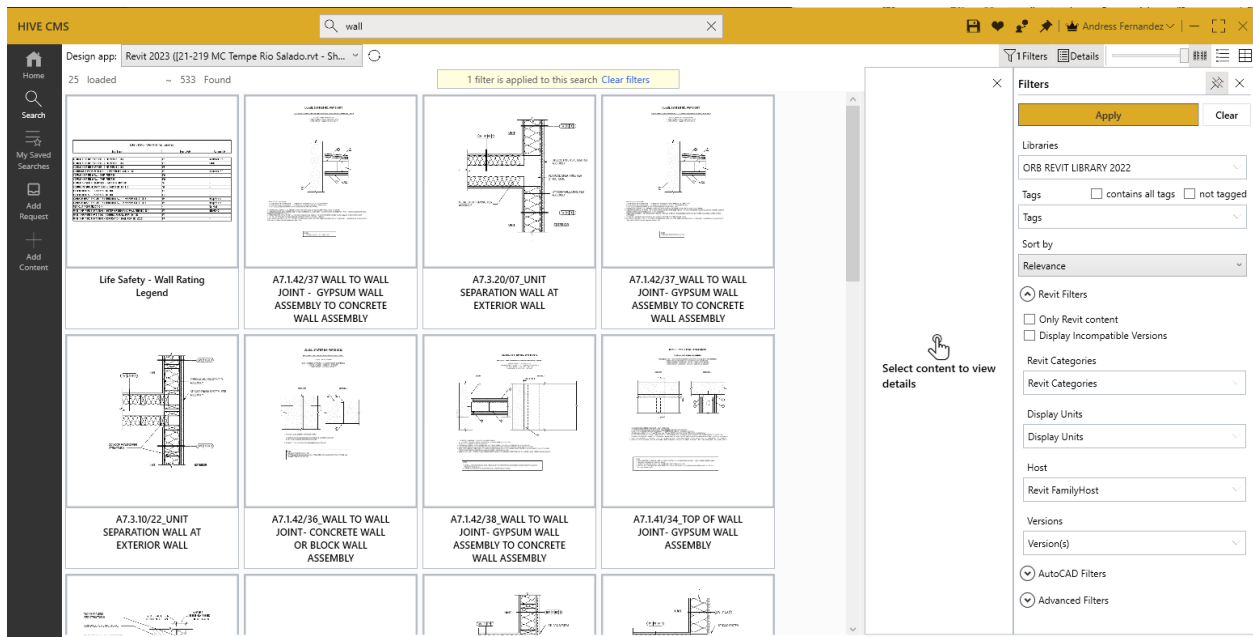## HIVE

HIVE is a content management software add-on used by ORB.

It is used to provide all users a single point of reference for all thing ORB.HIVE is not limited to Revit model elements or families. ORB also provides additional information, manuals, forms and files from any platform that we use on a daily basis.
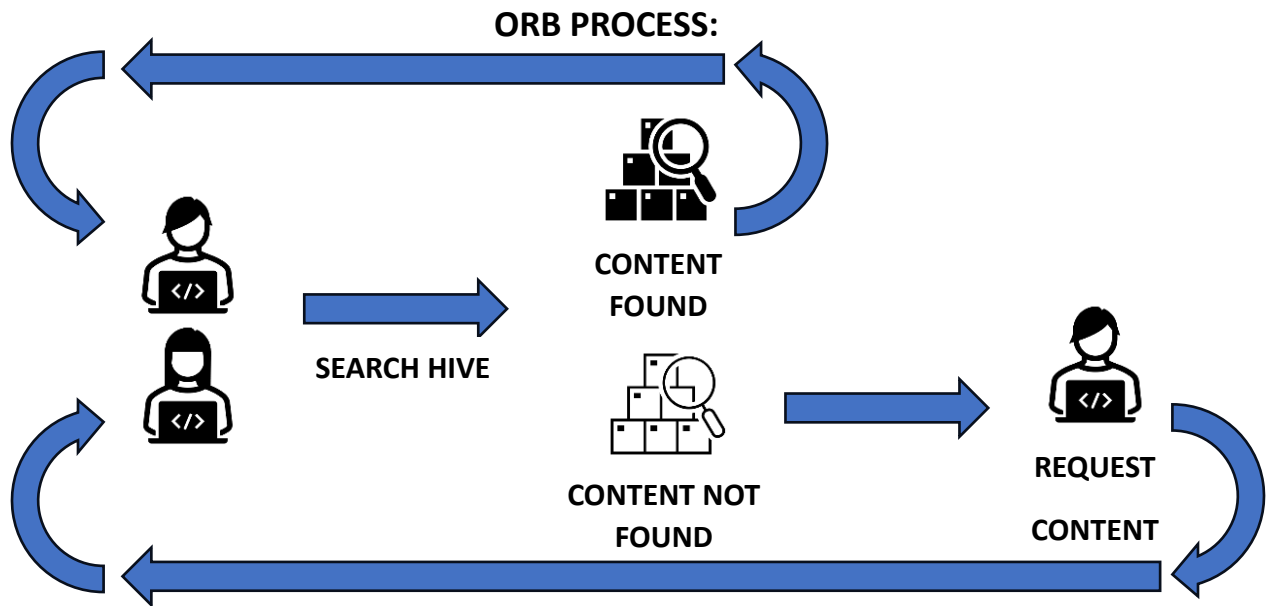

The focus of HIVE is to provide a **Single Source of Truth** for all users.

ADVANTAGES:

1. No longer go hunting for content throughout the ORB server to find that one element.
2. Use content that has been approved and tested by BIM management.
3. Use the same content from project to project, with the same graphic standards and same information embedded in them.

ORB PROCESS WITH HIVE:

ORB PROCESS:

CONTENT FOUND

SEARCH HIVE

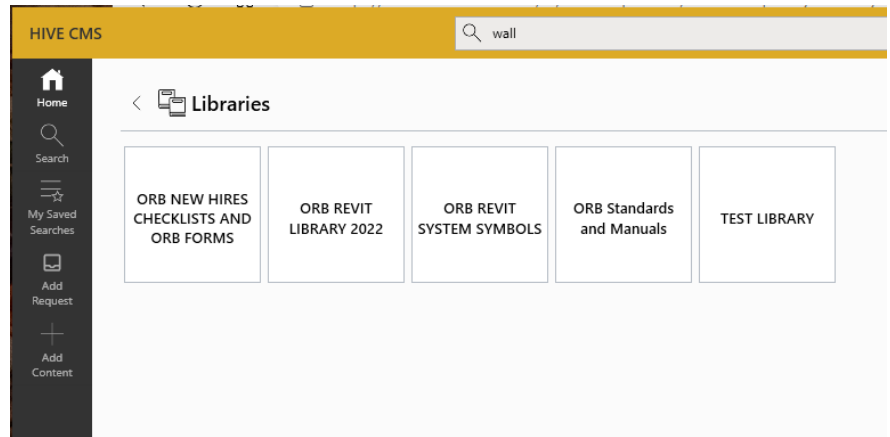**CONTENT NOT FOUND**

REQUEST CONTENT
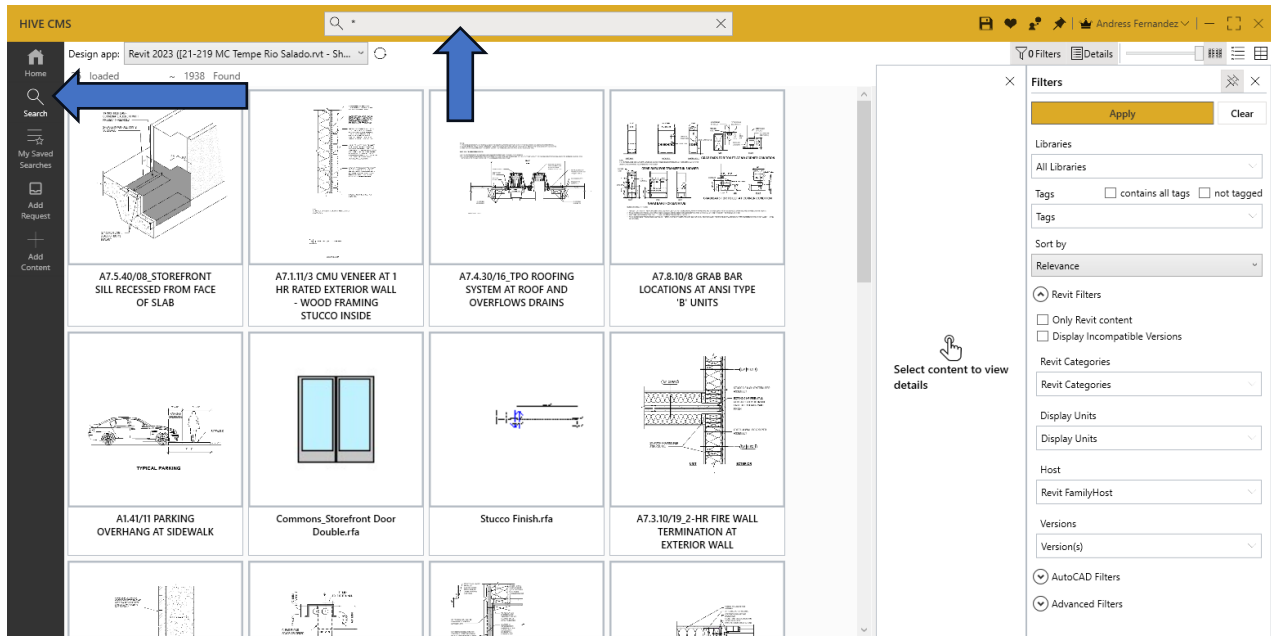
HOME SCREEN

Start in this window.

- The user will have access to different libraries.
- All elements that have been uploaded to HIVE have a library assigned to them.
- Your search can be limited to the library you choose.
- One element can have multiple libraries.
- By default, your search will include all libraries.

SEARCH

The Search bar on top is always present.

The search icon will give you a starting point. This will provide you with a recent list of what you have searched and what has been recently uploaded.
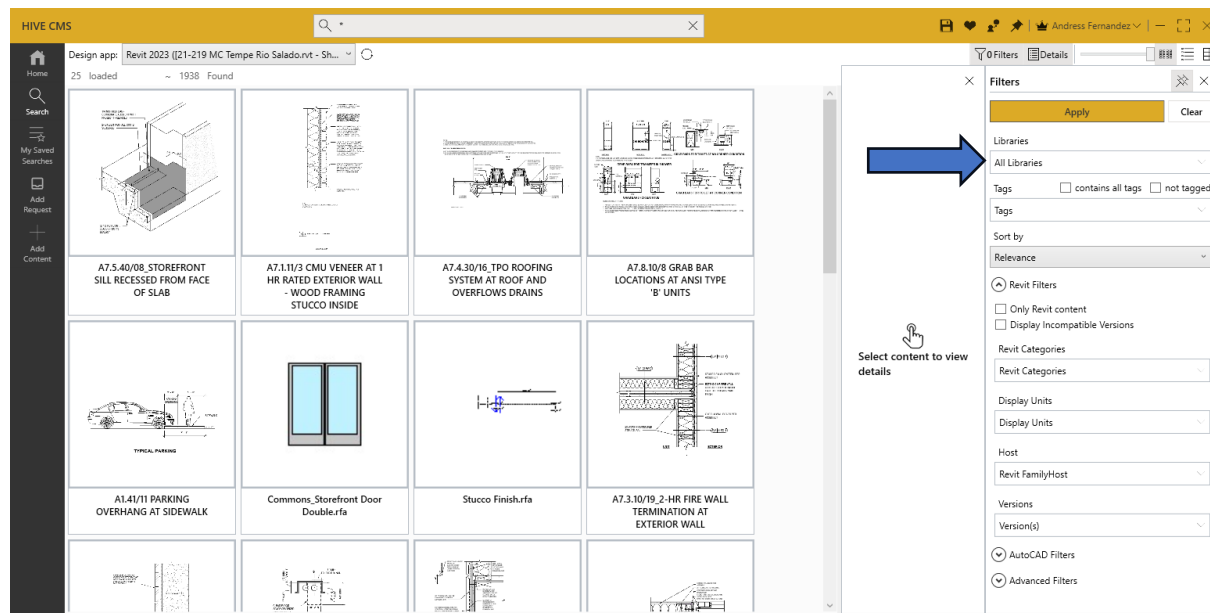
FILTERS

A single word can provide you with a multitude of options in your search.

- Type "wall" in your search and you will receive:
- Revit Wall types
- Sheets with wall assemblies
- Detail views of our wall assemblies
- Views that have "wall" in the title

Avoid elements you are not looking for by using the filters in HIVE.

- Limit your search to the intended library.
- Search based on the TAG information.
- Search for Revit content only (no pdfs, no word files, etc)
- Search by the Revit category you are looking for:
    - Walls,
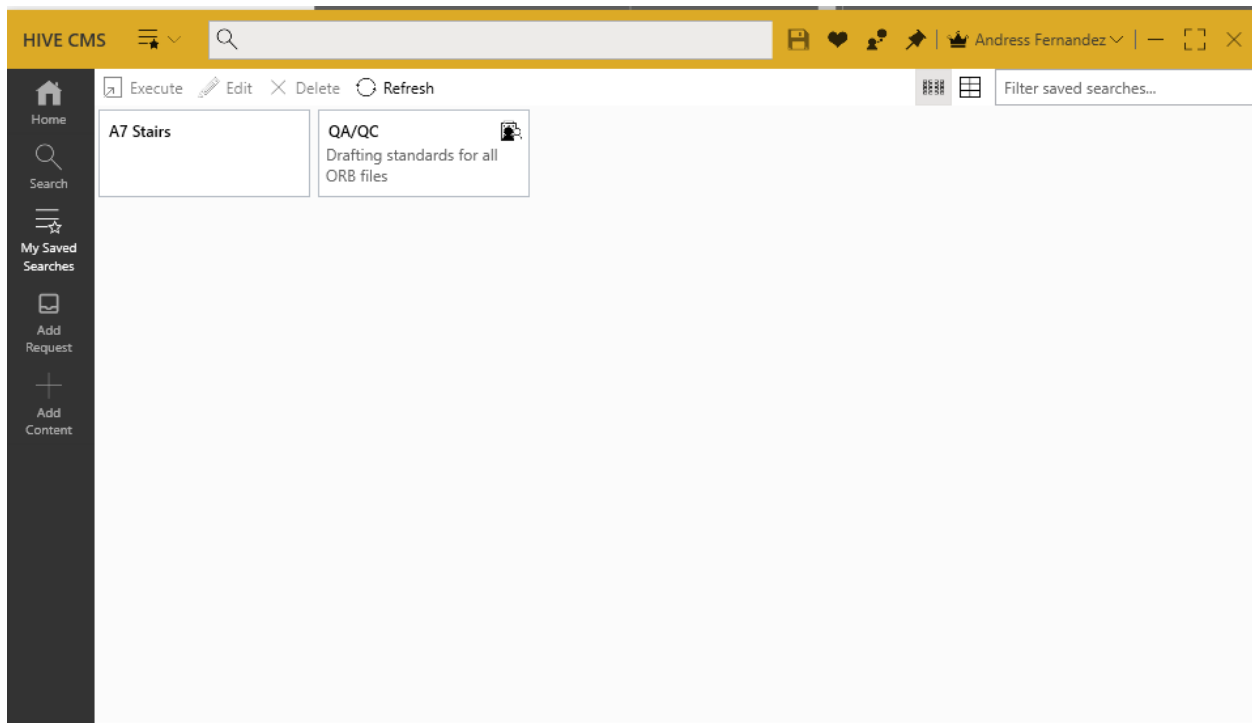   - Views,
    - Sheets
    - Doors,
    - Etc.

Click on the "Apply" button when you need your search parameters to take effect.

Click on the "Clear" button to remove these filters and begin your search throughout the entire HIVE library.

SAVED SEARCHES

- When you want to avoid repeating the same search over and over, you can set up your search and give it a name.

- The search parameters can be yours alone or shared with other users.

- When you execute your search, the same results as before will come to you, but much faster.

- Saved searches can be individual or they can be shared with the entire group.

HOW TO REQUEST CONTENT

When you are unable to find the content you need, the Add Request button on the left tab will take you to the CTC Software web interface. Be sure to have your password ready. BIM Management will receive notifications when you request any additional content or find errors in current families.

1. You can propose new families and/or Revit elements to be used by ORB.
2. You can request additional content:
   1. Wall assemblies.
   2. Details from previous projects.
   3. A Revit family to suit your current need.

You can upload proposed file. This will be reviewed by BIM management. Once it has been reviewed and processed, it can be uploaded to HIVE for everyone to use.

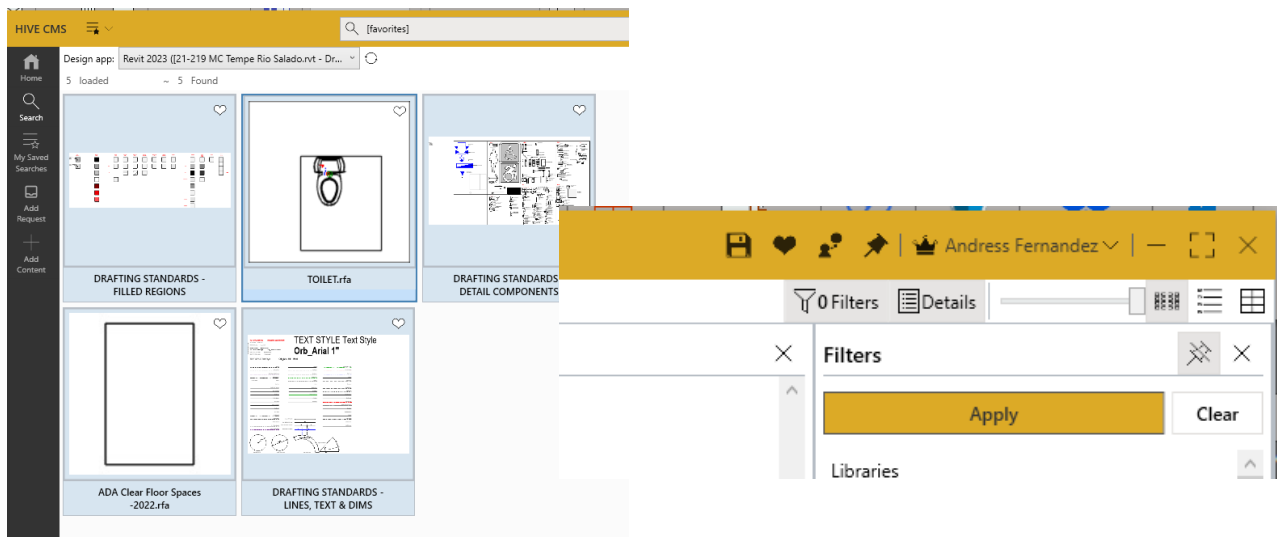You can request any type of content:

Details
Revit Family
Schedule
etc.

FAVORITES

You can "flag" ♥ any item in Hive and set it to your "Favorites". These favorites are set to you alone. Use your right mouse button to pull up the options menu and select to add or remove from favorites. With favorites you get:

- Single button access
- No need to type your search
- Readily available
- Add or remove easily. There is no need to "execute" a search.

WORKING WITH HIVE

1. Use the search bar to type in what you are looking for.
2. Whittle down your results by using filters
3. Use the options brought on by clicking with your right mouse button.
4. Always choose the Reload option when bringing in content even if it is not yet loaded in your project. Otherwise, an updated family will not load into your project and you will keep having an outdated one.