

## Scheduling Feature

# When You Chose McCormick, You Got MORE Software!

Many McCormick users are surprised to discover that they have also purchased a full-fledged piece of scheduling software when they chose our Win 3000, 6000, 8000, or 12000 systems. Yes, you already have it. No, there is no extra charge. It's ready today, on your computer, for you to use!

What's more, unlike most construction or project management scheduling software on the market, this one was designed to work integrally with your estimate—saving you an enormous amount of time and effort in putting together a schedule.

Here's a look at the scheduling features, which you might not have ever even played with...and how you might learn about it, try it out, and make use of it.

### Documentation

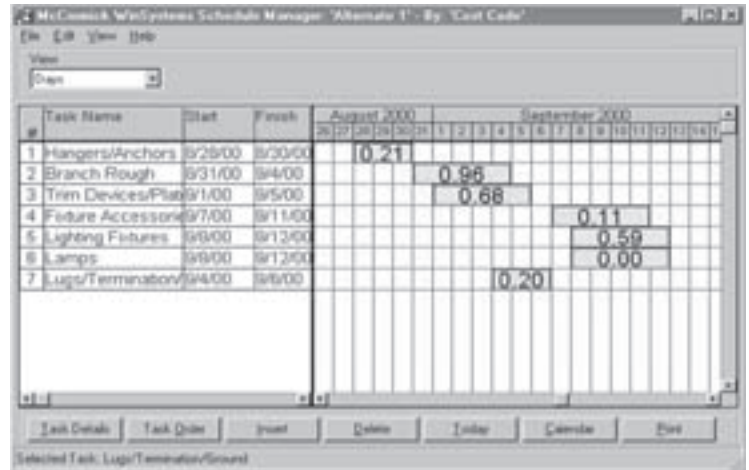
First, note that this is a short story. There is a full set of documentation available. You can get it for free by downloading the user's manual from [www.mccormicksys.com](http://www.mccormicksys.com). You'll probably have to call us first (800-444-4890) to get a password. Perhaps you'd rather not download. We can send you the full user's manual on a CD-ROM. Call that same number to order; the cost is \$25 (shipping and handling costs).

### What to Do First

When you've completed the job estimate, go to the Extensions Report. You'll need to do two things to get our scheduling interface to work with your estimate:

1—Name the schedule. You have to give it a file name; don't forget it, you'll need to find it later.

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**McCormick's software offers scheduling features that will work integrally with your estimate to save you an enormous amount of time and effort when you are putting together a job schedule. Learn how to take advantage of these features!**

## Highlights

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2—If you want the schedule done automatically—yes, automatically—by the schedule codes you’ve already put into your estimate, you need to check the report “Price One” & “Bid Labor by Schedule Code.”

Now you’re ready to get into the scheduling feature. Go to Task Details. You’ll see three tabs on the right-hand side. Click on “Schedule Options.” After doing this, you’ll have to do a few additional simple things:

A—Set a schedule end date.

B—Set a schedule beginning date.

C—Indicate which days you will be working on this job. The default setting is Monday-thru-Friday. But you might have this job on a four- or six- or seven-day week. If you don’t tell the software which days you are working, you’ll end up unable to put any of your work on the weekend; or, if on a four-day schedule, you’ll end up with the schedule extending to days you are not planning to work. How do you change the default schedule? Just by checking and unchecking the boxes next to the days of the week!

D—You might also want to hit “Clear All Predecessors” (see the graphic) – allowing you to overlap tasks. The software protects you from overlapping tasks without meaning to. Clearing “predecessors” will let you overlap; *don’t forget that you’ve done it!*

You’ll find that the schedule codes from your estimate are set up automatically once you’ve finished the simple tasks delineated. Of course, you are going to want to “monkey” with the schedule—fine-tuning it, inserting new tasks, and customizing it to your work preferences. That is relatively easy with the McCormick scheduling component.

## Additional Features

There are a number of features that make your use of the scheduling component easier. We don’t have room for all of them; it is highly recommended that you “play” with this software (perhaps using an estimate from an already-completed job)—and also download the manual or request the CD-ROM.

Consider just a few of these features:

✓ If you go into “View,” you’ll see—in days—the number of workers per day. If you want to alter this, you can actually drag-and-drop the number from one day to a different day. The only note here is that you cannot drag-and-drop onto a day of the week you have not checked!

✓ You can insert specific tasks into your schedule that were not on your estimate. For example, if someone from another trade has asked you to perform some installation work on a sub-subcontract, you can insert that right into the master schedule for that job.

✓ Other schedules can be inserted. You can insert a GC function, or a function from one of the other trades, into the schedule for your electrical contract if you wish. That’s right—you can insert order schedules.

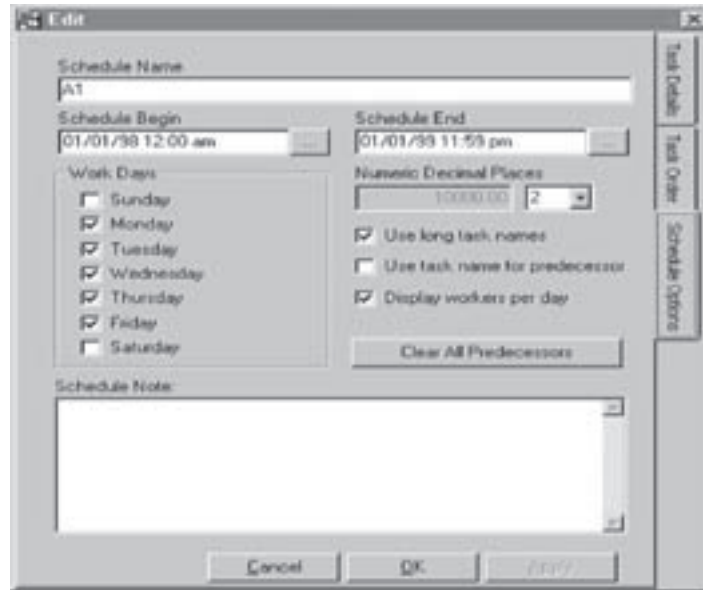
While this is not automatic (as it does not flow from your electrical estimate), it’s really quite easy to do.

## What You Can Do With It

Obviously, use of scheduling software will vary from contractor to contractor. But with the construction industry being the kind of creature that it is, there is an obvious use for this.

*Using this McCormick software, you can prepare a master electrical installation schedule to give to the*

*Continued on page 3.*



**By telling the scheduling software on what days of the week you will work the job, you protect against scheduling work when your crews won’t be onsite!**



**Did You Know...** The UTILITY MAINTENANCE can be used to install identical information on new systems by performing the initial install, then RESTORING the entire BACKUP to the new system. This will give the new system an identical parts database, list of Users, Sample Job, etc.

## East Coast Training?

Are you interested in going to the Baltimore, MD area, instead of



Arizona, for your next training class? Don't hesitate—tell us of your interest, we'll put you on the list. Future classes are being scheduled by McCormick and trainer Erle Howard. To express your interest and get on the list, please call Loriel McCormick or Jody Dougherty at 800-444-4890. ✖

General Contractor before the job starts. It's a document that you can print out and hand to the GC. By doing this, you have put on the record—at the job's start—how you plan to work the contract.

Now, you've established with the GC how you are going to build the job electrically. "This," you are saying to him—on paper—"is the way we plan to build the job, the schedule we hope to maintain."

In the course of the job there will, of course, be delays, screw-ups, and other subcontractors who can't maintain the pace. The end result for many electrical contractors is a push from the GC to hire more people to maintain the schedule, or to put in a bunch of overtime to get it done on time...or both.

By putting that schedule "on the record" with the GC—and perhaps the owner—at the beginning, you've got something that you can work from to obtain when this end-of-the-job nonsense happens yet again. With such documentation, you have a firm base from which to obtain additional funds, to compensate you for the extra electricians and O/T you've been forced to work. Without such documentation, of course, an argument will ensue, and you won't have as much to back up your side of it.

Today, you've found out that the ability to document your pre-job schedule planning is already paid for, integrated with your estimating system—and sitting on your computer, ready to go! ✖

## NECA Show Admission—Free!

The NECA Show, to be held Oct. 6-8 in Chicago, is now probably the electrical industry's leading trade show (once again). As a long-time exhibitor, McCormick Systems has the right to invite all of our customers.

That's what we've done here—by including a coupon that you can redeem for free admission to the Show and the free technical workshops that go along with it. You can attend the Show all three days with this coupon! If you come, be sure to see McCormick Systems, in booth #709. ✖

BRING THIS COUPON WITH YOU FOR

**FREE  
ADMISSION**

◆ TO ◆

**THE NECA SHOW**

**2 0 0 2**

**CHICAGO**

**OCTOBER 6-8**

**MCCORMICK PLACE LAKESIDE CENTER**

## Estimator's Corner

# The Flow of Your Work



McCormick's estimating software (Win 3000, 6000, 8000, and 12000 systems) has five tool bar buttons set up in the order of the estimate's flow. Following that flow will keep you on track with your estimate. The five tool bar buttons are listed below with a brief description of their use.

**Jobs**—where jobs are created, listed, and job details such as the job name, description, and so forth, are listed.

**Labels**—this is where you break the job into sections. The Base Bid, Alternates, and Change Orders may be listed here. Also, the job may be broken up into areas for job costing purposes, material delivery, systems, plan pages, estimators, etc.

**Takeoff**—the counting of symbols and lengths and entering the quantities into the estimate.

**Extend**—this is where you look up material prices and labor units and extend the quantities to Bid Summary, Graphs, and Schedule.

**Bid Summary**—where the total material price and total labor hours from an extension are computed, and, with labor dollars, overhead, profit, taxes, bonding, quotes, direct job expense, sub-contracting, and equipment rental, you obtain a Sell Price. ✕

Next month: "The Job Menu."

## Get Windows Training Now!

### Standard Estimating

The class is structured to take you from "Job Startup" through "Bid Summary". It provides in-depth instruction, including good manual experience and "brush-up" exposure for those who want to get more out of the product.

### Advanced Management

Designed for the database manager or chief estimator, this class drills down into the bottom of the program. You will learn how to build specification formulas, write reports and reports formulas, and more. Before taking the class, you should be proficient in all takeoff phases of the product and understand your company's needs.

### Upcoming Schedule

Unless specified, all classes are at the training center in our office in Chandler, AZ. Classes start at 7 a.m. and wind up about 4 p.m. daily. We make hotel reservations using information from the registration forms sent in from participants. We must receive your registration form in order to reserve a space in our class. To obtain a registration form, call 800-444-4890. ✕

July 17-19  
Advanced

July 24-26  
Standard Estimating

July 29-30 - **Baltimore**  
Standard Estimating

August 14-16  
Standard Estimating

August 21-23  
Standard Estimating

September 18-20  
Standard Estimating

THIS COUPON GOOD FOR

# FREE ADMISSION TO THE NECA SHOW

OCTOBER 6-8, 2002 ♦ CHICAGO

*America's Leading Power Distribution and Cabling Exposition.*

*More than 250 exhibitors.*

*New & Featured Products Room.*

*Seminars and FREE Technical Sessions.*

*Network. Market. Learn. GROW.*

### SHOW HOURS

SUNDAY, OCTOBER 6  
11 a.m. - 5 p.m.

MONDAY, OCTOBER 7  
10 a.m. - 5 p.m.

TUESDAY, OCTOBER 8  
10 a.m. - 2 p.m.

