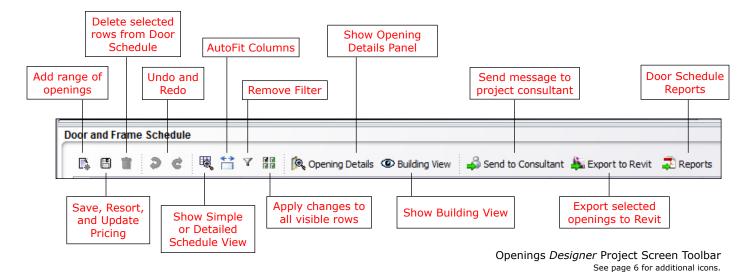


AAOS S.O.P. "Door Schedule Modifications"

Updated June 5, 2014

Making Door and Frame Changes & Modifications in Openings Studio

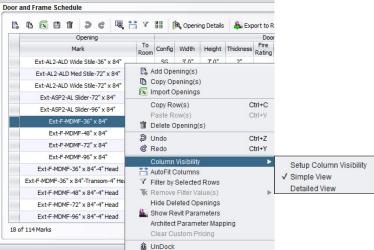
1. The Door and Frame Schedule: The toolbar includes a range of active icons. Moving the mouse cursor over an icon will display its functional description.



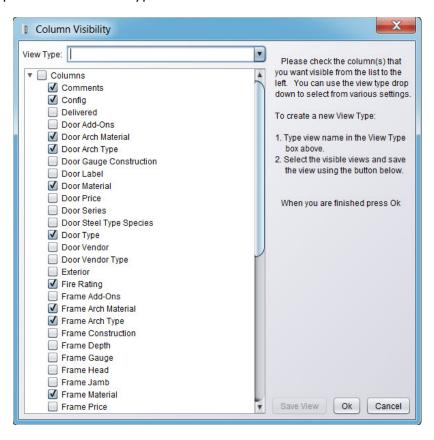
2. Toolbar icons from left to right:

- Add range of openings. Add large range of mark numbers. Cannot be exported back to Revit because these openings lack a Revit ID.
- Bave, Re-sort, and Update. On-demand saving of project, re-sorting of mark numbers, and price updating. Permanent saving can only be done by the library or project creator or authorized users. Only one person at a time can make updates or changes.
- in Delete selected rows. Deletes highlighted opening(s). Permanent deleting can only be done by the library or project creator or authorized users.
- Undo and Redo last entries.

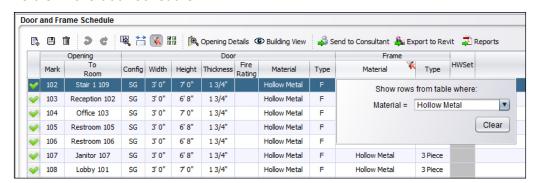
Show Simple or Detailed View. Additional door schedule columns are shown/ hidden by right clicking in the door schedule going to the Setup Column Visibility option.



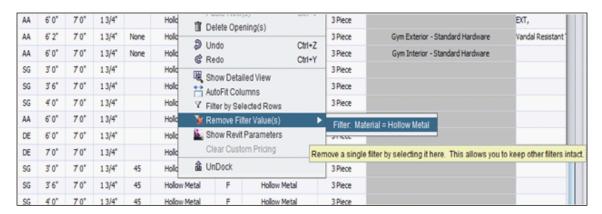
o In the **Column Visibility** box, available column headings can be checked on/ off for visibility in the door and frame schedule. Customized views can be saved as templates under View Types.



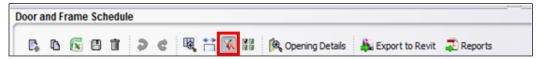
- AutoFit Columns. Expand column widths to show all characters in the cell.
- Remove Filter. Indicates when the door schedule is being filtered by a cell value in one or more of the header columns.
 - o **FILTERING:** Openings can be filtered by any of the cell values shown under a header column. Example: Clicking on the "Door Material" header will display a dropdown of the cell values used in the column. Selecting "Hollow Metal" will filter the door schedule to show only the openings with Hollow Metal as a door material. Multiple filters can be applied to further narrow down the openings visible in the door schedule.



o Multiple filters can be individually removed by right clicking and choosing "Remove Filter Value". This allows a single filter to be removed while keeping other filter choices intact.



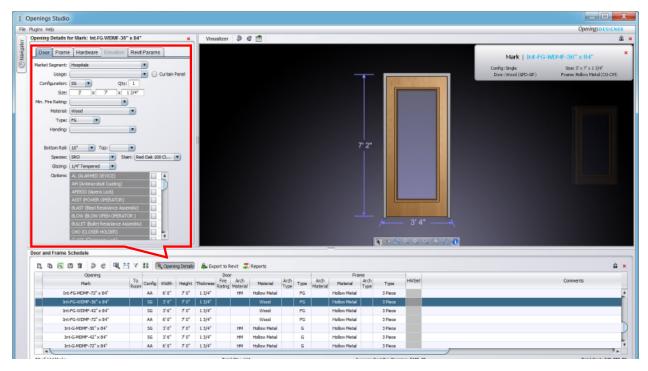
o Clicking the **Remove Filter** icon will remove ALL applied filters and return to the screen view displaying all openings in the door schedule.



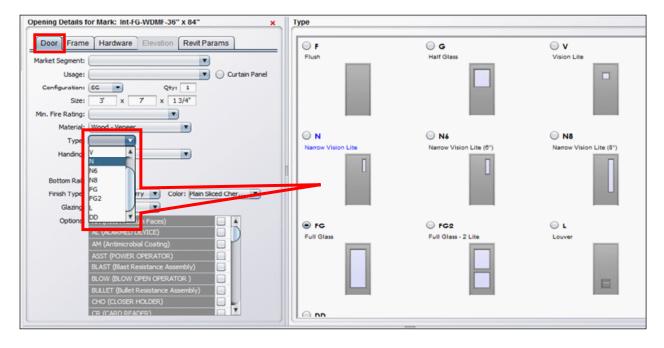
• Apply changes to all visible rows. Click to toggle between on/off. When this function is active, a yellow highlight appears across the entire header row and a change made to any column cell will be "applied to all" of the openings visible in the door schedule. By utilizing this feature along with Filtering as described above, similar doors can be easily modified with one entry. IMPORTANT: Remember to toggle off the icon (remove yellow highlight) and, if needed, use the Undo button to return doors to previous values when unwanted changes are applied to openings.

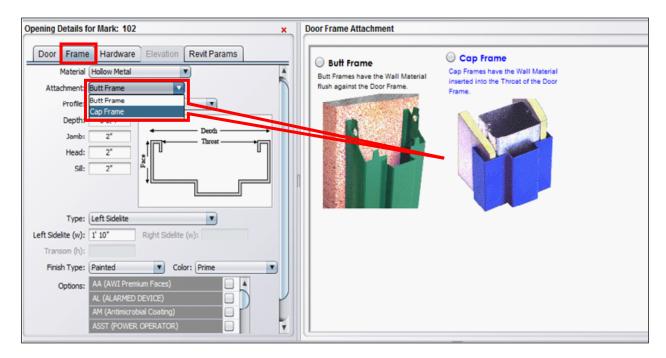


- A Opening Details Displays the Opening Details window. Navigation of this window will be covered below.
- © Building View Opens the Building View window. A drop down menu is available at the top of the screen for choosing the 3D view and any plans and details that were selected during the analyze process.
- Send to Consultant Send a message to consultant. Useful for letting he/she know there are RFIs to reivew.
- Export to Revit Export selected opening(s) to the Revit project model. Reference
 AAOS Standards for Operating Procedure "Exporting a Project" for further
 details.



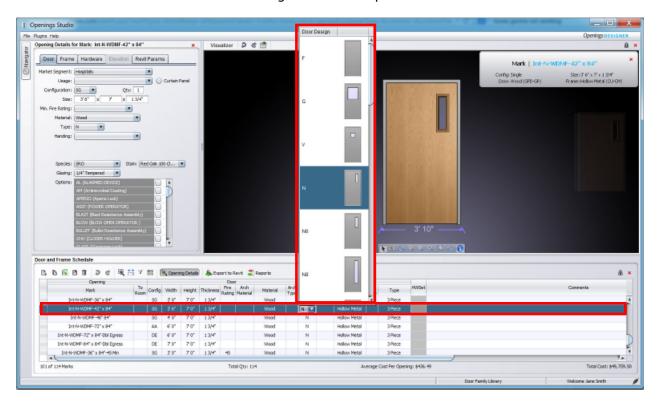
 Modifications can be made to Door configuration, size, thickness, fire rating, material, type, rail widths, finish, and color. Available dropdown choices are displayed in the panel to the right of the tabs. Under Options, check-off boxes can be used to indicate specific conditions at an opening such as auto assist operator, card reader, electrified hardware, hold opens, energy efficiency, sound rated, green and sustainability, windstorm, etc.



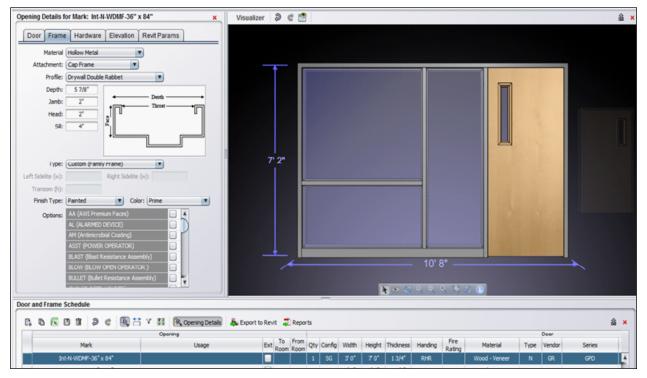


 Modifications can be made to Frame material, attachment, profile, frame depth, jamb, head and sill face sizes, sidelight and transom sizes, finish, and color. Available dropdown choices are displayed in the panel to the right of the tabs.

Modifications can also be made directly in the **Door Schedule** by clicking on individual cells under the header columns and selecting from the dropdowns.



Customized door and frame opening models can also be created to match project-specific design standards including multiple sidelight and curtain panel type configurations.



Contact your consultant for further information and assistance on building and modifying customized openings in Openings Studio to meet your project applications.

- **3. The Library Screen Toolbar:** This toolbar has some slight variations from the project toolbar and includes two additional icons.
- Copy openings. Copy opening information to new library or project from an authorized firm library.
- Import Door Schedule. Import Excel formatted Door Schedules into AAOS.
 Use of a custom AAOS Excel template is required. Not applicable in Openings Designer.

