

Measure Square Commercial Edition

Training Guide

Introduction

Trainers – James Wisdom

Materials and Prep: Be sure these items are prepared before the meeting

1. Mouse with Scroll Wheel
2. Cave Creek Blueprint PDF
3. Latest Commercial Edition
4. Laptop Computer for each attendee

Critical Shortcuts:

1. Panning using scroll wheel while drawing
2. Release Angle Lock-Hold Down Shift Key While Drawing
3. Exit Tool by right-clicking
4. AutoComplete Room by right-clicking
5. Hold Ctrl and left-click rooms to multi-select rooms
6. Hold Ctrl + A to select all rooms in the current layer
7. Hold Alt Key to draw the next line 90 degree relative to the last line

Training Exercise

1. **Plan Import** (Tip: zoom in/out/pan to find scale in the preview window)
Cave Creek Medical Center PDF
2. **Set up Scale** (Tip: verify scale setup by door, counter top, etc.)

3. Create Materials

1. CAR – Queen / Jargon 12' Goods Repeat 6"x 6"

Project Items

Project Items

- CAR-Queen/Jargon 12'0" (6" x 6") SY
- CT-Dal Tile 3" x 6" SF
- SV-Johnsonite 6'6" SF
- RB-Johnsonite 4" LF
- Heat Weld 4" LF
- Self Cove Labor 6" LF
- Bullnose 2" LF
- SC-Sealed Concrete SF
- CG-Corner Guard EA
- Transition 2" LF

Patterns

- Tiling-Dal Tile 1/8"

Item Info

No./SKU: CAR-Queen/Jargon

Desc: [Empty]

Color: [Red] Hatch: [Vertical Lines]

Unit: SY Vendor: [Empty]

Trade: Carpet Vendor SKU: [Empty]

Path: [Empty] Manufacturer: [Empty]

Import Image Prev Next Delete

Patterns

Roll Width	12'0"	Horizontal Repeat	6"	Set Texture
Estimating Width	12'0"	Horizontal Drop	0"	
Roll Length	150'0"	Vertical Repeat	6"	
Estimating Length	150'0"	Vertical Drop	0"	

Pricing Info

SY Sales Price: 2 Roll Sales Price: 0 Sell By: Roll

SY Cost Price: 1 Roll Cost Price: 0 SY/Roll: 200.00

Taxable UP:100.0% MG:50.0% UP:0.0% MG:0.0%

Product Add-ons Is Addon

Name	Unit	Method	SalesPrice
------	------	--------	------------

Save Cancel

2. CT – Dal Tile / Semi Gloss 3”x6” Bath Walls to 5’

Project Items

Project Items

- CAR-Queen/Jargon 12'0" (6" x 6") SY
- CT-Dal Tile 3" x 6" SF**
- SV-Johnsonite 6'6" SF
- RB-Johnsonite 4" LF
- Heat Weld 4" LF
- Self Cove Labor 6" LF
- Bullnose 2" LF
- SC-Sealed Concrete SF
- CG-Corner Guard EA
- Transition 2" LF


Patterns

- Tiling-Dal Tile 1/8"

Item Info

No./SKU: CT-Dal Tile

Desc:

Color: Hatch: 

Unit: SF Vendor:

Trade: Tile Vendor SKU:

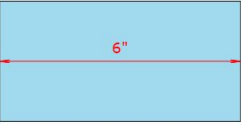
Path: Manufacturer:

Tile Type →

Calc Method: Waste Add-on Set Texture

Waste Add-on: 0%

Thickness: 3/8"

Shape: Rectangle 

Width: 3"

Length: 6"

Pricing Info

SF Sales Price: 2 Box Sales Price: 0 Sell By: Box

SF Cost Price: 1 Box Cost Price: 0 SF/Box: 0

Taxable [UP:100.0% MG:50.0%](#) [UP:0.0% MG:0.0%](#)

Product Add-ons Is Addon

Name	Unit	Method	SalesPrice

Save Cancel

3. RB – Johnsonite Rubber Base 4”

Project Items

Project Items

- CAR-Queen/Jargon 12'0" (6" x 6") SY
- CT-Dal Tile 3" x 6" SF
- SV-Johnsonite 6'6" SF
- RB-Johnsonite 4" LF**
- Heat Weld 4" LF
- Self Cove Labor 6" LF
- Bullnose 2" LF
- SC-Sealed Concrete SF
- CG-Corner Guard EA
- Transition 2" LF


Patterns

- Tiling-Dal Tile 1/8"

Item Info

No./SKU RB-Johnsonite

Desc


Color  Hatch

Unit LF Vendor

Trade Misc Vendor SKU

Path Manufacturer

Import Image Prev Next Delete

Wall Base  Type

Width 4" Waste Add-on 0%

Pricing Info

LF Sales Price 2 Box Sales Price 0 Sell By Box

LF Cost Price 1 Box Cost Price 0 LF/Box: 0

Taxable [UP:100.0% MG:50.0%](#) [UP:0.0% MG:0.0%](#)

Product Add-ons Is Addon

Name	Unit	Method	SalesPrice
------	------	--------	------------

Save Cancel

4. Heat Weld LF (must be associated with SV to calculate seam length)

The screenshot shows the 'Project Items' software interface. On the left is a tree view of project items, with 'Heat Weld 4" LF' selected. The main area is divided into several sections:

- Item Info:** Contains fields for No./SKU (Heat Weld), Desc, Color (set to Hatch), Unit (LF), Trade (Misc), and Path. A red arrow points to the 'Linear' radio button, with the word 'Type' written next to it.
- Width:** A text field containing '4"'. A 'Waste Add-on' field is set to '0%'.
- Pricing Info:** Includes fields for LF Sales Price (2), LF Cost Price (1), Box Sales Price (0), and Box Cost Price (0). It also has checkboxes for 'Taxable' and 'Sell By' (set to Box).
- Product Add-ons:** A table with columns 'Name', 'Unit', 'Method', and 'SalesPrice'. The 'Is Addon' checkbox is checked and highlighted with a red box. A red arrow points to this checkbox with the text 'Select "Is Addon" to enable association with other products'.

Buttons for 'Save' and 'Cancel' are located at the bottom right of the window.

5. Self Cove LF (used to track self cove LF length)

The screenshot shows the 'Project Items' software interface. On the left is a tree view of project items, with 'Self Cove Labor 6" LF' selected. The main area is divided into several sections:

- Item Info:** Contains fields for No./SKU (Self Cove Labor), Desc, Color (green), Unit (LF), Trade (Misc), and Path. There are also dropdowns for Hatch, Vendor, Vendor SKU, and Manufacturer. A red arrow points to the 'Linear' dropdown menu with the word 'Type' written next to it.
- Linear:** A section with a 'Width' field set to '6"' and a 'Waste Add-on' field set to '0%'.
- Pricing Info:** Contains fields for LF Sales Price (2), LF Cost Price (1), Box Sales Price (0), and Box Cost Price (0). It also has a 'Sell By' dropdown set to 'Box' and an 'LF/Box' field set to '0'. There are checkboxes for 'Taxable' and 'Is Addon', both of which are checked.
- Product Add-ons:** A table with columns for Name, Unit, Method, and SalesPrice. The table is currently empty.

At the bottom right, there are 'Save' and 'Cancel' buttons.

6. SV – Johnsonite / Acczent Wood 6’6” with integral base at baths and rubber base at all other rooms, add heat weld as add-on item.

The screenshot shows the 'Project Items' software interface. On the left is a tree view of project items, with 'SV-Johnsonite 6'6" SF' selected. The main area is divided into several sections:

- Item Info:** Contains fields for No./SKU (SV-Johnsonite), Desc, Color (yellow), Unit (SF), Trade (Vinyl), and Path. A red arrow points to the 'Vinyl' dropdown with the text 'Type'.
- Material Properties:** A grid of input fields for Roll Width (6'6"), Estimating Width (6'6"), Roll Length (150'0"), and Estimating Length (150'0").
- Pricing Info:** Fields for SF Sales Price (2), SF Cost Price (1), Roll Sales Price (0), and Roll Cost Price (0).
- Product Add-ons:** A table with columns: Name, Unit, Method, SalesPrice. One row is added: Name 'Heat Weld', Unit 'LF', Method 'Seam Length', SalesPrice '2'. A red arrow points to the '+' icon in the top right of this table with the text 'Use to attach "Heat Weld" product'.

Buttons for 'Import Image', 'Prev', 'Next', 'Delete', 'Save', and 'Cancel' are visible at the bottom.

7. Bullnose LF

Project Items

Project Items

- CAR-Queen/Jargon 12'0" (6" x 6") SY
- CT-Dal Tile 3" x 6" SF
- SV-Johnsonite 6'6" SF
- RB-Johnsonite 4" LF
- Heat Weld 4" LF
- Self Cove Labor 6" LF
- Bullnose 2" LF**
- SC-Sealed Concrete SF
- CG-Corner Guard EA
- Transition 2" LF

Patterns

- Tiling-Dal Tile 1/8"

Item Info

No./SKU: Bullnose

Desc: [Empty]

Color: [Green] Hatch: [Empty]

Unit: LF Vendor: [Empty]

Trade: Misc Vendor SKU: [Empty]

Path: [Empty] Manufacturer: [Empty]

Bullnose *Type*

Width: 2" Waste Add-on: 0%

Pricing Info

LF Sales Price: 2 Box Sales Price: 0 Sell By: Box

LF Cost Price: 1 Box Cost Price: 0 LF/Box: 0

Taxable [UP:100.0% MG:50.0%](#) [UP:0.0% MG:0.0%](#)

Product Add-ons Is Addon

Name	Unit	Method	SalesPrice
------	------	--------	------------

Save Cancel

8. SC - Sealed Concrete

Project Items

Project Items

- CAR-Queen/Jargon 12'0" (6" x 6") SY
- CT-Dal Tile 3" x 6" SF
- SV-Johnsonite 6'6" SF
- RB-Johnsonite 4" LF
- Heat Weld 4" LF
- Self Cove Labor 6" LF
- Bullnose 2" LF
- SC-Sealed Concrete SF**
- CG-Corner Guard EA
- Transition 2" LF

Patterns

- Tiling-Dal Tile 1/8"

Item Info

No./SKU SC-Sealed Concrete

Desc

Color Hatch

Unit SF Vendor

Trade Concrete Vendor SKU

Path Manufacturer

Concrete **Type**

Waste Add-on 0%

Import Image Prev Next Delete

Pricing Info

SF Sales Price 2 Box Sales Price 0 Sell By Box

SF Cost Price 1 Box Cost Price 0 SF/Box: 0

Taxable UP:100.0% MG:50.0% UP:0.0% MG:0.0%

Product Add-ons Is Addon

Name	Unit	Method	SalesPrice
------	------	--------	------------

Save Cancel

9. CG - Corner Guard

Project Items

Project Items

- CAR-Queen/Jargon 12'0" (6" x 6") SY
- CT-Dal Tile 3" x 6" SF
- SV-Johnsonite 6'6" SF
- RB-Johnsonite 4" LF
- Heat Weld 4" LF
- Self Cove Labor 6" LF
- Bullnose 2" LF
- SC-Sealed Concrete SF
- CG-Corner Guard EA**
- Transition 2" LF

Patterns

- Tiling-Dal Tile 1/8"

Item Info

No./SKU: CG-Corner Guard

Desc: [Dropdown]

Color: [Color Picker] Hatch: [Dropdown]

Unit: EA Vendor: [Dropdown]

Trade: Misc Vendor SKU: [Dropdown]

Path: [Dropdown] Manufacturer: [Dropdown]

Count: **Type** [Input Field]

Waste Add-on: 0%

Import Image Prev Next Delete

Pricing Info

EA Sales Price: 0.33 Box Sales Price: 0 Sell By: Box [Dropdown]

EA Cost Price: 0.25 Box Cost Price: 0 EA/Box: 0

Taxable UP:32.0% MG:24.2% UP:0.0% MG:0.0%

Product Add-ons Is Addon

Name	Unit	Method	SalesPrice
------	------	--------	------------

Save Cancel

10. Transition - Transition

The screenshot shows the 'Project Items' window with the following details:

- Item Info:**
 - No./SKU: Transition
 - Desc: (empty)
 - Color: (highlighted in green)
 - Unit: LF
 - Trade: Misc
 - Path: (empty)
- Transition:** (indicated by a red arrow and the word 'Type')
 - Width: 2"
 - Waste Add-on: 0%
- Pricing Info:**
 - LF Sales Price: 2
 - LF Cost Price: 1
 - Piece Sales Price: (empty)
 - Piece Cost Price: (empty)
 - Sell By: Piece
 - LF/Piece: 8
 - UP:100.0% MG:50.0% (checked)
 - UP:0.0% MG:0.0%
- Product Add-ons:** (empty table with columns: Name, Unit, Method, SalesPrice)

Buttons: Import Image, Prev, Next, Delete, Save, Cancel

11. Optional SV1 FC as this will be a duplicate of SV1 that is used to only apply to areas where the product will be flash covered.

4. Take off – Trace rooms and assign materials

Room Takeoff

- Takeoff individual rooms on sides (rename rooms in properties)
- Takeoff middle open area
- Takeoff middle internal rooms, embed internal rooms, draw wall in hall
- Missing wall and align transition
- Use segment for nurses desk

Apply Floor Products to all rooms before moving on to door and linear product takeoff

Door and Base Takeoff

- Takeoff doors (ignore door option, transition)
- Assign base to room perimeter or wall segment
- Takeoff internal wall (for base application)
- Takeoff external wall base using segment tools (assign base to segments)

Restroom Self Cove and Wall Takeoff

- Set flash coving for a restroom
- Assign Self Cove (LF) item to a restroom (also show flash cove at product level)
- Work on wall design of the restroom (add wall layer, set layer height 4'6", assign wall tile CT, apply horizontal brick pattern to wall, assign horizontal trim bullnose LF)
- Verify restroom assignment with 3D view
- Copy room profile, and apply to two other restrooms

5. Layout Estimating

- Change layout direction as whole floor
- Change seam locations
- Room seam adjust (seam side, direction, even t-seams, add seams, remove seams, lock)
- Cut Margins
- Auto estimate
- Estimate by Tab
- Pattern Position
- Move Cuts
- Cut sheet manipulation (shift cuts, drag cut line, batch move cuts, square off wedge cuts)

6. Worksheet

- New Worksheet
- Merge Items
- Move Items/Hide Columns/Save For Future Proposals
- Worksheet by Area
- Export to Excel
- Tax Rate/Add New Products/Change Prices
- Project Info
- Reload
- Print Quote
- Print Report
- Modify Print Settings/Paper Size/Make a Print Profile

7. Additional Topics

- Stairs and Landings
- Divider and Curved Divider (with transitions)
- Elevations
- Legend and Legend with Usages
- Notes
- Phasing
- Hardwood Patterns
- Pattern Carpet Estimating
- Recessed Shelves on Walls

Q&A Session with Remaining Time

Product Setup and Reference Estimated Quantities of Take off

Product ID/Style/SKU	Type	Unit	Width/Sizes	Rooms/Product Spec	Estimated Qty (for reference)
CAR Queen Jargon	Carpet	SY	12' with 6"x6" pattern		70 SF
CT – Dal Tile Semi Gloss	Tile	SF	3"x6" (bath walls to 5')	Bath rooms, ball walls to 5'	330 SF
SV – Johnsonite Acczent Wood	Vinyl	SY	6'6	integral base at baths, rubber base at all rooms	427 SY (horizontal layout)
RB – Johnsonite Rubber Base	Base	LF	4"		1037 LF
Heat Weld	Welding	LF		To be associated with SV	418 LF (horizontal)
Self Cove	Add-on	LF			50LF
Bull Nose	Add-on	LF			75 LF
SC Sealed Concrete	Add-on	SF			96SF