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When project data is being maintained in file base environment (folders) instead of PDM, it is important to maintain all the data being stored in right location by all the users working on the project, to avoid the duplication of the data in multiple locations. CATIA provides tool like DLNAME to avoid such situation.

This feature works the same as the DL Name in CATIA V4 In CATIA V5, DLName Setting is under Tools>Options>General>Document.

First activate DLName, select DLName and Change to Allowed.

Configure DLName.

Select Defines a DLName, to add a new DLName.

Click on the DLname1 to define your DLName, and Window Folder to define your folder path. Click Ok to accept the new DLName.

Click on Current to set the DLName option as the default.

Click on the Folder option and select Not Allowed

Click Ok to save the settings.

Next time when File>open or File>Save option is used we will get on this window, Since user will not get to see the other folder on the drive, we can avoid the data duplication.