

# MagicPlan Pre-Export Checklist

## 1. Project Setup

- Ensure all project details are complete and correct (construction year, roof type, roof footprint, storeys, etc.).
  - Confirm the correct year of construction has been added as this can affect default constructions.
  - Verify that roofspace selection in project details aligns with how ceiling and roof forms are applied at floor level.
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## 2. Floor & Level Structure

- Confirm floors are ordered correctly from ground to upper levels.
  - Ensure all non-ground floors are correctly set as **suspended** (timber or concrete as applicable).
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## 3. Room & Zone Geometry

- Check for overlapping rooms - look for dotted boundary lines indicating conflicts.
  - Confirm all room nodes are aligned; no misaligned nodes causing duplicated or double-thickness walls.
  - Review zones that appear unusually small, narrow, or oddly shaped these often indicate scan or alignment issues.
  - Ensure enclosed micro-spaces or scan artefacts haven't created unintended external walls.
  - Remove unnecessary nib walls, especially where the same room exists on both sides.
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## 4. Room Merging & Splitting (NatHERS Compliance)

- Merge all *small spaces* (typically <700 mm wide) into their parent zone, such as wardrobes within bedrooms.
  - Split large open-plan rooms where required for zoning purposes, ensuring zones align with NatHERS guidance.
  - Where rooms are split, confirm any automatically inserted walls have been converted to openings where appropriate.
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## 5. Walls & Adjacencies

- Ensure walls adjoining neighbouring properties are set as **Neighbouring Walls** at the *wall level*.
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## 6. Ceilings, Roofs & Heights

- Check that stair voids or raked ceilings have not applied incorrect ceiling heights to the entire room.
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## 7. Windows, Doors & Openings

- Verify all glass sliding doors are entered as **Patio Doors**.
  - Check door and window placements ensure no openings are unrealistically close to corners or creating wall cut-ins.
  - Remove mirrors incorrectly detected as windows between internal zones.
  - Delete any wardrobe doors that have been incorrectly captured as doors to outside.
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## 8. Wardrobes & Built-In Elements

- Ensure small built-in wardrobes are merged into the adjoining room and not left as standalone zones.
  - Check that unscanned wardrobes have not appeared as isolated shapes outside the building envelope.
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## 9. Evidence & Photos

- Confirm photos are correctly linked to the appropriate zones.
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## 10. 3D Review & Final QA

- Switch to 3D view to visually check for:
    - Overlapping walls
    - Mismatched door or window heights
    - Ceilings that appear too high or low
    - Zones that don't align spatially
  - Confirm the building envelope looks continuous and realistic in 3D.
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**Export only once the plan is clean, consistent, and QA-checked.**