



BSD

LinkLine

Building Systems Design, Inc.

A Newsletter for BSD SoftLink® Customers and Friends

SUMMER 2004

BSD SPEC LINK® FIRST WITH MASTERFORMAT™ 2004

Building Systems Design, Inc. is hard at work revamping its flagship product *BSD SpecLink+* to incorporate the new MasterFormat 2004 before the end of the year. The remodeled product, unlike any other specifications tool, will allow SpecLink users to choose between MasterFormat 1995 (MF95) and MasterFormat 2004 (MF04) and to switch back and forth between the two taxonomies on the same project. The 2004 release date means that BSD will be the first information provider in the country to implement MF04 in any commercial product. To our knowledge, no other software product will allow its users to switch so freely—and automatically—between the two data structures.

For readers who are unfamiliar with the new MasterFormat 2004, it may be worthwhile to take a look at CSI's website, www.csinet.org, where information about the new data

formatting system can be found. To summarize, CSI has expanded the familiar 16 divisions into 50 divisions – actually 49 divisions plus a new Division 0. Among other changes, mechanical and electrical systems have been moved from Divisions 15 and 16 and have been greatly expanded. In addition, the familiar 5-digit numbering scheme has been replaced by paired digits in a 6- or 8-digit format. Finally, many section titles have also been changed. In short, under MasterFormat 2004 every single section will have a new number, and many sections will also have a new title.

Because BSD SpecLink is based on a relational database structure, individual sections will be assigned new fields for section number and title under both MF95 and MF04. These new fields permit the creation of a global switch, similar to the one currently used for units of measure, which

will display the same project data using either selected format. When the user changes the global switch from MF95 to MF04, the appropriate tree will be displayed in the tree panel (see Figure 1 on page 2). When the user selects a section to edit from the tree, cross references within the selected section will also be displayed in the corresponding format. This approach will allow the user to work in one format and switch to the other format for final printing, or to maintain an office master project in one format and edit it for a particular client in the other format. Users will even be able to print a table of contents that includes the alternate section numbers in parentheses, for cross-reference purposes. Section 05810, for example, could appear in the table of contents as any of the following :

See "First to Implement" on page 2

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BSD SPEC LINK® TO INCORPORATE PERSPECTIVE®

PerSpective's performance specifications and short form specs are intended for use at early stages of a project, while BSD SpecLink's specifications are intended primarily as construction documents. By the end of this year, our subscribers will have access to all these capabilities in one, integrated product!

The performance specs produced by PerSpective are already linked to the short form specs that are included in a separate folder (Product Specifications). When the new merged SpecLink/PerSpective product is launched later this year, the PerSpective short form specs will also be linked to the construction document specifications in

SpecLink. What this means for our users is that all specification decisions at all phases of a project can be recorded in one system without duplication and with greatly enhanced coordination. Performance specs prepared at the programming phase will trigger links to short form specs that are useful at the schematic design and design development phases. The completed short form specs, in turn, will be linked to the long form specifications prepared during the construction documents phase. Finally, the completed construction specifications will automatically produce administrative reports for use during the construction phase.

See "SL Incorporates PS" on page 7

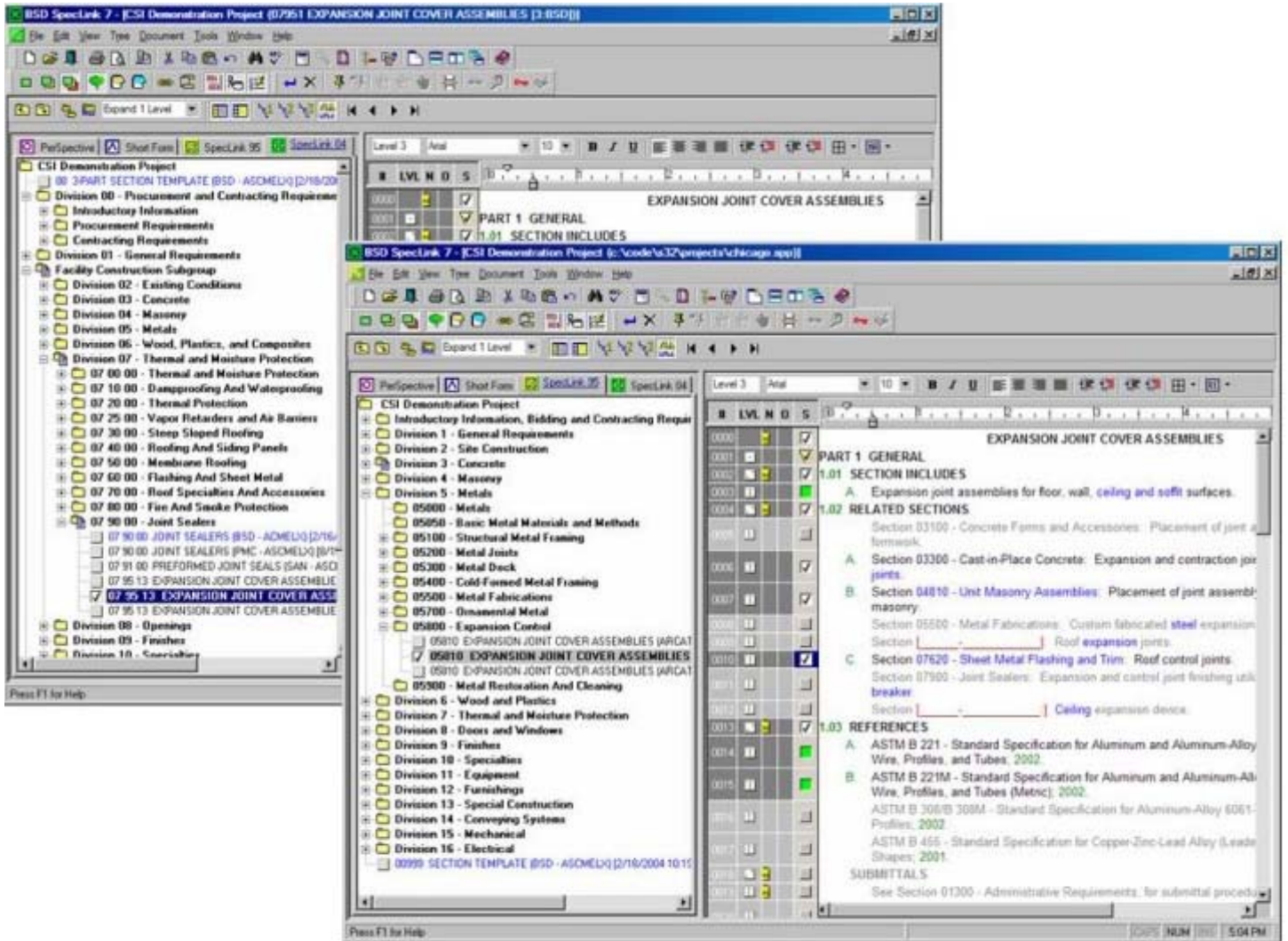


Figure 1 - The same section opened using MasterFormat 2004 and MasterFormat 1995

“First to Implement” continued from page 1

- 05810 – Expansion Joint Cover Assemblies
- 07 95 13 – Expansion Joint Cover Assemblies
- 05810 (07 95 13) – Expansion Joint Cover Assemblies
- 07 95 13 (05810) – Expansion Joint Cover Assemblies

User created sections, whether copied from another section, imported from an RTF (Word) file, imported from another project, or simply started as a new section from the template, will be inserted in the current hierarchy at the user’s selected location. The user will be able to specify a location for the new section in the alternative hierarchy or may simply let the section default to an “unassigned”

folder in the second hierarchy. The latter course will allow a later reassignment, at the user’s convenience.

When this new switchable MasterFormat feature is combined with the merging of the PerSpective and SpecLink databases (*see related article in this LinkLine edition*), the new BSD SpecLink+ will be a comprehensive specification production and management system that will be unsurpassed by anything else on the market. It will afford our users a system with unmatched flexibility and will allow creation and maintenance of single-source specifications through all project phases and for all types of clients. ■

About Your SpecLink & PerSpective Updates

SPEC LINK+ STATISTICS:

- 700 sections total, 122 updated or new (17%)
- 11 new non-proprietary sections
- 471 non-proprietary sections, 115 updated or new (24%)
- 229 proprietary sections, 7 updated (3%)
- 14 sections with built-in checklists (NEW!)
- 110,580 paragraphs
- 117,319 internal links (targets and consequences)
- 18,782 notes to specifier
- 3,002 notes with live hyperlinks to Internet web pages
- 2,087 external documents referenced
- 180 standards organizations referenced
- 4 new standards organizations
- 32 documents never before referenced
- 2,171 manufacturer listings in 334 non-proprietary sections
- 939 unique manufacturers listed in non-proprietary sections, of which 908 are not listed in proprietary sections
- 2,074 hyperlinks to manufacturers' websites
- 171 unique manufacturers listed in 229 proprietary sections, of which 135 are not listed in non-proprietary sections

PER SPECTIVE STATISTICS:

- 179 chapters
- 25,661 paragraphs
- 30,400 links
- 4,089 notes to specifier
- 617 external documents referenced, 41% verified as unchanged or updated
- 77 standards organizations referenced

OPTIONAL CHECKLISTS IN NEW SECTIONS

Most of the new sections this quarter include optional “checklists.” These are short decision-making tools that, combined with the normal editing functions, can make preparation of the section much quicker. Checklists are like question-and-answer sessions (“Q&A”) that zero in on the pertinent decisions—and they are placed at the beginning of the section for immediate attention. Checklist text will not print in final documents, but Master Text Copy and Draft Copy will show the checklist.

Several of the new sections are on topics that particularly benefit from the checklist approach. Section 02555 - Ground-Coupled Heat Exchangers is a good example. A fundamental question when preparing the spec is whether the design is complete or not — whether the A/E designed the whole system or the contractor is required to design it (a perfectly feasible, commonly occurring approach). The text of the spec includes statements to cover both options and is linked to exclude requirements that don't apply, depending on which option is chosen. However, although the relevant statements appear in a prominent position, they are located in PART 2 where they are not immediately obvious. The decision to be made is also not obvious because the specification text does not actually pose a question—it just offers the answers! The new checklists present these critical questions in plain language right where you'll see them when you open the section.

Another shortcut offered by the new checklists permits selection of the basic type of specification. The first question in most checklists is one that lets you choose between a “Short PART 2 Spec,” a “Short Form 3-PART Spec,” and a “Long Form 3-PART Spec.” These three options make some assumptions (sometimes a lot of assumptions) about the degree of detail you want in the specification. In each case, the actual text of the section is also editable in the normal manner, allowing you to make the most of both methods of spec preparation.

- The Short PART 2 Spec is intended to show only the important product selections, for preliminary purposes. It is not likely to be short enough to be called an “outline” spec, but most will be less than one page in length.
- The Short Form 3-PART Spec adds the relevant portions of PART 3, more detail in PART 2, and basic SUBMITTALS in PART 1. This option would be suitable for construction documents for projects or topics of low risk.
- The Long Form 3-PART Spec includes everything in the master that is relevant, except the REFERENCES article. This option would be useful if you prefer to de-select what you don't need rather than selecting everything you do need.

In addition to the new sections, four existing proprietary sections include the checklists that were previously available in the Sample Project (sample.spp). The sections that include optional checklists are marked on the printed Catalog Listing with a + and are listed below.

- 02555 - Ground-Coupled Heat Exchangers (ACME)
- 02765 - Pavement Markings (ACL)
- 05425 - Cold-Formed Steel Trusses (ASX)
- 05515 - Exit Ladder Devices (Jomy, free)
- 07315 - Slate Shingles (A)
- 07411 - Preformed Metal Roof Panels (AX)
- 08110 - Steel Doors and Frames (Amweld, free)
- 08330 - Overhead Doors (Clipay, free)
- 08347 - Records Vault Doors (A)
- 11131 - Projection Screens (A)
- 12661 - Telescoping Bleachers (A)
- 13096 - RFI/EM Shielding (ASME)
- 13097 - Modular RFI/EM Shielded Rooms (AME)
- 15062 - Non-Penetrating Rooftop Hangers and Supports (Miro, free)

NEW NON-PROPRIETARY SECTIONS

02555 BSD - GROUND-COUPLED HEAT EXCHANGERS:

Closed-loop ground-coupled heat exchangers; ground-installed polyethylene piping carrying water or antifreeze solution, and copper piping carrying refrigerant (a direct-exchange, or DX, system). Covers the three common types of ground-coupled (or “geothermal”) installations: horizontal, vertical, and pond or lake. The system design and method of installation for a project depends on a number of factors, including climate, soil conditions, available land, and installation costs. Ground-coupled heat exchangers form the basis of ground-source HVAC systems, especially using heat pumps. [Includes optional checklist \(see article on page 3\).](#)

02765 BSD – PAVEMENT MARKINGS:

Lines and symbols for parking lots, roadways, curbs; includes painted lines and symbols for new and existing pavements. Reflective glass beads are optional. [Includes optional checklist \(see article on page 3\).](#)

05425 BSD – COLD-FORMED STEEL TRUSSES:

Factory-built light gage cold-formed steel floor and roof trusses. This section does not include other types of cold-formed steel framing elements, such as studs and joists, which are specified in Section 05400. Bar joists, which are made from structural steel, are specified in Section 05210. [Includes optional checklist \(see article on page 3\).](#)

07315 BSD – SLATE SHINGLES:

Natural slate roofing shingles, including underlayments and flashings. [Includes optional checklist \(see article on page 3\).](#)

07411 BSD – PREFORMED METAL ROOF PANELS:

The section includes both structural and non-structural (architectural) roofing panel systems made from a variety of coated steel and aluminum sheet; includes optional factory finishing, thermal insulation, and miscellaneous accessories. Some roofing systems can be installed using concealed clips, and others use exposed fasteners. Traditional site-formed sheet metal roofing of copper, stainless steel, lead, and other architectural metals should be specified in Section 07611- Custom Sheet Metal Roofing. [Includes optional checklist \(see article on page 3\).](#)

07816 BSD – INTUMESCENT FIREPROOFING:

Thin-film “paint-like” fire-resistive coating for exposed structural steel; works primarily by expanding into a protective, insulating foam when exposed to heat. Most intumescent coatings generate an ash-like or char layer during their expansion process. As the fire exposure continues, the ash coating erodes, exposing the remaining intumescent coating. Depending upon the coating thickness, this expansion process can be repeated several times. Significantly more expensive than other types of fireproofing, these coatings are typically used only for architecturally exposed steel that must be

fireproofed. They are normally spray-applied and intended for interior use.

08347 BSD – RECORDS VAULT DOORS:

Fire resistant or burglary-resistant doors for use at records vaults and file rooms; complete door assemblies, including frame, hardware, and locking mechanisms. There are two types: 1) Fire-rated doors, single doors only; and 2) GSA vault doors, which are not fire-rated, single doors and pairs. Both types are intended to be used for records vaults and file rooms, but they have different requirements. Doors are certified for either fire- or burglary-resistance, but not for both. The fire-rated doors are intended primarily as fire-resistant doors with security features, rather than as heavy security doors, due to the relatively light steel and insulating core required for the fire rating. GSA vault doors are more concerned with security than fire and are required by U.S. government agencies for records protection. [Includes optional checklist \(see article on page 3\).](#)

11131 BSD – PROJECTION SCREENS:

Front and rear projection screens; wall, ceiling, and frame mounted; covers a wide variety of media formats and applications, from data projectors and slides to Widescreen (Letterbox) movies; in classrooms, boardrooms, and stores, among others. Front projection screens can be either retractable or fixed to a frame; retractable screens can be manually operated or have an electric motor, and can be horizontally tensioned for a smoother surface. Rear projection screens are either fabric attached to a fixed frame, or a solid glass or acrylic screen with optical enhancement. [Includes optional checklist \(see article on page 3\).](#)

12661 BSD – TELESCOPING BLEACHERS:

Telescoping bleachers with wood, molded plastic, or extruded aluminum seats; these are the bleachers we all know from school gymnasiums. They are multiple tiered seating rows composed of platforms with seats on the leading edges, structural supports, railings where required, and intermediate steps in aisles. Manual or electric motor operation is available. [Includes optional checklist \(see article on page 3\).](#)

13096 BSD - RFI/EM SHIELDING:

Custom, architecturally integrated radio frequency interference and electromagnetic shielding; permanent shielding intended to last the life of the building. RFI/EM shielding is used for several different purposes, so be clear on what the goals are. At the simplest, some electronic equipment and functions (such magnetic resonance imaging (MRI) in health care) are upset by external electromagnetic waves. A more extreme situation is prevention of damage to electronic equipment due to possible electromagnetic pulse from a high altitude nuclear detonation (government and military). In the reverse, a “TEMPEST” enclosure is designed to keep emissions from electronic equipment from escaping the enclosure (also government and military). This section covers the primary shielding (walls, ceiling, floor), doors, windows, and penetration protection. [Includes optional checklist \(see article on page 3\).](#)

“New Non-Proprietary Sections” continued from page 4

13097 BSD - MODULAR RFI/EM SHIELDED ROOMS:

Modular rooms constructed for radio frequency interference and electromagnetic shielding; used for three primary reasons: 1) only a single room is needed and it can be constructed inside the primary structure, 2) the room might need to be disassembled and moved in the future, 3) modular shielding tends to be less expensive than

architecturally integrated shielding. Modular rooms may not be suitable for long-term high-performance shielding, as the panels are bolted or clamped together (as opposed to welded), which may mean that electrical continuity may degrade over time. Primary applications are medical MRI enclosures and test chambers for electronics and biomagnetics. [Includes optional checklist \(see article on page 3\).](#)

ANNOUNCING: CSI/DBIA/BSD TECHNICAL REVIEW COMMITTEE

Building Systems Design, Inc. (BSD) is enormously pleased to announce the formation of a joint Technical Review Committee responsible for the ongoing review and enhancement of the BSD SoftLink® suite of products, which includes PerSpective®, BSD SpecLink®, and BSD CostLink®/AE. For the last three years, these products have been exclusive offerings of the CSI-DBIA Joint Venture and BSD, with BSD assigned overall management responsibility. The unique tripartite relationship has now resulted in the formation of an unusual review committee structure. CSI and BSD have each appointed two members to an Executive Committee which will oversee a much larger group of Corresponding Members.

CSI appointments to the Executive Committee are Edward C. Wundram, CSI, AIA, DBIA, of the Design-Build Consulting Group; and John R. Guill, CSI, CCA, of Quattrocchi Kwok Architects. BSD's appointments are Susan McClendon, RA, CSI, CCS, BSD Executive Vice President, and Robert Paul Dean, AIA, CSI, CCS, BSD President.

Executive Committee members will have oversight and management responsibilities for all three products, and all members of the committee will be able to comment on any aspect of the BSD SoftLink products that is of interest. There will be two Corresponding Members with primary responsibility for ongoing review and enhancement of the BSD CostLink product. The plan for SpecLink and PerSpective is to ask each Corresponding Member to assume primary responsibility for ongoing review and enhancement of a particular range of topics, which BSD

has organized into subcommittees. Altogether, 16 PerSpective/SpecLink subcommittees have been identified. Examples include “Substructure,” “Doors and Windows,” “HVAC Equipment,” and “Site Improvements,” based primarily on the UniFormat™ organization used in PerSpective, with an approximately equal number of commonly used SpecLink sections in each group. Three architecturally oriented subcommittees have already been “claimed” by Corresponding Members recommended by CSI. The remaining open subcommittees relate to the following topics:

- Structural topics (Substructure, Superstructure)
- Architectural topics (Exterior Closure, Doors and Windows)
- Plumbing topics
- HVAC topics (HVAC Equipment, HVAC Distribution)
- Electrical topics (Electrical Distribution, Electrical Equipment)
- Site Improvements topics (suitable for a landscape architect)
- “Electronics” topics, covering fire alarm, telecom, electronic security and safety, integrated automation, and HVAC controls (jointly with Mechanical)
- Conveying Systems topics
- General topics, covering bidding, contracting, general requirements, RFP documents in PerSpective

Each Corresponding Member appointed to the committee will have primary responsibility for one group of topics, secondary responsibility for a second group, and the ability to comment on anything of interest at any time. CostLink/AE committee members will be expected to be active subscribers to the product. PerSpective/SpecLink committee members will be expected to be familiar with both products and to be active users of at least one of them. BSD will provide a free 1-user version of one product, provided the committee member maintains a subscription to the other product. In the situation where a new committee member is already subscribing to both products, BSD will offer a free renewal subscription to the less expensive product.

Every SpecLink and PerSpective subscriber is eligible to participate. If you are interested in becoming a Corresponding Member of the CSI/DBIA/BSD Technical Review Committee, please call (888) BSD-SOFT or send an email to specwriters@bsdsoftlink.com.

LinkLine

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Editor: Laura Gemmell

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ALL PRODUCTS

Q I am no longer receiving the updates on CD-ROM but it's taking too much time to download the program from the website. Can I start receiving the CD again?

A Yes. Contact your sales representative to change this option. There is a \$10 annual charge to receive the 4 quarterly updates for SpecLink and PerSpective or to receive the annual update for CostLinkAE.

Q The software seems to have changed from last quarter. How can I find out what has changed in the software for this update?

A Read the release notes, which highlight the software and installation changes every quarter. You can open the release notes by going to the Install Products screen on the update CD and clicking the link for the Release Notes under the product you have. If you are downloading the software from the website instead of receiving a CD, go to <http://www.bssoftlink.com/downloadcenter/downloadcenter.htm> and look for What's New to find the release notes for each product.

Q The user manual I received with my software appears to be out of date. Can I get an updated version?

A All the manuals can be downloaded from our website at www.bssoftlink.com. Click on the product and then click on user manual on the left side of the page. You can print or download one chapter or the whole manual. You can also order a printed version of the manual by clicking on the link for On Demand manuals for SpecLink and CostLinkAE.

SPECLINK AND PERSPECTIVE

Q How can I save a particular paragraph format that a client likes?

A From the Tools menu, choose Customize Styles. On the Styles tab of the Modify Paragraph Format dialog box, select one of four pre-defined options from the Style Set pulldown: CSI Style, Military Style, Block Style, and Sequential Numbering Style. Choose the one that most closely matches the format that your client prefers, and then make any necessary modifications. (For directions on making modifications, see Chapter 8 Printing in the updated User manual on the CD or on our website.) When you modify the style it will be saved as the User-Defined Style. You can have one user-defined style per project.

If you have several clients that each want a different style, create empty projects (no sections selected) and set the style that each client desires in each project. Then, each time you start a new project, select the appropriate formatted project as your source. Then if you use an office master, import the sections or chapters you need using Tools...Import From Project.

Q I am editing a paragraph with a blue choice and I do not want any of the options that are in the choice. How can I edit the blue choice text?

A You cannot edit blue choice text in a master paragraph. In order to get the text you want, you will have to copy the master paragraph. There are two ways to do this.

Option One: If you want to keep the blue choice and just add more choices or edit existing choices, copy the whole paragraph by placing your cursor in the paragraph so that it is blinking and click the Copy button. Then Paste it above or below the master paragraph. You will be able to place your cursor in the blue choice field in your new paragraph and choose from the Document menu, Choices, Edit Choice.

Option Two: If you do not want to keep and edit the blue choice field, then copy only the text of the master paragraph to a new paragraph. First create a new paragraph by

clicking at the beginning or end of a paragraph and pressing Enter. Then drag across the text of the master paragraph and click the Copy button. Click in the new paragraph you created and click the Paste button. All the text can now be edited.

Be sure to select your paragraph and deselect or exclude the master paragraph. You may also want to insert a Project Note to let subsequent users know which paragraphs they are supposed to use.

Q I would like to create a link within the same paragraph, so that if I select a choice near the beginning of the paragraph, it automatically selects a choice later in the paragraph. How do I do that?

A This cannot be done in SpecLink or PerSpective. A couple of solutions would be to create two different paragraphs and select the one that is appropriate, or to create a long choice field that includes both desired clauses. With both of these options, it is actually easier for the user to see what the whole choice is.

Q The names of several chapter or section titles are appearing in pink or magenta text in my Tree panel. What does that mean?

A In short, it means the project has not been completely updated. The software automatically marks any section or chapter that has not been completely updated to the latest master by turning the document title magenta. To update the whole project, go to the Tools menu, select Update to Master, then select Update Project and click the Update button. You can also update only certain sections or chapters by selecting Update Section (or Chapter), selecting the section or chapter you want to update, and clicking the Update button. Once the sections or chapters are updated, the titles in the tree panel turn back to their normal colors, black or blue.

Note that SpecLink and PerSpective do not require that you update a project. There can be many legitimate reasons for not updating. The magenta titles simply act as reminders that those sections or chapters contain obsolete data. You can open any of those

sections or chapters at any time to see which paragraphs have updated versions available, and you can view the individual paragraph changes before updating them. You can also print a report that lists every paragraph in your project affected by updates. For more detail on updating, see Chapter 11 in the updated User Manual on the latest BSD SoftLink CD-ROM or on our website at www.bsdssoftlink.com.

Q I am creating a new section and would like it to be listed in the requirements reports when certain paragraphs are active. How can I do that?

A You can add Tags to any paragraph. Click in the paragraph that needs the tag, and from the Tags dropdown list on the formatting toolbar above the Document Panel, choose the appropriate tag. When the paragraph with the tag is active and you print the requirements report for the tag, the section will be listed in the requirements report. For a list of Tags and their functions, search Help for Tags.

COSTLINKAE AND COSTLINKCM

Q I am trying to search for “wiring” tasks in Division 16. I clicked on the first folder in Division 16 and selected “Down” as my search direction, but it keeps

finding tasks in Division 2 instead. How can I get it to search only Division 16?

A In order to search the tasks in Division 16, click on the first task in that Division (instead of clicking on a folder), open the Find dialog box and enter the search criteria, including “Down” as the search direction, and then click Find Next (not Find First).

Q What is the difference between the Project Title and the Report Header?

A The Project Title is entered on the General tab of the Project Summary Info dialog box along with an optional project number, description, and the names of the Architect, Engineer, and Estimator. All of this information prints on the title page of your estimate, and the Project Title also prints in the header of each page of your report.

The Report Header is entered in the Reports Setup dialog box as an optional name to distinguish your report from other reports of the same project. For instance, you may print a report when the project design is only 65% complete and you want to note that on your printout. When you print the final report at 100% complete, you would change the Report Header to reflect this.

Q How can I change the company name that appears in the report header?

A To change it for all reports, close all open databases, and click on File | Permissions. The Company name field can be changed here. Click OK when finished. To change the Company Name field for one project only, open the project, click on File | Report Setup, and change the name on the top of the Select Reports tab.

Q I created a new folder or task, and its name has two bold vertical bars included (||). What is that?

A If you press Enter while typing the name of a folder or task, the result will be two bold vertical bars where you pressed Enter. If you would like to remove them, double-click on the folder or task to open the item form, and then use backspace or delete to remove the line break where you had pressed Enter. ■

More questions?

Contact BSD Technical Support:

Toll Free: 800-266-7732

In Atlanta: 404-365-9226

Email: support@bsdssoftlink.com

“SL Incorporates PS” continued from page 1

Because all spec decisions are recorded in the same database, BSD’s built-in intelligent linking will eliminate the necessity for re-entering product selections and related decisions and will minimize resulting contradictions and omissions.

What does this mean for existing PerSpecView subscribers who don’t have SpecLink, and vice versa? It will simply mean that more options become available. No one will be forced to amend or extend their subscriptions, but those who choose to do so can take advantage of a substantial discount on a combined subscription. Customers who already have subscriptions to both products will continue to have

access to both, except that they will be interconnected, instead of separate products.

Final design of the new product is still some weeks away. However, it will probably look much like the existing products, with one major exception: The left (tree) panel will have separate tabs for the performance specs, short form specs, and construction document specs. Users will switch between the different trees by clicking on the appropriate tab. Links will be manifested as they are now, with green, yellow, and red status markers. In addition, links between the currently separate databases will be visible in the Links dialog box.

Ultimately, users will also be able to switch automatically between the 1995 MasterFormat and MasterFormat 2004 (see related article in this LinkLine edition). When the merged PerSpecView/SpecLink is combined with the new switchable MasterFormat feature, the new BSD SpecLink+ will be a comprehensive specification production and management system that will be unsurpassed by anything else on the market. It will afford our users a system with unmatched flexibility and will allow creation and maintenance of single-source specifications through all project phases and for all types of clients. ■

Training Schedule

The BSD SpecLink+ Workshop

The BSD SpecLink+ Workshop consists of two one-day workshops. The first day is devoted to learning the basics of SpecLink+, including how to navigate within the software, start a new project, edit sections, understand how the links and choices work, and how to format, print and export the final document. It is designed for new users. The second day is designed for those who want to learn how to create and maintain their own office master. This day covers the concepts of an office master, how to customize your master by adding choices, links, and tags, as well as creating your own wizards. Users must already be familiar with the basics of SpecLink+ to attend the second day.

BSD SpecLink+ Either Day* \$495 Both Days* \$895

June 15-16
July 20-21
Sept 7-8
Oct 5-6
Dec 7-8

AIA Members: Submit Course Completion Certificate for 7 or 14 Continuing Education Units

CSI Members: Submit Course Completion Certificate for 7 or 14 Education Contact Hours (ECHs) toward your CCS, CCCA, or CCPR Certification renewal

* Class starts at 9:00 AM and ends at 5 PM.

BSD CostLink/CM 3 days* \$1295

June 29-July 1
September 21-23
December 14-16

AIA Members: Submit Course Completion Certificate for 24 Continuing Education Units

CSI Members: Submit Course Completion Certificate for 24 Education Contact Hours (ECHs) toward your CCS, CCCA, or CCPR Certification renewal

* Class starts at 9:00 AM and ends at 5 PM.

View BSD class schedules on our website! Go to www.bsdssoftlink.com and click the Training link. Get directions & information on travel, hotels, & Atlanta!



LinkLine

PRESORTED
STANDARD
U.S. POSTAGE
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