SpecsIntact eLearning Modules Transcript

Module: Chapter 3 - Adding References from the Supplemental Reference List

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

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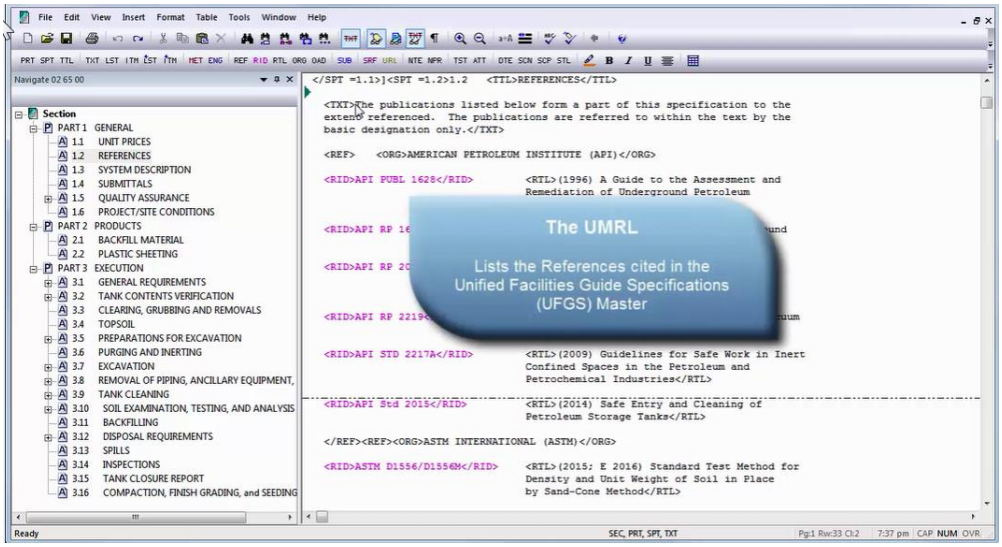
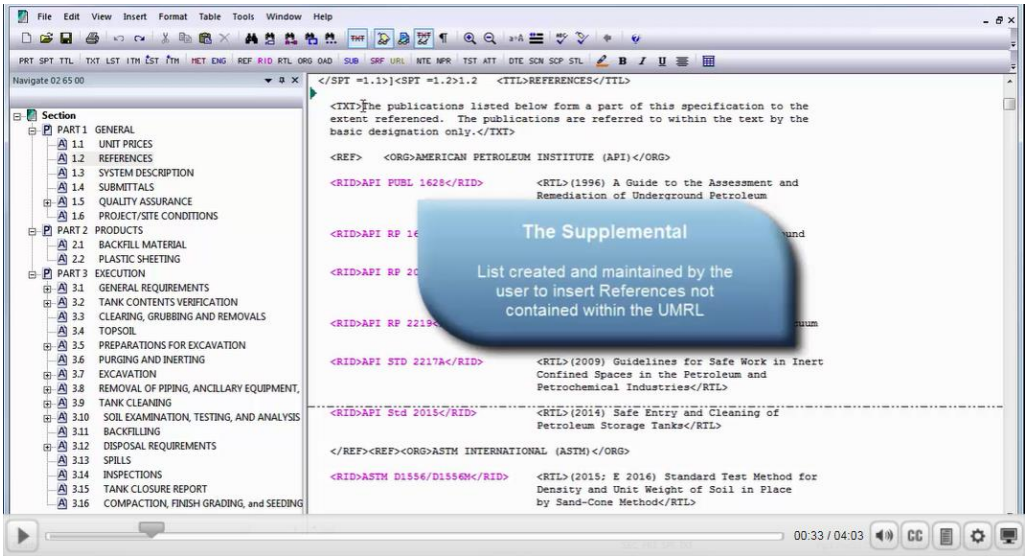
Before we get started, it is important to understand the difference between the Unified Master Reference List (UMRL) and the Supplemental Reference List. The UMRL lists all the reference standards cited in the Unified Facilities Guide Specifications (UFGS) Master.



The Supplemental Reference List is a list created and maintained by the user that is used to insert Reference standards not contained within the UMRL, so you do not have to re-enter the information each time the Reference is used. I encourage you to watch the 'Adding New References' and 'Using The Check Reference Feature' modules in this Chapter first. The first module will teach you how to add new References to your Section as well as to the Supplemental Reference List which you need to have done in order to continue. The second module teaches you that the Check Reference Feature enables the system to compare the related elements found in the Section Reference Article with any corresponding listing found in the Unified Master Reference List (UMRL) or the Supplemental Reference List (SRL).



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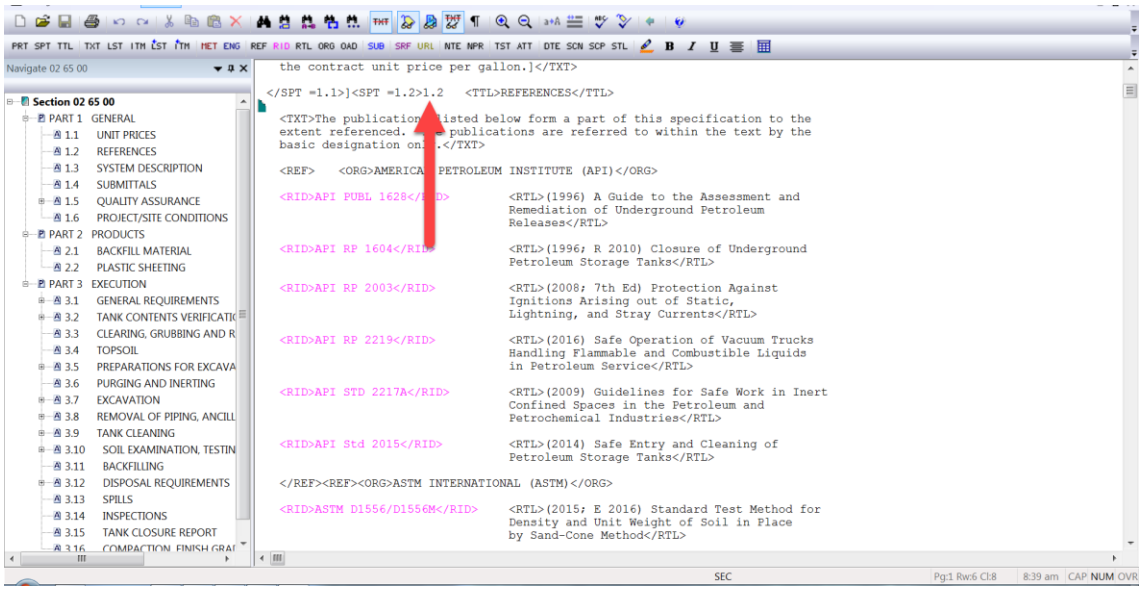
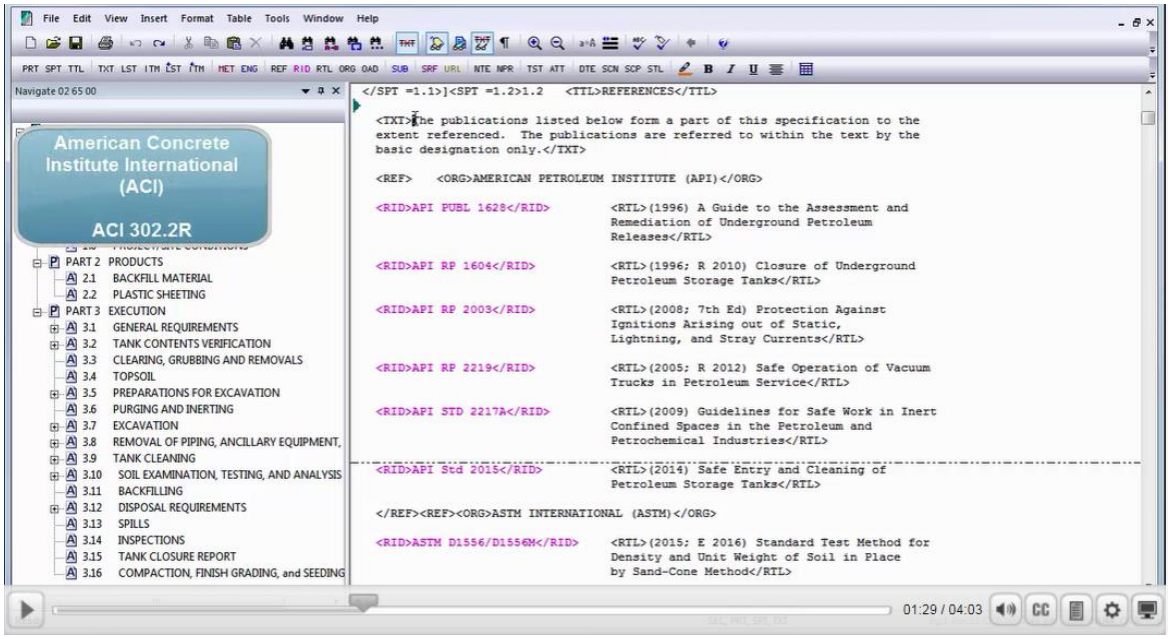
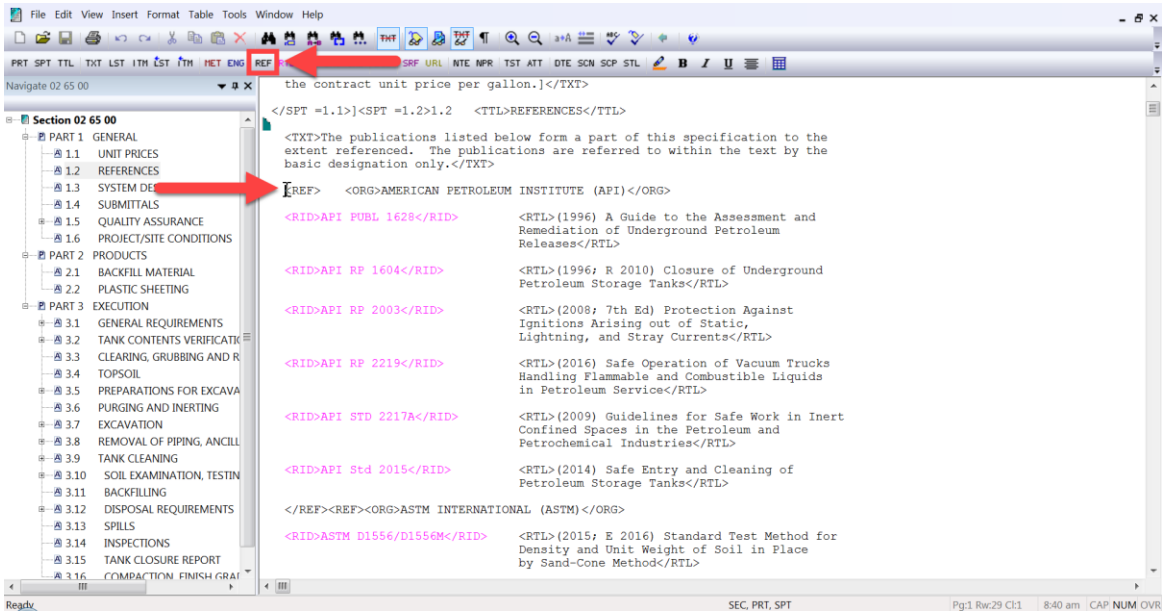
You will notice that I already have the Reference Article visible, so we are going to start adding References.



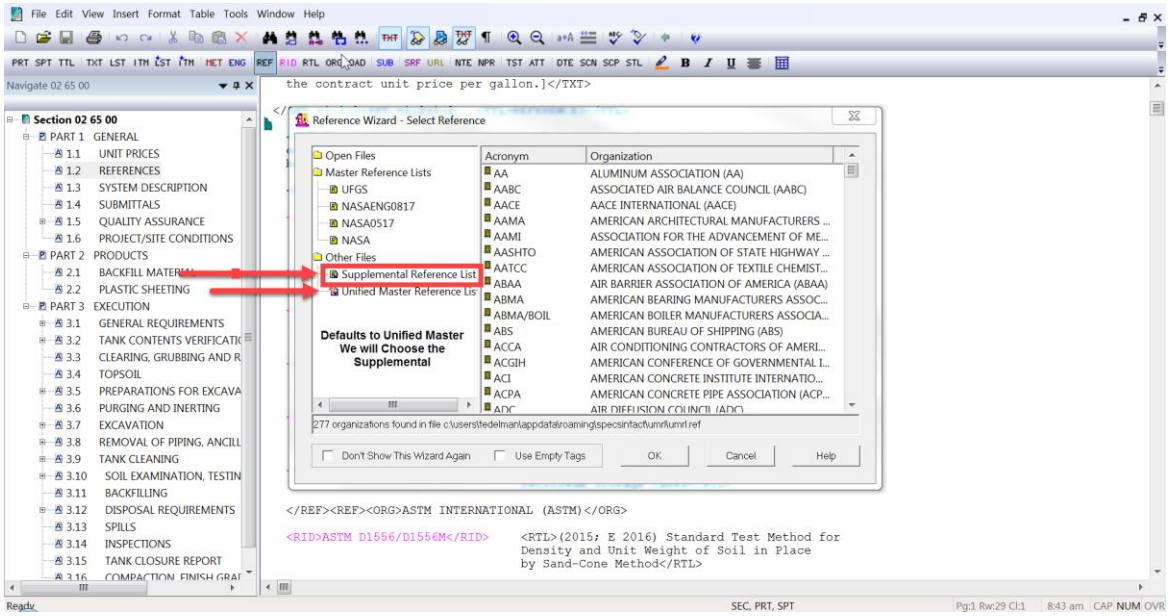
The first Reference we are going to add is the **AMERICAN CONCRETE INSTITUTE INTERNATIONAL** along with the **ACI 302.2R Reference Publication.**



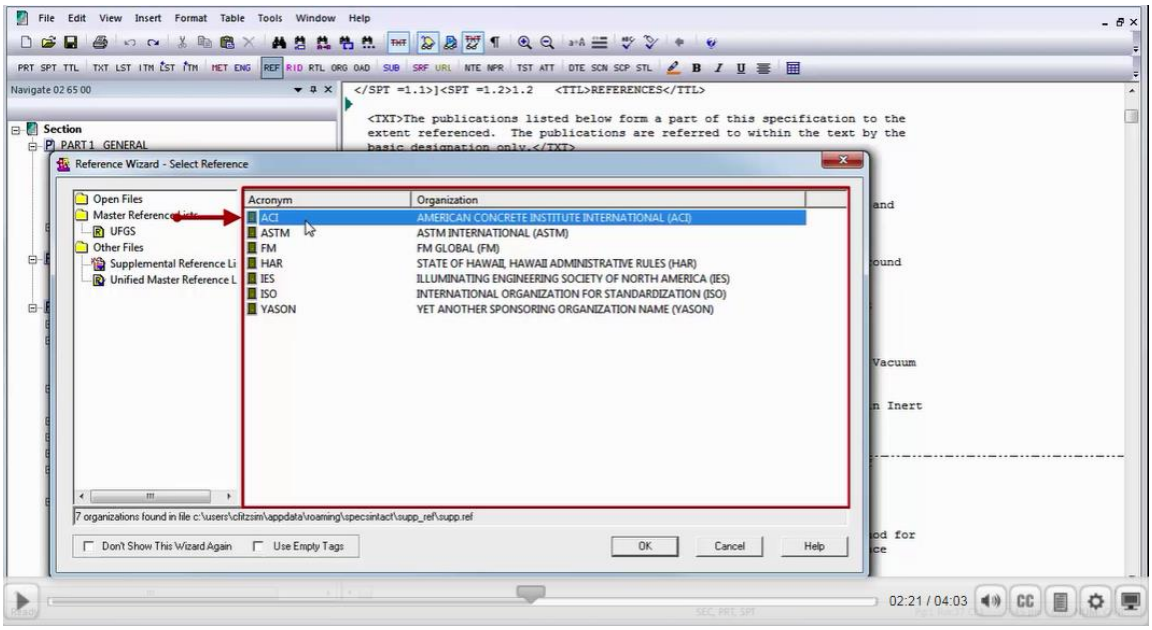
We want the new Reference Organization to fall in the correct location alphabetically, so let's *place our* cursor in front of the beginning **<REF> tag** just before **AMERICAN PETROLEUM INSTITUTE (API)**. Now we are going to *select* the **REF button** on the SI Editor's Tagsbar, to launch the Reference Wizard.



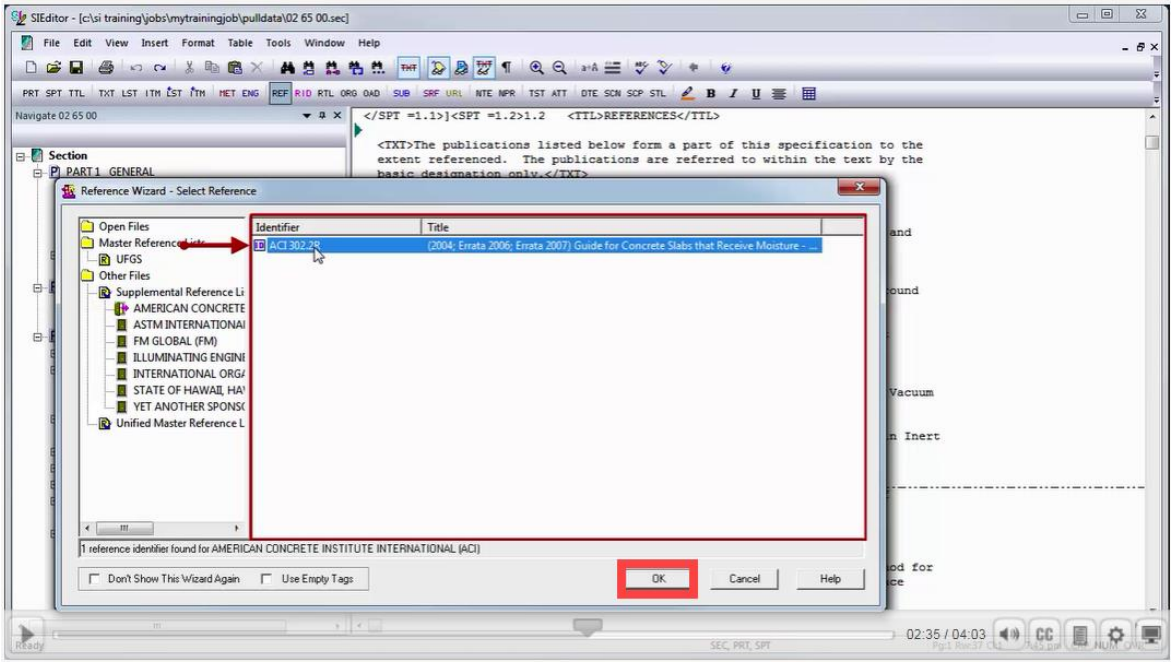
The Reference Wizard window can be resized to allow more data to be displayed. The Editor will save the settings you've made once you've made a selection. Let's take a moment to focus on the functionality of the Reference Wizard. By default, the Reference Wizard will pre-select the Unified Master Reference List (UMRL), but for this lesson we will *choose* the **Supplemental Reference List**.



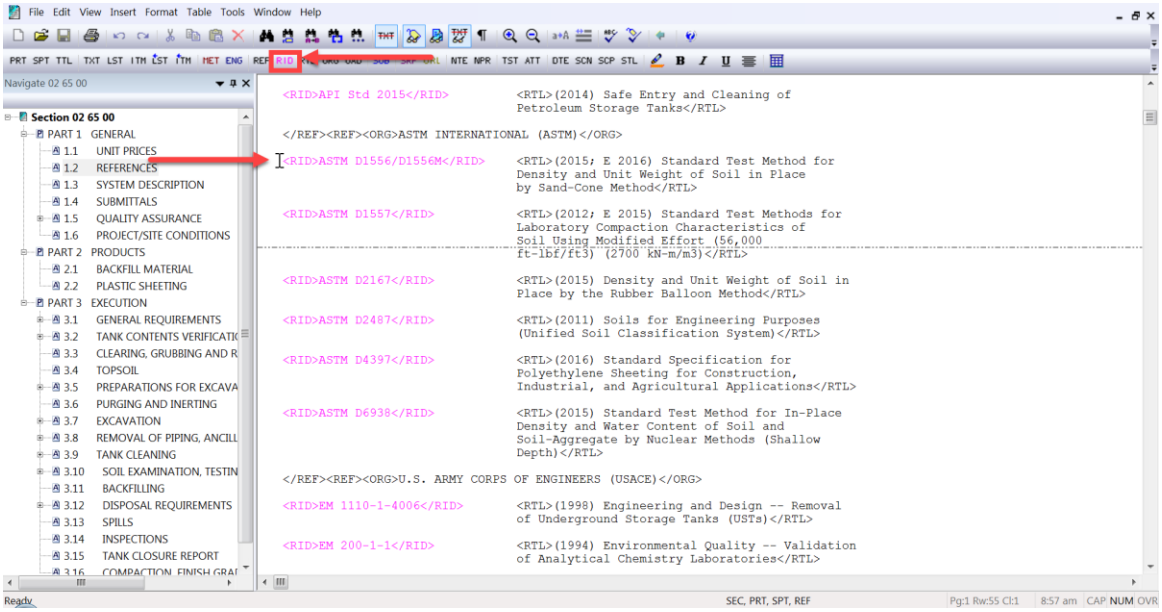
The right pane will only display the References that you have added to your Supplemental Reference List. Let's start by *double-clicking* on **ACI** in order display the available Reference Identifiers and Titles associated to the **AMERICAN CONCRETE INSTITUTE INTERNATIONAL (ACI) Organization.**



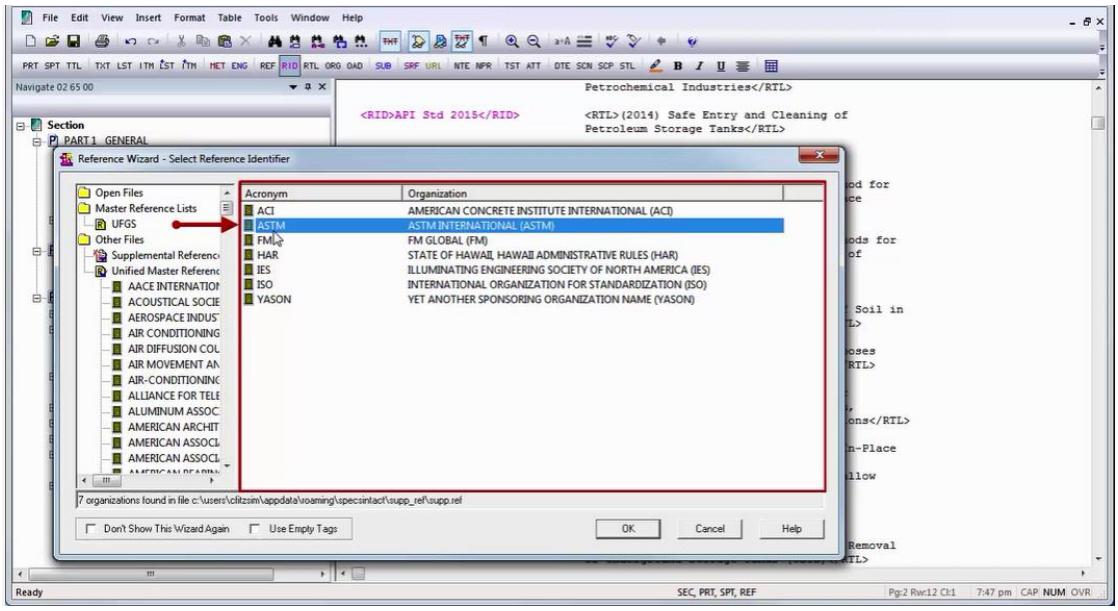
Now let's *select* **ACI 302.2R**. When selecting a single Reference Identifier, I prefer to *double-click* on the **Reference Identifier**, but for this lesson we will *select* the **OK button**.



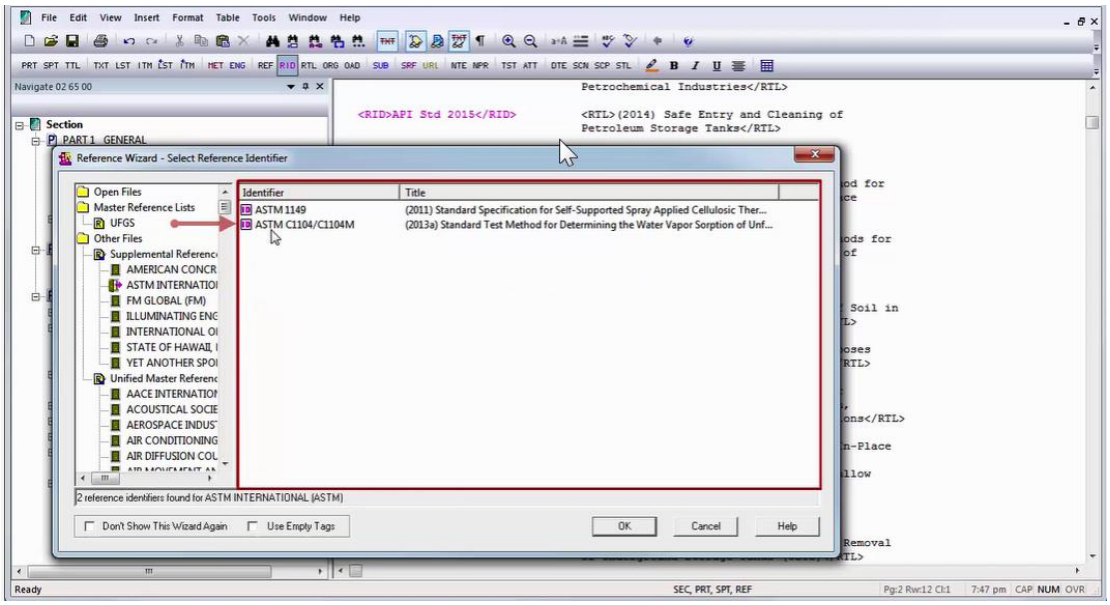
That was pretty easy, but let's add one more! This time, we are going to add another Reference Publication to **ASTM INTERNATIONAL (ASTM)**. To do this, *place your cursor* to the left of the beginning **<RID> tag** located on the same line as the **ASTM D1556/D1556M**. With your *cursor* in the correct location, *select* the **<RID> button** on the Tagsbar



when the Reference Wizard opens, *scroll up* to locate and *select* the **Supplemental Reference List**, *double-click* on **ASTM**



and then *double click* on **ASTM C1104/C1104M**.



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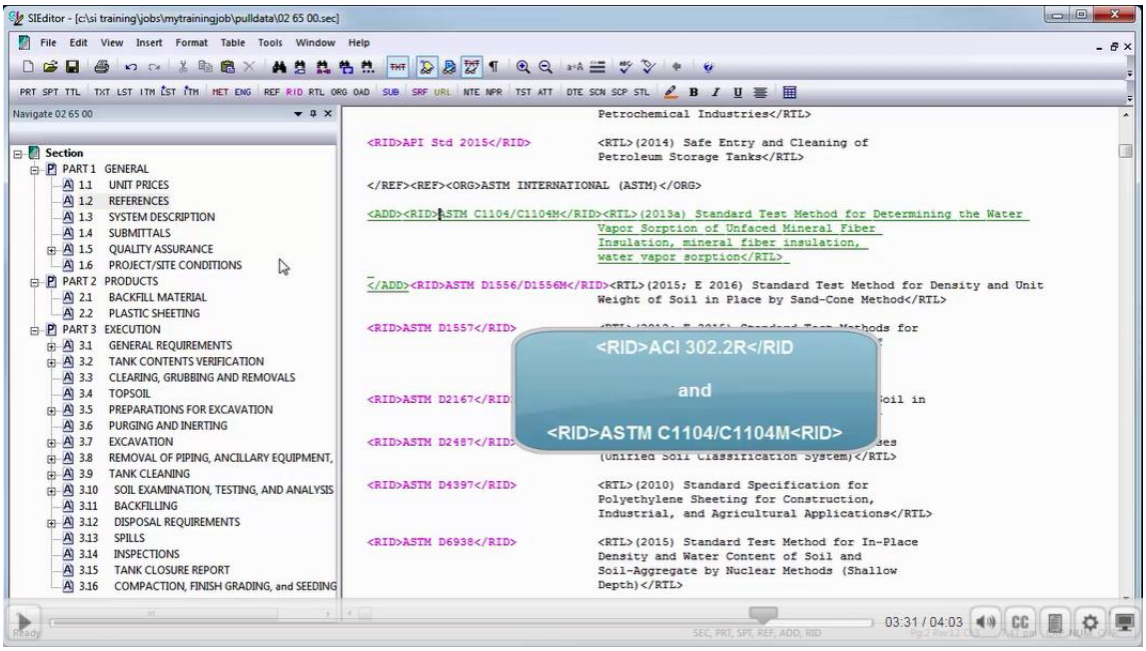
Although the new References have been added to the **Reference Article**, don't forget you will need to *add* the **Reference Identifier** *surrounded* by the **<RID> tags** to body of the Section, outside of the Reference Article!



If the Reference Identifier has not been added outside of the Reference Article, the Reference Identifier and/or the Reference Organization will be removed when the Section is processed.

To continue learning, proceed to the next module of your choice.

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
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eLearning Module Notes: