

Show Deleted Hardware Sets as a Separate Page in the Hardware Schedule

On occasion you may want to show the Hardware Sets that have been removed from a contract Job. With Software for Hardware's new enhancement you can mark a set as *Deleted* then put specific comments in the hardware set notes screen. When the full Hardware Schedule, (with cover), is run and if the new checkbox *Print Deleted Sets* is checked an additional page will be generated listing all set numbers with their corresponding comments that have been removed from the contract job. This feature will **not** work when printing *Schedule Only*.

How it works:

Open a Contract Job/Quote:

1. Launch Software for Hardware.
2. Open a Contract Job or Contract Quote.
3. From the *Project* screen click the *Hardware Sets* button.
4. Select the Hardware Set you want to remove from the job.

Marking a Hardware Set for Deletion:

1. **Important:** First remove all tag numbers currently associated to the selected Hardware Set.
 - a. Click the *Assign Tag Numbers* button.

The screenshot shows the 'Assign Tag Numbers' dialog box. On the left is the 'Unassigned Tag #'s' grid, and on the right is the 'Tag Numbers on this set:' grid. The 'Current Set#' is 'c - Hinges'. The 'Add:' button has a right-pointing arrow, and the 'Remove:' button has a left-pointing arrow. A 'Save' button is at the bottom right, and a 'Close' button is at the bottom center.

Tag Num	Opening Ty...	Int/Ext	Door Material	Frame Mate...	Opening Size	Door Manf	Frame M...	Product Tyt
100B	Single	Interior	RC Birch	CRS	3-0 x 7-0	GM	CECO	Door/Frame
201A	Single	Interior	Aluminum	Aluminum	3-0 x 8-0	ABO	ABO	Door/Frame
400	Single	Interior	CRS	CRS	3-0 x 7-0	RBP	CECO	Door/Frame
700	Single	Interior	PC Wood	Wood	3-0 x 7-0	ABCP		Prehung
2222	Single	Interior	CRS	CRS	3-0 x 7-0		CECO	Frame Only

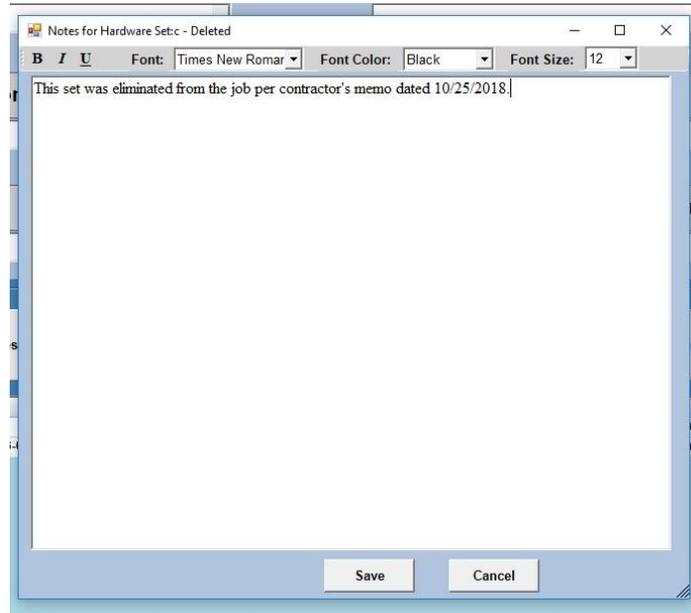
Tag Num	Opening Ty...	Int/Ext	Door Material	Frame Mate...	Opening Size	Door Manf	Frame M...	Product Tyt
2555	Single	Interior	CRS	CRS	3-0 x 7-0	CECO	CECO	Door/Frame

- b. Highlight all tags in the right grid.
 - c. Click the *Remove*, left arrow, button to move the tags to the unassigned grid on the left.
 - d. Click the *Save* button.
 - e. Click the *Close* button.
2. Add/change the Set Desc.
 - a. Enter the word, *Deleted* in the *Set Desc* field. **NOTE:** Currently, **only** the word, *Deleted*, will invoke this enhancement.

The screenshot shows the 'Hardware Set Notes' screen. The 'Set Desc' field contains the text 'Deleted'. Below it is the 'Item Type' dropdown menu. A 'Hardware Set Notes' button is visible on the right side.

- b. Click the *Save Desc* button at the bottom of the screen.

3. Enter comments for the deleted set.
 - a. Click the *Hardware Set Notes* button.

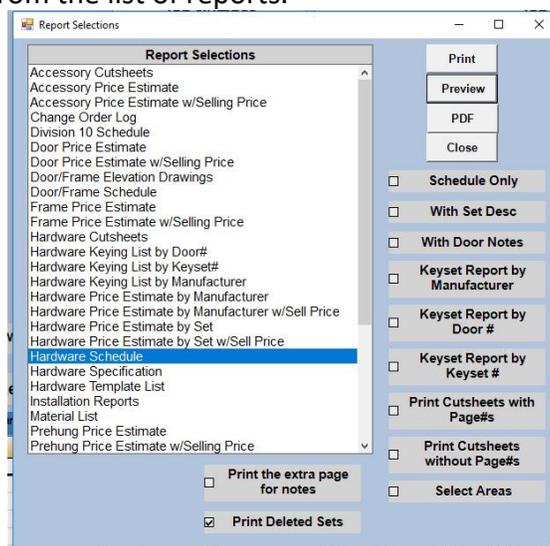


- b. Enter your comments then Click the *Save* button.
 - c. **NOTE:** If you wish to have a record of the deleted items within the set then you may want to document the contents here.
4. Delete the Hardware Set.
 - a. There are two ways to delete a Hardware Set. *Delete Item* will delete one item at a time, or *Delete Set* removes the entire set. Either method will remove the set from the job but leave the deleted set numbers and their associated comments out there to print on the Hardware Schedule. **NOTE:** If you choose *Delete Item* then make sure all items in the Hardware Set are indeed deleted. Otherwise, the set will show up on the Hardware Schedule.

Note: Once deleted, the hardware items comprising the set are gone for good. Please **verify** the set you are removing.

Previewing/Printing deleted Hardware Sets:

1. From the *Project* screen, click the *Reports* menu at the top.
2. Click *Hardware Schedule* from the list of reports.



3. Check the new *Print Deleted Sets* check box.
 4. Click the *Print/Preview/PDF* buttons, depending on your desired report output.
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Finish Hardware Schedule

Building 21

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10/31/2018 11:50

Job Number: 00112

Deleted Hardware Sets:

<u>Set #</u>	<u>Comments</u>
1	This set is no longer needed. Opening removed 10/31/2018.
c	This set was eliminated from the job per contractor's memo dated 10/25/2018.

5. A separate page containing deleted Hardware Sets with associated comments is now included in the full Hardware Schedule.