesk.com/discussion</a>	The discussion groups available through this link can be valuable sources of information. For FMDesktop product-related discussions, access the Autodesk FMDesktop discussion group. For facility

SERVICE	DESCRIPTION
	management discussions that are not related to FMDesktop, access the Autodesk FM discussion group.

### **Paid Customer Support Resources**

Customers who have purchased Autodesk Subscription with the product are entitled to web-based technical support directly from Autodesk. Through a secure website and interactive online interface (Support Request system), customers submit technical questions to Autodesk Support at <http://pointa.autodesk.com/local/enu/portal/signin.jsp>.

Questions are routed to Autodesk technicians who then provide responses through the Web and email. The website also includes incident reporting and tracking tools to monitor the status of all questions asked by the customer's organization and all responses provided by Autodesk.

Subscription support covers your installation, configuration, and troubleshooting questions. Please note that FMDesktop product support does not include customization or assistance with Microsoft Access, SQL Server, Oracle, or CAD products (unless you are using Autodesk CAD products and have purchased subscriptions for them). For more information about subscription services, see [Subscription Support](#) on page 32.

## **Subscription Support**

As a subscription customer, your Contract Manager or Software Coordinator can keep your reseller informed about your company's support questions by permitting the reseller to view your support requests in the Subscription Administration section of the Subscription Center. After reseller viewing is enabled, the reseller can view your support requests (in a read-only version of the Support Request system) and may be copied on support response email messages from Autodesk to your company.

---

**NOTE** Responses to your support requests will be answered by trained Autodesk technicians. Your reseller will view your requests on an information-only basis. Autodesk will not allow resellers to view your support requests without permission from your Contract Manager or Software Coordinator, and you can revoke permission at any time.

---

Autodesk Subscription is purchased on an annual basis and includes unlimited web support, plus one full year of upgrades on all products purchased. Support is limited to problems related to FMDesktop products. Customization services, which include help using Microsoft Access, SQL Server, Oracle, or third party applications to change or edit objects contained in FMDesktop products, are not included with the Subscription support and are considered to be [additional services](#).

If you are not currently receiving subscription support, contact an FMDesktop reseller for details and current pricing of Autodesk Subscription.

## Professional Services

Facility management applications manage diverse data and integrate CAD or BIM drawings. Customers often need assistance formatting data, importing data, maintaining CAD drawings, or integrating the FMDesktop applications with various backend systems in their organizations. Customers may also wish to customize the applications beyond their standard configuration capabilities.

Autodesk promotes and encourages resellers and independent facility management application consultants to offer professional services for FMDesktop. Autodesk provides additional in-depth training and support to resellers, consultants, and third party developers who actively support FMDesktop customers. Customers can contract directly with these individuals and organizations for additional services. Autodesk maintains a list of service providers who have demonstrated the necessary skills to provide additional services, though not all organizations provide all of the services that you might require. The list also includes contact information for Autodesk Consulting, another source of professional services for the FMDesktop applications.

You can access the list of service providers at <http://usa.autodesk.com/getdoc/id=TS1060351>.

The following are examples of professional services available through Autodesk partners and Autodesk Consulting:

Service	Description
Training	Hands-on courses to improve performance, expedite implementation, and increase productivity.

<b>Service</b>	<b>Description</b>
<b>Implementation</b>	Drawing and data conversion services to get your FMDesktop installation up and running quickly.
<b>Customization</b>	Custom changes to reports and other features of any FMDesktop product to meet your specifications. This service includes creating new objects in FM-Desktop programs and linking your drawings to your data.
<b>Consulting</b>	Autodesk offers services such as Corporate Standards Development and Express Setup Services.



# Customizing Facility Web

# 4

## Customizing Pages

Using Facility Web, you can customize the web application beyond what is possible using the Facility Web Publishing Wizard. Below is a brief overview of the features of Facility Web that are open to customization.

## Customizing the Facility Web Help System

The Facility Web Help System is a set of HTML files that are copied to each Facility Web site as it is published. These files are delivered in an HTML format to allow for the customization of the help system. The Facility Web Help System Files are in the FW\_HelpFiles folder, which is located in the root directory of the Facility Web installation on your local system.

Example: C:\Program Files\FMDesktop\Facility Web 2009\FW\_HelpFiles

You can edit these files to meet your specific needs. Each time you publish a new Facility Web site, or update an existing one, these files will be copied to the site.

## Customizing the Facility Web Start Page

When you first open Facility Web, a default start page displays in the Drawing Display Area. This page is written out by the Facility Web Publishing Wizard if

no default start page already exists on the site. You can publish your own custom start page, and any additional pages that are linked to the start page, in place of the default start page. This provides a tremendous opportunity for extensive customization of Facility Web.

To replace the default start page with your own custom page:

- 1 Create a custom start page (FW\_DefaultStartPage.htm).
- 2 Copy your custom start page, along with any other linked pages or graphics, to the User Files folder of your published Facility Web site (FW\_UserFiles).

The Facility Web Publishing Wizard will not overwrite an existing start page, so you will not need to repeat this operation unless you choose to change your custom start page.

A common use for a custom start page is to provide a graphical drilldown to locate a specific building in a set of drawings. You can use any HTML editor to create graphical links (hot spots) on a picture. Hot spots link to other pictures or HTML pages.

## The Facility Web API

Facility Web exposes a limited number of Application Programming Interface (API) calls that allow for the customization of the application as well as integration with other programs. This simple API provides developers the ability to access several basic operations of Facility Web:

- [Calling a Specific Space Plan](#) on page 37
- [Calling a Specific Space Record](#) on page 37
- [Calling a Specific Occupant Record](#) on page 38
- [Calling a Specific Equipment Record](#) on page 38

You access the Facility Web API using a simple, structured query string extension when calling the Facility Web main application page. By default, access to the Facility Web main application page (App\_FacilityWeb.htm) is denied. This default behavior is designed to minimize unauthorized access to your Facility Web sites. The following sections explain how to use the Facility Web API to change this default behavior and gain access to information on your custom web pages or other applications.

## Basic Calling Function

When calling Facility Web from your custom pages or other applications, it is strongly recommended that you use the following basic calling function to open Facility Web in a new instance of Internet Explorer:

```
window.Open  
"App_FacilityWeb.htm", "WebFMLTWnd",  
"location=no,menubar=no,resizable=yes,scrollbars=no,status=no,ti  
tlebar=no,toolbar=no"
```

In the new instance of Internet Explorer, the default Internet Explorer toolbar, menu bar, status bar, and title bar are hidden. This configuration provides a maximized window for Facility Web.

---

**NOTE** Because the above calling function does not include a Facility Web API function, the resulting window will display the default Access Denied page.

---

## Calling a Specific Space Plan

To display a specific space plan (data-enabled drawing) in the Drawing Display Area of Facility Web, use the following extended query string:

```
window.Open  
"App_FacilityWeb.htm? Function=ShowDR&Value=Drawing Name",  
"WebFMLTWnd",  
"location=no,menubar=no,resizable=yes,scrollbars=no,status=no,ti  
tlebar=no,toolbar=no"
```

The "? Function=ShowDR&Value=Drawing Name" extended query string instructs Facility Web to display the main application window with the drawing indicated by Drawing Name.

---

**NOTE** Drawing Name should be the name of the desired drawing without a file extension.

---

## Calling a Specific Space Record

To display a specific space record in the Data Window of Facility Web, use the following extended query string:

```
window.Open
"App_FacilityWeb.htm? Function=ShowSP&Value=Space ID",
"WebFMLTWnd",
"location=no,menubar=no,resizable=yes,scrollbars=no,status=no,ti
tlebar=no,toolbar=no"
```

The "? Function=ShowSP&Value=Space ID" extended query string instructs Facility Web to display the main application window with the space record indicated by Space ID.

---

**NOTE** Space ID is the actual AssetID contained in tblAsset in the FMDesktop database.

---

## Calling a Specific Occupant Record

To display a specific occupant record in the Data Window of Facility Web, use the following extended query string:

```
window.Open
"App_FacilityWeb.htm? Function=ShowOC&Value=Occupant ID_Space ID",
"WebFMLTWnd",
"location=no,menubar=no,resizable=yes,scrollbars=no,status=no,ti
tlebar=no,toolbar=no"
```

The "? Function=ShowOC&Value=Occupant ID\_Space ID" extended query string instructs Facility Web to display the main application window with the occupant record indicated by Occupant ID\_Space ID.

---

**NOTE** Occupant ID and Space ID are the actual OccupantID contained in tblOccupant and AssetID contained in tblAsset in the FMDesktop database. These two ID numbers must be separated by an underscore, as in 35\_122.

---

## Calling a Specific Equipment Record

To display a specific equipment record in the Data Window of Facility Web, use the following extended query string:

```
window.Open
"App_FacilityWeb.htm? Function=ShowEQ&Value=Equipment ID",
"WebFMLTWnd",
"location=no,menubar=no,resizable=yes,scrollbars=no,status=no,ti
tlebar=no,toolbar=no"
```

The "? Function=ShowEQ&Value=Equipment ID" extended query string instructs Facility Web to display the main application window with the equipment record indicated by Equipment ID.

---

**NOTE** Equipment ID is the actual AssetID contained in tblAsset in the FMDesktop database.

---



# Index

## A

Access pane 21

## C

customer support 29  
customer support options 31–33  
    professional services 33  
    subscription support 32

## D

daily publishing schedule 28  
Data Source 10  
    specifying 10  
Drawing Reports tab 14  
Drawings pane 13  
Drawings tab 14

## E

equipment record 38  
    calling 38

## F

Facility Request Location tab 23  
Facility Web 1–3  
    documents 3  
    how it works 2  
    what's new 2  
Facility Web API 36  
feedback 5  
    sending 5

## H

help 35  
    customizing 35

help file 3  
Highlights tab 16

## L

label style 15  
    importing from Facility Manager 15  
Labels tab 14  
Logos 20  
    specifying images and placement 20  
Logos pane 19

## M

monthly publishing schedule 28

## N

Navigation pane 16

## O

occupant record 38  
    calling 38  
On-Line Reports tab 18

## P

pages 35  
    customizing 35  
Plan Views tab 14  
professional services 33  
Projects tab 17  
Publish pane 24  
publishing options 25  
    specifying 25  
publishing schedule 28  
    daily 28  
    monthly 28  
    weekly 28

publishing wizard 7–8  
navigation controls 8

## **R**

Records pane 12–13  
tabs 13

## **S**

Schedule 26  
Security tab 22–23  
options 23  
Select Data Source 9  
Set Up Publishing 10  
Site Location tab 21  
Site Reports tab 18  
space plan 37  
calling 37  
space record 37  
calling 37

start page 35  
customizing 35  
subscription support 32

## **T**

templates 10–12  
creating 11  
working with 12  
troubleshooting 29

## **U**

User Links 19  
creating 19  
managing 19  
User Links tab 18

## **W**

weekly publishing schedule 28  
what's new 2