

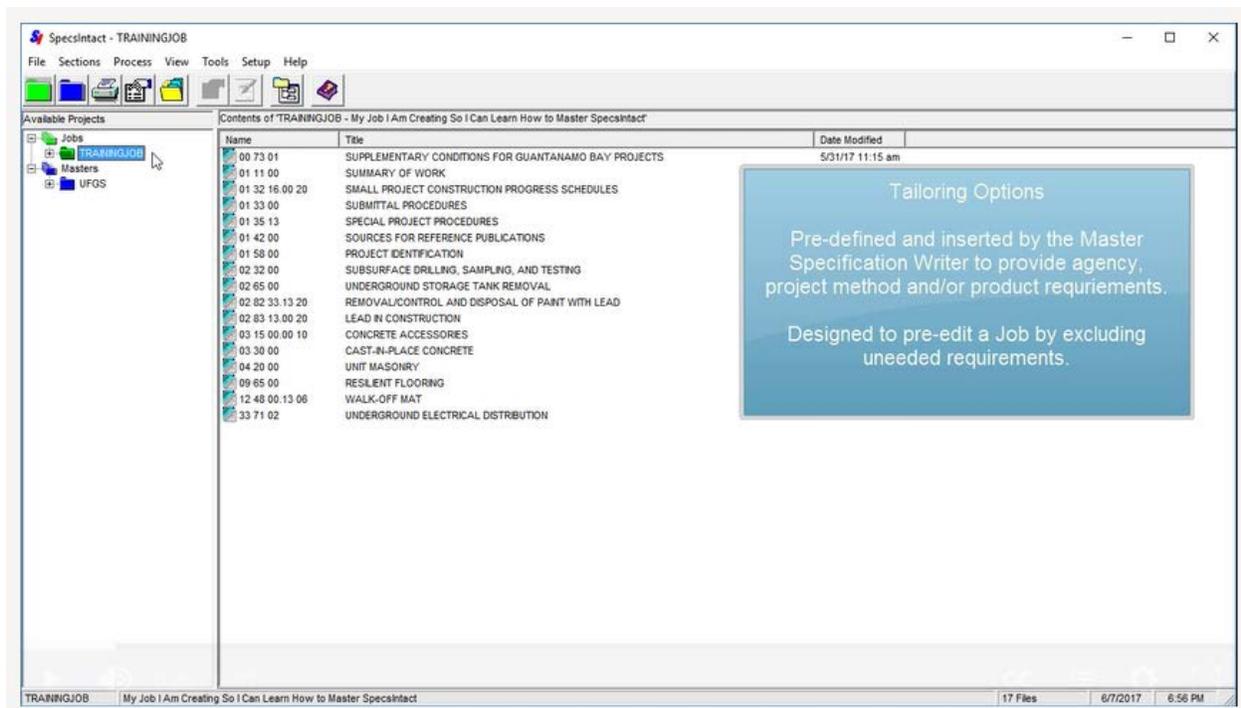
SpecsIntact eLearning Modules Transcript

Module: Chapter 8 – Export Tailoring Options

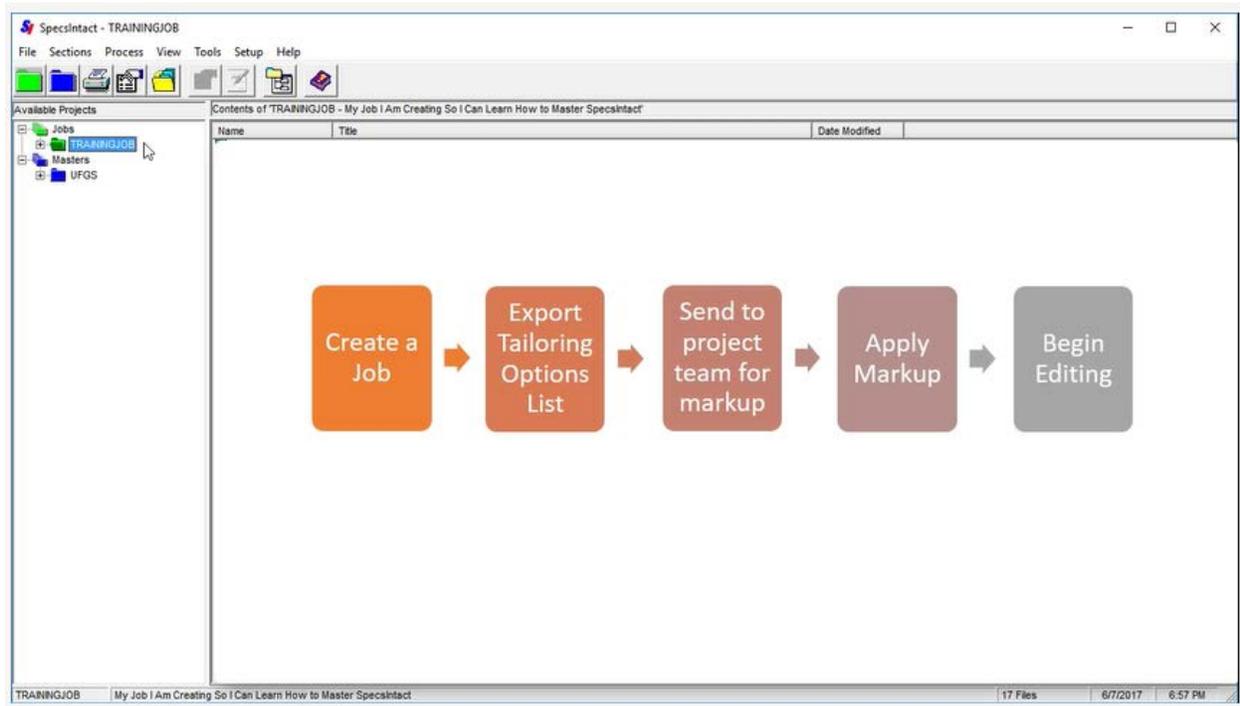
This transcript provides the text from the corresponding eLearning Module. Screenshots have been added as a visual aid however, we highly recommend that you view the corresponding eLearning Module for in-depth visual representation of the subject matter.

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Before you start this lesson, I would highly recommend that you watch the eLearning Module within Chapter 3, entitled "Tailoring a New Job," if you haven't already done so. Tailoring Options are pre-defined and inserted by the Master Specification writer to provide the requirements based on agency, project method and/or product. Tailoring Options are designed to provide the capability to pre-edit a Job or Section(s), by unchecking the requirements you wish to exclude. The Tailoring Option List is a listing of all the Tailoring Options cited throughout a Job or the selected Section(s). It is up to you whether you print the Exported Tailoring Options List to a physical printer or to PDF, so you can send the file electronically. In this lesson we are going to talk about the advantages of Exporting the Tailoring Options List and how it will simplify the coordination and editing of a Project.



Once a Job has been created, the Tailoring Options List should be exported and then given to the project team in order to choose the options they want removed and then returned to the spec editors to implement, prior to printing the Sections for editing.

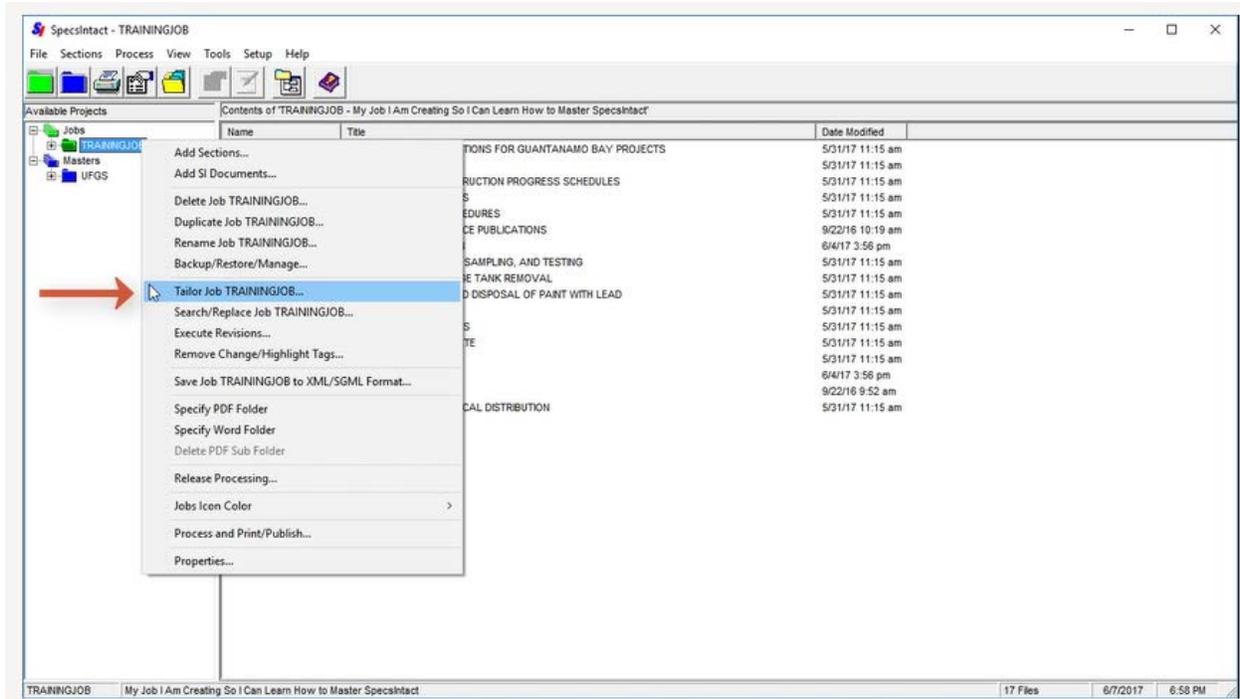


For your awareness, keep mind that Tailoring Option selections are permanent at this time, but future enhancements will improve on this functionality by redlining the removed Tailoring Options.

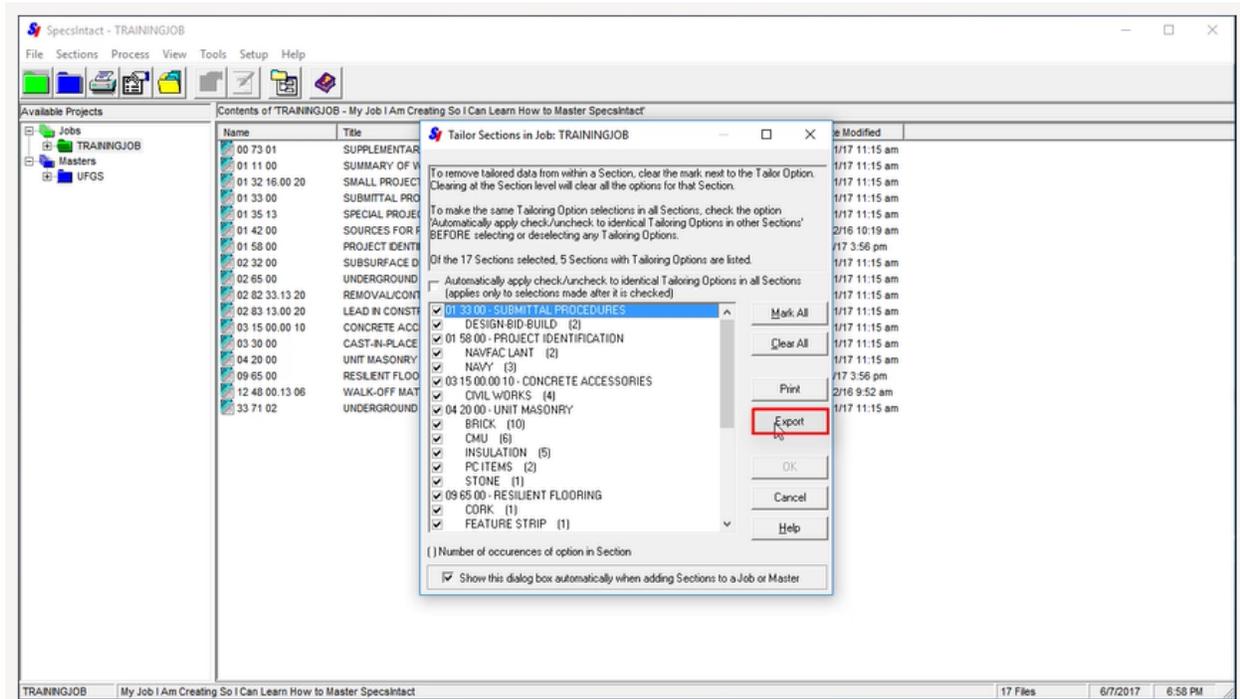
Name	Title	Date Modified
00 73 01	SUPPLEMENTARY CONDITIONS FOR GUANTANAMO BAY PROJECTS	5/31/17 11:15 am
01 11 00	SUMMARY OF WORK	5/31/17 11:15 am
01 32 16.00 20	SMALL PROJECT CONSTRUCTION PROGRESS SCHEDULES	5/31/17 11:15 am
01 33 00	SUBMITTAL PROCEDURES	5/31/17 11:15 am
01 35 13	SPECIAL PROJECT PROCEDURES	5/31/17 11:15 am
01 42 00	SOURCES FOR REFERENCE PUBLICATIONS	9/22/16 10:19 am
01 58 00	PROJECT IDENTIFICATION	6/4/17 3:56 pm
02 32 00	SUBSURFACE DRILLING, SAMPLING, AND TESTING	5/31/17 11:15 am
02 65 00	UNDERGROUND STORAGE TANK REMOVAL	5/31/17 11:15 am
02 82 33.13 20	REMOVAL/CONTROL AND DISPOSAL OF PAINT WITH LEAD	5/31/17 11:15 am
02 83 13.00 20	LEAD IN CONSTRUCTION	5/31/17 11:15 am
03 15 00.00 10	CONCRETE ACCESSORIES	5/31/17 11:15 am
03 30 00	CAST-IN-PLACE CONCRETE	5/31/17 11:15 am
04 20 00	UNIT MASONRY	5/31/17 11:15 am
09 65 00	RESILIENT FLOORING	6/4/17 3:56 pm
12 48 00.13 06	WALK-OFF MAT	9/22/16 9:52 am
33 71 02	UNDERGROUND ELECTRICAL DISTRIBUTION	5/31/17 11:15 am

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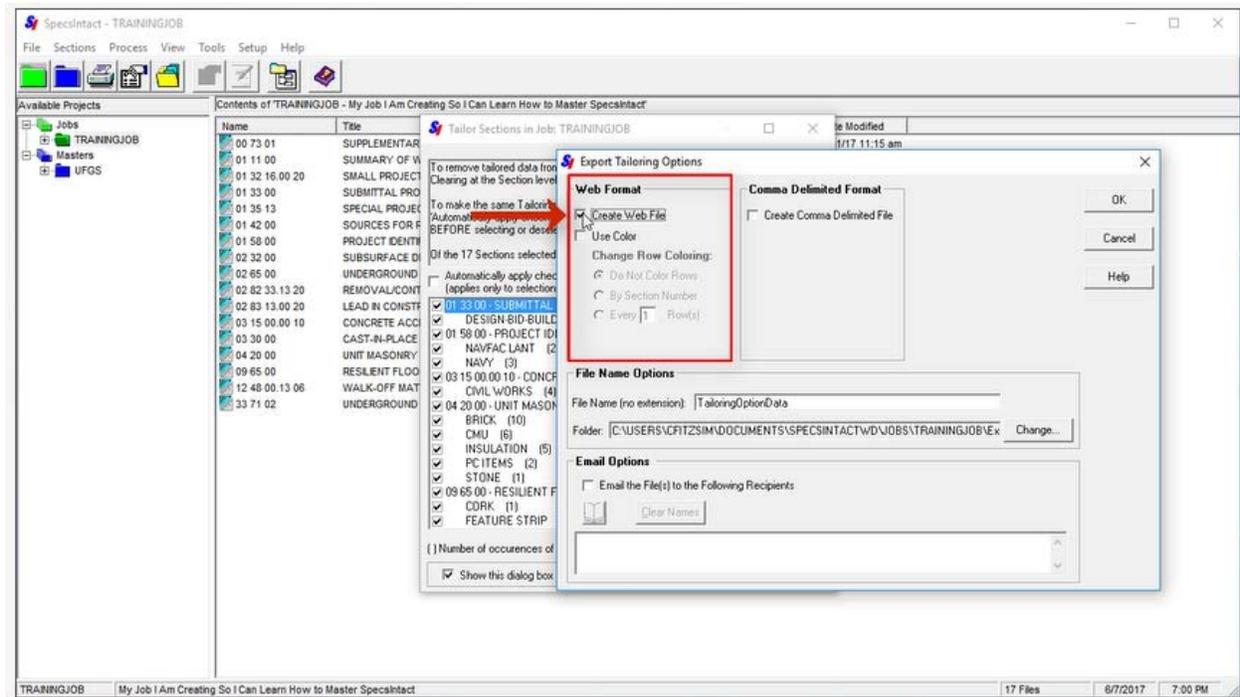
Now that we have some insight on the process and purpose of Tailoring Options, let's learn how to Export the Tailoring Options List! Let's *right-click* on my **Job** to access SpecsIntact's most commonly used functions and select Tailor Job.



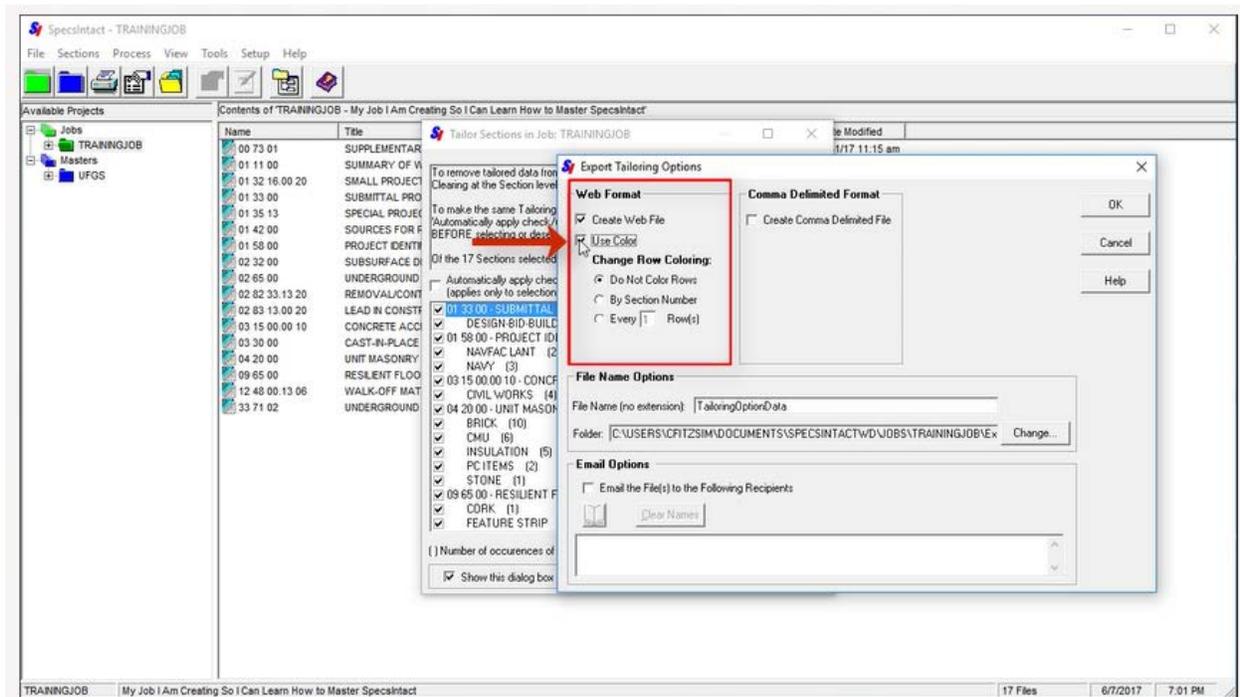
When the Tailor Sections dialog box opens, we are going to select the **Export Button**.



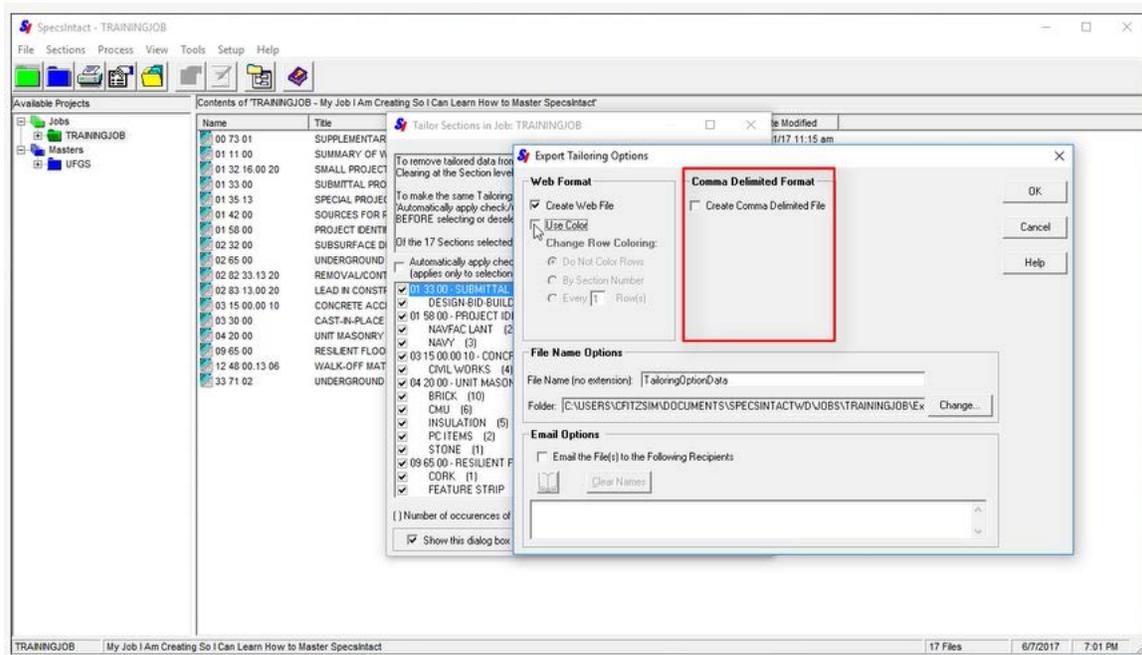
Within the Export Tailoring Options dialog box, below Web Format, we are going to check Create Web File, which will create an .htm file that can be opened within any Web Browser such as Internet Explorer, Chrome or Firefox.



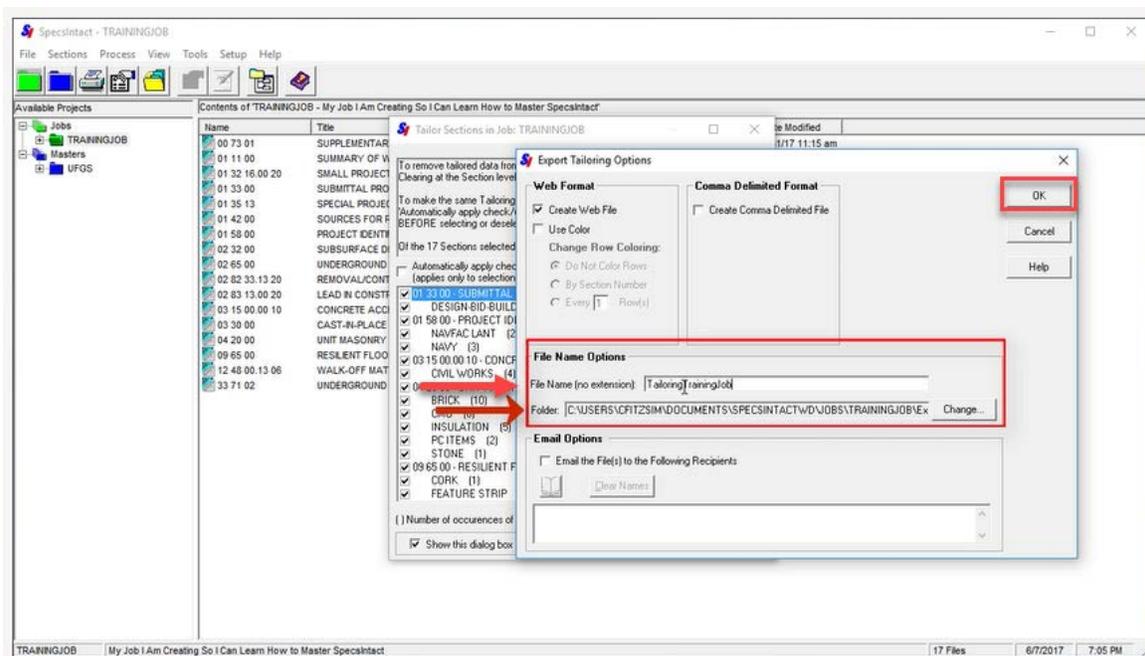
The Use Color (check) selections are optional and can be used to change the row coloring either by using no color, which is the default selection, by Section Number, or by the number of rows in which you want the colors to change. For this particular List, I do not use this function.



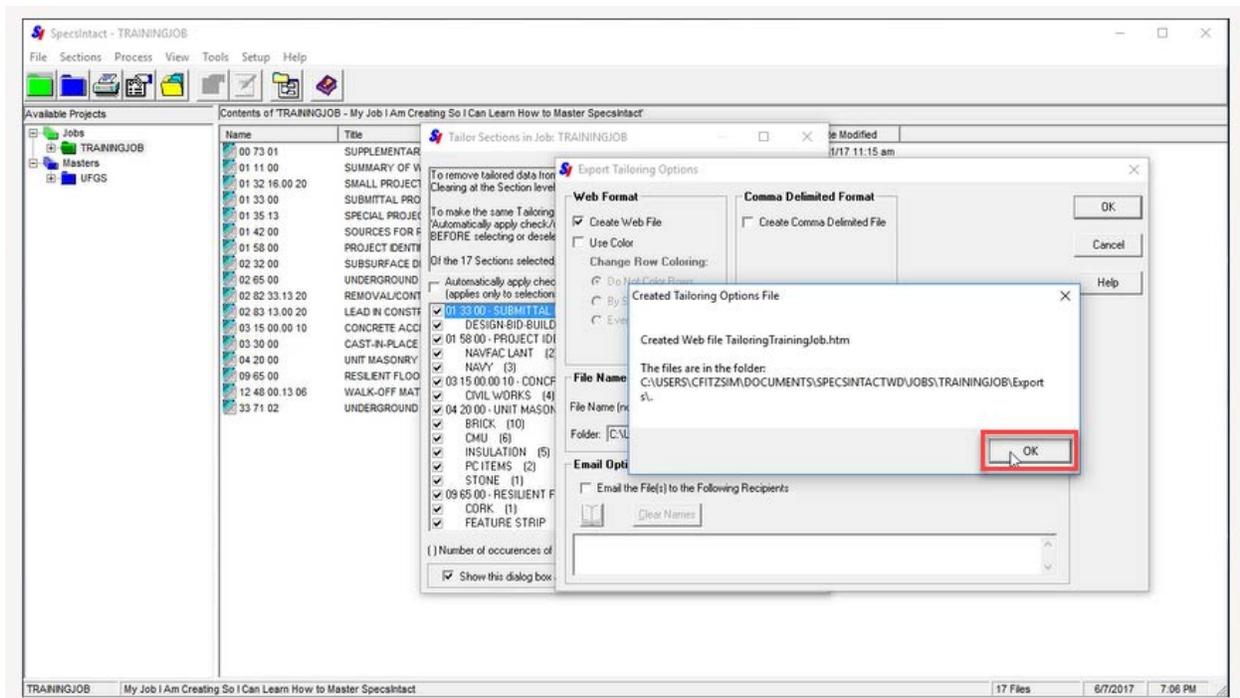
You also have the option to produce a Comma Delimited File if you so choose. However, both formats can be opened within Excel, but the Web Format already provides a nice layout for you to use.



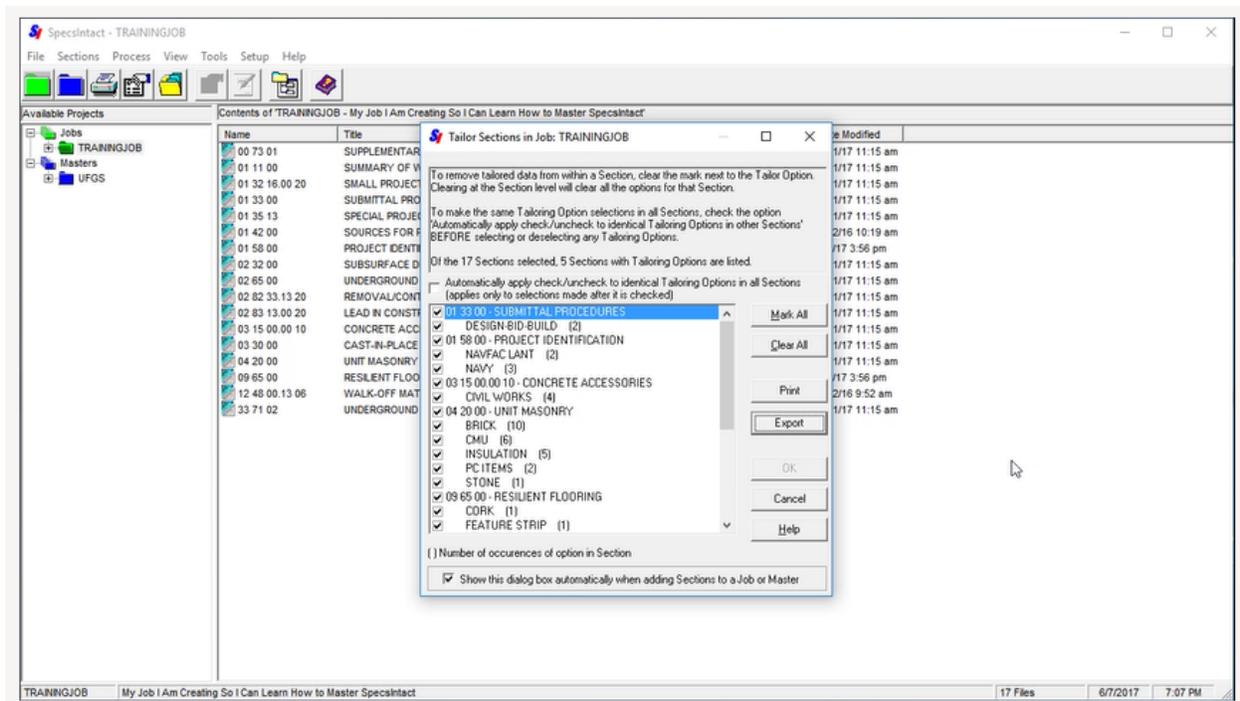
Below File Name Options, the default File Name is TailoringOptionData. SpecsIntact will create the file with the correct file extension, so you can either leave the default file name or you can change the name to clearly define the Job you are working on. So let's go ahead and change the name to TailoringTrainingJob. The default is set to save the file in the Exports folder within the Jobs default Working Directory. If you would rather export the file to a different location, you would select the Change Button. Most users do not change the folder location when exporting, so the file stays within the Jobs Working Directory, however if you do change the Folder path the software will retain this location. Personally, I prefer to leave the Exported files with the Job, so I'm going to leave the default path. We are now ready to Export the Tailoring Options List, so let's select the OK Button.



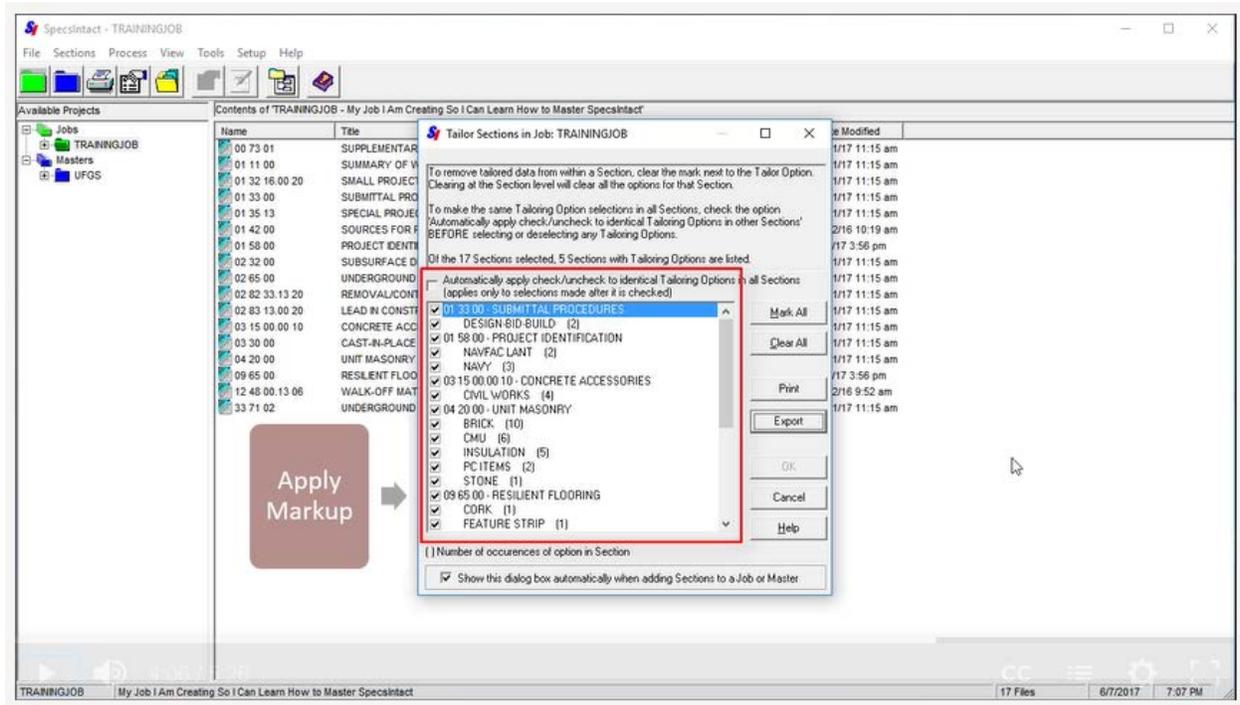
Immediately, SpecsIntact confirms the Web formatted file TailoringTrainingJob was created and displays the file location.



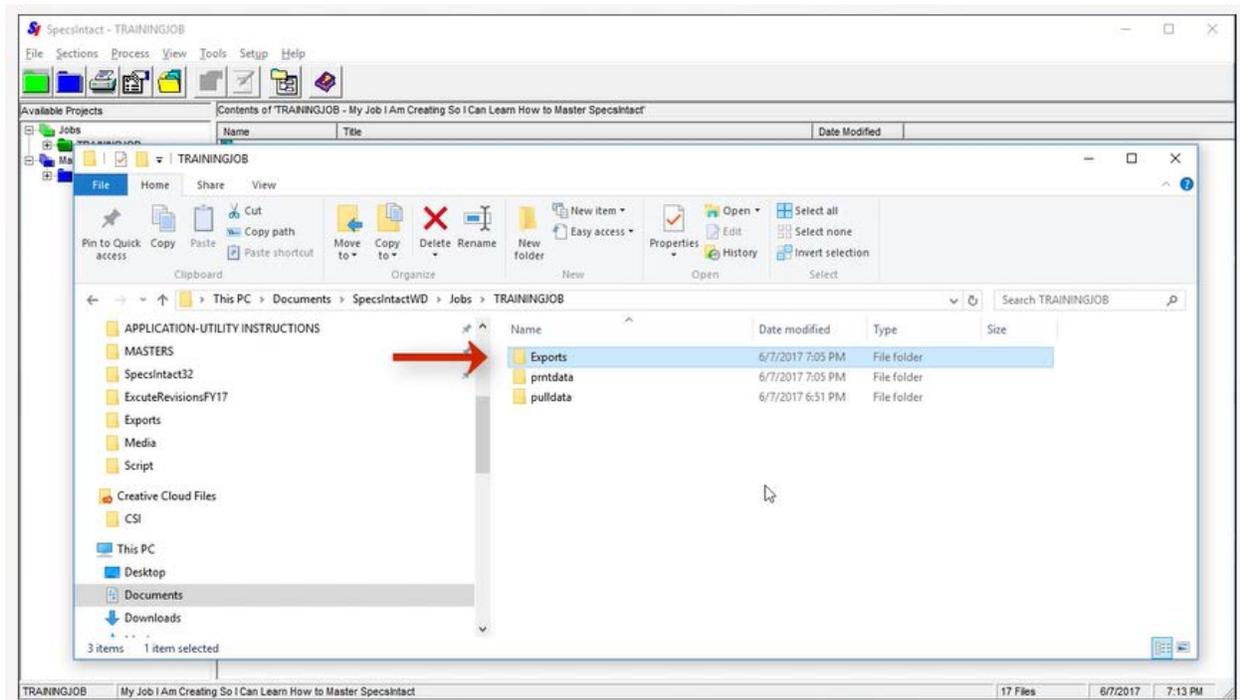
As soon as we select the OK Button, we are returned to the Tailoring Options dialog box.



Before we close the Tailoring dialog box, I'd like to mention that once the Exported Tailoring Options List is returned, you would then return to this location in order to uncheck the selections that are marked for removal. Since we accessed this location specifically to generate the Exported Tailoring Options list, you can either Close the dialog box or select the Cancel button.



In order to access the Exported file, we need to open Windows Explorer. As you see, I have already browsed to my Jobs Exports folder that is located within my default Working Directory. Let's go ahead and double-click on the Exports folder, so we can open the TailoringTrainingJob.htm file.



Most of the reader information is based on the information found in the Job Properties General Tab.

Line	Remove	Section Number	Specification Section	Tailoring Option	Count	Comments
1		01 33 00	SUBMITTAL PROCEDURES	DESIGN-BID-BUILD	2	
2		01 58 00	PROJECT IDENTIFICATION	NAVFAC LANT	2	
3		01 58 00	PROJECT IDENTIFICATION	NAVY	3	
4		03 15 00 00 10	CONCRETE ACCESSORIES	CIVIL WORKS	4	
5		04 20 00	UNIT MASONRY	BRICK	10	
6		04 20 00	UNIT MASONRY	CMU	6	
7		04 20 00	UNIT MASONRY	INSULATION	5	
8		04 20 00	UNIT MASONRY	PC ITEMS	2	
9		04 20 00	UNIT MASONRY	STONE	1	
10		09 65 00	RESILIENT FLOORING	CORK	1	
11		09 65 00	RESILIENT FLOORING	FEATURE STRIP	1	
12		09 65 00	RESILIENT FLOORING	INTEGRAL COVE BASE	2	
13		09 65 00	RESILIENT FLOORING	LINOLEUM TILE	1	
14		09 65 00	RESILIENT FLOORING	NAVY	9	
15		09 65 00	RESILIENT FLOORING	RISERS	2	
16		09 65 00	RESILIENT FLOORING	RUBBER SHEET FLOORING	1	
17		09 65 00	RESILIENT FLOORING	RUBBER TILE	1	
18		09 65 00	RESILIENT FLOORING	SHEET LINOLEUM	1	

The Columns display the Section Number, specification Section, Tailoring Option, the number of occurrences the Tailoring Option is used in the Section(s) as well as a place they can write comments. Most importantly there is a column defined to provide a place the project team can clearly mark what options they wish to remove. This completes the lesson on Exporting the Tailoring Options List. To learn more, please continue to the next module of your choice.

Line	Remove	Section Number	Specification Section	Tailoring Option	Count	Comments
1		01 33 00	SUBMITTAL PROCEDURES	DESIGN-BID-BUILD	2	
2		01 58 00	PROJECT IDENTIFICATION	NAVFAC LANT	2	
3		01 58 00	PROJECT IDENTIFICATION	NAVY	3	
4		03 15 00 00 10	CONCRETE ACCESSORIES	CIVIL WORKS	4	
5		04 20 00	UNIT MASONRY	BRICK	10	
6		04 20 00	UNIT MASONRY	CMU	6	
7		04 20 00	UNIT MASONRY	INSULATION	5	
8		04 20 00	UNIT MASONRY	PC ITEMS	2	
9		04 20 00	UNIT MASONRY	STONE	1	
10		09 65 00	RESILIENT FLOORING	CORK	1	
11		09 65 00	RESILIENT FLOORING	FEATURE STRIP	1	
12		09 65 00	RESILIENT FLOORING	INTEGRAL COVE BASE	2	
13		09 65 00	RESILIENT FLOORING	LINOLEUM TILE	1	
14		09 65 00	RESILIENT FLOORING	NAVY	9	
15		09 65 00	RESILIENT FLOORING	RISERS	2	
16		09 65 00	RESILIENT FLOORING	RUBBER SHEET FLOORING	1	
17		09 65 00	RESILIENT FLOORING	RUBBER TILE	1	
18		09 65 00	RESILIENT FLOORING	SHEET LINOLEUM	1	

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

Email: KSC-SpecsIntact@nasa.gov

eLearning Module Notes:
