

BLUEBEAM UNIVERSITY – REVU BASICS

In this course, you will acquire the foundational skills necessary to begin using Bluebeam Revu to create, organize, mark up, edit, and track comments in PDF drawings.

Work at your own pace, using videos, PDF activities, software simulations, quizzes, and more.

1. Course Overview

1. What is Revu?
2. Revu Basics Course Resources
3. Setting Up Revu

2. Interface and Navigation

1. Revu Interface
2. Revu Walkthrough: The Interface
3. Profiles and Customizing the Interface
4. Profile Customization Exercise
5. Opening PDFs and File Access
6. Opening PDFs from Sharepoint and Projects
7. File Access Exercise
8. Interacting with your Documents
9. Interface and Navigation Knowledge Check

3. Markup Tools

1. Markup Tools Overview
2. Customizing Markups
3. Advanced Markup Features
4. Customizing Markups Exercise
5. Flattening
6. Markup Tools Knowledge Check

4. Stamps

1. Placing a Stamp
2. Creating a Stamp

3. Custom Stamp Exercise
4. Stamps Knowledge Check

5. Tool Chest

1. The Tool Chest
2. Customizing Tool Sets and Your Tool Chest
3. Tool Chest Exercise
4. Tool Chest Knowledge Check

6. Markups List

1. The Markups List
2. Using the Markups List to Communicate and Manipulate Data
3. Creating a Markups List Summary
4. Custom Markup List Columns
5. Markups List Exercise
6. Markups List Knowledge Check

7. Modifying and Sharing PDFs

1. Thumbnail Panel Editing Options
2. Thumbnails Panel Exercise
3. Content Editing and Search
4. Sending and Exporting PDFs
5. Modifying and Sharing PDFs Knowledge Check

8. Bluebeam Studio Overview

1. Studio Overview
2. Creating an Account
3. Bluebeam Studio Modules Resources

9. Collaborating with Studio Sessions

1. Studio Sessions Demo Files
2. Creating a Session and Uploading Documents
3. Inviting and Adding Attendees
4. Session Settings
5. Collaborating in a Session
6. Reassigning Markups in Sessions

7. Session Completion and Closeout
8. Creating and Managing a Session Exercise
9. Studio Session Examples
10. Collaborating with Studio Sessions Knowledge Check

10. Managing Files with Studio Projects

1. Studio Projects Demo Files
2. Creating Studio Projects
3. Managing User Access
4. Files in Studio Projects
5. Sharing in Studio Projects
6. Sharing Project Files
7. Creating and Managing Project Files Exercise
8. Managing Files with Studio Projects Knowledge Check