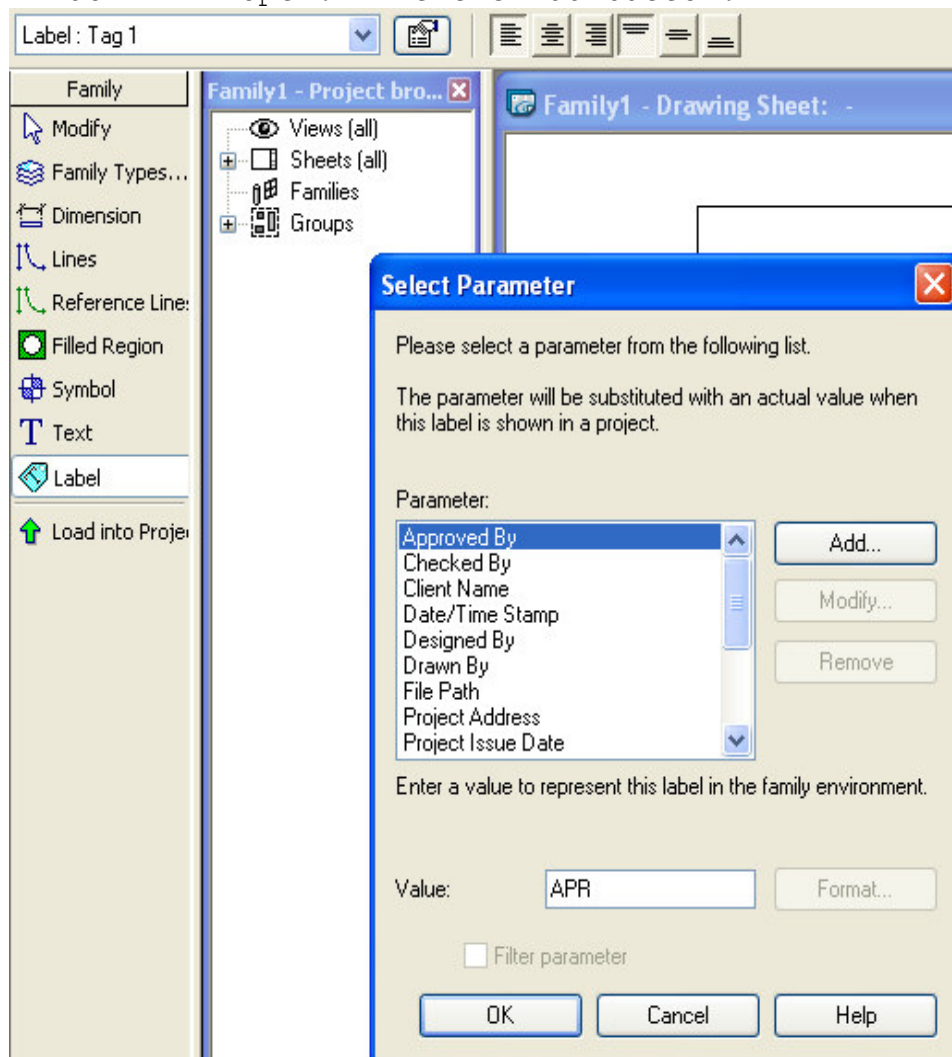# Instance or project wide Parameter in your title block: See alternate steps 2 & 3 for Project wide parameters.
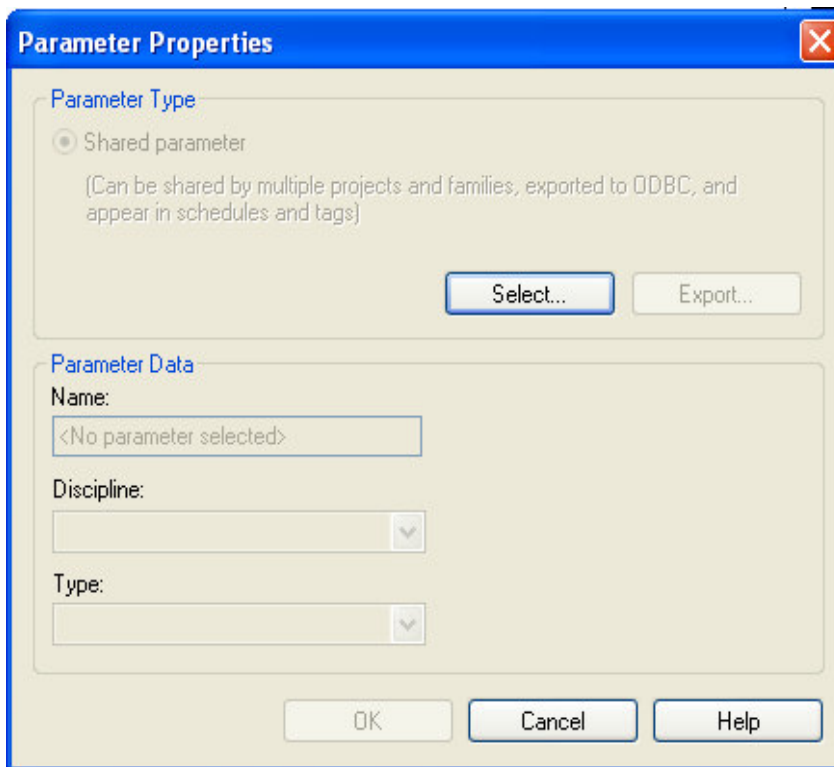
Step by Step process compiled by Jake Boen

Tip: New parameters in title blocks that are not already defined by Revit (such as Project Address) will need the user to add them not only to the title block but also the project. If you do this in your template you won't have to do this for each and every project. Just do it once. I don't think you can transfer this from one project to the next, but I may be wrong.

Step 1. Placing the label in your titleblock.

Open your title block, or start one from scratch. On the tool bar hit the Label button. Click to place the label somewhere on your title block. Then a Select parameter window will open. Hit the Add button.
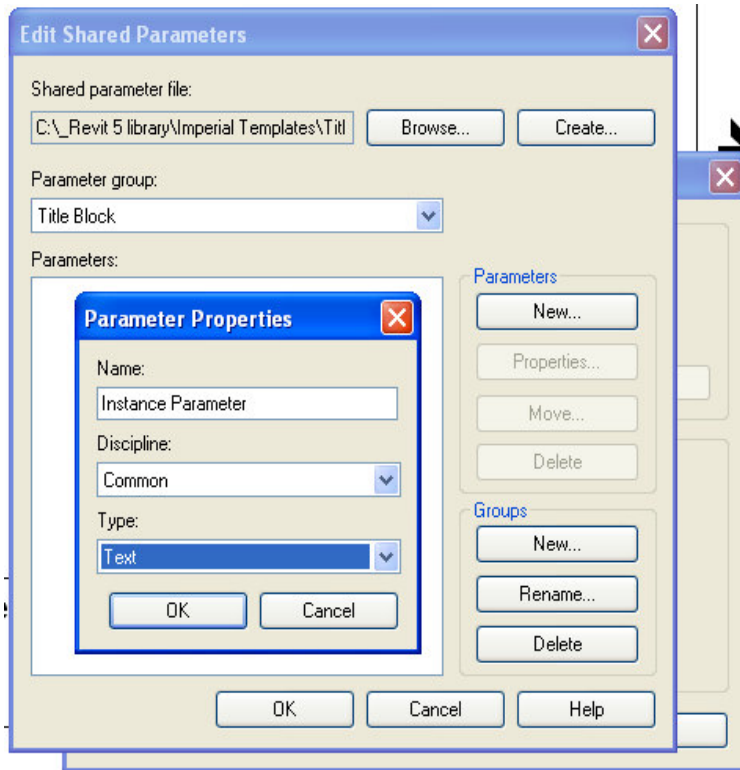
Now hit the Select button.

If you have not used shared parameters before, it will ask
you to assign a file. This is a simple text file that
keeps track of your shared parameters that you can use on
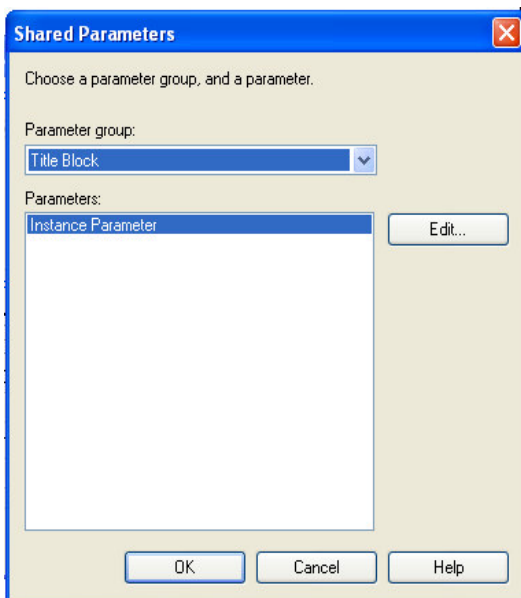multiple projects, families, etc.

Browse to your parameter file, or create a new one if this
is your first time using shared parameters.

Side note: Keep this file in a safe location for future
use. If you were to create two identical parameters in
separate parameter files they would not work the same.
Each parameter gets a special code so two families made
from different parameter files but have the same exact name
would not schedule the same. The ID code is different.
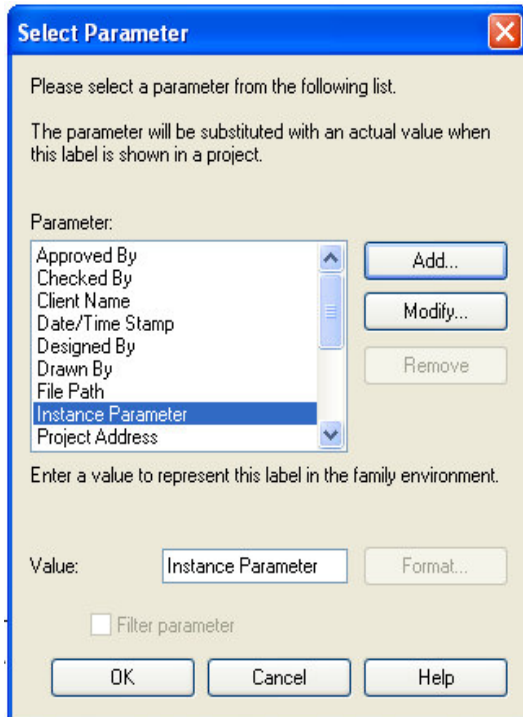
Under groups hit new. Call your new group "Title Block"
Then under Parameters hit new. Give your new parameter a
name that makes sense. In this case I called mine
"Instance Parameter". Set the Discipline and set the type
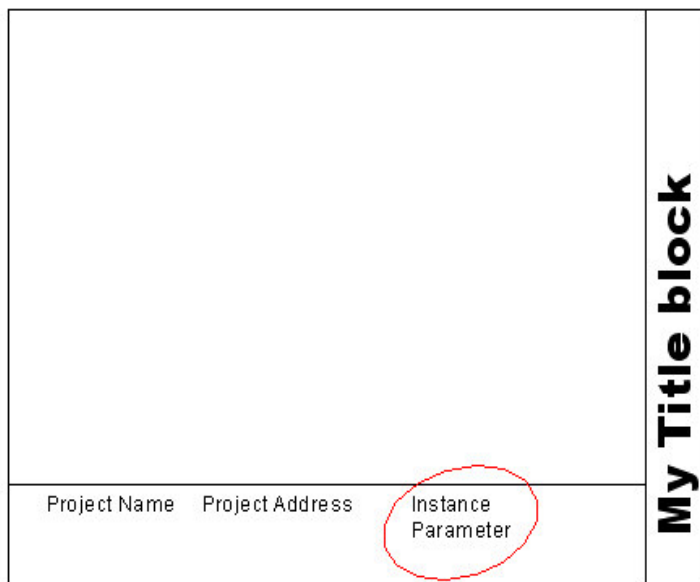of parameter. Hit OK.

Hit OK to end the editing.

Now, select the parameter group, and then your parameter
and then hit OK

Then OK on the parameters properties.

Now your parameter will show up on your list of parameters.
Select it and then hit OK. Your parameter will then be
added to your title block.
Position it and format it how you would like it to read.
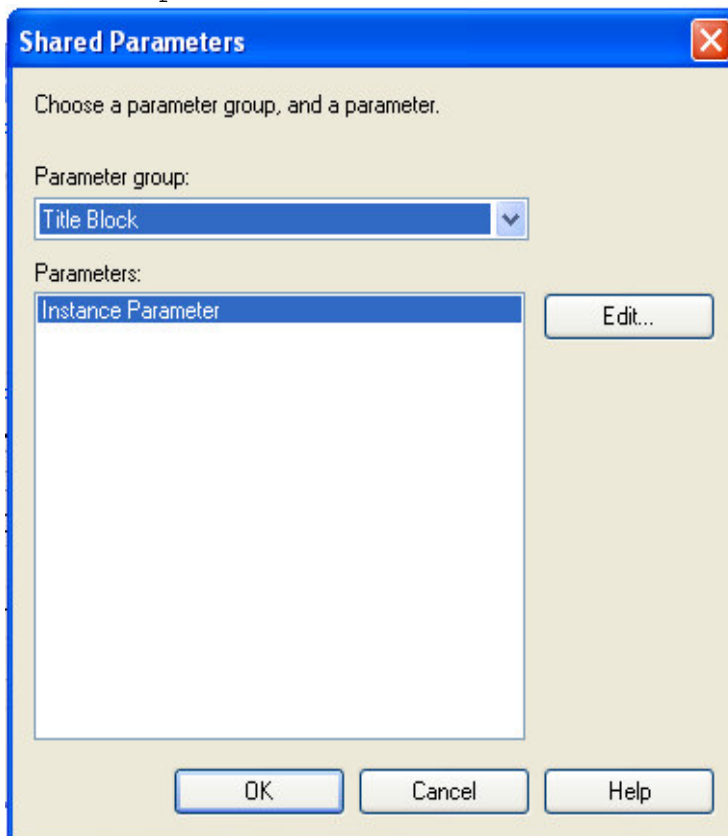

Save your title block.

Step 2. Adding the parameter to your project or template file. See alternate step 2 for a project wide parameter.

If you load this title block into a project and place it onto a sheet you will see that the instance parameter isn't accessible. If you click on the title block and you will now see that in place of the parameter is a question mark.

The question mark is because it has nothing assigned to it. And it is not editable because our project doesn't know this parameter exists. To fix this we must add the parameter to our project.
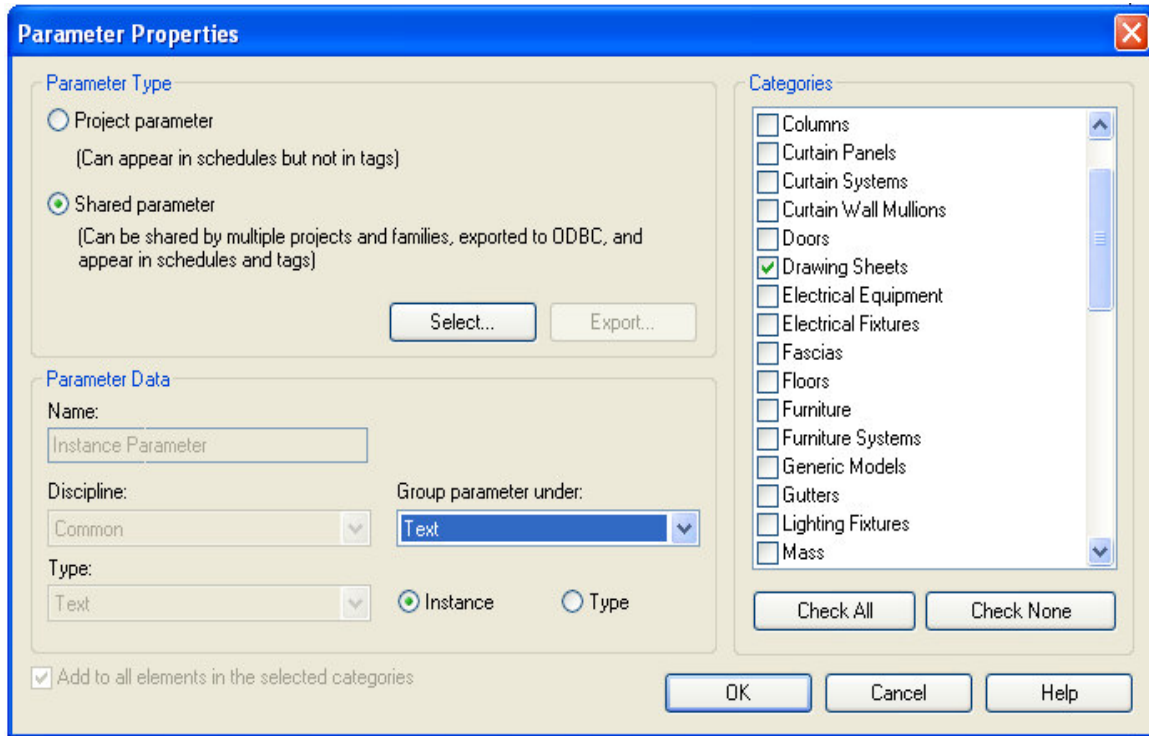
To do so go to project parameters from the settings menu and hit the add button.

It will be a shared parameter. Hit select and add the parameter like we did above. First select the group and then the parameter.
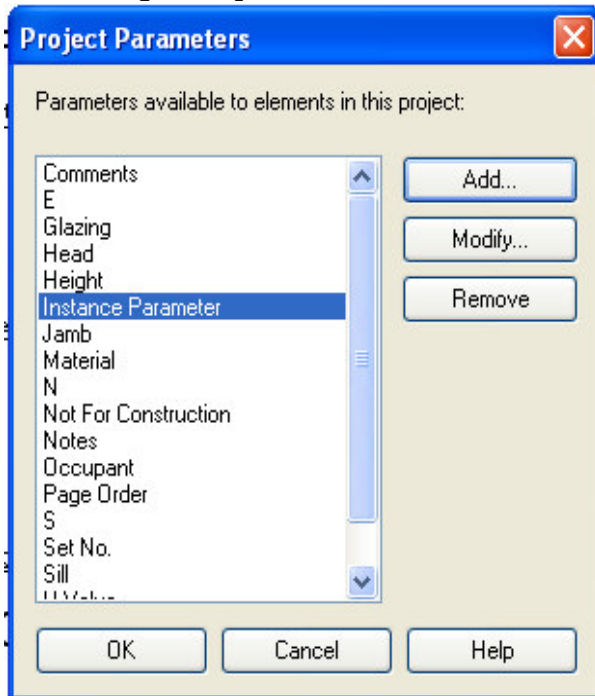

Then set the category to drawing sheets and choose what to group the parameter under. Also, this parameter is going

to be instance based.

Select OK

Select your parameter from the list and then hit OK

The parameter has now been added to the project.

Step 3. Setting the instance parameter in your project.
See alternate step 3 for a project wide parameter.

To set your instance parameter: select your title block and you will see the question mark. Click the question mark and just type your information in.

Or, in your sheet view you can go to **view properties** and the parameter should show up on your list where it was categorized.

Continue the steps above to add as many instance parameters as you would like.

Alternate Procedures for project wide parameters in a titleblock:

The above steps define how to create a parameter that will have different values on every title block. If you need your parameter to have the same value on every titleblock in the project then follow step 1 and the following alternate steps for a project wide parameter.
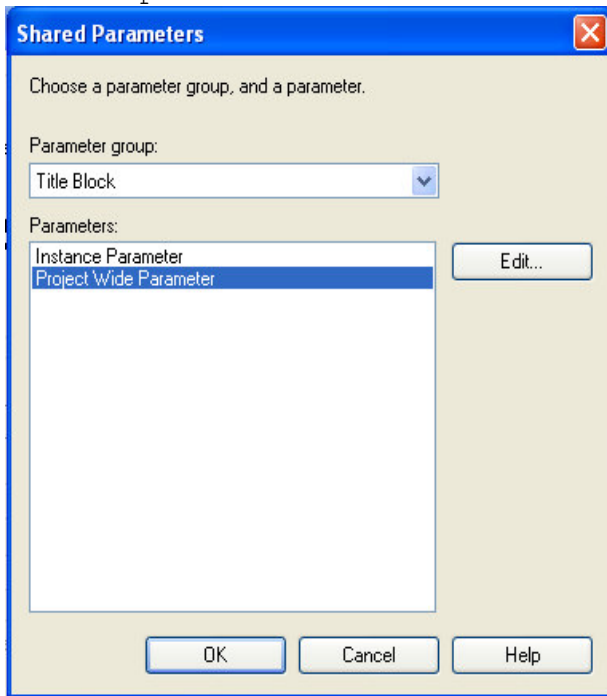
Alternate Step 2: Adding The parameter to your project or template file.

If you load this title block into a project and place it onto a sheet you will see that the parameter isn't accessible. If you click on the title block and you will now see that in place of the parameter is a question mark.
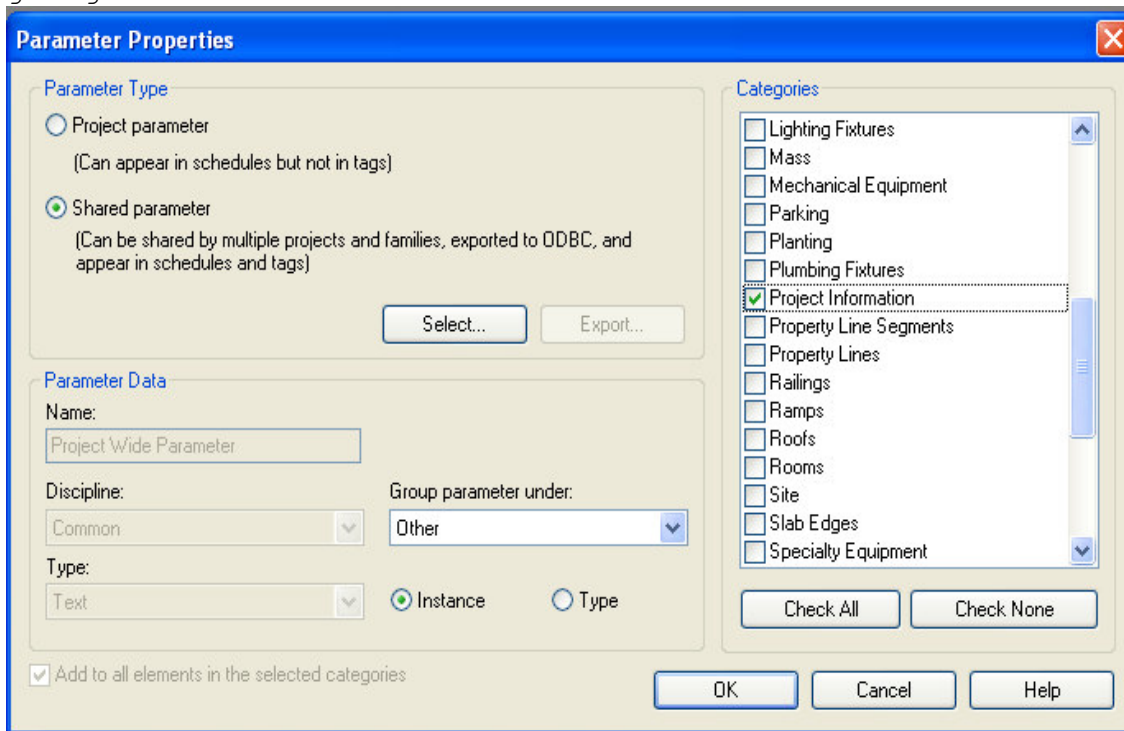
The question mark is because it has nothing assigned to it. And it is not editable because our project doesn't know this parameter exists. To fix this we must add the parameter to our project.

To do so go to project parameters from the settings menu and hit the add button.

It will be a shared parameter. Hit select and add the parameter like we did above. First select the group and then the parameter.
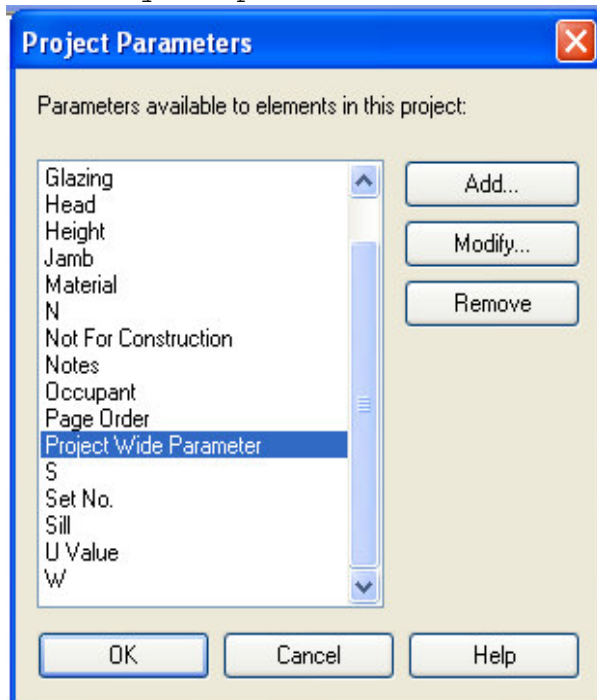
Then set the category to **project information** and choose
what to group the parameter under. Also, this parameter is
going to be instance based.

Select OK

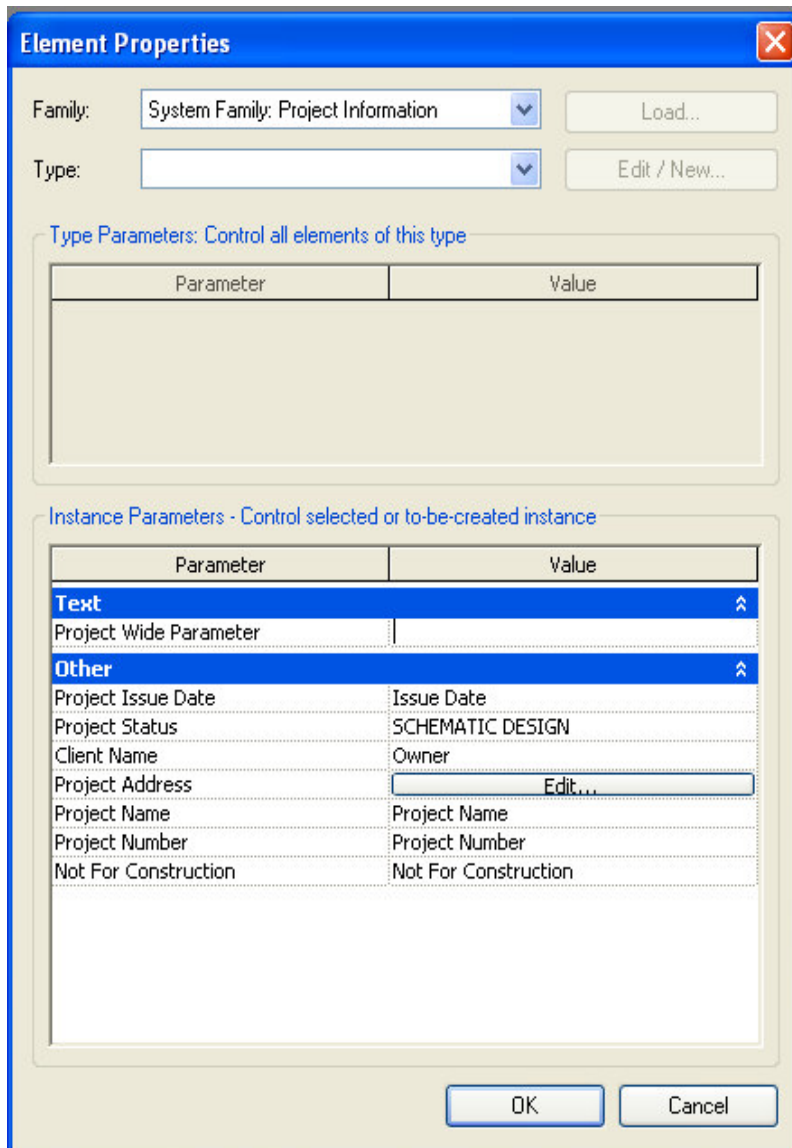Select your parameter from the list and then hit OK

The parameter has now been added to the project.

Alternate Step 3. Setting the project wide parameter in your project.

To set your project wide parameter: select your title block and you will see the question mark. Click the question mark and just type your information in.

Or, from the settings menu go to project information. Your parameter can be modified here.

Continue the alternate steps above to add as many project wide parameters as you would like.

Created on 12.10.05