SpecsIntact eLearning Modules Transcript

Module: Chapter 2 - Adding External Section to a Job

We highly recommend that you view the corresponding eLearning Module visual representation of the subject matter.

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In this module, we are going to focus on adding Sections from external locations by browsing your systems drives or network to locate other Section files. When you need to Add Sections you may have received through E-mail or maybe from another location on your network drive.

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Let’s go to the File dropdown menu and select Add Sections.

This time we are going to choose the Browse Tab. To select the drive letter, click on the dropdown arrow and select the drive where the Sections you wish to add reside.
I have saved Sections received through email on my hard drive so I am going to use the default drive letter of C: Under Directories, I am going to double-click on the CA folder, then I'm going to scroll down and locate the SI Downloads folder and double-click. You will see the Sections I want to add are now displayed in the Sections field. When you are doing this, and you do not see the Sections you wish to add, then more than likely they were renamed.
Section names have to be identical to how they appear in SpecsIntact. Just as you would do in Windows, you can use the keyboards Ctrl and Shift Keys to highlight the Sections you want to add, double-click on the Sections or you can choose the Select All button. For this exercise, let’s use the Select All button. Over on the Contents pane on the right, you will see the chosen Sections now appear and reflect that they are in the Add State, to complete the process, select the OK.

Anytime a Section is added to an existing Job and contains Tailoring Options, the Tailoring New Sections in Job dialog box will open. You learned how to handle the Tailoring Options in the Tailoring A New Job module. To finish this process, make the necessary Tailoring Options selections or select Continue until you know what options you need to choose.
Contact Information

If you need further assistance, please contact our Technical Support Desk. We will be happy to answer any questions you may have.

SpecsIntact Technical Support
Monday - Friday
8:00 AM – 4:30 PM Eastern Time
Phone: 321.867.8800
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eLearning Module Notes: