



BSD

LinkLine

Building Systems Design, Inc.

A Newsletter for BSD SoftLink® Customers and Friends

WINTER 2003

HANDING OFF COST ESTIMATES

CostLink/CM Now Converts CostLink/AE Projects

With this quarter's release of BSD CostLink®/CM and BSD CostLink®/AE, CM is now capable of reading a CostLink/AE project. This means you can begin a project using AE's unique modeling capability to create an initial conceptual or budget estimate (even before any significant design development), carry that forward into design development by using AE's capability to drag and drop alternative tasks and assemblies into the model, and subsequently convert that estimate into CM format for further detailed development and reporting during the construction documents phase.

CostLink/AE's major strengths are its modeling capability and its overall simplicity, allowing development of detailed cost estimates before any significant design work has begun. CM, on the other hand, has heavy-duty capabilities that include break-

See "Handing Off" on Page 2

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PERFORMANCE IMPROVEMENTS IN BSD SPEC LINK® AND PERSPECTIVE®

Subscribers will notice a distinct speed improvement in the latest releases of BSD SpecLink and PerSpective, due to changes in the way the link engine operates. The speed improvement is especially noticeable in network situations where the project being edited is maintained on a server.

The master database in BSD SpecLink+ includes over 150,000 links that give the text its "intellect." Active links and the current status of each are stored with the project, and there can be tens of thousands of active links in a project. As each paragraph is selected, any links attached to it are activated, and these links in turn can affect other paragraphs and choices anywhere in the project, sometimes resulting in a new cascade of links from newly affected paragraphs. Prior to the current release, resolution of these links from a single selection sometimes involved a series of round trips between the editing CPU and the stored project. When the project and the editor were on different computers on a network, there were sometimes delays in updating the link status. These delays could also be exacerbated by heavy network traffic, by computer speed, and by the number of people sharing the project database.

With the latest release, a new link management scheme is in effect. To use the network more efficiently, SpecLink and PerSpective

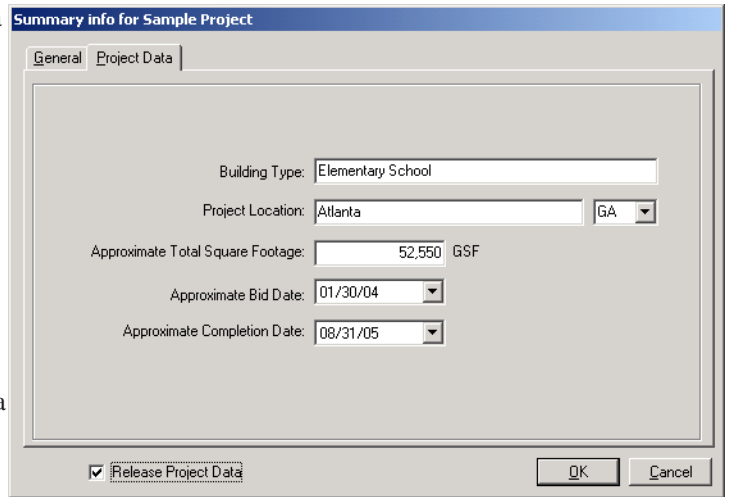


Figure A - New Project Data Tab in SL Summary Info Dialog Box

now maintain in memory on the local computer a temporary copy of all status and link information for the currently open document. The link engine maintains this temporary copy without any need to communicate with the centrally stored project database during the editing session. When you change documents by clicking in the navigation tree, the link engine updates the central database with the in-memory copy of the edited section and creates an in-memory copy of the status and link information for the next document selected. This new process significantly reduces communication needs, thereby speeding up document editing on network projects. Users who edit and maintain their projects locally will also see a lesser speed improvement.

The Tools menu in both programs now includes a new "Save In-Memory Linking" command that allows you to save the current document status at any time. There is also a new toggle command on the Tools menu for

See "Performance Improvements" on Page 4

COST SAVINGS!

BSD CostLink/AE and PerSpective are being offered with special initial purchase pricing through December 31st. Contact BSD at 1-800-875-0047 for details.

“Handing Off” from Page 1

ing costs down into material, labor, equipment, and other types of costs, and a full-blown reporting system, alternate work breakdown views, individual contractor markups, and many other high-end features. AE is bundled with RS Means installed cost data that includes 70 cost models, 11,000 assemblies, and 20,000 line items. CM, on the other hand, supports optional RS Means databases with similar composition, but they are broken down by material and labor, and they include the crew, labor and equipment resources for each assembly and task.

To use the new conversion capability, simply use the *File/Open* project command in CostLink/CM and choose the AE project that you want to use in CM. After a confirmation message, the software presents a dialog to let you specify the name and location for the resulting CM project. The AE source project is not changed by the conversion process and is still available for use in AE. However, once converted there is no connection between the AE version and the CM version of the project, and the CM version cannot be opened in AE. During the conversion process, you are given an opportunity to select the RS Means assembly or cost item database you will be using as the reference database for the CM project and subsequent editing in CM. AE uses the so-called “big” assemblies RS Means database, so if you are using other Means assembly databases in CM, they may not support all the assemblies in your estimate. Unsupported assemblies will be converted to user-added

tasks. Similarly, if you choose a cost item database (which does not include assemblies), assemblies will be converted to user-added tasks—as will any cost items in your estimate that are not represented in the referenced cost item database.

Once you have converted a project from AE, there are a couple of areas you will want to consider carefully—markups and quantities. CM supports several types of sophisticated markups, whereas CostLink/AE uses a simple set of markups applied to the bottom line. The conversion assigns all items to a single prime contractor, so you may want to make markup adjustments to the project in CM. Quantities are another area worth examining. If you use a model in AE, many quantities are dependent on a formula, and the formula is not available in CM. Consequently, quantities will be set at the values established by the model formulae at the time of conversion and may need subsequent adjustment in CM.

NEW CUSTOM REPORTS IN CM: The new release of CostLink/CM includes four new custom reports that demonstrate the power of CM’s custom reporting capability. The new reports are Bill of Materials, Bill of Sales, Bill of Materials Quote Sheet and Bill of Sales Quote Sheet. The release notes include step-by-step directions for running them. The reports are sorted and combined by “source tag,” which is the unique ID of a cost item that generally begins with a two-digit code corresponding to its MasterFormat division number. All of the new reports display costs as Cost to Prime, which includes the bare costs plus sales tax, overtime, direct cost adjustments, and subcontractor markups. They do not include the Prime’s markups or any Owner Cost markups.

Detailed instructions for the conversion process and for running the new custom reports are included in the release notes for the current version of CM. Be sure to read the notes, and taking advantage of these new capabilities will be a snap. ■

WHAT OUR USERS HAVE TO SAY ABOUT SPEC LINK®+



“I’m one of SpecLink’s biggest fans! The new import feature has made it possible for me to create sections VERY easily, and I’m still learning (with the help of your support staff) how to do new and better things with it. I am also pleased to see new sections coming along that support sustainable (“green”) building design. Thanks for continually improving the system, it makes my spec writing much easier and more pleasant.”

Sam Austin - Senior Project Manager at C.M. Architecture, P.A., Fort Worth, Texas

“I just started using SpecLink and I like it very much. The program is living up to all of my expectations! [SpecLink] is very easy to use and the need for training will be minimal here in our office.”

Bill Cooke - Larson Consulting Group, Anchorage, Alaska

“We have recently used SL+ on two jobs and produced our two best specs ever. Using SpecLink helped us to include things we might have overlooked otherwise.”

Jason Krebsbach - Joseph P. Larrivee Architects, Bismarck, North Dakota ■

About Your SpecLink & PerSpective Updates

SPEC LINK+ STATISTICS:

- 701 sections total
- 6 new generic sections
- 452 generic sections
- 1 new proprietary section
- 249 proprietary sections
- 108,924 active paragraphs
- 138,781 internal links (targets and consequences)
- 18,131 notes to specifier
- 2,086 external documents referenced
- 221 standards organizations referenced

PERSPECTIVE STATISTICS:

- 177 chapters
- 25,633 paragraphs
- 45,069 links
- 4,081 notes to specifier
- 614 external documents referenced

MASTERFORMAT 2004 AND BSD SPEC LINK®

Adopting New Numbering Should Be a Seamless, Painless Transition

All section numbers and titles in BSD SpecLink and the Products (short form) catalog of PerSpective® are based on CSI's MasterFormat™ 1995 edition. After several years in development and several drafts, the planned 2004 edition of MasterFormat is now coming into focus, and many people in the construction industry are understandably interested, if not concerned, about the potential impact the very significant changes in MasterFormat will have on their work. BSD's subscribers, for instance, are unnecessarily worried about the impact of the planned changes on their office master specifications.

Until now, we have chosen not to say anything definitive to our customers. However, in early November CSI published the proposed final revision (Draft 4) for public review at www.csinet.org and intends to finalize the document by mid-December. Publication is tentatively scheduled for late 2004. We feel relatively comfortable about addressing the topic of the MasterFormat revolution at this time, since we assume relatively few additional changes will be made between now and its final publication.

First of all, the familiar 16 divisions have been expanded to 49 divisions. Although many topics in Divisions 2 through 14 will remain in their approximate locations in the expanded scheme, the familiar 5-digit section numbering scheme has been changed to a six-digit numbering scheme. *This means that every single section number and a great many section titles will change.* In BSD SpecLink, it also means that thousands of cross references within the database will have to be changed. Of course, this is also true for Masterspec®, Spectext®, and other specification systems such as the *Unified Facilities Guide Specifications* published by NASA and the military services. *However, BSD SpecLink (and PerSpective) are likely to be the only master specification systems capable of an automated transition, because of their database structure.*

Once MasterFormat 2004 has been published, BSD intends to provide a vehicle for an automated transition that will allow our users to move to the new MasterFormat on a project by project basis. BSD's database automation should allow automatic conversion of existing projects from the old edition to the new one when the regular quarterly update is installed. This conversion will be accomplished through the creation of a "map" in the database that will relate the new numbering scheme to the old. We may even be able to convert user-added sections automatically, provided they comply with the ranges established in the 1995 edition of MasterFormat. Existing projects that are not updated will continue to use the old MasterFormat numbering scheme, but all new and updated projects in SpecLink and PerSpective will conform to the new MasterFormat.

Finally, as indicated on the front cover of *The Hitchhiker's Guide to the Galaxy*: Don't Panic! SpecLink and PerSpective are ideally structured to allow a seamless, painless transition as the industry moves to adopt the new MasterFormat. ■

LinkLine

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Get the latest on BSD by visiting our web page at www.bsdssoftlink.com

BSD SPEC LINK® SECTIONS WITH NUMBER AND/OR TITLE CHANGES*

ORIGINAL # NEW #	COMPANY	ORIGINAL TITLE	NEW TITLE
02621	CertainTeed	Foundation Drainage Piping	Combination Foundation Drainage, Radon Venting, and Footing Formwork
04080	Hohmann & Barnard	Masonry Reinforcement Systems	Seismic-Rated Masonry Reinforcement
04095	Masonry Tech, Inc	Masonry Weeps and Moisture Control	Polystyrene Masonry Weeps and Moisture Control
05511	Alaco Ladder	Metal Ladders	Aluminum Ladders
05520	05721	American Railing	Ornamental Railings
05520	05723	Moultrie Mfrg Co	Ornamental Pipe Railings
05522	05724	Taco Metals	Tempered Glass Railing Assemblies
05720	05722	C.S. Johnson	Ornamental Handrails and Railings
06210	06151	CertainTeed	Wood Decking
10171	06621	Comtec	Solid Plastic Compartments and Vanity Counters
07185	Ensuroc Duradek	Traffic Membrane	PVC Sheet Deck Membrane
07222	Atlas Roofing	Roof Board Insulation	Polyisocyanurate Roof Board Insulation
07320	07322	Ludowici	Roof Tiles
07320	07322	Guiraud Freres	French Clay Roof Tiles
07410	07411	McElroy Metal	Uninsulated Metal Roof and Wall Panels
07410	07415	Metl-Span	Insulated Metal Roof and Wall Panels
07411	07431	Kanalco	Aluminum-Composite Wall Panels
07411	07431	Mitsubishi Alpolic	Aluminum-Composite Wall Panels
07411	STEELOX	Metal Roof Panels	Standing Seam Metal Roof Panels
07411	US Steel	Metal Roof Panels	Aluminum-Zinc Alloy Coated Roof Panels
07461	Louisiana Pacific	Wood Siding	Oriented Strandboard
07463	Alcoa	Aluminum Siding	Aluminum Siding, Soffits, and Trim
07610	07411	Petersen Aluminum	Uninsulated Metal Roof, Wall, and Soffit Panels
08110	08111	Benchmark	Insulated Steel Doors and Frames
08305	G-U Hardware	Sliding Glass Doors	Lift-Sliding and Sliding-Folding Glass Doors
08342	Fib-R-Dor	Fiberglass Doors and Frames	All-Fiberglass Doors and Frames
08840	08842	Polygal, Inc.	Cellular Plastic Glazing
09300	09301	Endicott	Clay Tile and Stair Treads
09640	09644	Mintec	Bamboo Plank Flooring
09640	09643	Buell	Engineered Wood Plank Flooring
09800	09851	Eckel	Metal Faced Acoustical Panels
09800	09852	Golterman & Sabo	Acoustical Panels, Baffles, Diffusers, and Reflectors
09982	SGM	Cementitious Coatings	Cementitious Coating
10300	10306	Heat-N-Glo	Gas-Burning Fireplaces and Stoves
10500	10505	Comtec	Polyethylene Lockers
12498	08875	V-Kool	Solar Control Film
10605	10606	Wire-Crafters	Wire Mesh Partitions and Railings
13851	BSD	Fire Alarm System - Protected Premises	Fire Alarm System
13852	Fike	Fire Alarm System	Fire Alarm System Equipment
14100	14110	Vincent Whitney	Manual Dumbwaiters
15080	15088	Knauf	Fiberglass Mechanical Insulation

*BSD SPEC LINK® SECTION CHANGES

Our usage statistics tell us that our subscribers tend to prefer the BSD non-proprietary sections to proprietary sections when there is a choice. However, our database also includes many proprietary sections for specialty products not included in BSD sections, and our subscribers do use many of those sections. As a result of our usage analysis, we have made a number of changes to BSD's section list this quarter, as you can see by glancing at the top of this page and the next.

We have eliminated many proprietary sections that were used very rarely. In most cases, these duplicated content in BSD sections, or there were multiple sections sponsored by different manufacturers. We have also renamed and/or renumbered a group of proprietary sections to reflect their content more accurately. Finally, we have added several non-proprietary sections to take the place of some of the proprietary sections being eliminated this quarter. Of course, if any of the sections being removed or moved are in a project you wish to update, you will be given the opportunity during the update process to convert them to user-added sections. Master notes will not be copied during the update conversion, so to avoid this problem, simply copy these sections to user-added sections prior to installing the update. ■

"Performance Improvements" from Page 1

"Use In-Memory Linking" that allows you to turn this feature on or off (the default setting is On). With this release, you will not be able to use the Links dialog box when in-memory linking is in effect. In-memory linking is not applicable and therefore is not available for checked-out sections. This new in-memory link management feature will not affect batch processes like importing, printing, or copying.

SpecLink subscribers will also notice a change in the Summary Info dialog box this quarter. There is a new Project Data tab (see Page 1, Figure A) that allows you to record information about your project in addition to its name and number, including building type and location, gross square footage, and bid and completion dates. There is also a checkbox to Release Project Data, allowing project information to be publicized. In the future, this feature will allow BSD to produce reports for manufacturers and suppliers who have been specified as acceptable in your projects. Of course, the entry of any information on this tab and the decision to check the Release Project Data checkbox are completely voluntary. ■

BSD SPEC LINK® SECTIONS REMOVED THIS QUARTER; PLEASE REFER TO SECTIONS INDICATED*

THESE SECTIONS HAVE BEEN REMOVED

02834 - Modular Concrete Retaining Walls (Anchor Wall Systems, Keystone, Rockwood, Tensar, and Versa-Lok)	02832 (NEW)
03400 - Precast Concrete (Shockey Precast)	03411, 03415, and 03451
03490 - Glass Fiber Reinforced Concrete (Stromberg Arch. Products)	03455
04210 - Clay Masonry Units (Endicott Clay)	04810, 04811, 04815, 04816, 04820, and 04840
04720 - Cast Stone (Stromberg Architectural Products)	04720
05311 - Non-Composite Steel Form Deck (US Steel)	05310
05312 - Composite Steel Deck (US Steel)	05310
05313 - Steel Roof Deck (US Steel)	05310
05400 - Cold Formed Metal Framing (CEMCO and Dietrich)	05400
05520 - Handrails and Railings (Swedge Lock, UltraGuard and Ensuroc Duradek)	05721 ARS
05522 - Tempered Glass Railing Assemblies (ACI Distribution)	05724 TMI
05715 - Fabricated Spiral Stairs (Duvinage and Stairways, Inc.)	05715
07162 - Crystalline Waterproofing (Xypex)	07162
07240 - Exterior Insulation and Finish System (Sto)	07240
07463 - Aluminum Soffits and Trim (NAPCO and Variform)	07463 ALC
07464 - Vinyl Siding (Alcoa, CertainTeed, Heartland, LP, Mastic, NAPCO, Variform, Wolverine)	07464
07610 - Sheet Metal Roofing (Englert)	07411 PAC
08110 - Steel Doors and Frames (CECO, Republic Builders, SDI, Steelcraft, Marlite)	08110
08115 - Steel Door Frames (REDIFRAME)	08115
08120 - Aluminum Doors and Frames (Dor-O-Matic)	08120
08211 - Flush Wood Doors (Buell Door Co.)	08211
08212 - Stile and Rail Wood Doors and Frames (Buell Door Co.) ...	08212
08213 - Plastic Laminate Faced Doors (Buell Door Co. and Marlite)	08211
08330 - Coiling Doors and Grilles (Atlas and Wayne-Dalton)	08331 and 08332
08360 - Overhead Doors (Ideal Door and Wayne-Dalton)	08360
08365 - Upward-Acting Sectional Doors (Amarr Garage Doors)	08360
08520 - Aluminum Windows (St. Cloud Window, Inc.)	08520
08630 - Metal-Framed Skylights (Solar Innovations)	08630
08810 - Glass (Pilkington Libbey Owens Ford and Visteon Glass) ..	08800

REFER TO SECTION*

THESE SECTIONS HAVE BEEN REMOVED

08830 - Mirrors (Palmer)	08830
09110 - Non-Loadbearing Wall Framing (Dietrich)	09111 and 09260
09260 - Gypsum Board Assemblies (National Gypsum)	09260
09622 - Rubber Recreational and Athletic Flooring (Pawling Corp)	09625
09640 - Wood Flooring (Gammapar)	09643 BUE
10155 - Toilet Compartments (Global Steel)	10160, 10165, and 10170
10160 - Metal Toilet Compartments (Hadrian)	10160
10165 - Plastic Laminate Toilet Compartments (Marlite)	10165
10171 - Solid Plastic Toilet Compartments (Capitol Partitions)	10170
10186 - Solid Plastic Shower/Dressing Room Compartments (Capital Partitions)	10170
10191 - Cubicle Curtains (InPro Corp)	10191
10260 - Wall and Corner Guards (InPro Corp)	10260
10305 - Manufactured Fireplaces (Superior Fireplace)	10305
10350 - Flagpoles (Concord Industries)	10350
10500 - Lockers (Penco Products)	10500
10605 - Wire Mesh Partitions (Acorn Wire & Iron Works)	10605
10650 - Operable Partitions (Modernfold)	10651
13032 - Saunas (Amerec, Baltic Leisure, Finlandia, Helo, and McCoy)	13032
13034 - Steam Rooms (Amerec, Helo, and McCoy)	13034
13100 - Lightning Protection (National Lightning Protection, both Safety First and Prevelectron)	13100
13966 - Total Flooding Extinguishing System (FIKE)	13966
13980 - Sprinkler Piping Cover Assemblies (Grice Engineering)	13980 CRS
14120 - Electric Dumbwaiters (Waupaca Elevator Co.)	14100
14240 - Hydraulic Elevators (Kone)	14202 and 14201
15054 - Water Soluble Flux (Taracorp/IMACO)	15145
15055 - Plumbing Solder (Taracorp/IMACO)	15145
15102 - Copper/Copper Alloy Building Services Piping (Copper Dev. Assoc.)	15145, 15182, 15184, and 15186
15831 - Air Doors/Air Curtains (Berner)	15831

REFER TO SECTION*

*ALL REFERENCED SECTIONS ARE BSD NON-PROPRIETARY SECTIONS UNLESS OTHERWISE INDICATED

NEW PROPRIETARY SECTION

06621 COM - SOLID PLASTIC VANITY COUNTERS

Comtec Industries; solid high density polyethylene and polypropylene.
www.comtecindustries.com

NEW GENERIC SECTIONS

02832 BSD - SEGMENTAL RETAINING WALLS

Segmental modular concrete units and accessory materials designed for retaining wall use. Wall relies on gravity and shear resistance to resist overturning. This section does not cover site preparation, dewatering, shoring, excavation not associated with retaining walls, or finish grading.

07464 BSD - VINYL SIDING

Vinyl siding, soffit, and trim. Residential vinyl siding of all types, including horizontal and vertical, clapboard, dutchlap, and beaded; board and batten; and simulated shingles and shakes; soffit as linear “boards” or large panels. If needed for retrofit work, specify a vapor retarder in the section for installation over existing sheathing.

08625 BSD - TUBULAR SKYLIGHTS

Residential and commercial rigid reflective tubular skylights. Although

this type of skylight is generally used where other skylight types won't fit, the light transmission characteristics are better than normal skylights and can mean significant energy savings — review manufacturers' literature for details.

08871 BSD - SAFETY AND SECURITY GLAZING FILM

Prescribes performance criteria and other relevant characteristics of transparent plastic glazing film for safety glazing and blast resistance. For safety glazing, section assumes that existing annealed glass is being retrofitted to achieve 16 CFR 1201 Category II and ANSI Z97.1 performance. For blast resistance, film may be applied to both new and existing glazing. This section does not contain all information necessary to determine the performance criteria for blast resistance.

09513 BSD - FABRIC-FACED ACOUSTICAL CEILINGS

Specialty fabric-faced, fiberglass ceiling panels for use in suspended metal ceiling grids. Grids may be specified in this section or in a separate section.

10242 BSD - ROOFTOP EQUIPMENT SCREENS

Aluminum screens for concealing rooftop equipment; includes both louvered and flat picket type screens that allow air movement. Supporting structure is not included in this section and must be specified elsewhere, typically in 05500 - Metal Fabrications. ■



ALL PRODUCTS

Q How can I find out what has changed in the software on this update CD?

A Read the release notes, which change 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 www.bsdssoftlink.com and click on the Download center option on the left side. Look for What's New to find the release notes for each product.

Q How do I add icons to the toolbar?

A To add icons to your toolbar, right click on the toolbar and choose Customize. The Customize dialog box will open. Click on the Tools tab. On the left side, click on the name of the category that contains the command you are looking for (for example, for Insert Task you would click on the Insert category). On the right side, scroll to find the command, and then drag it to the place you want it on the toolbar. It's easier to place if you put it somewhere in the middle instead of at the end. While the Customize dialog box is open, you can also move any other icons to more convenient locations, or remove unused icons by dragging them to the middle of your screen.

COSTLINK AE AND CM

Q I have a client that requires UniFormat to start with but then later he wants the estimate in CSI MasterFormat? Can I do that?

A CostLink CM can do that for you automatically if your cost items have the CSI division numbers as the first two characters in the Source Tag. Start your project using one of the UniFormat tem-

plates and complete the estimate. When you need to see the project in CSI MasterFormat, change your view drop down to Project CSI view. Then go to the LinkMan menu and choose Assign Tasks by Hierarchy. Accept the default selections and click OK. You can then change the Report Hierarchy in the Reports Setup dialog box to use the CSI hierarchy for reporting or exporting.

Q I appreciate being able to use a project template with the folders already defined, rather than having to create them from scratch. The only problem is that my estimates end up with lots of empty folders that don't have cost items in them. Is there a way to get rid of them other than deleting them one by one?

A Yes. When you have finished adding cost items to your estimate, click on the Tools menu, and then choose Delete Empty Folders. This will remove any folders that do not have tasks. Level One folders must be deleted manually.

Q I don't see the Models tab in my CostLink/AE project. How can I make use of the new modeling feature?

A In order to use any of the 70 RS Means building Cost Models, you need to start a project using the new template called UniFormat II Project Template with Models.MPJ. Once you have a project started with this template, you will have both the Cost Models and the Model Additives tabs in the Summary Info dialog box.

Q Can I import a CostLink/AE project into CostLink/CM?

A Starting with the Winter 2003 version, CostLink/CM now includes a feature to allow you to convert a CostLink/AE project into CostLink/CM. If you have a current RS Means Assemblies database for CostLink/CM, then the converted project will use that as the referenced database in the CostLink/CM project and will match up as many assemblies as it can find. If you do not have the RS Means Assemblies database for CostLink/CM, then the assemblies will be

converted as user line items. In either case, if you are converting a CostLink/AE model, the quantities for the assemblies and tasks will no longer be driven by the CostLink/AE model quantities. For more information, see the CostLink/CM release notes.

SPECLINK & PERSPECTIVE

Q I have several user-added paragraphs that I would like to move to another section or chapter in the same project. How do I move them?

A The best way to move several paragraphs of text at a time is to drag across the text of the paragraphs with your mouse so that they all turn black in the background, and then click the Cut button. (If they are master paragraphs, and not user-added, you can choose Copy instead.) In the section or chapter where you want to move the paragraphs, click to place your cursor in the paragraph that will follow the cut (or copied) paragraphs, and click on the Paste button. All the text is copied at the location of your cursor, pushing down the original text at that spot.

Q I am using SpecLink and we do quite a few small projects in which 1 section of Masonry would be much less work to write. We have to write 3-4 sections to call out standard concrete block, its reinforcing, its mortar, etc. The same is true for brick. Can you help me with this?

A To produce a single section for all masonry, including brick, CMU, and mortar, you should use 04810BSD - Unit Masonry Assemblies.

Other individual non-proprietary sections are for situations when a lot of detail is required and a single section would be too long. The BSD non-proprietary sections are:

- 04065 - Mortar and Masonry Grout
- 04811 - Single-Wythe Unit Masonry
- 04812 - Glass Unit Masonry
- 04815 - Cavity Walls
- 04820 - Reinforced Unit Masonry
(not in 04810)
- 04840 - Prefabricated Masonry Panels
(not in 04810)

The current proprietary sections are:

04080 - Hohman and Barnard reinforcement
04085 - Heckman anchors and accessories
04090 - Polytite flashings
04095 - Masonry Technology accessories

Q I would like to change the formatting of an entire section or chapter, but not save a user-defined style.

A If you would like to turn off the automatic numbering for an entire section or chapter, first select the text of all the paragraphs. To do that, click to place your cursor to the left of the first letter in the first paragraph (the title paragraph) in the chapter or section. Then hold down the Ctrl and Shift keys on your keyboard while you press the End key. The background of all the paragraphs should turn black. From the Document menu choose No AutoNumber. If you want to change the font for a paragraph, or part of a section or chapter, you have to apply it for each selected paragraph. Apply the desired format using the toolbar above the Document panel.

Q I will be creating a number of front-end documents for my office master and I will need to mention a term in them that changes from project to project. Is there any way to easily change that term without finding and editing it in each document where it appears?

A There are replaceable terms in the Summary Information screen that you can use to change information throughout the documents. If the term you need is not one of those listed, there are keywords that are not used in any of the master documents that you can use for your term instead. In PerSpective, the keyword Design Professional is not used in any of the chapters. In SpecLink, the keyword Design-Builder is not used in any of the sections. Just edit the text in Summary Information to whatever term you need. Then, click in the paragraph where you want that term to appear, and from the Document menu choose Choices...Add Choice. From the Choice Group Type drop-down, select the keyword that you used, click the Add button, and then click the OK button. The term will appear in green text. If you edit

the text in the Summary Information screen, the green text will change throughout the project to your replacement term. Please note that you may insert choices only in user-added paragraphs.

Q I have some sections in Word format that I am trying to bring into my project. What is the most efficient way to do that?

A The newly added feature Add New Section/Chapter from RTF is the fastest way to create a new section. This allows you to create a new section by importing an RTF file, without first creating the section in SpecLink+ or PerSpective. (RTF stands for Rich Text Format, which is readable by multiple applications. To make an RTF file, open the Word document and in Word from the File menu choose Save As. Change the Save as Type dropdown to Rich Text Format (RTF).) If you have a file you can import, you don't need to start the document in SpecLink+/PerSpective first and you don't need to remove the paragraphs that you don't need from the new section/chapter. There are two settings on the Tools menu that need to be set correctly before you use Add New Section/Chapter from RTF. If you have Auto-Select New Paragraphs turned on, then all paragraphs imported during the Add New Section/Chapter from RTF will be selected with a checkmark. There is a new menu selection called Look for Choice Fields in Import. If this is turned on (reflected by a checkmark in the menu choice) then the import will create choices within the section/chapter. If the Look for Choice Fields in Import is not turned on, then the software will not create choices in your section/chapter and brackets will import as brackets, for example.

THE RULES:

The word "Section" for SpecLink or "Chapter" for PerSpective must be in the first non-blank line in the document. This word must be followed by one or more spaces followed by the Section/Chapter ID number.

The number must be five characters in length and may be followed without space by an acronym (If no acronym is

discovered the acronym will default to "USER").

The Section/Chapter Title is expected to be the second non-blank line in the document. A properly delimited note (see below) may precede the Section Title (but not the Section ID); the note will be assigned to the Section Title.

The file name is irrelevant; it is not used to determine either the number or the acronym (or the title).

Any or all of the above information can be edited in the dialog box following file selection.

Paragraphs beginning with the word "Part" and one of the words "General", "Products" or "Execution" will import at Level 1. The text is not case-sensitive.

Other levels (hierarchy) are determined basically by the amount of space between the left margin and the first printable character on the line, regardless of how the space was created.

Since SpecLink+/PerSpective have their own auto-numbering system, the import from RTF attempts to remove numbers and letters from the beginning of a line. From the beginning of a line up to five characters followed by a tab will be recognized as an auto-number to be removed.

When a paragraph is indented 2 or more levels below its parent it will be promoted until it is only one level below its parent.

Lines beginning with 10 or more asterisks will be recognized as the boundary beginning or ending text that should be treated as a Note to the following paragraph.

For more information, see the release notes from the Summer 2003 BSD SoftLink CD. ■

More questions?

Contact BSD Technical Support:

Toll Free: 800-266-7732

In Atlanta: 404-365-9226

Email: support@bsdsoftlink.com

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

December 1-2

2004 Dates

January 20-21

March 16-17

April 6-7

June 22-23

July 20-21

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 3-1/2 days* \$1295

2004 Dates

January-Date TBA

March 2-5

June 29-July 2

September 21-24

December 14-17

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 8:30 AM on Tuesday morning and ends at 11:30 AM on Friday.

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



Building Systems Design, Inc.

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