

Bluebeam Revu Essentials

1. TARGET AUDIENCE:

This course is designed for professionals and students in the **Architecture, Engineering, and Construction (AEC)** industry who want to develop practical skills in digital document management, PDF-based collaboration, design review, and quantity takeoff using Bluebeam Revu. It is ideal for individuals looking to improve project communication, streamline document workflows, and enhance collaboration across multidisciplinary teams.

2. COURSE OBJECTIVE:

To equip learners with comprehensive knowledge and practical skills in **Bluebeam Revu**, enabling them to efficiently create, review, markup, measure, manage, and collaborate on construction documents throughout the project lifecycle. The course focuses on industry-standard digital workflows, document control, quantity takeoff, design review, and cloud-based collaboration to improve productivity, accuracy, and communication across AEC projects.

3. COURSE OUTCOMES:

After successfully completing this course, learners will be able to:

- Understand the role of Bluebeam Revu in modern AEC and BIM workflows.
 - Navigate the Bluebeam Revu interface efficiently and customize workspaces for different project requirements.
 - Create, edit, organize, and manage PDF construction documents.
 - Perform professional design reviews using markup and annotation tools.
 - Build and manage custom Tool Chests for standardized project workflows.
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4. COURSE OUTLINE:

The course comprises **32 hours** of theory, demonstrations, and hands-on practical exercises and is divided into **11 comprehensive chapters**. Each chapter is designed with real-world examples, guided exercises, and project-based activities to help learners develop practical skills in document review, collaboration, quantity takeoff, and digital construction workflows using Bluebeam Revu.

Module 1: Introduction to Bluebeam Revu

- What is Bluebeam Revu?
- Bluebeam in the AEC Industry
- Editions (Basics, Core, Complete)
- Interface Overview
- Navigation & Workspace

Module 2: Working with PDF Documents

- Creating PDFs
- Combining PDFs
- Organizing Documents
- Extracting Pages
- OCR
- Batch PDF Creation

Module 3: Markups & Annotation Tools

- Text Markups
- Clouds
- Callouts
- Highlighting
- Stamps
- Symbols
- Sketch Tools
- Hyperlinks
- Images & Capture Tool

Module 4: Tool Chest & Customization

- Tool Chest

- Custom Tools
- Tool Sets
- Profiles
- Custom Columns
- Reusable Markups

Module 5: Measurement & Quantity Takeoff

- Calibration
- Length
- Area
- Volume
- Radius
- Diameter
- Dynamic Fill
- Count Tool
- Legends
- Quantity Summary

Module 6: Drawing Management

- Layers
- Spaces
- Bookmarks
- Hyperlinks
- Page Labels
- Slip Sheet
- Compare Documents
- Overlay Pages

Module 7: Studio Collaboration

- Studio Projects
- Studio Sessions
- Inviting Members
- Live Collaboration
- Permissions
- Version Control
- Issue Tracking

Module 8: Batch Processing

- Batch Link
- Batch Compare
- Batch Slip Sheet
- Batch Hyperlinks
- Batch OCR
- Batch Stamp
- Batch Print

Module 9: Forms & Document Security

- Interactive Forms
- Digital Signatures
- Certificates
- Password Protection
- Permissions
- Redaction
- Practice Exercises

Module 10: Reports & Markup Management

- Markups List

- Status Management
- Filters
- Custom Columns
- Summary Reports
- CSV Export
- PDF Reports

Module 11: Bluebeam for BIM & Construction

- Design Review Workflow
 - Shop Drawing Review
 - RFIs
 - Submittals
 - Punch Lists
 - Site Inspections
 - QA/QC Documentation
 - Revit Integration
 - Navisworks Integration
 - Autodesk Construction Cloud Integration
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