3D Warehouse
Checklist review form

Date: _____

Created By: _____

File Name: _____

WORKING FILE - *Before Save As*

OK	FIX	CHECKLIST ITEM
☐	☐	01. Be at real-world size
		○ scale definition to: _____
☐	☐	02. Common sense axis origin
		○ use point: _____
		○ make gluing by: _____
☐	☐	03. Consistent face orientation
☐	☐	04. Minimum geometry to represent item
		○ delete internal hidden geometry
		○ incorrect use of hidden geometry
		○ needs smooth surfaces
		○ needs re-modeling
		○ reduce circle and arc segmentation
		○ use chamfer for eased/ radius edges
		○ fix small holes
		○ fix co-planar surfaces
		○ remove empty wrappers
☐	☐	05. Minimum material image sizes
		○ orient textures here:
		○ resample texture size in pixels
☐	☐	06. Contain only appropriate metadata
		○ add fields: _____
		○ web link: _____

COMPONENT FILE - *Save As a Product Component File*

OK	FIX	CHECKLIST ITEM
☐	☐	07. Restructure for 3D Warehouse content
		○ simplify / restructure groups- components
		○ sub component naming should be descriptive
		○ remove empty wrappers (min. nesting)
☐	☐	08. Purge unused layers, components and materials
		○ (Model Info / Statistics / Purge Unused)
☐	☐	09. Use one layer: Layer0 (or minimal layers)
		○ delete layers, move contents to default
☐	☐	10. Use one simple consistent style
☐	☐	11. No stray geometry
☐	☐	12. No section planes
☐	☐	13. No guides
☐	☐	14. Use only appropriate text and dimensions
☐	☐	15. Use only appropriate geo-location
☐	☐	16. Test for correct behavior