



# Quick Start Guide

A quick way to get started with Visio P&ID Process Designer

# Pre-installation Checklist

Before installing Visio P&ID Process Designer (**VPID**) in your system, ensure that you have:

- ✓ Installed Microsoft® Visio Standard / Professional / Online Plan 2 and opened it at least once. You can find the trial version [here](#).
- ✓ Administrator Access rights for your system
- ✓ Turned off or closed all active Microsoft® Office applications
- ✓ Turned off Anti-virus for installation

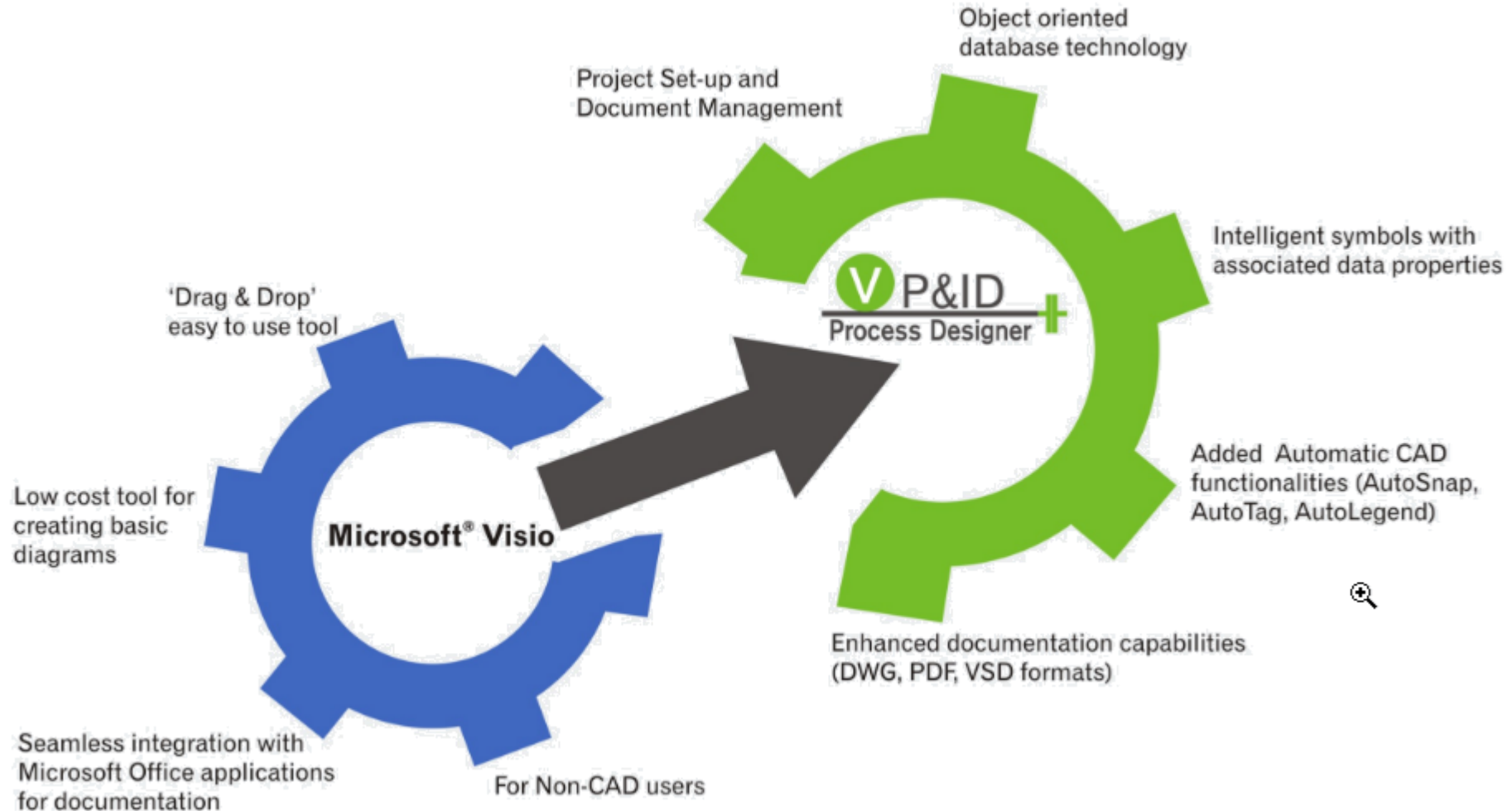
To know the system requirements for VPID installation, click [here](#).

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# About Visio P&ID Process Designer

- **VPID** is an add-on to Microsoft Visio Standard/Professional/Online Plan 2 software that allows you to easily create Process Flow Diagrams (PFDs) and Piping & Instrumentation Diagrams (P&IDs) in the Microsoft® Visio environment.
- It uses a centralized database management system that handles all objects with intelligence.



# The User Interface

## VPID Ribbons

### PID File

- Create drawings, navigate through drawings and projects.
- Check for overall consistency of the drawing
- Export drawings

### PID Edit

- Access drawings and objects in a tree structure.
- Edit object properties, scale, rotate, merge and link various objects.
- Access pipe commands

### PID Finalize

- Label the drawing objects
- Create construction sets to re-use assemblies.
- Insert legends automatically

The screenshot displays the Visio Professional software interface. The ribbon at the top includes 'File', 'Home', 'Insert', 'Review', 'View', 'Developer', 'PID File', 'PID Edit', and 'PID Finalize'. The 'PID File' ribbon is active, showing options like 'New', 'Open', 'Previous', 'Next', 'Title-Block', 'Export', 'Change project', 'Audit/Check Drawing', 'Hide VP&ID Object', 'Show All Object', 'Consistency Check', 'Stencil Settings', 'Common', 'Layer Settings', 'Structure View', 'Graphicview', and 'Project wizard'. The main drawing area shows a process flow diagram with various components like pumps (M), tanks (B001), and pipes. A 'Shapes' panel on the left lists 'Quick Shapes' such as '3 WayValves(ISA - Metric)', '4 WayValves(ISA - Metric)', 'Agitator [Metric]', 'Connecting piece [Metric]', 'Cross reference [Metric]', 'Drive [Metric]', 'Fitting (Corner) [Metric]', 'Fitting (Four-way) [Metric]', 'Fitting (Straight) [Metric]', 'Fitting (Three-way) [Metric]', and 'Manhole [Metric]'. A 'VP&ID Tree' panel on the right shows a hierarchical view of the project, including 'VPID\_DEMO\_PROJECT', 'Deliverables', 'P&ID Diagram', 'PID DRAWINGS', and 'Water Treatment Process'. The status bar at the bottom indicates 'Page 1 of 1', 'Width: 12.7 mm.', 'Height: 3.175 mm.', 'Angle: 0°', 'English (United States)', and a zoom level of '37%'.

## Stencils

**VPID** offers a wide range of standard intelligent objects that can be directly used in the project.

## Drawing area

With drag and drop functionality you can easily place objects in the drawing to create PFDs and PIDs. Also provide continuity between complex drawings using Cross References.

## VPID Tree

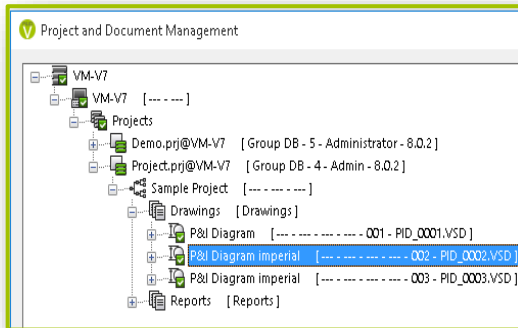
View, add and manage your project drawings and objects in one dialog. Filter with structure view to display a specific object type.



# VPID Workflow Overview

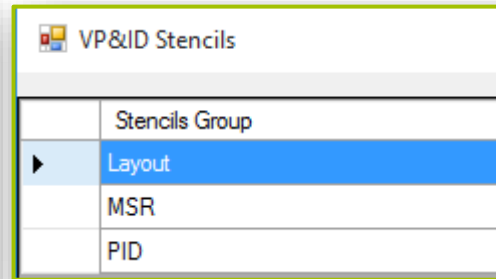
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## Creating a Project Structure



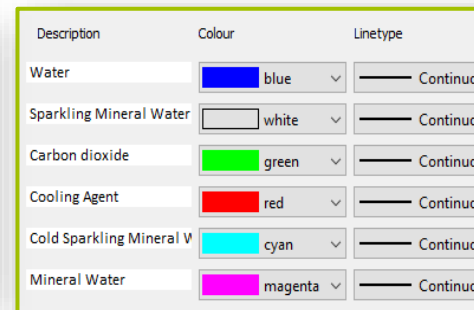
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## Setting up a Stencil group in the Drawing



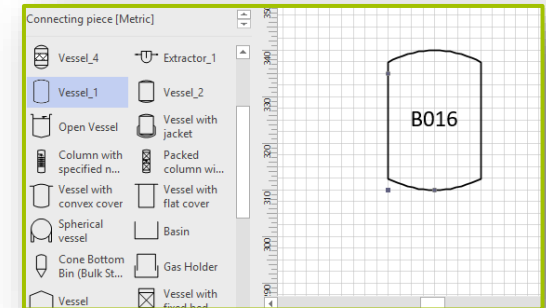
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## Adding Media to the Project



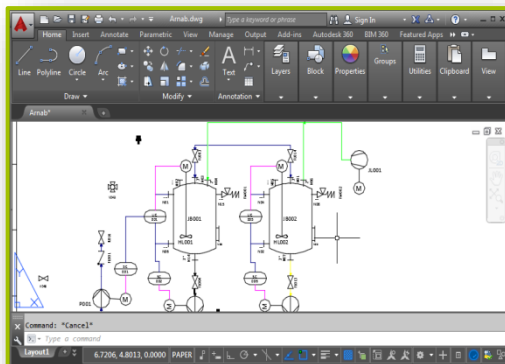
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## Placing Objects in the Drawing



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## Exporting Drawings



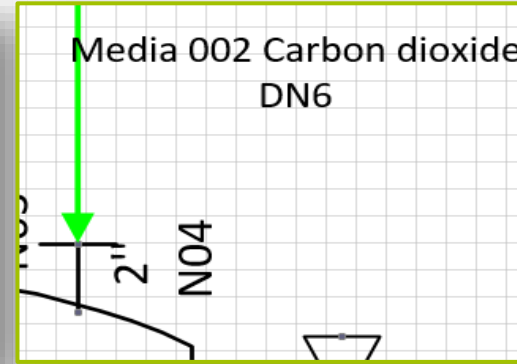
7

## Generating Reports

Kunde / Customer:		---	
Projekt / Project:		VPID_DEMO_PROJECT	
Projektnr. / Project no.:		---	
Geräte Nr. Tag no.	Bezeichnung Description	Hersteller Manufacturer	Type
MW	Mineral Water	H2O-Min	ASME_PIPE_... S_150_IMP
SP	Sparkling Mineral Water	CO2 + H2O	ASME_PIPE_... S_150_IMP
H2O	Water	H2O	ASME_PIPE_... S_150_IMP

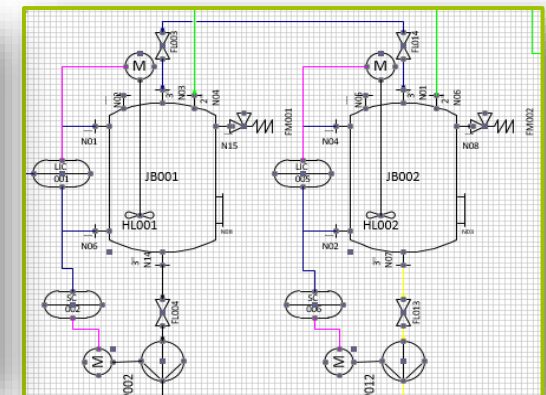
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## Assigning Object Designations



5

## Connecting Objects with Pipes

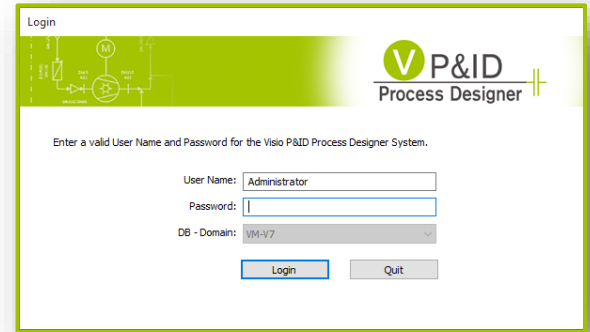


# Creating a Project Structure

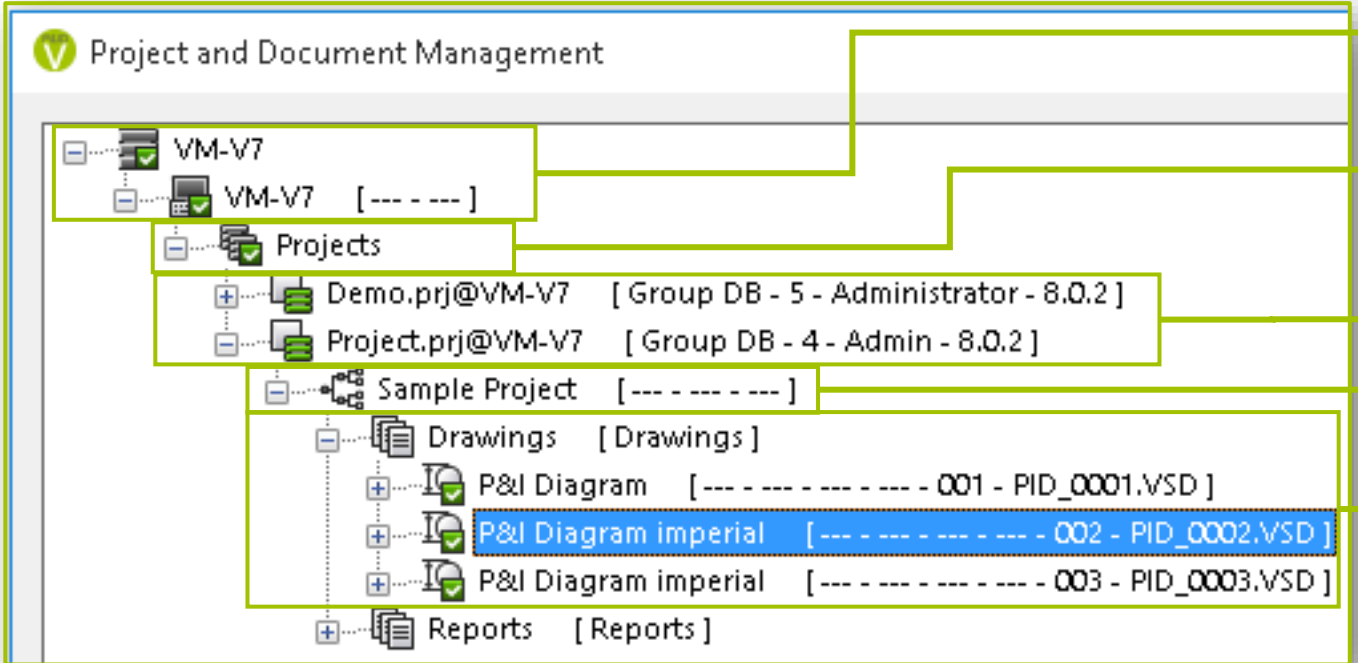
1 Launch **VPID**



2 Login with your credentials



3 Right-click a project structure node and using shortcut menu, create the project structure.



**Database Domain and Computer:** The name of the server on which the database is defined.

**Database group:** A container to store project database.

**Project Database:** A container of project document groups, objects, and documents. It is the topmost level of the project structure.

**Project:** First object in a database and the topmost level of the project structure.

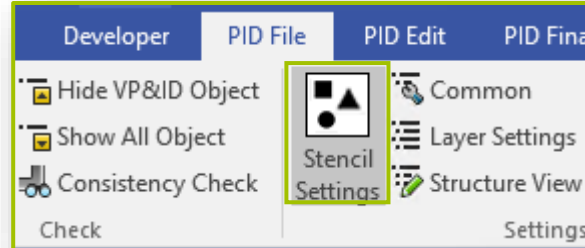
**Document Group:** A container for storing Drawings (PFDs and PID) and Reports in a Project.



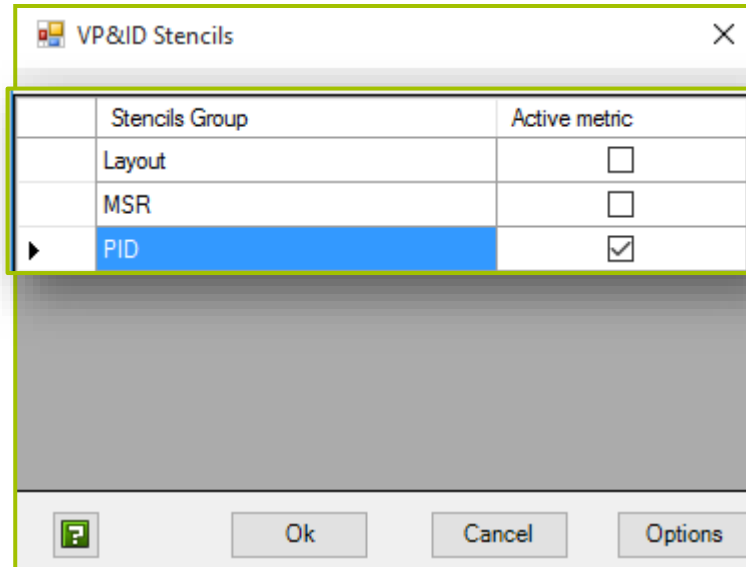
# Setting a Stencil Group

You can edit a stencil group and create a new one based on project requirements.

1 Select **PID File** tab > **Stencil Settings**.

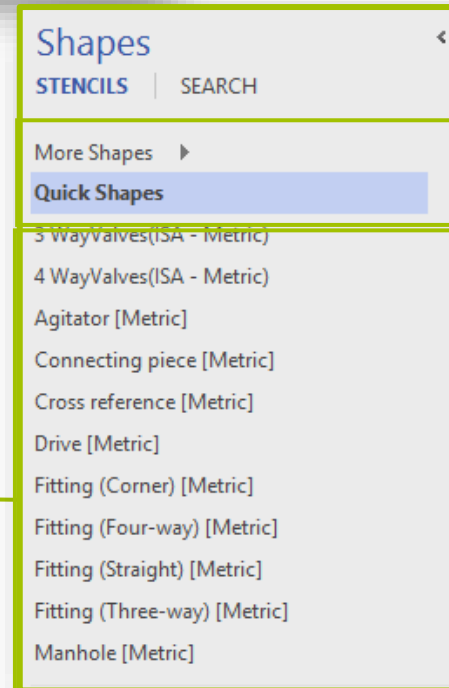


2 Select the required **Stencils Group**, click **OK**.



**VPID** provides some default stencil groups containing a range of stencils.

After selecting a stencil group, the stencils appear under the **Shapes** window.



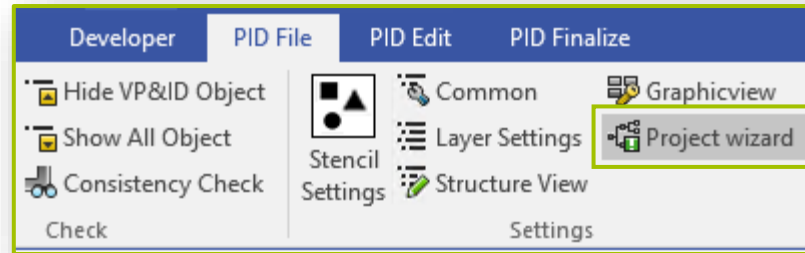
Visio Quick Shapes

**VPID** intelligent objects.


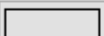
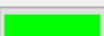
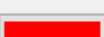


# Adding Media

**Project Wizard** allows you to add multiple media objects. It automatically creates respective media specification object.

1 Select **PID File > Project Wizard**.



3

Sel.	Description	Colour	Linetype	Linewidth
<input type="checkbox"/>	Water	 blue	Continuous	0 mm
<input type="checkbox"/>	Sparkling Mineral Water	 white	Continuous	0 mm
<input type="checkbox"/>	Carbon dioxide	 green	Continuous	0 mm
<input type="checkbox"/>	Cooling Agent	 red	Continuous	0 mm
<input type="checkbox"/>	Cold Sparkling Mineral V	 cyan	Continuous	0 mm
<input type="checkbox"/>	Mineral Water	 magenta	Continuous	0 mm

2

4

Change

Cancel

Fill in the specification for the media.

Click **New** to add a new media to the project.

Click **Change** to save the changes for existing media



# Placing Objects in the Drawing

1

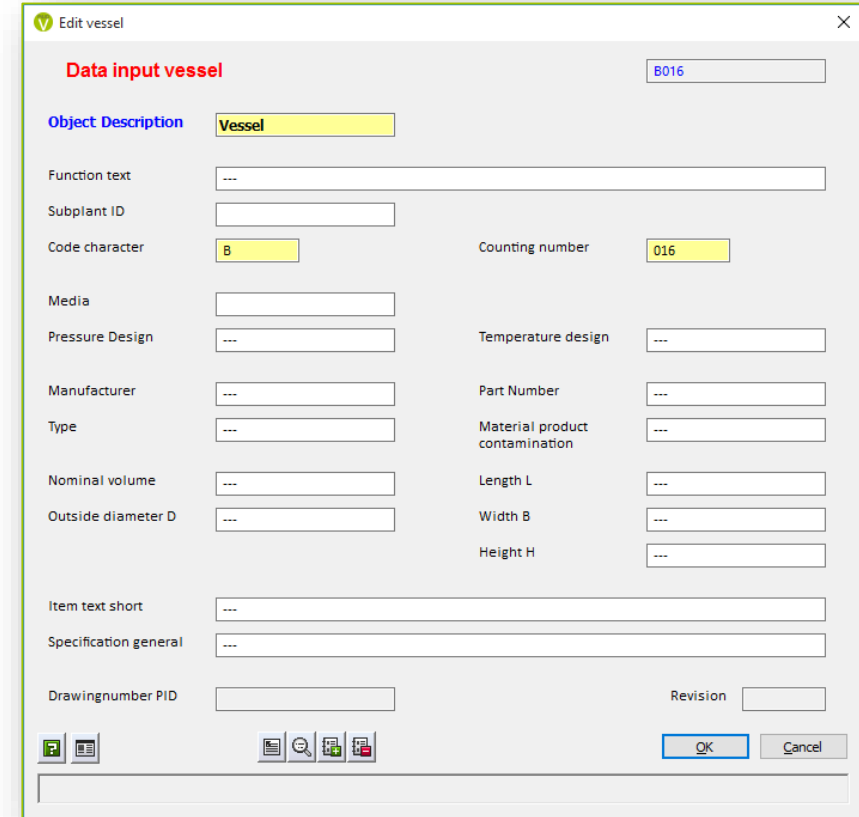
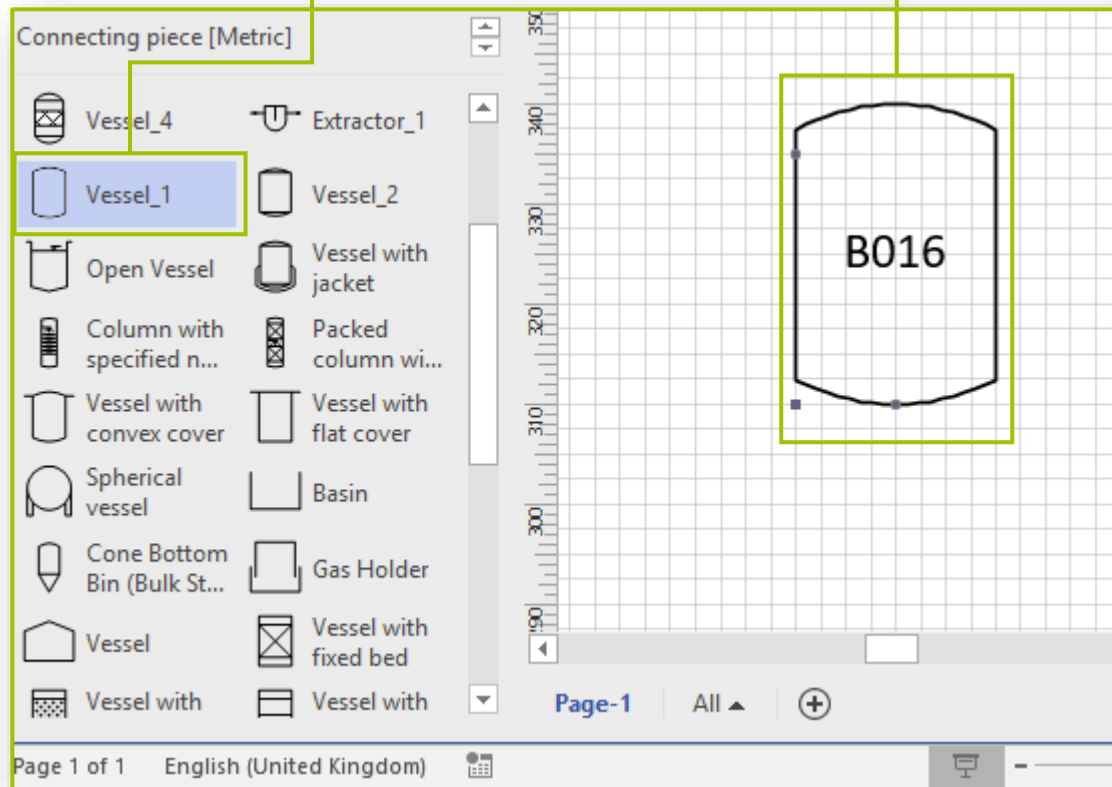
Drag an object from the stencils

2

Drop the selected objects into the drawing area

3

Enter the object information and click **OK**.

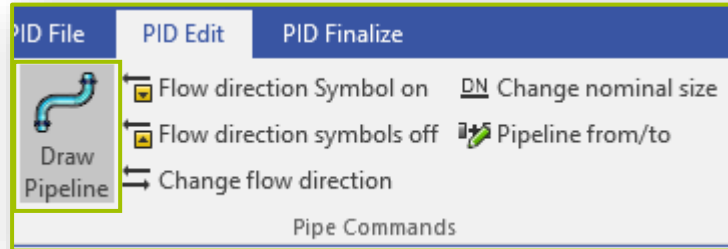


**Note:** Ensure you have selected the COM Add-Ins available in the developer tab. Failing to do so may make objects static when placing them in the drawing.

# Connecting Objects with Pipes

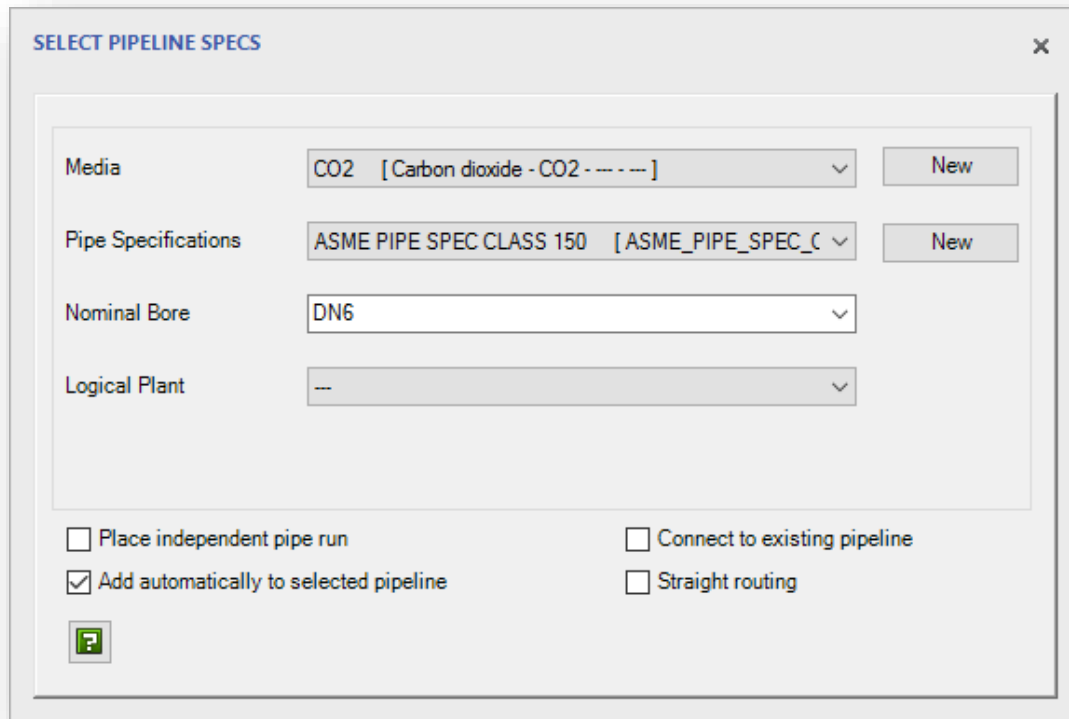
1

Select **PID Edit > Draw Pipeline.**



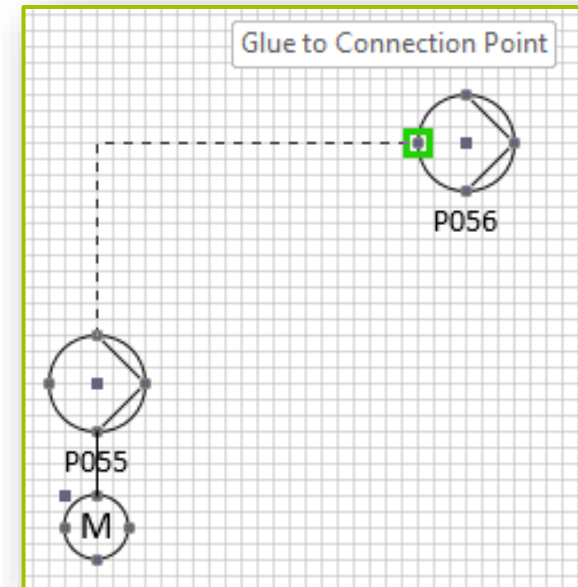
2

Select **Media, Pipe Specification, and Nominal Bore.**



3

Select a connection point, drag the mouse-pointer to the next connection point and drop it.

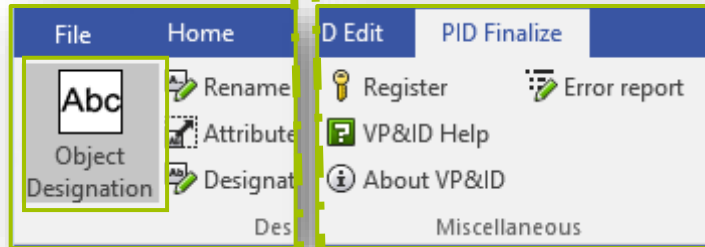


# Designating Objects

The **Object Designation** command allows you to configure your object labelling. You can control the appearance and placement of the label as well.

1

Select **PID Finalize > Object Designation**.

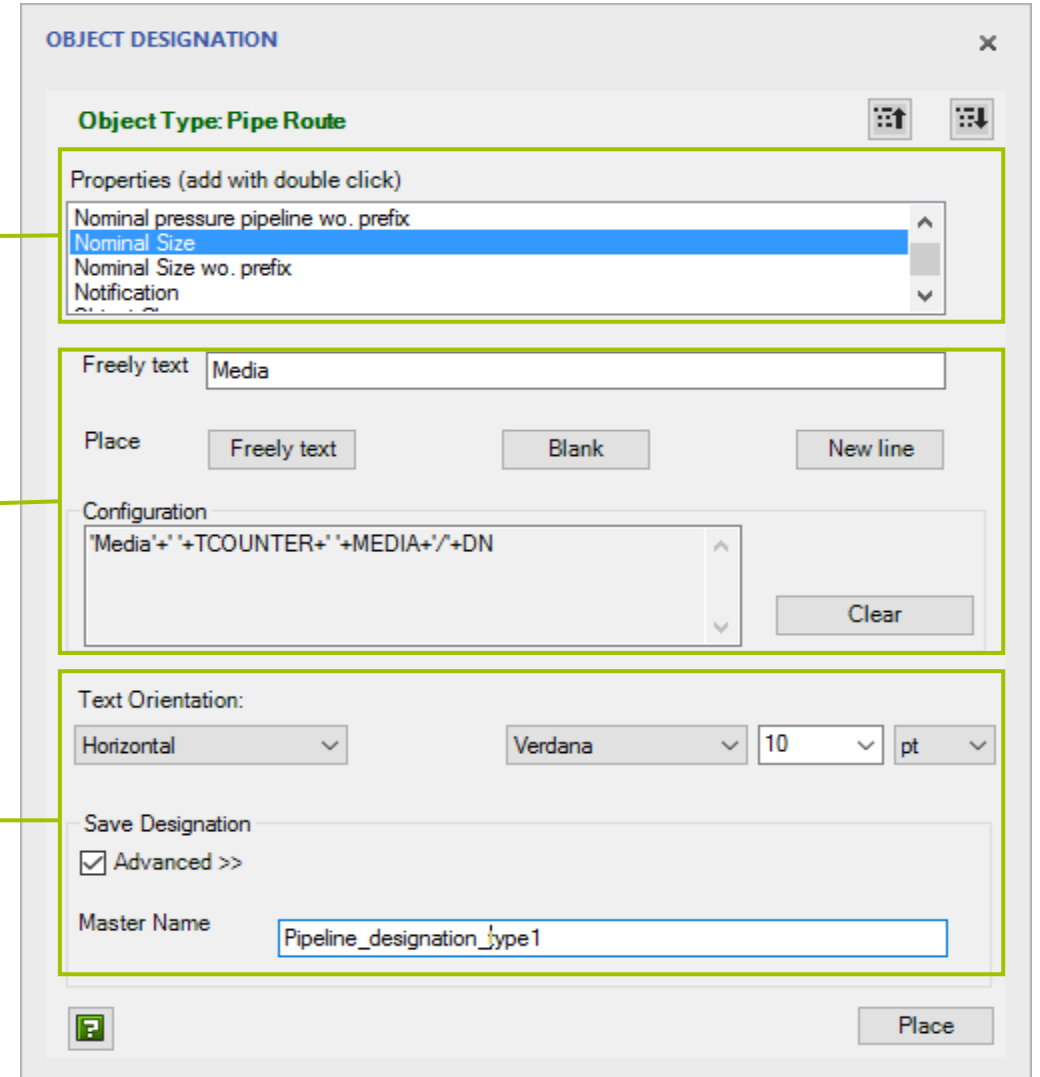


2

Double-click to select the object property which you want to display in the label

Configure the label with free text, blank spaces, new line etc.

Using advanced settings, you can save this label as a stencil for multiple usage. Drag and place the saved label stencil whenever you require.

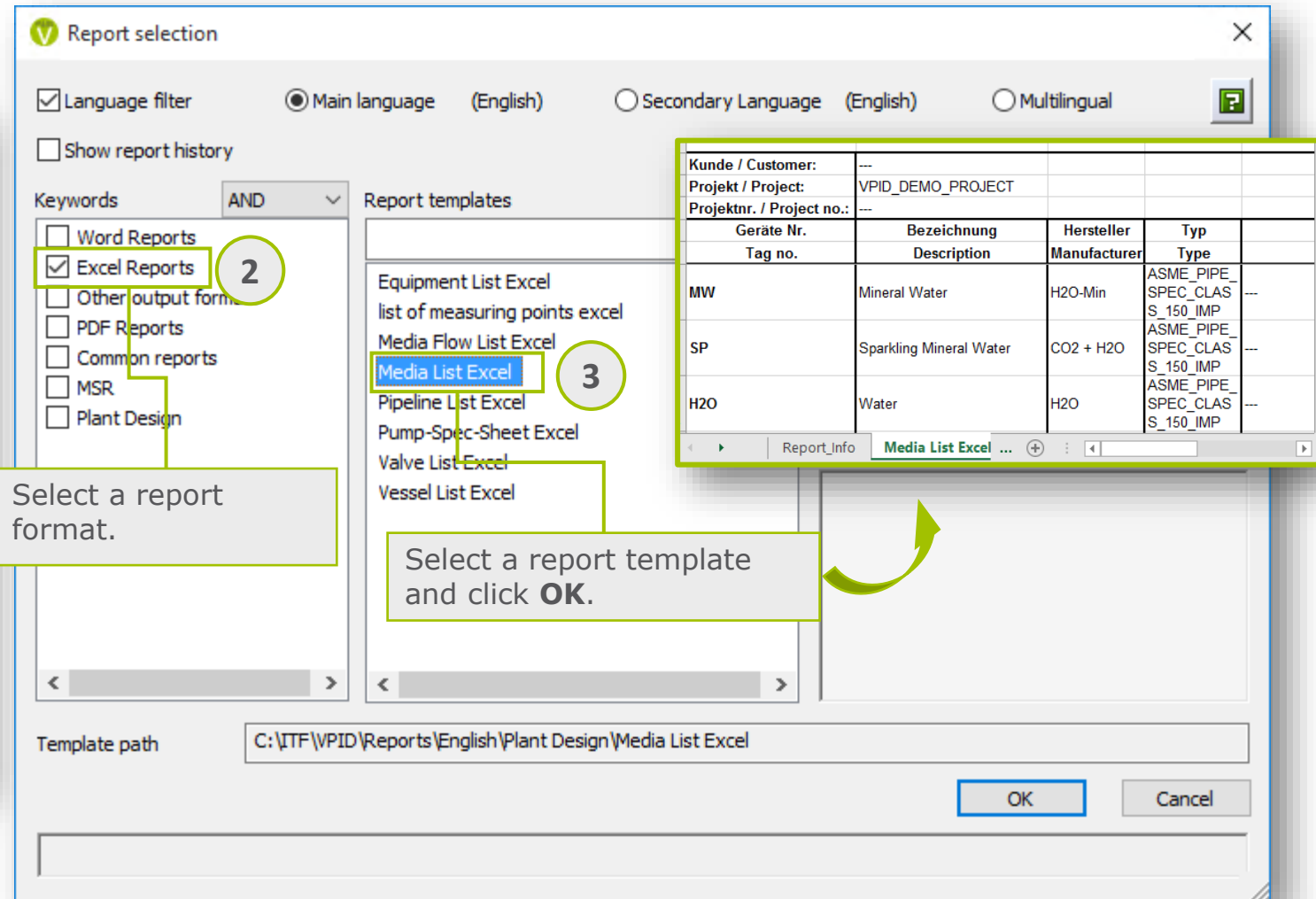
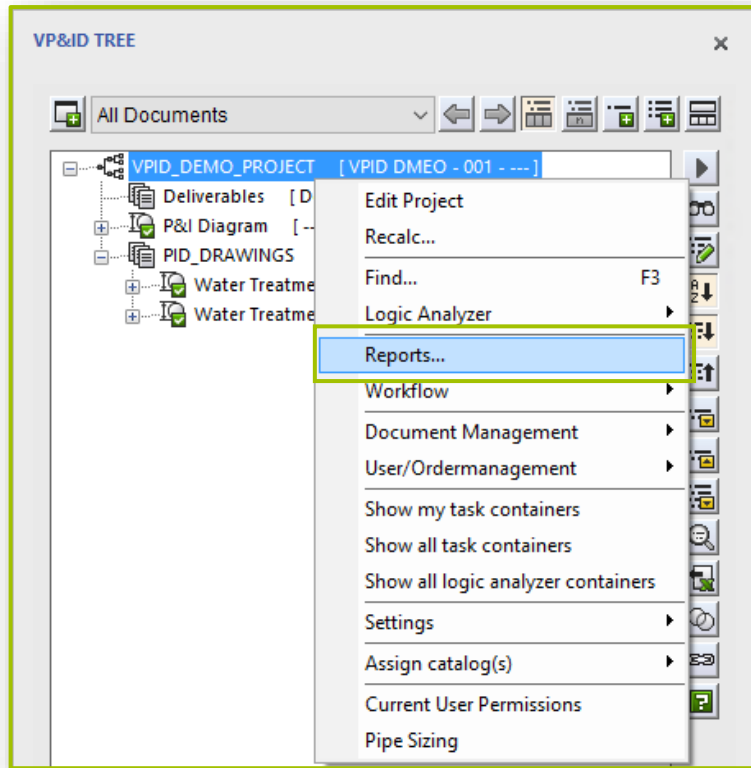


# Generating Reports

You can generate reports consisting of material list and export it in various formats using the available templates.

1

In **VPID** Tree, right-click the Project node and select **Reports**.

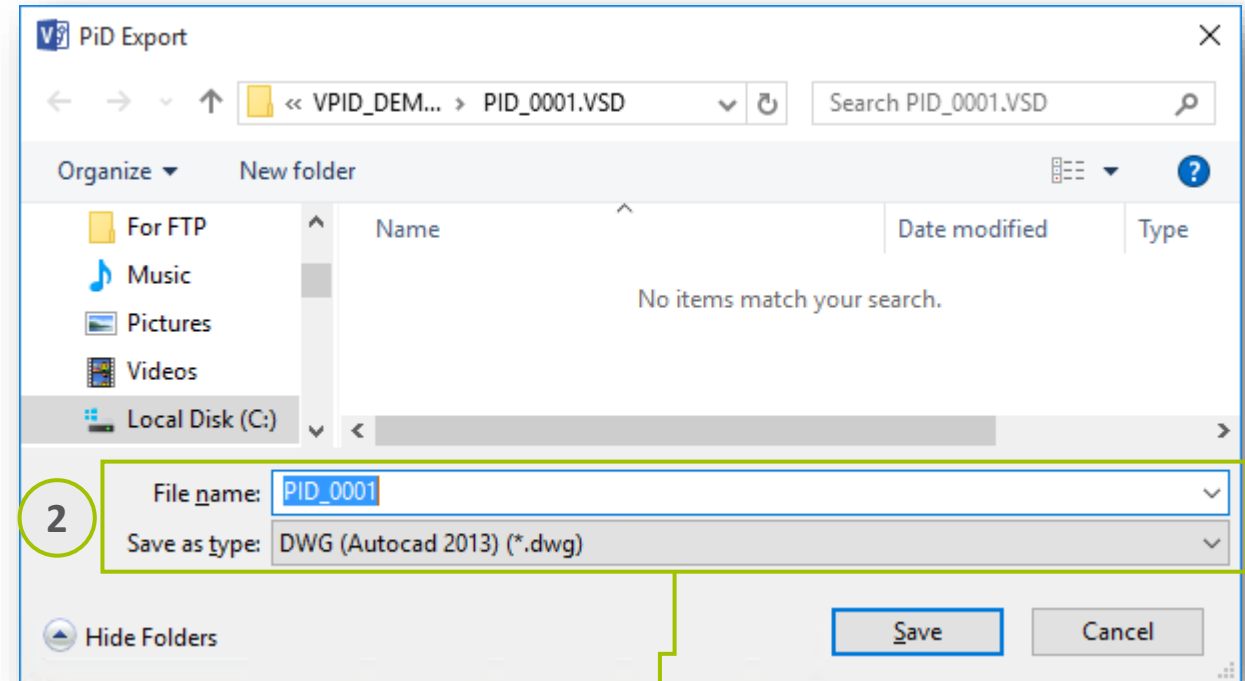
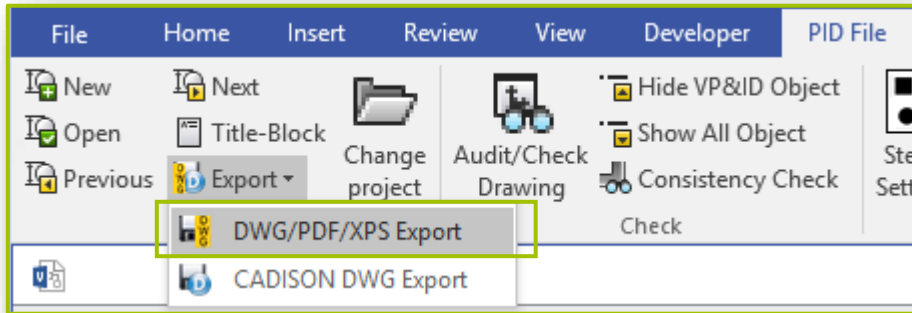


# Exporting Drawings

**VPID** allows you to export your drawings in **.dwg, PDF, .VSD and .VDSX** format, which allows you to share your drawing.

1

Select **PID File > Export > DWG/PDF/XPS Export**.



2

Enter a **File name**, select a **Save as Type** and click **Save**.

**Note:** To export drawings as CADISON DWG, you will need to contact your **VPID** support.

# Thank You!

We would like to hear from you!

You can email us at [info@visiopid.com](mailto:info@visiopid.com) and we will reach to you in one business day.

If you need any technical assistance, visit our support centre at <http://www.visiopid.com/ostic/open.php>.

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