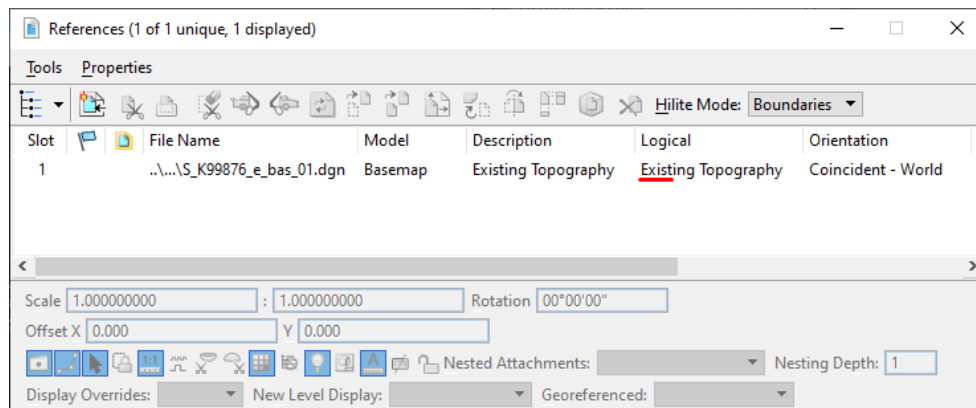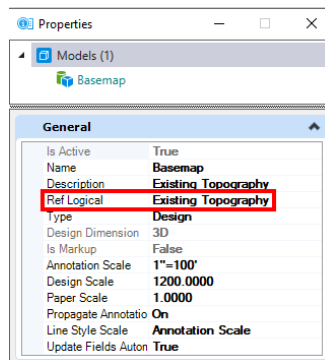# How to Screen Existing Elements on Plan Sheets

It is an ODOT standard to de-emphasize existing elements on plan sheets through a process called screening during the production of the PDFs or prints. ODOT uses a pen table during the printing process to screen certain elements shown in a survey basemap that are attached as a reference. For the screening to function, the reference attachment must use a logical name that contains the word exist.

While assembling a plan sheet, the typical procedure is to attach the survey basemap model. If the survey basemap model has a Ref Logical entry similar to what is seen in the image below, the reference into a plan sheet will have a logical name that includes the string "exist"; otherwise the reference logical name may be manually entered.

When the plan sheet is printed using the Design_11x17 or Sheet_11x17 print style, the plans.tbl pen table is automatically attached. Existing elements are screened to 50% black and appear gray-colored, while the design elements appear dark black.