

SpecsIntact eLearning Modules Transcript

Module: Chapter 1 – Manually Download UFGS Master

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

00:00:10,933 --> 00:00:35,266

In this module, we are going to focus on manually downloading the UFGS Master. Sometimes the System Administrator will configure SpecsIntact in such a way that the software will not perform the automatic updates or possibly the UFGS Master was deleted or files were overwritten. Regardless of the need, it is important that you know you can manually download and restore the UFGS Master.

00:00:35,266 --> 00:01:28,633

From Internet Explorer you will need to browse to the **SpecsIntact Website**. We will begin by selecting the **Masters** page.



Under downloads, select the 'UFGS Master' link.



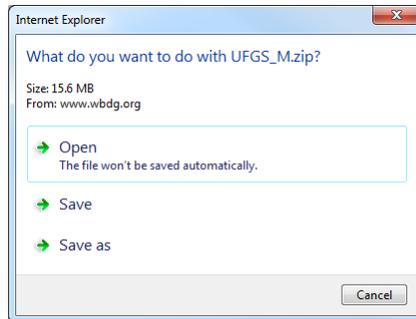
As you see this directed you to the National Institute of Building Sciences Unified Facilities Guide Specifications Web page.



We are now going to scroll down until we see the table that contains the **UFGS Master** and its related files. On the first row, you will see 'UFGS Master'. Under View, select the **ZIP link**.

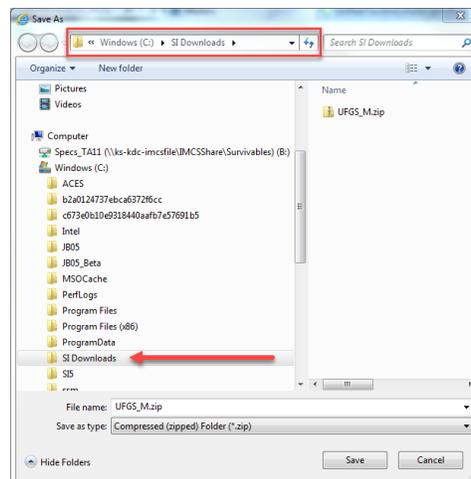
TITLE	DATE	VIEW	CCR
UFGS MASTER	02-23-2017	ZIP	
UFGS Changes and Revisions	02-15-2017	PDF	
UFGS Changes and Revisions - Cumulative	02-15-2017	PDF	
UFGS Complete - All sections combined into one document.	02-15-2017	PDF	
UFGS Table of Contents	02-15-2017	PDF	
UFGS Table of Contents for Graphics (includes NAVFAC Regional and Design-Build Specifications Graphics)	02-15-2017	PDF	

When you are asked 'What do you want to do with the UFGS_M.zip file, select **'Save As'** so that we can save the file in a new folder that is easy to locate at another time.



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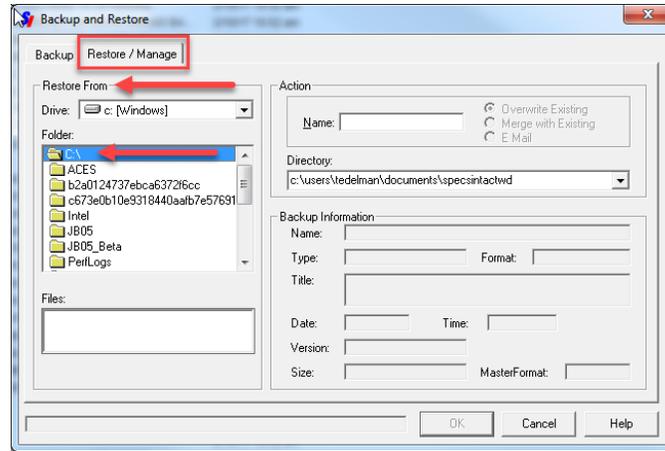
When the Save As window opens, browse to your **C: Drive**. If you have not already done so, select the option to create a **New Folder** and name the folder 'SI Downloads', select **Save**.



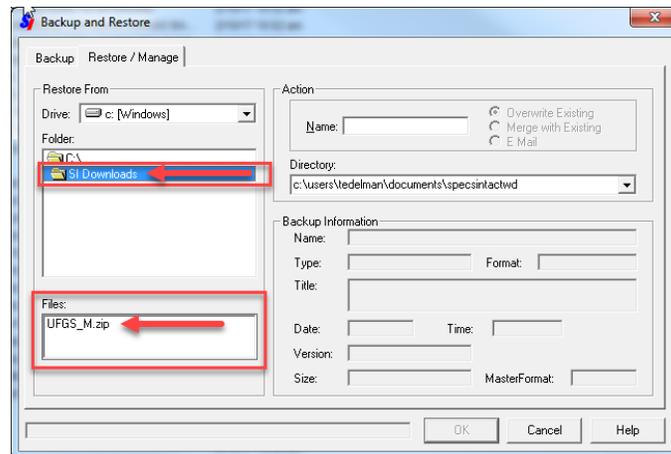
We highly recommend that you continue to use this location for anything related to SpecsIntact such as updating the software or the UFGS Master. As with any folder, you should maintain it by removing old files prior to downloading new ones so you do not have to decipher the file you just downloaded. Now that the download is complete, we can close Internet Explorer since it's no longer needed.

00:02:25,300 --> 00:03:26,033

In the first part of this process, you discovered the steps that are required for downloading the UFGS Master. Now we are going to learn how to restore the UFGS Master so that you have access to the latest version. Let's get started! If you haven't already, open **SpecsIntact**. There are two ways to access the Backup/Restore/Manage function. You can either *right-click* and choose **Backup/Restore/Manage**, or select the **File Menu** and choose **Backup/Restore/Manage**. From the Backup Restore Window, select the **Restore / Manage Tab**. Under Restore From, verify the Drive reflects the C: Drive. Under Folder, *double-click* on the **root folder C:**.

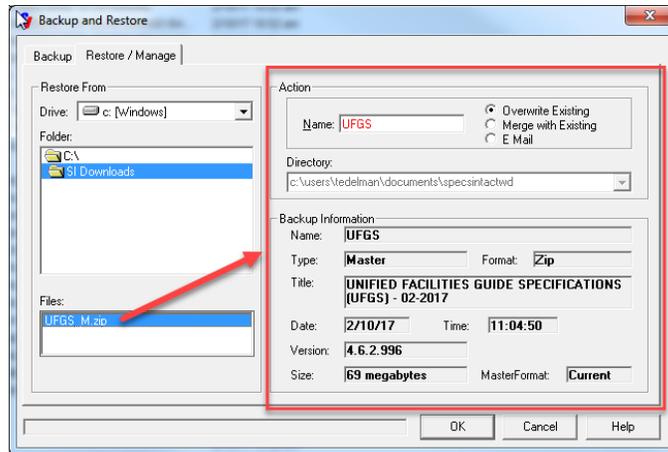


Now scroll down and select the **SI Downloads** folder, the UFGS backup file is listed below, let's click on the **file** and select it.



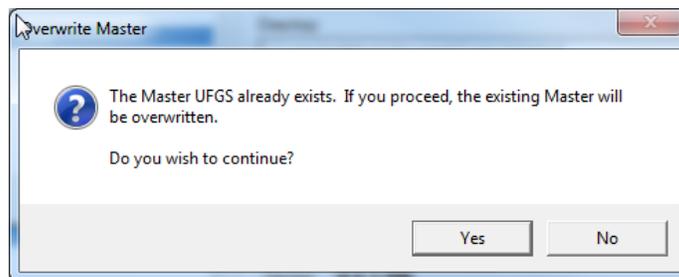
00:03:26,033 --> 00:03:54,866

The information associated with the UFGS Master has populated the fields on the right side of the window. Below Action, you will have several options available, but for this exercise, we are going to use the default setting to Overwrite Existing. When I am restoring a Job or Master, I like to verify the Directory path to make sure the Master is restored to the correct location. This is an important step especially if you use Multiple Working Directories since the Masters typically reside in their own unique Working Directory.

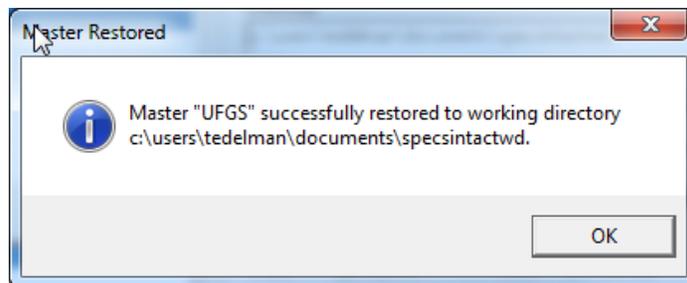


00:03:54,866 --> 00:04:31,799

We are now ready to restore the Master, by selecting the **OK** button. When prompted that 'The Master UFGS already exists...' and asks if you want to continue, select **Yes**.



When the confirmation window opens, select **OK**. You have just learned the steps necessary for downloading and restoring the UFGS Master.



To learn more about other features available to you, continue to the next module or select another one 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

Monday - Friday

8:00 AM – 4:30 PM Eastern Time

Phone: 321.867.8800

Email: KSC-SpecsIntact@nasa.gov

eLearning Module Notes:
