



12 - WEEK REVIT LEARNING PLAN

From Complete Beginner to Portfolio-Ready BIM Professional



12 Weeks

Structured Plan



1-2 hrs/day

Daily Practice



3 Projects

Portfolio Ready

What You Will Achieve

Week 4 -> First complete BIM model built

Week 8 -> Full professional drawing set produced

Week 12 -> BIM portfolio ready for job applications

How to use this plan

Each week has a goal, a daily task table, a checklist and a reflection space.
Tick each task as you complete it. Fill in your weekly reflection every Sunday.

Do not skip weeks. Each week builds on the last.

How to Use This Plan

This 12-week plan is designed for self-paced learners who want a structured path from zero to a job-ready Revit portfolio. You do not need prior BIM experience. You need a computer that runs Revit and 1-2 hours per day of focused practice.

✓ TIP

Install Revit before Week 1 begins. Use the free 3-year Autodesk Education License.

Sign up at autodesk.com/education with your university email address.

Download Revit 2024 or the most recent version available to students.

The Four Phases

Phase 1 Weeks 1-3 <i>Interface & Setup</i>	Phase 2 Weeks 4-6 <i>Core Modeling</i>	Phase 3 Weeks 7-9 <i>Documentation</i>	Phase 4 Weeks 10-12 <i>Families & Portfolio</i>
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The 12-Week Roadmap at a Glance

Week	Focus	End-of-Week Milestone
Week 1	Revit Interface & Project Setup	Navigate the workspace without confusion
Week 2	Levels, Grids & Basic Walls	First building shell placed correctly
Week 3	Doors, Windows & Floor Plans	Complete ground floor plan
Week 4	Floors, Roofs & 3D Views	First full 3D residential model
Week 5	Stairs, Railings & Curtain Walls	Multi-level model with stairs
Week 6	Rooms, Areas & Site	Room schedule and site plan complete
Week 7	Views & View Templates	All standard views set up correctly
Week 8	Sheets, Title Blocks & Drawing Sets	Complete drawing set exported as PDF
Week 9	Schedules, Annotations & Tags	Annotated drawing set with live schedules
Week 10	Family Editor - Foundations	First parametric family created
Week 11	Advanced Families & Worksharing	Custom family loaded into a team project
Week 12	Portfolio Project & Rendering	Portfolio PDF ready for submission

💡 NOTE

This plan assumes you practice 1-2 hours per day, 5 days per week.

If you have more time, you can complete the plan in 8 weeks by combining tasks.

If you can only practice 3 days per week, extend each week across 10 days.

Interface & Setup

Learn the Revit workspace, project fundamentals and your first building shell

Week 1	Weekly Goal Understand the Revit interface and set up your first project correctly	Milestone Navigate every panel without looking at a tutorial
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Week 1 Daily Tasks

Day	Task	Duration	Done
Day 1 (Mon)	Install Revit and activate student license. Watch the Autodesk Revit Interface Overview video (30 min). Write down every panel name you notice.	90 min	☐
Day 2 (Tue)	Explore the Ribbon: Architecture, View, Manage and Collaborate tabs. Identify every panel and its purpose. Write them down in a notebook.	60 min	☐
Day 3 (Wed)	Open a new Architectural Template. Set project units (mm). Practice navigating the 3D view using scroll, middle-mouse pan and Shift+orbit.	75 min	☐
Day 4 (Thu)	Learn the Properties Palette and Project Browser. Open every view type: floor plan, elevation, section, 3D view, sheet. Understand the Project Browser hierarchy.	75 min	☐
Day 5 (Fri)	Practice 10 keyboard shortcuts: WA (wall), DR (door), WN (window), ZA (zoom all), VV (visibility), UN (units), RP (reference plane), CM (component), WT (tile views), Ctrl+Z (undo).	60 min	☐
Weekend	Revise: write a one-page summary of the Revit interface from memory. Re-watch any section you found difficult.	45 min	☐

Week 1 Checklist

☐	I can identify every ribbon tab and its purpose
☐	I can navigate a 3D view using keyboard and mouse without help
☐	I know what the Properties Palette does
☐	I know how to open any view from the Project Browser
☐	I can use at least 8 keyboard shortcuts from memory
☐	I have set project units to millimetres in a new file

What went well this week? _____
What was difficult? _____
Key thing I learned: _____
Goal for next week: _____

Week 2	Weekly Goal Set up project fundamentals and build your first building shell with correct levels and grids	Milestone A two-storey building shell standing in 3D
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Week 2 Daily Tasks

Day	Task	Duration	Done
Day 1 (Mon)	Create a new project. Set up 3 levels: Ground Floor (0mm), First Floor (3000mm), Roof (6000mm). Name all levels correctly in the Level Properties.	60 min	☐
Day 2 (Tue)	Add structural grids: 6 vertical grids at 5000mm spacing, 4 horizontal grids at 4000mm spacing. Label them A-D and 1-6.	60 min	☐
Day 3 (Wed)	Place external walls on the Ground Floor plan using External Brick on Block 330mm wall type. Create a simple L-shaped or rectangular building footprint.	90 min	☐
Day 4 (Thu)	Copy external walls to First Floor using Paste Aligned to Selected Levels. Add internal partition walls (Basic Wall: Interior 100mm) to create 3 rooms per floor.	90 min	☐
Day 5 (Fri)	Review your model in 3D. Check wall joins at corners. Fix any walls that are not joining correctly using the Wall Join tool. Use VV to understand view control.	75 min	☐
Weekend	Experiment: change the wall type of your external walls to a different material. Observe how the model updates. Reset to original type.	45 min	☐

Week 2 Checklist

☐	I have set up Levels with correct floor-to-floor heights
☐	I have placed a grid system with correctly labelled axes
☐	My external walls are placed on the correct Level (Base = Ground Floor, Top = First Floor)
☐	My internal walls divide the floor plan into recognisable rooms
☐	Wall corners join cleanly in the 3D view

☐	I understand the difference between wall Base Constraint and Top Constraint
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 Week 2 Reflection
What went well this week? _____
What was difficult? _____
Key thing I learned: _____
Goal for next week: _____

Week 3	Weekly Goal Add doors, windows and complete a legible ground floor plan	Milestone A complete annotated ground floor plan with openings
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Week 3 Daily Tasks

Day	Task	Duration	Done
Day 1 (Mon)	Load door families from the Revit library. Place external doors (M_Single-Flush 900x2100mm) and internal doors (800x2100mm) on both floors. Ensure each door swings in the correct direction.	75 min	☐
Day 2 (Tue)	Load window families. Place windows on external walls: M_Fixed or M_Casement at consistent sill heights (900mm from floor). Place at least 2 windows per room.	75 min	☐
Day 3 (Wed)	Create Rooms for every enclosed space using the Room tool (Architecture > Room and Area). Name each room. Add Room Separation Lines where rooms share open boundaries.	90 min	☐
Day 4 (Thu)	Add door and window tags to your floor plan. Use the Tag All command to tag all doors and windows automatically. Check that tags are legible and not overlapping.	60 min	☐
Day 5 (Fri)	Add a basic floor slab to the Ground Floor (200mm Concrete floor) using the Floor tool. Create boundary lines by picking walls. Complete for both Ground and First floors.	90 min	☐
Weekend	Review all three weeks of work in a 3D view. Take a screenshot and write 3 things you want to improve before continuing to Phase 2.	45 min	☐

Week 3 Checklist

☐	External and internal doors are placed on the correct walls at correct height
☐	Windows are placed with consistent sill heights across the facade

☐	Every enclosed space has a Room object with a name
☐	Door and window tags are placed and legible
☐	Floor slabs are placed on Ground and First floors
☐	The 3D model shows a complete two-storey shell with openings and slabs



Week 3 Reflection

What went well this week? _____

What was difficult? _____

Key thing I learned: _____

Goal for next week: _____



WARNING

Before moving to Phase 2, save and back up your Phase 1 model.

Save a copy named: [YourName]_Revit_Phase1_Complete.rvt

Never overwrite your only copy of a Revit project file.

Core Modeling

Build a complete residential model with roof, stairs, curtain walls, rooms and a site plan

Week 4	Weekly Goal Add a roof and complete a full 3D residential model ready for documentation	Milestone A fully enclosed residential model in 3D
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Week 4 Daily Tasks

Day	Task	Duration	Done
Day 1 (Mon)	Study the three roof types in Revit: Roof by Footprint, Roof by Extrusion, Roof by Face. Watch the Autodesk tutorial on each type (20 min each).	75 min	☐
Day 2 (Tue)	Create a Roof by Footprint on your residential model. Use a 4-sided hipped roof with a 30-degree pitch. Ensure all eave walls have Defines Slope checked.	90 min	☐
Day 3 (Wed)	Attach external walls to the roof using Modify > Attach Top/Base. Check in section that walls fill up to the roofline without gaps. Fix any that do not attach correctly.	60 min	☐
Day 4 (Thu)	Add a ceiling to every room on both floors (Compound Ceiling: Plaster 25mm at correct room height). Check in a section view that ceilings are at the correct offset.	75 min	☐
Day 5 (Fri)	Navigate your complete 3D model. Use Visual Styles: Wireframe, Hidden Line, Shaded, Realistic. Take a camera view from outside the building and save it as a named 3D view.	60 min	☐
Weekend	Sketch on paper: a floor plan layout for a small commercial project (cafe, library reading room or co-working space). You will build this in Weeks 5-6.	45 min	☐

Week 4 Checklist

☐	Roof by Footprint is correctly placed with consistent pitch on all sides
☐	External walls are attached to the roof with no gaps visible in section
☐	Ceilings are placed in every room at correct heights
☐	I have created and saved a named camera view of the exterior
☐	I understand the difference between Roof by Footprint and Roof by Extrusion
☐	My Phase 1 model now has roof, floors, walls, doors, windows and ceilings - a complete shell



Week 4 Reflection

What went well this week? _____

What was difficult? _____

Key thing I learned: _____

Goal for next week: _____

Week 5

Weekly Goal

Add stairs, railings and a curtain wall system to expand your modeling range

Milestone

Multi-level model with stairs and glazed facade element

Week 5 Daily Tasks

Day	Task	Duration	Done
Day 1 (Mon)	Study the Stair by Component method in Revit. Understand Runs, Landings, Supports and Railings. Watch the Autodesk stair tutorial (30 min) before creating anything.	75 min	☐
Day 2 (Tue)	Create an internal stair between Ground and First Floor using Stair by Component. Set: Riser = 175mm, Tread = 250mm. Verify the riser count is correct for your floor-to-floor height.	90 min	☐
Day 3 (Wed)	Add a railing to the stair and to any open floor edges on the First Floor. Use the default Handrail on one stair and create a Glass Panel railing on the First Floor edge.	75 min	☐
Day 4 (Thu)	Add a curtain wall to one facade of your residential or commercial model. Use the Storefront wall type. Add a 3x4 curtain grid. Place curtain wall doors and panels.	90 min	☐
Day 5 (Fri)	Review your stair in a section view. Check each tread is visible, headroom clearance is adequate (minimum 2100mm), and the railing connects cleanly at top and bottom.	60 min	☐
Weekend	Start building the shell of your small commercial model (cafe or co-working). Set levels, grids and external walls. Do not model interiors yet.	60 min	☐

Week 5 Checklist

☐	Stair by Component is placed with correct riser and tread dimensions
☐	Riser count matches the floor-to-floor height exactly
☐	Railings are placed on the stair and on all open floor edges

☐	A curtain wall panel is placed on at least one facade
☐	I have checked stair headroom clearance in a section view
☐	My commercial model shell (levels and walls) is started

Week 5 Reflection

What went well this week? _____

What was difficult? _____

Key thing I learned: _____

Goal for next week: _____

Week 6	Weekly Goal Define rooms, areas and a basic site model to complete the residential project	Milestone Residential model with room schedule and site topography
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Week 6 Daily Tasks

Day	Task	Duration	Done
Day 1 (Mon)	Create a Room Schedule: Architecture > Schedule/Quantities > Rooms. Add fields: Name, Area, Number, Level. Sort by Level then Name. Format area to 2 decimal places.	75 min	☐
Day 2 (Tue)	Create an Area Plan (Gross Building Area). Place Area Boundary Lines at the external face of your building. Add the building footprint area to your Room Schedule.	60 min	☐
Day 3 (Wed)	Create a Site Topography using the Toposurface tool. Place your building on the site at the correct datum. Add a paved driveway and a grass lawn using subregions.	90 min	☐
Day 4 (Thu)	Add site components: trees, parked cars, and a person figure for human scale. Use components from the Revit library (Planting and Entourage categories).	60 min	☐
Day 5 (Fri)	Create a Site Plan view: set the crop region, turn off roof visibility, show the building footprint, topography, trees and site boundary. This is your site plan drawing.	75 min	☐
Weekend	Phase 2 review: open your model in 3D. Check every element. List any issues to fix before documentation begins in Phase 3.	45 min	☐

Week 6 Checklist

☐	Room Schedule lists all rooms with correct names, areas and levels
☐	Area Plan shows gross building area at external face of walls
☐	Site topography is placed with the building correctly positioned
☐	Site components (trees, car, person) are placed for scale
☐	A Site Plan view is set up and showing the correct elements
☐	Phase 2 model is saved as [YourName]_Revit_Phase2_Complete.rvt



Week 6 Reflection

What went well this week? _____

What was difficult? _____

Key thing I learned: _____

Goal for next week: _____



TIP

By the end of Week 6 you have completed the equivalent of a studio schematic design submission.

Your model now contains levels, grids, walls, floors, roof, stairs, openings, rooms and a site.

Phase 3 turns this model into a professional drawing set.

Documentation

Set up views, sheets, drawing sets, schedules and professional annotations

Week 7	Weekly Goal Set up all standard architectural views with consistent View Templates	Milestone All standard views configured and ready for sheeting
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Week 7 Daily Tasks

Day	Task	Duration	Done
Day 1 (Mon)	Create View Templates for: Floor Plan (1:100), Elevation (1:100), Section (1:50), Detail (1:20), Site Plan (1:500). Set scale, detail level, discipline and visual style in each.	90 min	☐
Day 2 (Tue)	Create all floor plan views: Ground Floor Plan and First Floor Plan. Apply the Floor Plan View Template to both. Duplicate as Reflected Ceiling Plans. Apply to both RCP views.	75 min	☐
Day 3 (Wed)	Create 4 building elevation views (North, South, East, West). Apply the Elevation View Template. Create 2 building sections through the main stair and a typical room.	75 min	☐
Day 4 (Thu)	Set up Visibility/Graphics Overrides (VV) for each view type. In Floor Plans: hide Roofs, show Rooms. In Sections: show all structural elements. In Elevations: show materials.	75 min	☐
Day 5 (Fri)	Create 2 Detail Views at 1:20: a wall-to-floor junction and a window sill detail. Add detail lines and filled regions to show the construction build-up. Add keynotes.	90 min	☐
Weekend	Review all views: check every view is using the correct View Template and all unnecessary elements are turned off. Fix any inconsistencies.	45 min	☐

Week 7 Checklist

☐	View Templates are created and named for every view type
☐	Ground Floor and First Floor plans are set up at 1:100
☐	Reflected Ceiling Plans show correct ceiling elements
☐	All four elevations are set up at 1:100 with materials visible
☐	Two building sections are set up at 1:50
☐	Two detail views are created at 1:20 with detail lines and keynotes



Week 7 Reflection

What went well this week? _____

What was difficult? _____

Key thing I learned: _____

Goal for next week: _____

Week 8

Weekly Goal

Place all views on sheets and produce a complete exported drawing set

Milestone

Full PDF drawing set ready for review

Week 8 Daily Tasks

Day	Task	Duration	Done
Day 1 (Mon)	Load or create a Title Block family with: Project Name, Drawing Title, Drawing Number, Scale, Date, Revision, North Point, Client Name. Load it into your project.	90 min	☐
Day 2 (Tue)	Create sheets using your title block: A101 Site Plan, A102 Ground Floor Plan, A103 First Floor Plan, A104 RCP Ground, A105 RCP First, A201 Elevations, A301 Sections.	75 min	☐
Day 3 (Wed)	Drag views onto sheets from the Project Browser. Position each view carefully within the title block. Adjust crop regions so each view fits cleanly on its sheet.	90 min	☐
Day 4 (Thu)	Add Detail Sheets: A401 Wall Details, A402 Window Details. Drag your two detail views onto these sheets. Add a Drawing List schedule to a cover sheet.	75 min	☐
Day 5 (Fri)	Export the complete drawing set to PDF: File > Export > PDF. Select all sheets. Use DPI 300 for print quality or 150 for screen sharing. Review every page.	60 min	☐
Weekend	Share your PDF drawing set with a classmate or mentor. Ask: Does this look professional? Is anything missing? Note their feedback in your reflection.	45 min	☐

Week 8 Checklist

☐	Title block family has all required information fields
☐	All drawing sheets are created with correct drawing numbers
☐	Every view is placed on the correct sheet with a clean crop boundary

☐	The drawing set includes plans, elevations, sections, details and a cover sheet
☐	The complete PDF export is reviewed and all pages are correct
☐	Drawing numbers and names are consistent between title block and drawing list

Week 8 Reflection

What went well this week? _____

What was difficult? _____

Key thing I learned: _____

Goal for next week: _____

Week 9	Weekly Goal Add professional annotations, schedules and tags to complete the drawing set	Milestone Fully annotated and scheduled drawing set
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Week 9 Daily Tasks

Day	Task	Duration	Done
Day 1 (Mon)	Add dimensions to all floor plans using Aligned Dimension. Dimension: overall building length and width, room widths, wall thicknesses, door and window widths. Dimension all four sides.	90 min	☐
Day 2 (Tue)	Add level annotations to all sections and elevations. Add spot elevation markers at finished floor levels (FFL) and top of wall. Add a North Point symbol to Site Plan and Floor Plans.	75 min	☐
Day 3 (Wed)	Create a Door Schedule: fields = Name, Width, Height, Frame Material, Mark. Create a Window Schedule: fields = Family, Width, Height, Sill Height, Mark. Place both on new sheets.	90 min	☐
Day 4 (Thu)	Create a Room Finish Schedule with fields: Room Name, Floor Finish, Wall Finish, Ceiling Finish, Ceiling Height. Fill in finish materials for each room in the Room Properties.	75 min	☐
Day 5 (Fri)	Add a material legend to your elevation sheet showing external materials used. Use the Legend view type in Revit. Add wall section keynotes to your detail drawings.	75 min	☐
Weekend	Final Phase 3 review: go through every sheet and list any missing annotations, incorrect dimensions or schedule errors. Fix all issues before Phase 4.	60 min	☐

Week 9 Checklist

☐	All floor plans are fully dimensioned - overall, room and opening widths
☐	Sections and elevations show level markers and spot elevations at FFLs
☐	Door Schedule and Window Schedule are placed on sheets
☐	Room Finish Schedule shows correct materials for every room
☐	A material legend is added to the elevation sheet
☐	Phase 3 model saved as [YourName]_Revit_Phase3_Complete.rvt



Week 9 Reflection

What went well this week? _____

What was difficult? _____

Key thing I learned: _____

Goal for next week: _____

Families, Collaboration & Portfolio

Build custom Revit families, practice team workflows and produce your final portfolio

Week 10	Weekly Goal Learn the Family Editor and build your first parametric Revit family	Milestone A working parametric door family saved as an .rfa file
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Week 10 Daily Tasks

Day	Task	Duration	Done
Day 1 (Mon)	Open the Family Editor: New > Family > Generic Model. Spend 60 min exploring the interface: Reference Planes, Work Plane, Forms, Family Parameters. Watch the Autodesk Family Editor basics tutorial.	75 min	☐
Day 2 (Tue)	Create a new family: New > Family > Door. Add reference planes for Left/Right edges (Width) and Top/Bottom (Height). Constrain with Equality constraints. Add Width and Height as Instance parameters.	90 min	☐
Day 3 (Wed)	Add geometry to your door family: a void cut for the opening, a solid panel (the door leaf) and a door frame (4 thin solid extrusions). Lock all geometry to the reference planes.	90 min	☐
Day 4 (Thu)	Test your family: change the Width parameter from 800 to 1200mm. The door should resize correctly. Fix any geometry that breaks. Add a hinge symbol using model lines. Load into your project.	75 min	☐
Day 5 (Fri)	Create a simple furniture family: a rectangular dining table as a face-based family. Add Length and Width as Type parameters. Create 4 types: 1200x750, 1600x800, 1800x900, 2400x1000.	90 min	☐
Weekend	Load your furniture family into your residential project. Place tables in the kitchen and dining rooms. Create a Furniture Schedule listing all placed furniture.	45 min	☐

Week 10 Checklist

☐	I understand the Family Editor interface and the role of reference planes
☐	I have created a parametric door family with Width and Height instance parameters
☐	My door geometry resizes correctly when parameters are changed
☐	I have loaded my door family into a project and it places correctly
☐	I have created a furniture family with multiple type sizes

☐	I have created a Furniture Schedule from placed family instances
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 Week 10 Reflection
What went well this week? _____
What was difficult? _____
Key thing I learned: _____
Goal for next week: _____

Week 11	Weekly Goal Create advanced families and practice basic Worksharing collaboration	Milestone A shared Revit project practiced with Worksharing enabled
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Week 11 Daily Tasks

Day	Task	Duration	Done
Day 1 (Mon)	Create a parametric window family with: Width, Height, Sill Height as Instance parameters; Frame Width and Frame Depth as Type parameters. Include a glazing panel with a glass material applied.	90 min	☐
Day 2 (Tue)	Create a nested family: start with a curtain panel family and nest your parametric window inside it. Set the curtain panel size to host the window correctly. Load into a curtain wall in your commercial model.	90 min	☐
Day 3 (Wed)	Study Worksharing: watch the Autodesk Worksharing tutorial (40 min). Enable Worksharing in your residential project: Collaborate > Collaborate > Enable Worksharing. Create 4 Worksets: Architecture, Structure, MEP, Site.	75 min	☐
Day 4 (Thu)	Save your project as a Central Model. Open a separate Local Copy of the same Central Model. Make changes in the Local Copy and Synchronise with Central. Verify changes appear in the Central Model.	75 min	☐
Day 5 (Fri)	Practice with a classmate or simulate: one person works on Architecture Workset, the other on Site Workset. Sync changes and verify no clashes. Practice the Borrow/Release workflow.	60 min	☐
Weekend	Organise your families in a folder: [YourName]_Revit_Family_Library. You will include this folder reference in your portfolio.	45 min	☐

Week 11 Checklist

☐	I have created a parametric window family with instance and type parameters
☐	I have created a nested family combining two family types
☐	I understand how Worksharing and Worksets work
☐	I have enabled Worksharing, created a Central Model and practiced syncing
☐	I have practiced the Borrow/Release workflow for elements
☐	My family library folder contains at least 4 original families



Week 11 Reflection

What went well this week? _____

What was difficult? _____

Key thing I learned: _____

Goal for next week: _____

Week 12

Weekly Goal

Complete your portfolio project and assemble a professional BIM portfolio PDF

Milestone

A PDF portfolio ready to send with job applications

Week 12 Daily Tasks

Day	Task	Duration	Done
Day 1 (Mon)	Start your final portfolio project: a new building (community library, small health clinic or co-working hub). Set up levels, grids and shell in one session. Make this a fresh, complete model.	90 min	☐
Day 2 (Tue)	Model the building interior: rooms, custom families loaded in, curtain walls, stair. Quality matters more than complexity - clean joins, correct wall types, complete rooms.	120 min	☐
Day 3 (Wed)	Set up all documentation: views, View Templates, sheets with title block. Produce: Site Plan, Ground Floor Plan, Key Section, Two Elevations, Room Schedule, Door Schedule. Export full PDF.	120 min	☐
Day 4 (Thu)	Create a rendering of your portfolio project using Enscape or Revit's built-in renderer. Produce: 1 exterior view, 1 interior view, 1 aerial view. Export at minimum 1920x1080px resolution.	90 min	☐
Day 5 (Fri)	Assemble your BIM Portfolio PDF. Structure: Cover page, About Me, Project 1 (Residential), Project 2 (Commercial), Project 3 (Portfolio project), Family Library page, Contact.	120 min	☐

Weekend	Final review: share your portfolio with a mentor, lecturer or classmate. Request specific feedback. Make final adjustments. Export: [FirstName_LastName]_BIM_Portfolio_2025.pdf	60 min	☐
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Week 12 Checklist

☐	Portfolio Project building is fully modelled with correct elements
☐	All documentation is complete: plans, elevations, section, schedules
☐	Rendering includes at least 1 exterior and 1 interior view
☐	Portfolio PDF includes 3 distinct projects
☐	Portfolio PDF includes a family library page
☐	Final portfolio file is named correctly and is under 10MB
☐	Portfolio has been reviewed by at least one other person
☐	I am ready to share this portfolio with potential employers



Week 12 Final Reflection - 12-Week Journey Review

What went well this week? _____

What was difficult? _____

Key thing I learned: _____

Goal for next week: _____

BIM Progress Scorecard

Complete this scorecard at the end of Week 12. Be honest. This is for your own awareness, not for grading. Count your Confident checkboxes, divide by 25, multiply by 100 to get your percentage score.

Interface & Navigation

Skill Area	Not Started	In Progress	Confident
Navigate the Ribbon and find any tool within 10 seconds	☐	☐	☐
Use 10+ keyboard shortcuts from memory	☐	☐	☐
Control View visibility using VV and View Templates	☐	☐	☐
Set up project Units, Location and Project Information correctly	☐	☐	☐

Modeling Skills

Skill Area	Not Started	In Progress	Confident
Place walls with correct types, base and top constraints	☐	☐	☐
Create floors, roofs and ceilings with correct boundary	☐	☐	☐
Model stairs with correct riser/tread to building code standards	☐	☐	☐
Build a curtain wall with grids, mullions and panels	☐	☐	☐
Place and configure site topography and components	☐	☐	☐

Documentation Skills

Skill Area	Not Started	In Progress	Confident
Set up View Templates and apply them consistently across all views	☐	☐	☐
Create and manage sheets with a professional title block	☐	☐	☐
Place and configure dimensions, tags and annotations correctly	☐	☐	☐
Create live Schedules (Room, Door, Window, Furniture)	☐	☐	☐
Export a complete drawing set to PDF at correct quality	☐	☐	☐

Family Creation

Skill Area	Not Started	In Progress	Confident
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Create a parametric family with Instance and Type parameters	☐	☐	☐
Lock geometry to reference planes so parameters resize correctly	☐	☐	☐
Create a nested family combining two family components	☐	☐	☐
Manage a shared parameter file and create custom shared parameters	☐	☐	☐
Build and maintain an organised personal Revit family library	☐	☐	☐

Collaboration & Career

Skill Area	Not Started	In Progress	Confident
Enable Worksharing and create a Central Model with Worksets	☐	☐	☐
Synchronise with Central and manage borrowed elements correctly	☐	☐	☐
Link an external Revit model and understand Coordination Review	☐	☐	☐
Produce a BIM portfolio with 3 complete projects	☐	☐	☐
Can explain BIM Levels 0-3 to a non-technical person	☐	☐	☐

Scoring Guide

0-10 pts Foundation Keep going. You are building the base.	11-15 pts Developing You have real skills. Target the gaps.	16-20 pts Competent You are job-ready at junior level.	21-25 pts Proficient Above average. Go for BIM Coordinator.
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My Score: _____ / 25 Skills I still need to develop: 1. _____ 2. _____ 3. _____	My Next 3 Goals: 1. _____ 2. _____ 3. _____ Target date: _____
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Resources & Next Steps

You have completed the 12-week plan. The resources below will help you keep developing your skills. The career roadmap shows where to go from here.

Essential Learning Resources

Resource / Tool	Why Use It
Autodesk Tutorials	The official Autodesk learning portal has free structured video tutorials for every Revit topic. Start here before YouTube.
Autodesk Education Community	Free 3-year Revit student license. Sign up with your university email at autodesk.com/education
ARCNET BIM Journey	All ARCNET articles on BIM, Revit, portfolio building and architecture careers: arcnet.io/learn/bim-journey
LinkedIn Learning - Revit	Paid but often free through university. 'Revit Essential Training' by Eric Wing is the benchmark beginner course.
Balkan Architect (YouTube)	One of the best YouTube channels for Revit tutorials. Clear, practical, regularly updated.
BIM After Dark (Podcast)	Weekly podcast on BIM careers, tools and workflows. Useful for understanding the professional context.
Revit Forum (Autodesk)	The official Revit community forum. Search before posting - most beginner questions have already been answered.
Paul Aubin's Revit Books	Mastering Autodesk Revit is the most comprehensive reference book for architecture students.

Your Career Roadmap from Here

Timeline	Action	Outcome
Month 1	Apply for junior positions and internships with your new portfolio	Real project experience with a firm
Months 2-3	Learn Navisworks basics for clash detection	Added coordination skill for your CV
Months 3-6	Build a Dynamo automation script for a repetitive task	Computational design differentiator
Month 6	Take the Autodesk Certified Professional (ACP) Revit exam	Industry credential on your CV
Years 1-2	Target BIM Coordinator role. Take on model management responsibilities.	Management-track career path
Years 3-5	Pursue BIM Manager or VDC Manager role in a large practice	Senior career milestone

NOTE

You have now completed the ARCNET.STUDIO 12-Week Revit Learning Plan.

Continue your BIM Journey at arcnet.io/learn/bim-journey

Read next: [Building Your First Revit Portfolio](#) | [AI Tools Every Architect Should Know](#) | [Future Skills Architects Need by 2035](#)