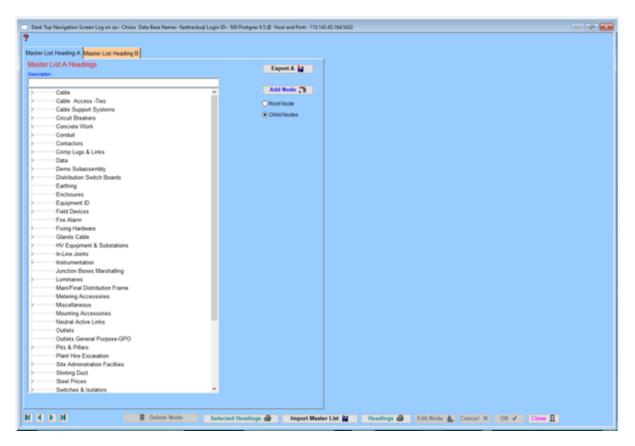
# 8.1 Master List Headings

Master List Headings are created so you can assign information in your "Master List" to a heading. The Master List Headings are created in the form of word Description to act as an index.

When a Master List heading is created then Master List records can be assign to the heading so enabling quick finds to take place. The Master List Heading can be arranged into 5 levels, enabling the user to drill down into Tree List.



Click on the Master List Headings tab "A" or "B" to display the list in the Panels.

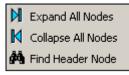
## How it Works

All Master List Headings are assigned to Root Level (Base) or Tree Level. To create a root make sure the Radio button is set to Root Node, now add node and Ok.

To create a Child Node make sure the radio button is set to Child Node high light the root or child node that you require the new node to be attached to, then add node and Ok.

#### **Right Click Menu**

This menu can be found by right clicking in the table in the window.



The first function is Expand all Nodes. This function allows you to expand all the nodes in the left hand table so that all nodes are displayed without clicking individually.

The second function is Collapse all Nodes. This function allows you to collapse all the nodes so that only the Nodes so that only the headings are showing.

The third function is Find Header Node. This function allows you to fin d a specific Node by using its header.

# Export A 🔛

This button exports the Master List "A" or "B", and all of its associated files, such as Master List Headings, Subassemblies and the Master List. When this data file is produced it can be exported to other estimators to save them maintaining their Master List or be used as a backup.

The files are exported into a folder called "TransportX" that is contained within the Omnis Studio folder (OSXXRT). The file produced is called "AMASTERLIST.DF1" for "A" and "BMASTERLIST.DF1" for "B". If there is an existing file in the "TransportX" folder with this file name then the old one is deleted and the new one is written.

Selected Headings 🗃

Highlight required heading; proceed as in "Headings" above.

### Import Master List 🕌

This button imports a Fast Track produced data file and imports the three (3) files necessary to make a Master List. The process prompts the user for a file, one of the above mentioned files and once located and selected the import process works out which file goes where and begins.

## Headings 🗃

To print a complete report of a **Master List** item, click item to bring up destination screen, select destination and print report.

**Note:** That in the first part of the process the existing Master List files are deleted. The next part is reading and reindexing the information.

<u>Tip</u> to find a Master List Heading quickly, this works some times, by giving the tree list the focus by clicking on it, then type what you are looking for, the heading should be then highlighted.

8