

# SHORT SHARP TRAINING (monthly) issue 1209

Welcome to this issue of the Vectorworks Short Sharp Training (monthly). This manual is designed to work like a user group meeting. There is a main workshop topic, then extended movies showing tips or techniques and an area for beginners.

## Workshop Topic

### Room Finish Schedule

Vectorworks can create a schedule of all the finishes in each room of your project. In order to do this, Vectorworks uses spaces to record the information about each room. This means that you have to place a space in each room in order to assign the data to it.

So, in order to understand how to create a room finish schedule we have to look at how to create spaces.

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For more Vectorworks training information, or to purchase more copies of this book, please email [jon@archoncad.co.nz](mailto:jon@archoncad.co.nz)

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# Introduction

Vectorworks can create a schedule of the finishes for each room of a project. In order to be able to do this, Vectorworks requires you to create a space for each room so that you can assign the room finishes to them.

Therefore the key is to be able to create spaces in order to be able to generate a room finish schedule. You can draw the spaces before you create the walls, and then use a command **Create Walls from Spaces...** If you have already created your building, and want to add spaces, then the space tool becomes handy.

The room finishes can be edited to suit your construction. When the room finishes have been assigned, you can create a room finish schedule. The room finish schedule will use keys for each finish, so you also have to create a key legend detailing each finish.

The room finish schedule is a work sheet that can easily be updated if you change the information of the spaces. However, the key legend is not linked, hence you need to edit it manually.

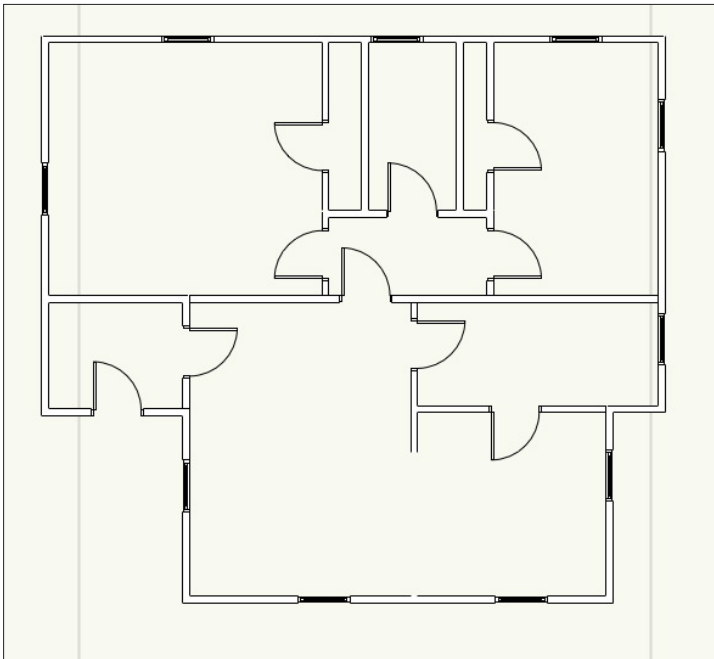
If you have Vectorworks architect or designer, then you can create a room finish schedule. The other versions of Vectorworks do not have this function.

# Spaces

[cadmovie846](#)

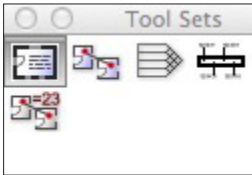
Because the room finish schedule is created from spaces, you have to create the spaces first. The space object in Vectorworks is designed to record detailed information about each space, e.g. the room number, the zone, the name, etc.

In this project all the walls have already been drawn, but the space objects have not been created yet.

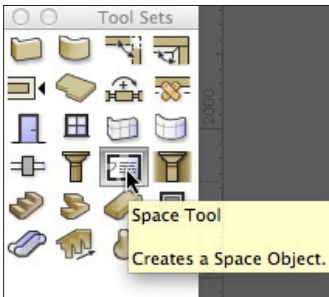


The space tool appears in two different toolsets:

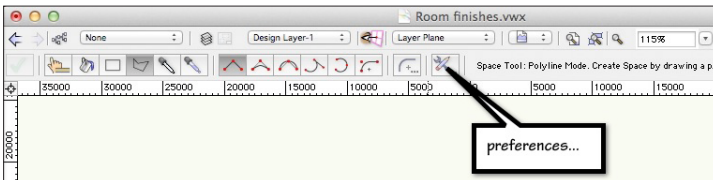
- the **Space Planning** tool set.



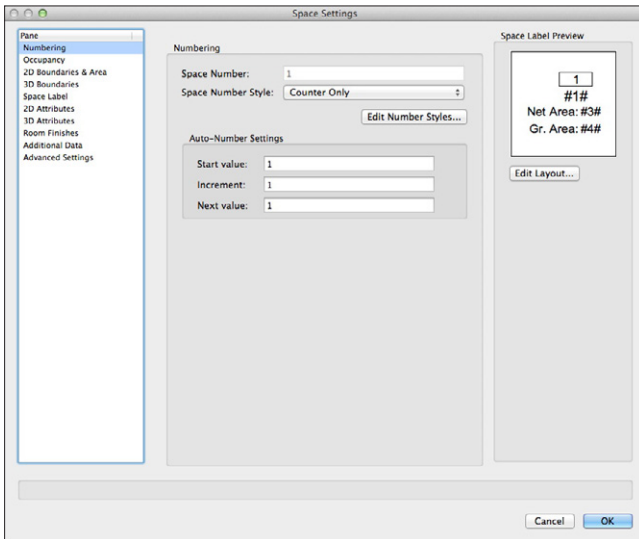
- and in the **Building Shell** tool set. It does not matter which space tool you choose, they are both the same.
- Click on the **Space Tool**.



- Go to the **Tool** bar.
- Click on the **Preferences...** button.

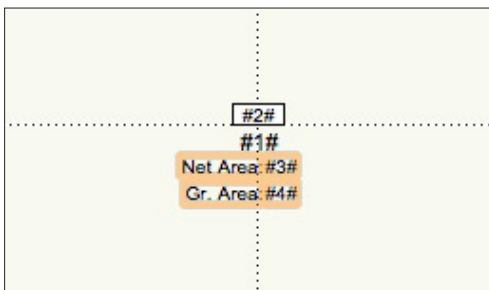


The **Space Tool** has been substantially changed since we last looked at it. The dialog box controlling spaces has been completely reengineered and has several new options.

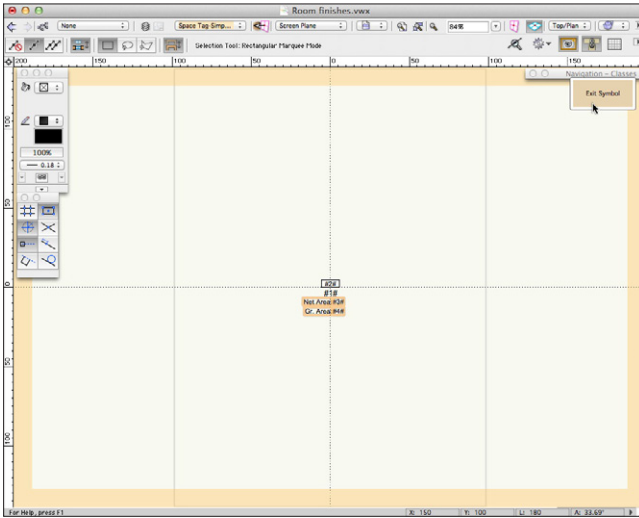


One of the first changes is the ability to edit the **Space Label**. The space label controls the text that will appear on your space object. You can choose to have a simple label, or a complex label.

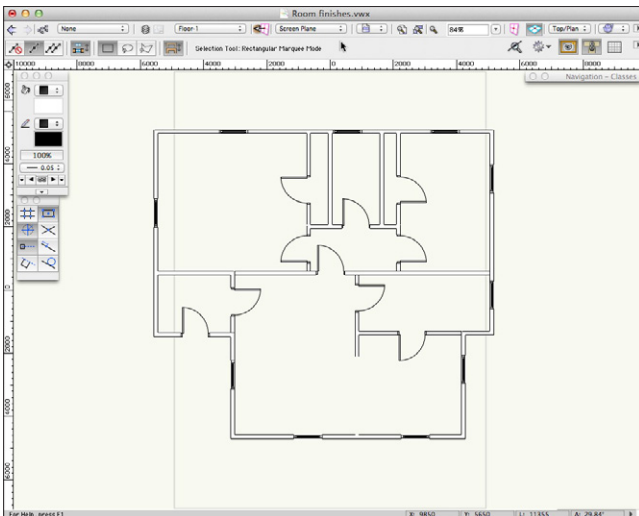
- Click on the **Edit Layout...** button to edit the space label. This opens the symbol editing area where you can change the details of the label.
- The hashmarks tell Vectorworks which number will pick up the information from the space object. The number relates to the part of information that you want to record. Later on you will see where these numbers originate from.



- To finish editing your layout, click on the **Exit Symbol** button at the top right of your screen.



- Unfortunately, you are not taken back to the **Space Tool** preferences. Instead you are returned to the drawing area.

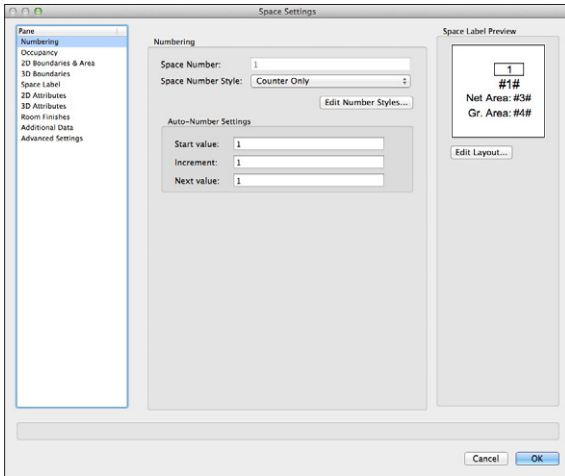


- Click on the **Space Tool** again.
- Go to the **Tool** bar.
- Click on the **Preferences...** button to return to the **Space Settings** dialog box.

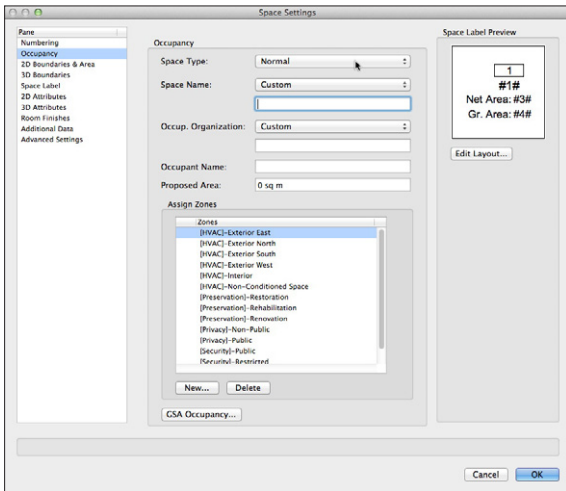
- Click on the Numbering pane on the left side of the dialog box.

This area allows you to choose to have your spaces automatically numbered. You can choose the type of Space Number Style, you can edit the Number Styles, you can set the start value, the increment and the next value.

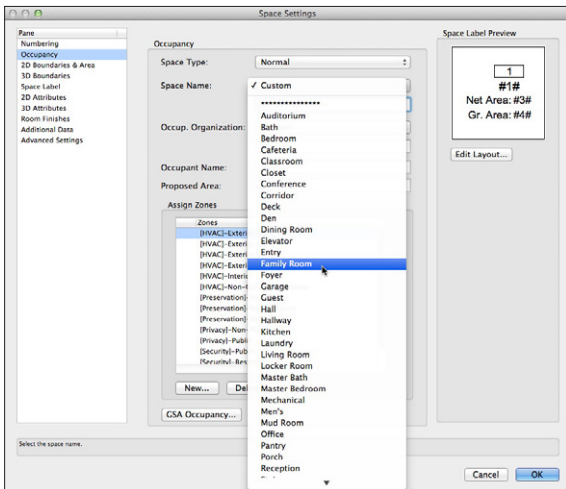
If you make a mistake and delete some of your spaces, return to this part of the dialog box to reset the numbers before carrying on.



- Click on the **Occupancy** pane. Here you can choose the **Space Type** **Space Name**, and so on.

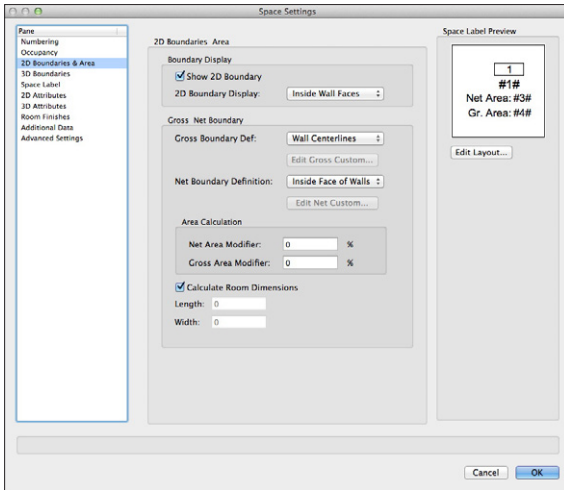


- You can click on the **Space Name** pop-up menu to choose the name for the space. Remember, that these are the preferences before you have placed any spaces so if you choose a space name, it will be applied to every space from now on.

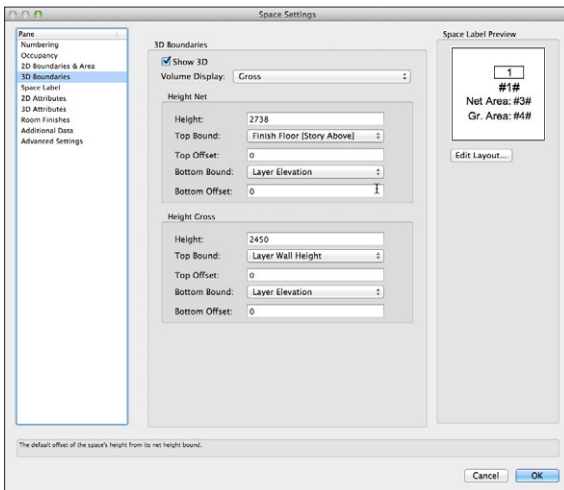


- Click on the **2D Boundaries & Area** pane. This is where you can choose how the boundaries relate to objects like walls. You can also choose whether the 2D boundary is shown. If you elect not to show the, then all you will see in your plan is the name of the space. This will not

stop the room finishes from working.



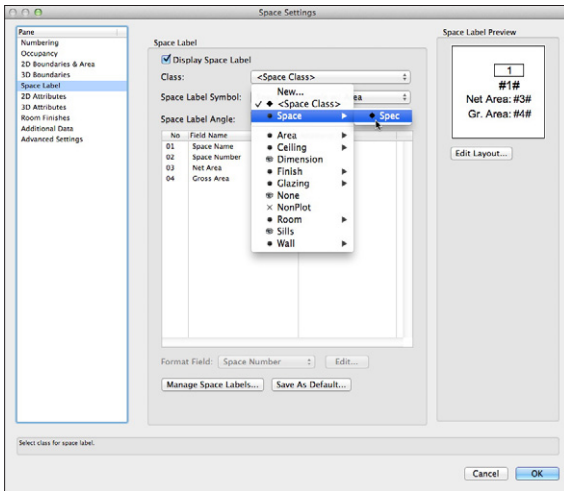
- Click on the **3D Boundaries** pane. This is where you choose whether the 3D boundaries will be shown, and how they will relate to the height and the stories.
- You can choose the top and bottom bound to connect to the story settings in your organization dialog box. If you do that, your space objects will automatically update when you change any story setting.



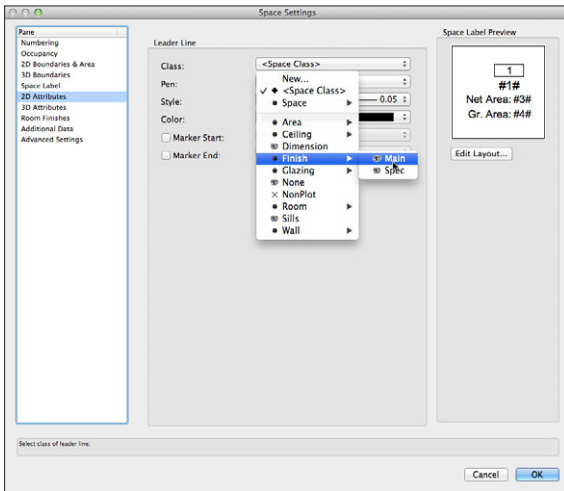
- Click on the **Space Label** pane. This is where you choose the type of

label you want to use and the class that you want to assign it to. It is always a good idea to make sure that you assign a label to a class, and your space boundaries to a different class.

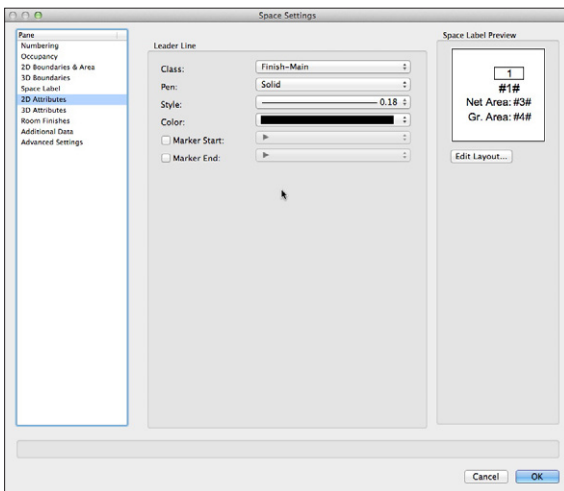
- In this dialog box you can see a series of fields that relate to the space label. The field numbered 01 is the **Space Name**. In the picture, you can see the **Space Label Preview** with #1#, this relates to the field name 01 **Space Name**. Also in the preview you can see #3# which relates to the **Net Area** and #4# which relates to the **Gross Area**.



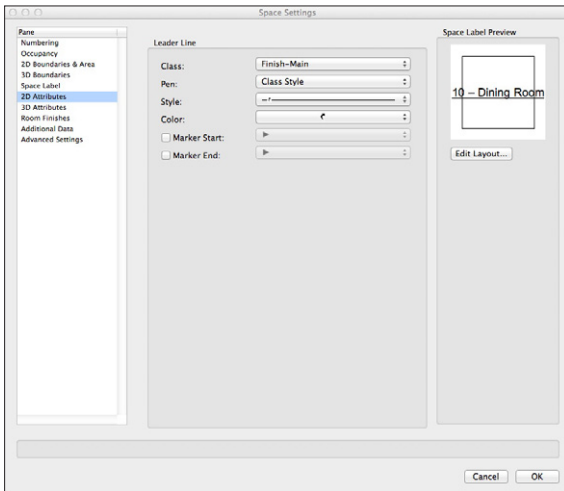
- Click on the **2D Attributes** pane. This is where you set the graphic attributes for your space objects. Remember that you are editing the preferences for all of the following space objects. Choosing the correct **2D Attributes** now, will save you from changing the **2D Attributes** on all of your spaces later.
- Start by choosing the class that you want to assign the **2D Attributes** to. I recommend using a space class or, as in this image, using a finish class. Choosing a suitable class does allow you to control the spaces later via the class settings.



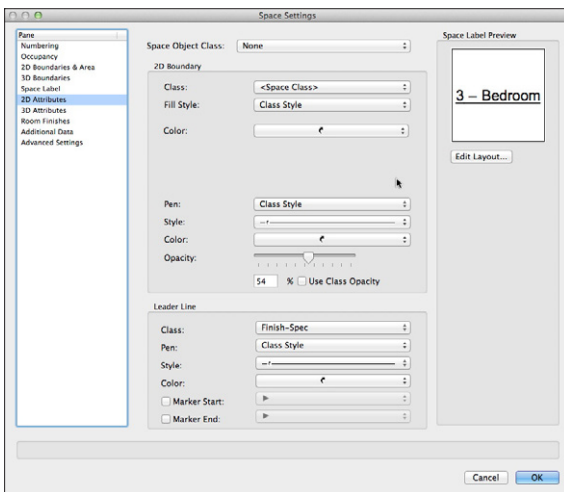
- Choose the **Class**, **Pen**, and **Style** to suit your drawing style.



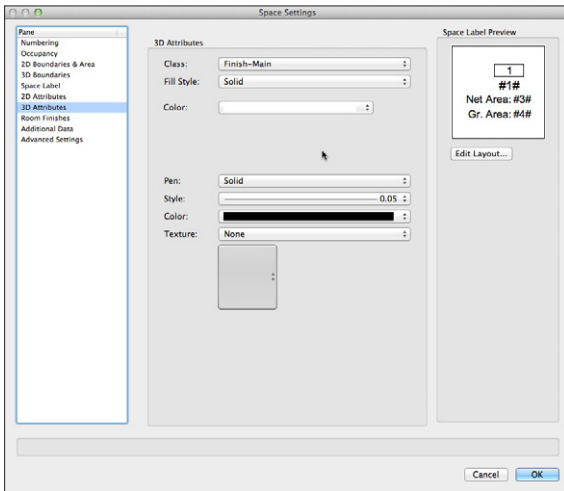
A good strategy is to set the **2D Attributes** to use classes. This will allow you to change the graphic style of all your spaces via the class settings, and also allows you to easily change the graphic attributes of your spaces in viewports.



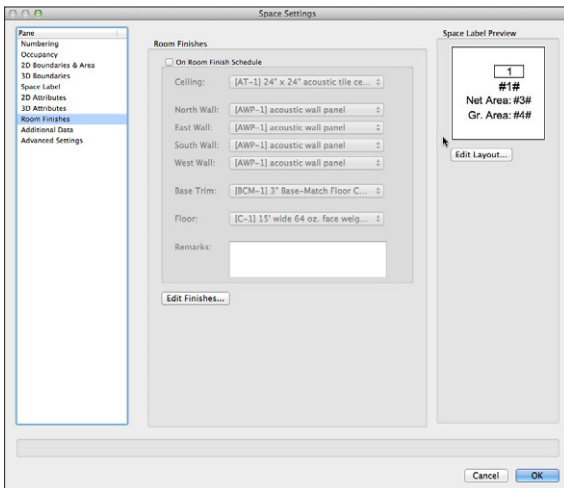
After you have created a space, the 2D attributes settings allows more control over parts of the space.



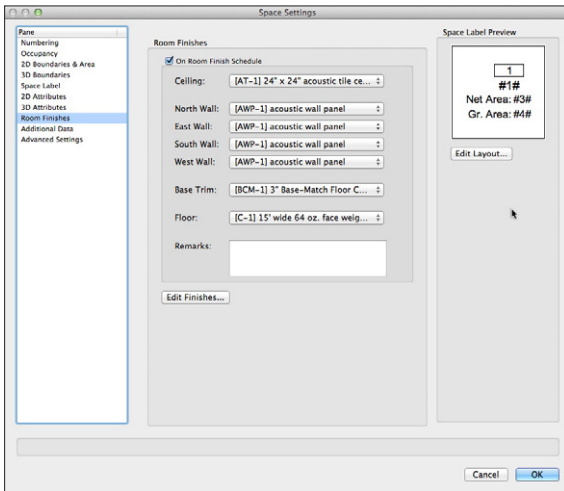
- Click on the **3D Attributes** pane. Like the 2D attributes, this pane allows you to control the graphic attributes of 3D objects. Again, it is a good idea to set the graphic attributes via classes.



- Click on the **Room Finishes** pane. All the finishes are grayed out because the space object has not been assigned to the **Room Finish Schedule**.



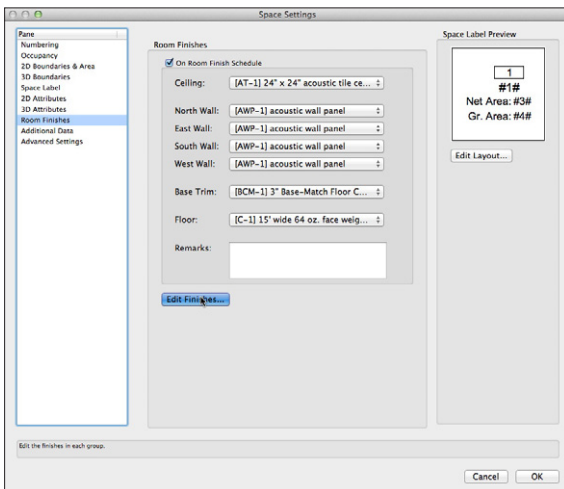
- Click on the option, **On Room Finish Schedule**.  
Now all of your finish options will be available for you to select.



Room finishes use a key to define the finishes. In this image, the key is shown in the square brackets. The description is shown after that.

If the room finishes do not suit your construction, then you can edit them.

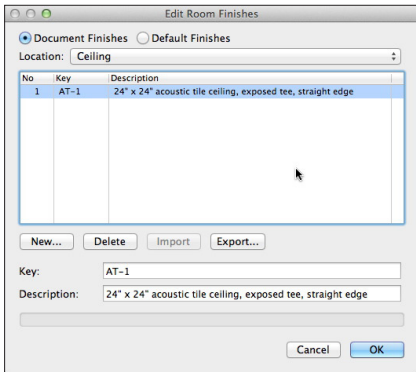
- Click on the **Edit Finishes...** button.



This is the dialog box to edit the room finishes. The finishes are divided into categories called **Location**. The first location is **Ceiling**.

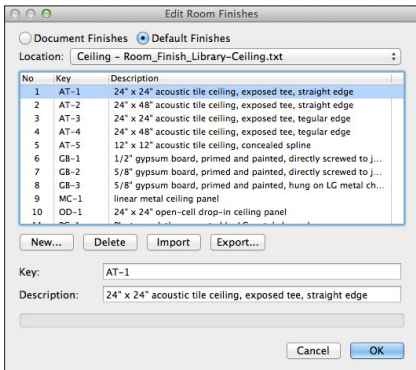
you can change the location by clicking on the pop-up menu.

In this view we are looking at the finishes that are in the current file.



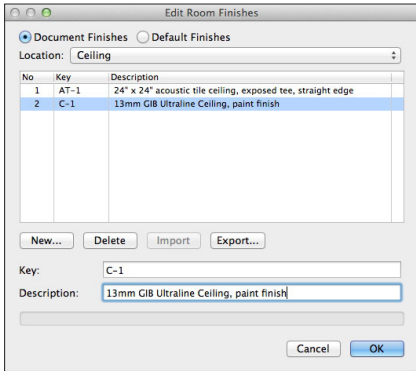
- Click on the **Default Finishes** radio button to see all the finishes that are in your default library.

If you edit the default finishes, Vectorworks will edit the finishes for all files on your computer. If you edit the document finishes, it will only edit the finishes in this file. Editing the default finishes is better because you can use your edited finishes in other projects.

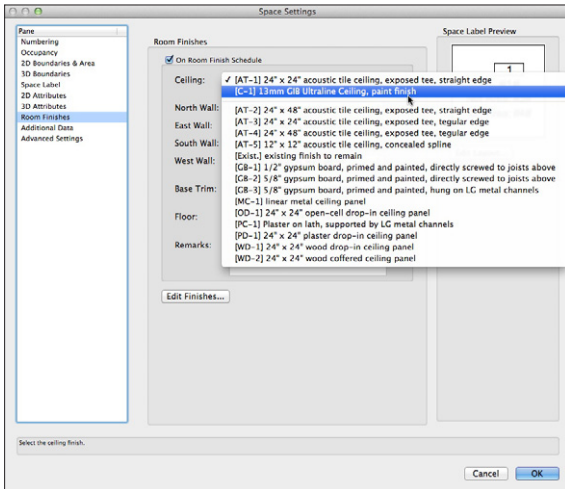


- Click on the **New...** button to create a new finish.
- Enter the key that you want to use.
- Enter the description that you want to use.

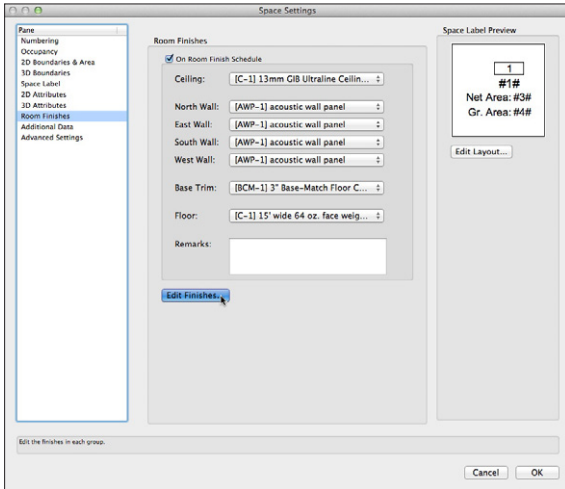
In this image I am only showing the document finishes to make it easier for you to see the changes that I have made.



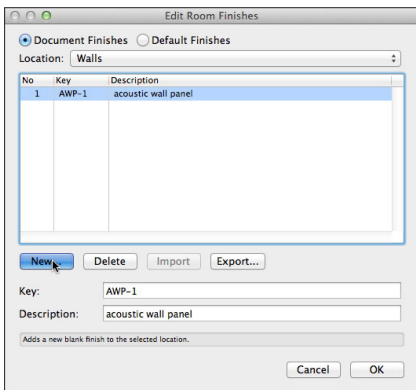
- Click on the **OK** button to return to the **Space Settings** dialog box.
- Click on the **Ceiling** pop-up menu and choose your new finish.



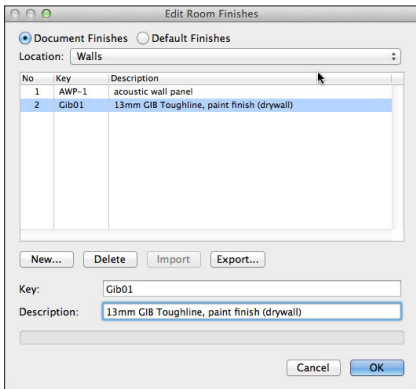
- Click on the **Edit Finishes...** to edit the finishes for the walls.



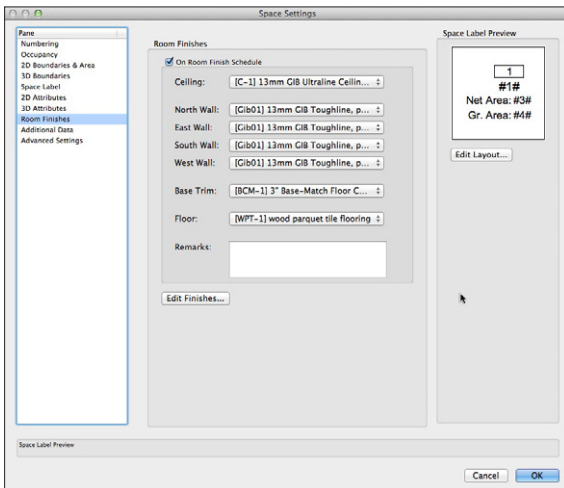
- Choose the location: **Walls**.
- Click on the **New...** button



- Enter the key that you want to use.
- Enter the description that you want to use.

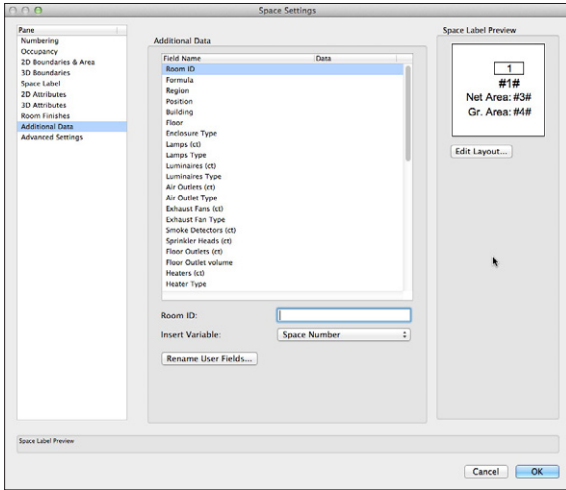


- Click on the **OK** button to return to the **Space Settings** dialog box.
- Click on the **North Wall** pop-up menu and choose your new finish.
- Choose the finishes for the other walls.
- Choose the finishes for the **Base Trim** (skirting) and **Floor**. If the desired finishes are not shown, click on the **Edit Finishes...** button and add the finishes that you want.

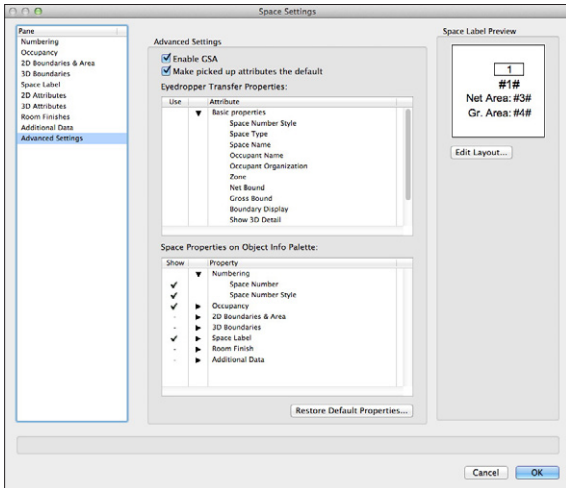


- Click on the **Additional Data** pane. This is where you can add additional information to be stored with the space. Later, when you make your room finish schedule, you can recall this information into the report.

- Fill in any additional information that you require.



- Click on the **Advanced Settings** pane. This pane allows you to choose the way the eyedropper tool will work with space objects and what space properties will be reported on the object info palette.



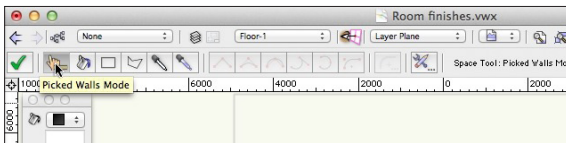
# Placing Spaces in a Plan

[cadmovie847](#)

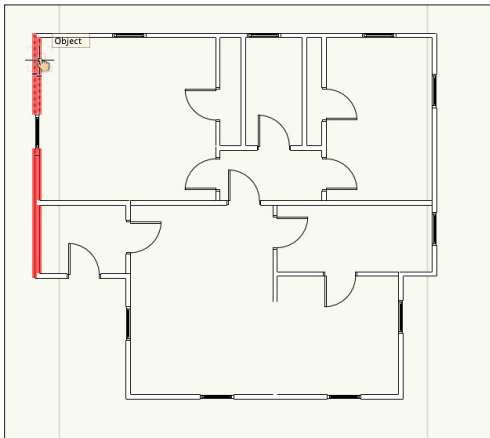
If you do not have walls already drawn, then you can use spaces to create your plan. You can use rectangle mode, polygon mode, or the paint pot to create the plan.

If you have already drawn walls, then you can use the Picked Walls mode or the **Inner Boundary** (paint pot) mode.

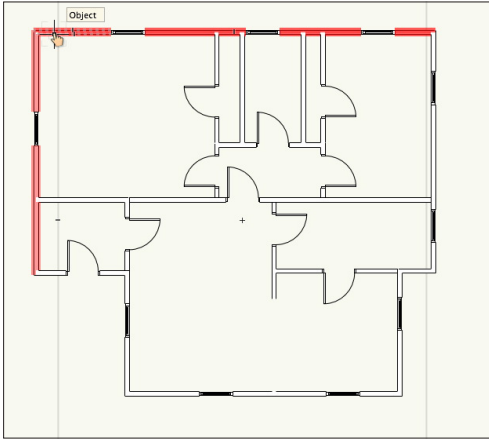
- Choose the **Space** tool.
- Go to the **Tool** bar.
- Click on the **Picked Walls** mode. The picked walls mode is new for Vectorworks 2013.



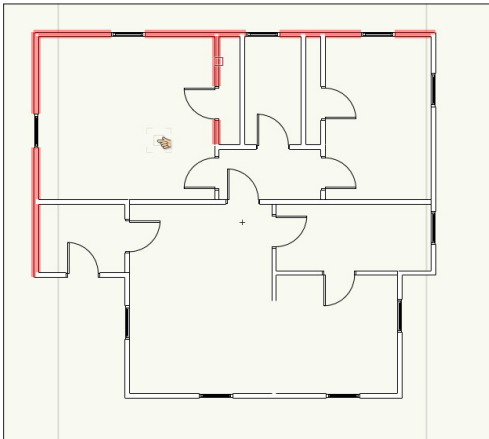
- Click on the first wall for the boundary of the room.



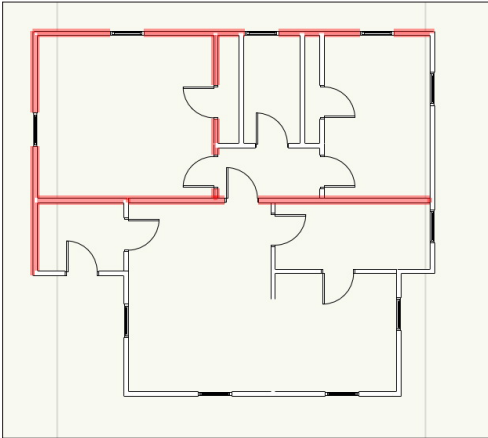
- Click on the next wall for the boundary of the room.



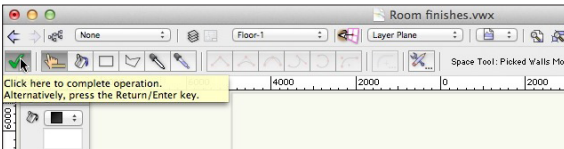
- Click on the next wall for the boundary of the room.



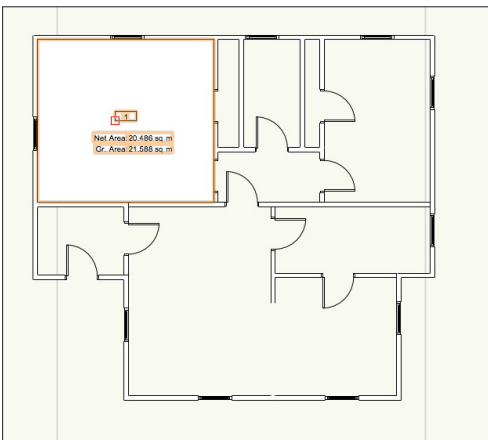
- Keep selecting walls until they form a closed boundary. If you do not create a closed boundary Vectorworks will not create a space, it will report an error.



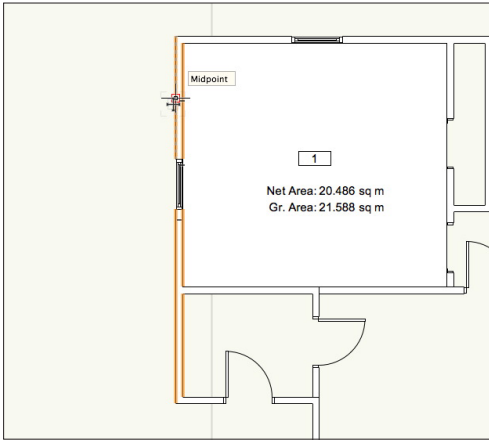
- Go to the **Tool** bar.
- Click on the green tick, or use the **Enter** key on the keyboard to complete the space creation.



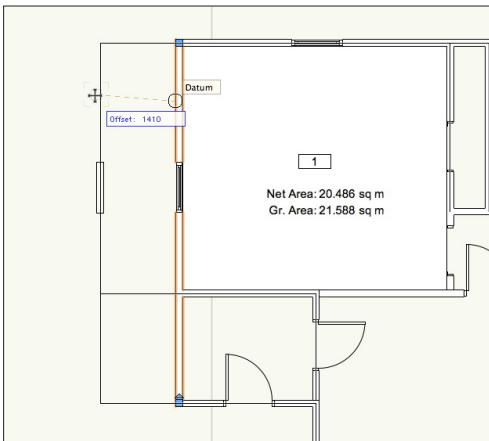
The space will be shown with the settings you selected in the **Space Preferences**.



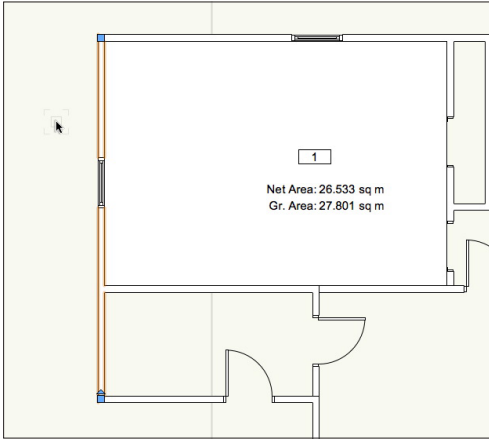
- Click on the **Selection** tool in the **Basic** tool palette.
- Move near a wall.



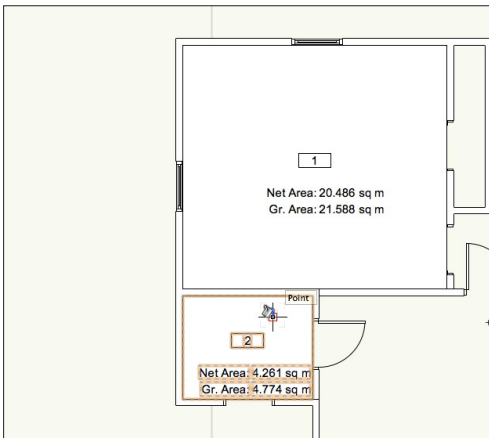
- Click and drag the wall.



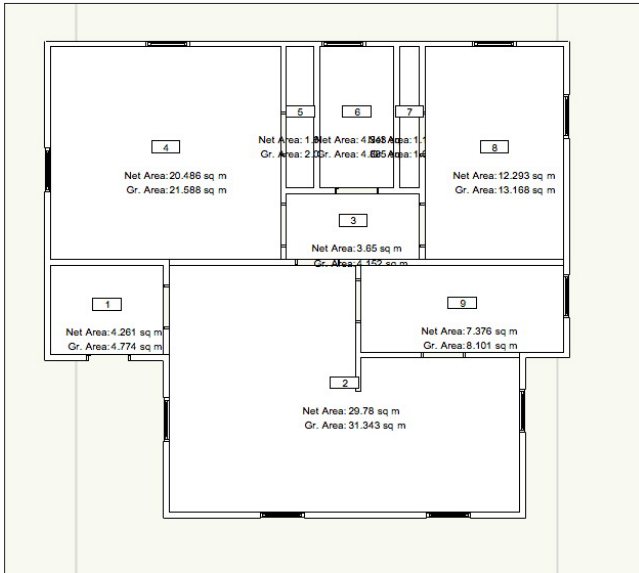
When you release the mouse, you will find that the space object has been modified to match the new wall position. It is not just the boundaries of the space that have changed, the net and gross areas have also been updated.



- Use **Undo** from the **Edit** menu to put the wall back.
- Go to the **Tool** bar.
- Click on the **Inner Boundary** mode.
- Click in a room to fill the room with a space. In Vectorworks 2013 this technique has the same effect as picking the boundaries, which means that if you stretch the walls the space will also stretch. In earlier versions of Vectorworks the space object is not connected to the walls, so when you stretch the walls the space object does not stretch automatically.
- Notice that the space numbers are sequential.



Using the inner boundary mode makes it easy to create all the spaces. If you place each space in the right order, then you will not have to go back and renumber the spaces.

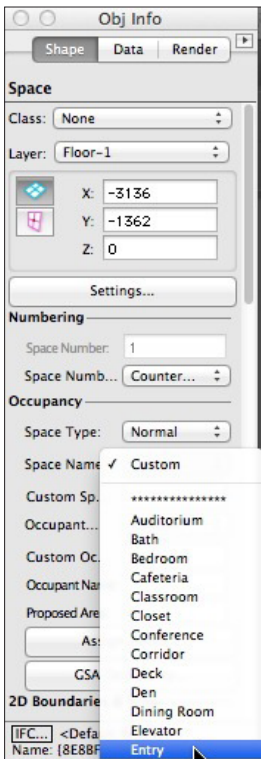


# Assigning Room Names

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Once you have created all of your spaces you can then go to each space and name it. Vectorworks does not automatically name the spaces, and certainly not the way you require.

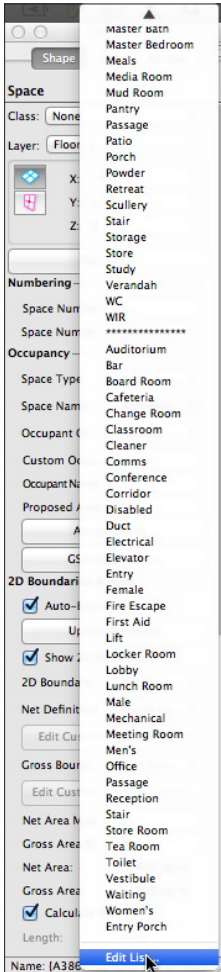
- Select the first space.
- Go to the **Object Info** palette.
- Click on the **Space Name** pop-up menu.
- Choose the space name from the list. If you require a name that is not on the list, choose the **Custom** option, and enter the desired name.



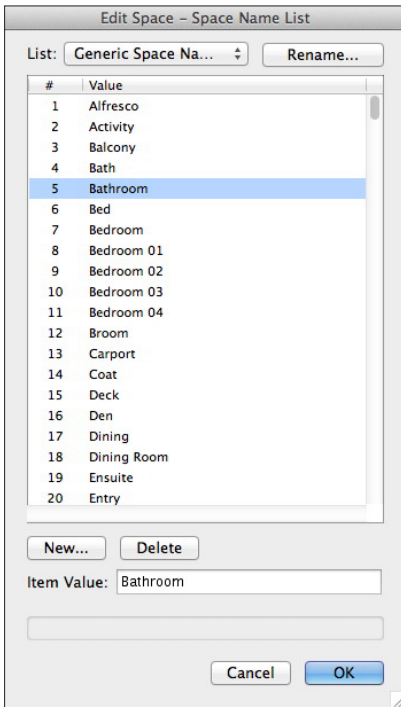
However, when it comes to creating the report for the spaces, you might

find the combination of custom names and standard names creates problems.

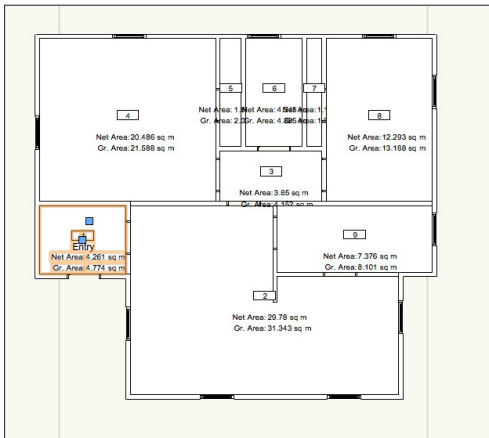
- The list of standard names is extensive, but if you want to edit the list you can do so by choosing the **Edit List...** option from the bottom of the pop-up menu.



- You can add, subtract, or edit the names in this list. If you remove all the space names that you will never use, it becomes much easier to find the names that you want to use.

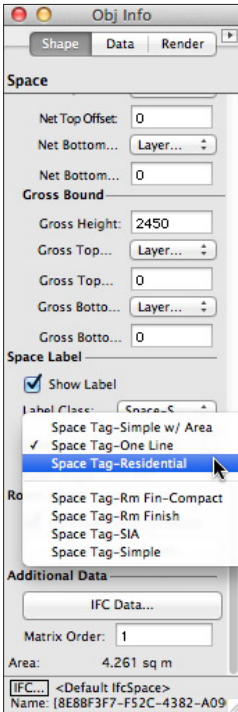


- Assign the names to all the spaces.

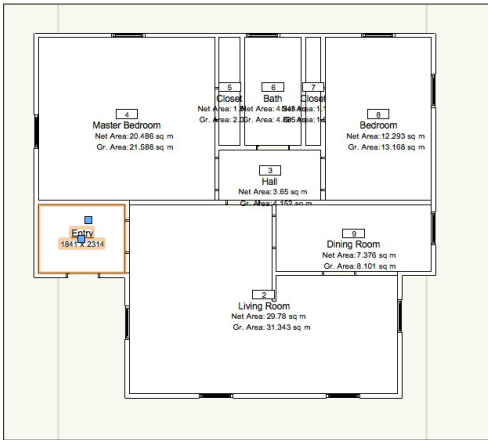


- Select the first space.
- Go to the **Object Info** palette.

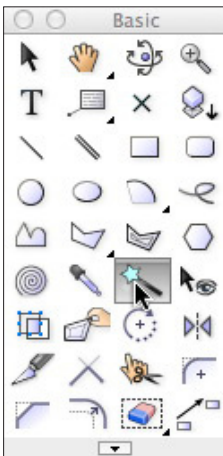
- Click on the **Space Name** pop-up menu.
- Scroll down to the **Space Label** area on the **Object Info** palette. This area allows you to choose if the label is shown, the class for your label, and the type of label.
- Click on the **Label Symbol** pop-up menu.



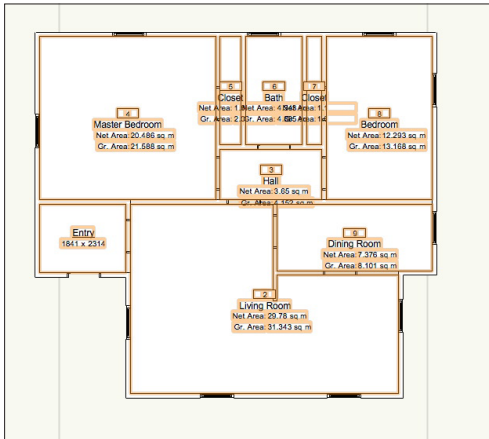
- Choose the type of label that you want. There is no preview available so you have to keep choosing different ones until you find one that fits your criteria.



- Go to the **Basic** tool set.
- Choose the **Select Similar** tool. As the name suggests, this tool is great for selecting objects that are similar. In this case it allows you to select all of your spaces quickly, if you set the preferences to select **Object Type**.



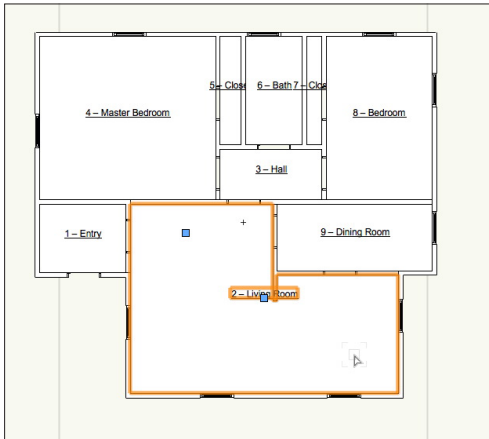
- Click on one space, and the **Select Similar** tool will select all of the other spaces.



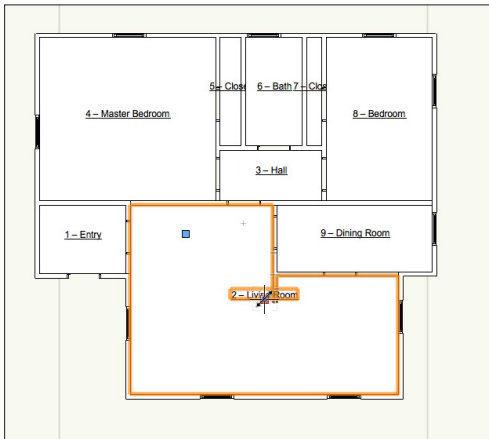
- Go to the **Object Info** palette.
- Choose the required **Label Symbol**.

By default the location of the labels is the centre of the space. However, this can easily be changed.

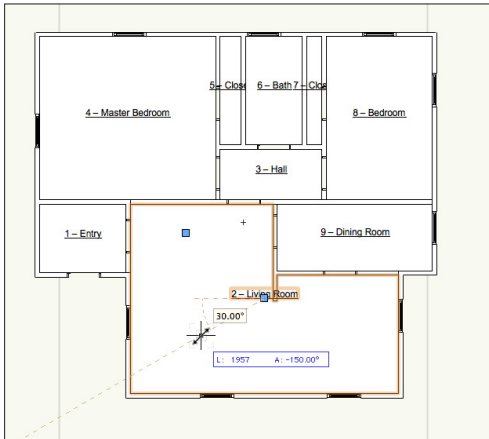
- Go to the **Basic** tool set.
- Choose the **Selection** tool.
- Go to the **Tool** bar.
- Check to make sure that the second or third mode is active. If the first mode is active you will be prevented from editing the location of the space label, and you will not see the blue handles that are required for editing the space.
- Select the space object that you want to edit. You will notice that the selected space has two blue handles. One blue handle is at the bottom center of the space name. This is the handle that controls the location of the label.



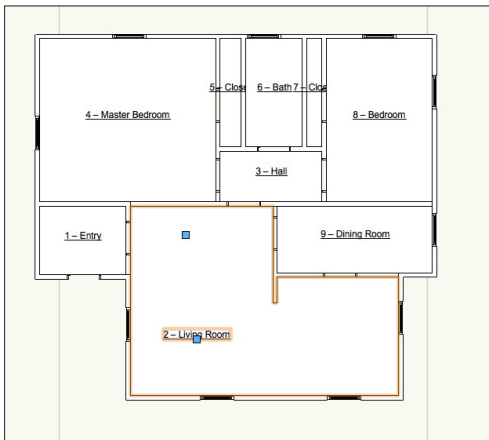
- Move your cursor directly onto the blue handle at the space label. The cursor will change to a double headed arrow.
- Click once.



- Move your cursor to the new location for the space label.

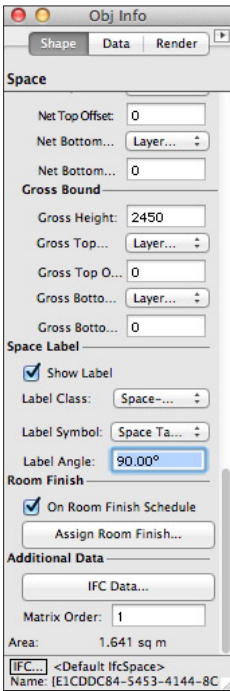


- Click once more to relocate your space label.

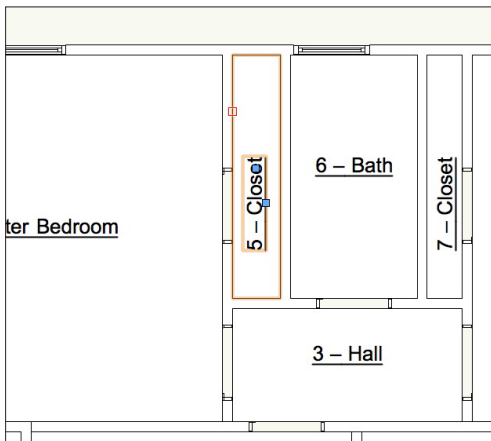


Some rooms do not suit having the space label horizontal. For example, in this project I have two closet spaces. These are too narrow to have horizontal space labels.

- Go to the **Object Info** palette.
- Scroll down to the **Space Label** settings.
- Enter the required **Label Angle**.



You can select more than one space and make the changes to all the spaces at the same time.

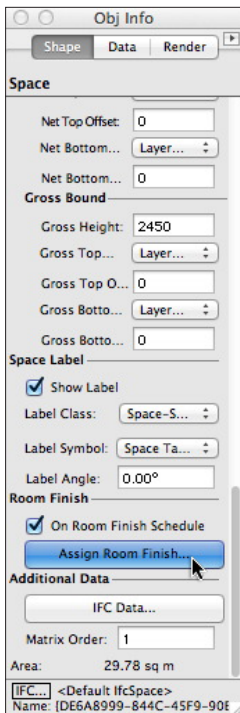


# Assigning Room Finishes

[cadmovie849](#)

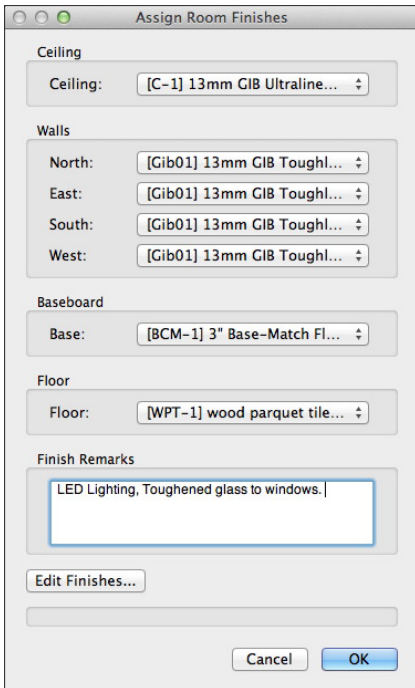
To finish you can assign room finishes to our spaces. The preparation work means that you will not have to go back and correct the spaces when you start assigning the room finishes.

- Select a space.
- Go to the **Object Info** palette.
- Tick on the option **On Room Finish Schedule**. If you do not, you will not be able to assign room finishes. Even if the room finish is assigned and you turn this option off the space will not appear in your report.
- Click on the **Assign Room Finish...** button.



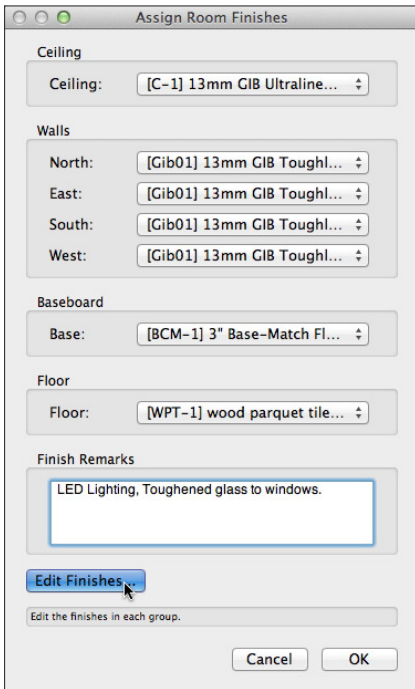
This dialog allows you to assign finishes to ceiling, walls, baseboards

(skirting), and floors, as well as adding finish remarks.

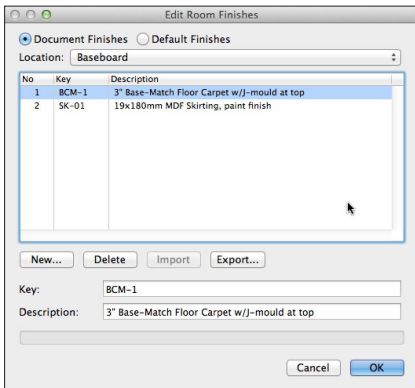


It is likely that the finishes shown on the dialog do not suit your project. These can be edited.

- Click on the **Edit Finishes...** button.

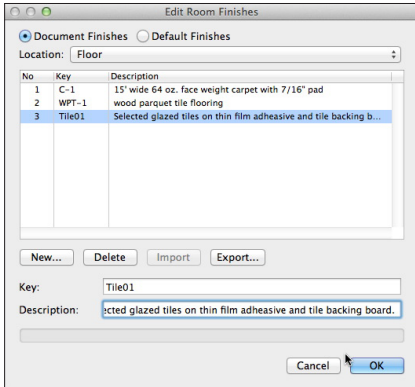


You can choose if you want to look at the finishes for this document only, or you can choose to look at all of your default finishes. Choosing your default finishes allows you to edit the finishes that will appear in every file.

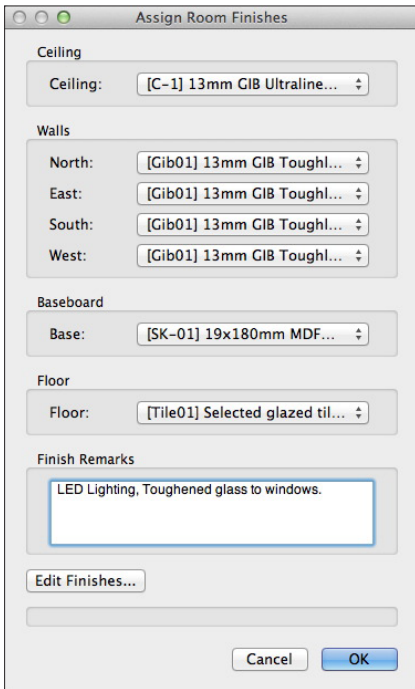


- Click on the **New...** button.
- Enter the **Key** that you want to use.

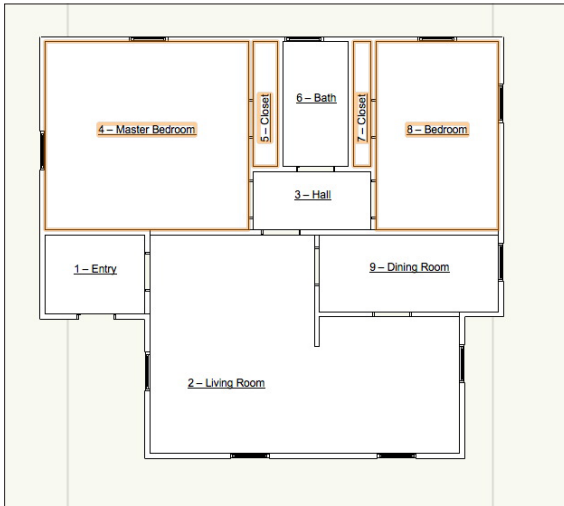
- Enter the description for this key.



- Edit all the required finishes.
- Click on the **OK** button to return to the **Assign Room Finishes** dialog box.
- Assign the finishes that you want to the ceiling, walls, baseboard, and floor.
- Enter any special notes for the space in the **Finishes Remarks** area.

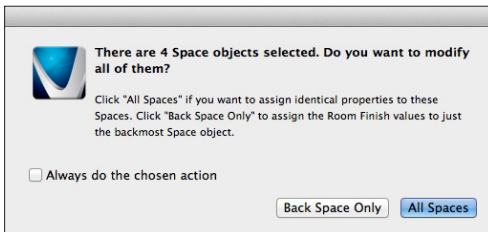


- When you have completed editing all the finishes, click on the **OK** button to return to the drawing.
- You can select multiple spaces and assign the finishes to all of them simultaneously.

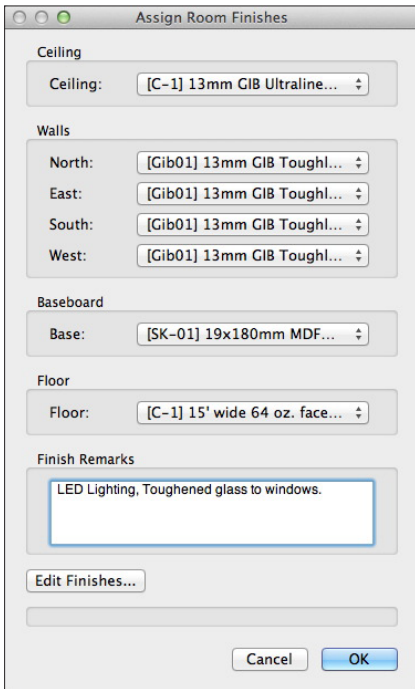


You might see an alert dialog box asking you if you want to edit all the spaces or just one of them.

- If you want to edit all of the spaces, click on the **All Spaces** button.



- Assign the required finishes.
- Edit the finishes or add any new finishes required.



- Click on the **OK** button to return to the drawing.
- Assign the required finishes to all the spaces.

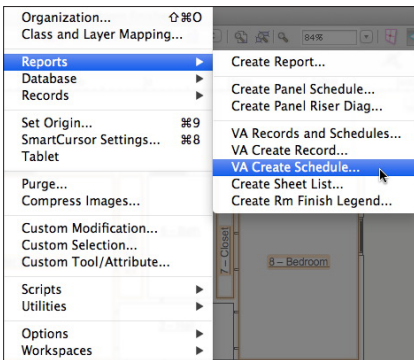
# Creating the Room Finish Schedule

[cadmovie850](#)

You can create the room finish schedule at any time. However, it makes more sense to create it after most of the spaces have had their finishes assigned. The room finish schedule is a Vectorworks worksheet, which you can update at any time. This means that you can change the room finishes whenever required and then update the worksheet. Because of the way worksheets are designed in Vectorworks, you can also edit the finishes directly in the worksheet.

Because the room finish schedule is a worksheet, you can export any edited worksheets to your user folder, and you can also store your final edited worksheet in your template file, making it easy to use on every project.

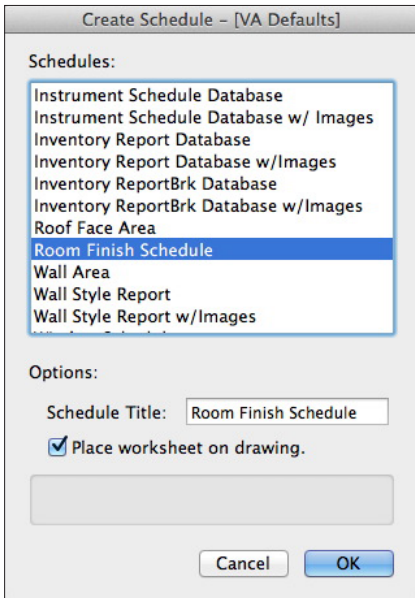
- Go to the **Menu** bar.
- Choose **Tools > Reports > VA Create Schedule...**



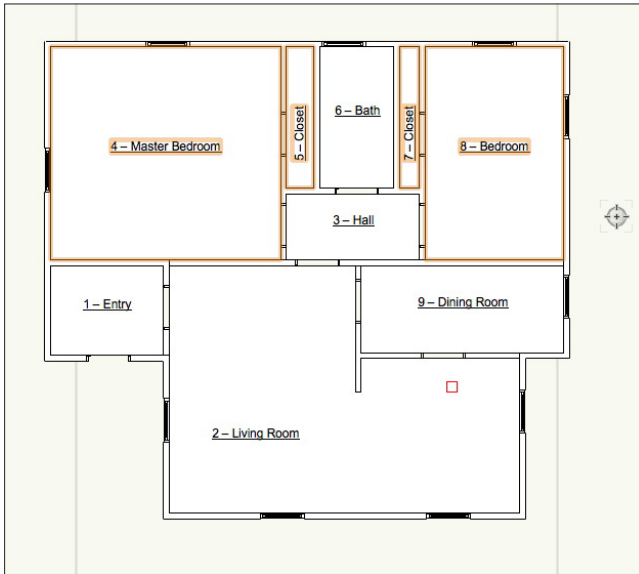
The **Create Schedule** dialog box offers a list of template worksheets that you can use. The list of worksheets in this dialog box is controlled by the files stored in the Vectorworks application folder and in your user folder. If you add files to the correct location in your user folder they will appear in this dialog box.

- Scroll down to find **Room Finish Schedule**.

- Type in the **Schedule Title** that you want to use. Vectorworks will fill this in by default, but you can edit this to suit your requirements.
- Click on the option, **Place worksheet on drawing**.



- Click on the **OK** button.
- Move your cursor to a location for the top left corner of your report.



- Click once to place your report. The report will automatically search for all the spaces that are assigned to the room finish schedule. Any spaces not assigned will not be listed in the report.
- If you make any changes to the finishes, just right-click on the report and choose **Recalculate**.

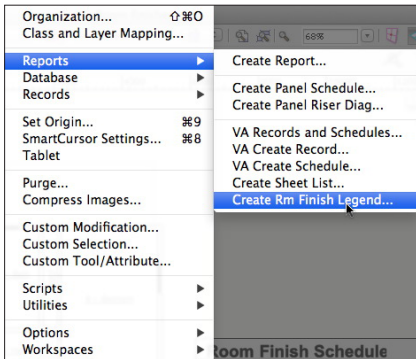
| Room Finish Schedule |                |       |      |       |       |      |      |       |       |
|----------------------|----------------|-------|------|-------|-------|------|------|-------|-------|
| Number               | Room Name      | Floor |      |       |       | Wall |      |       |       |
|                      |                | West  | East | North | South | West | East | North | South |
| 1                    | Entry          | 001   | 001  | 001   | 001   | 001  | 001  | 001   | 001   |
| 2                    | Living Room    | 001   | 001  | 001   | 001   | 001  | 001  | 001   | 001   |
| 3                    | Hall           | 001   | 001  | 001   | 001   | 001  | 001  | 001   | 001   |
| 4                    | Master Bedroom | 001   | 001  | 001   | 001   | 001  | 001  | 001   | 001   |
| 5                    | Bedroom        | 001   | 001  | 001   | 001   | 001  | 001  | 001   | 001   |
| 6                    | Bath           | 001   | 001  | 001   | 001   | 001  | 001  | 001   | 001   |
| 7                    | Closet         | 001   | 001  | 001   | 001   | 001  | 001  | 001   | 001   |
| 8                    | Bedroom        | 001   | 001  | 001   | 001   | 001  | 001  | 001   | 001   |
| 9                    | Dining Room    | 001   | 001  | 001   | 001   | 001  | 001  | 001   | 001   |
| 0                    | Closet         | 001   | 001  | 001   | 001   | 001  | 001  | 001   | 001   |
| 0                    | Power          | 001   | 001  | 001   | 001   | 001  | 001  | 001   | 001   |

The report shows every space that has been assigned to the room finish schedule, it shows the room number, room name, and the finishes assigned.

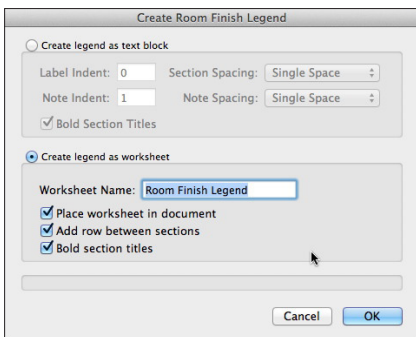
When it shows the room finishes it only shows the key. In order to show the relationship between the key and the full description we need a room finish legend.

Vectorworks has a command that will create your room finish legend.

- Go to the **Menu** bar.
- Choose **Tools > Reports > Create Rm Finish Legend...**

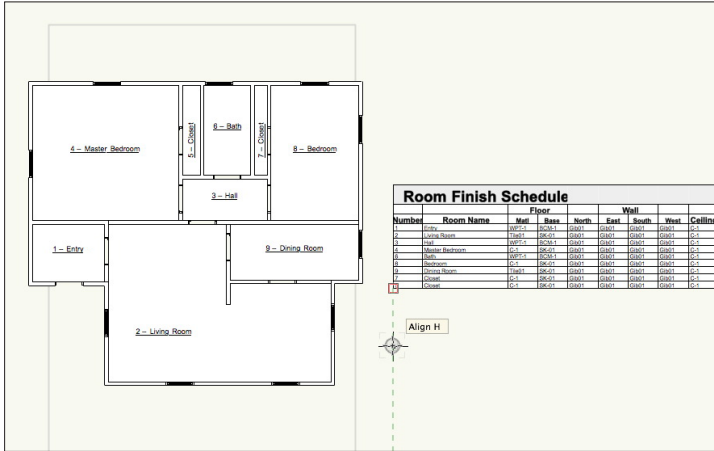


- Vectorworks will fill in the name of the worksheet for you, and you can edit it if required.
- Choose the other options as required.
- Click on the **OK** button.

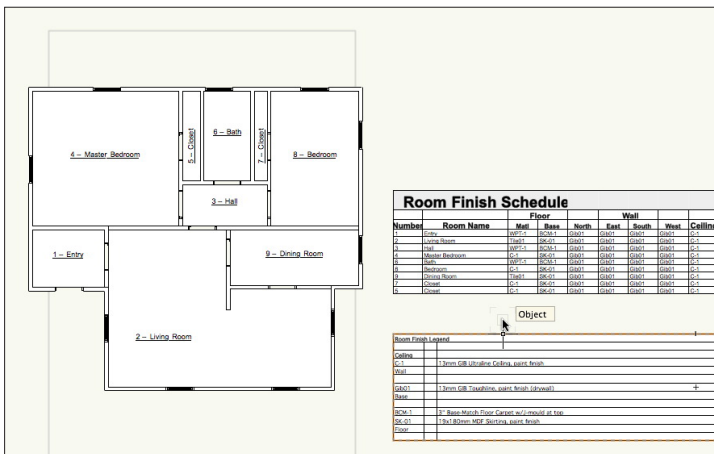


Like the other worksheet, you have to let Vectorworks know where you want to place it.

- Move your cursor to the desired location for the top-left corner of the legend.



- Click once to place the worksheet.



The standard worksheet for the room finish legend is graphically different from the schedule, and you might find that it is missing some of the finishes.

| Room Finish Schedule |                  |       |        |       |       |       |       |       |         |
|----------------------|------------------|-------|--------|-------|-------|-------|-------|-------|---------|
| Number               | Room Name        | Floor |        |       |       | Wall  |       |       | Ceiling |
|                      |                  | Matl  | Base   | North | East  | South | West  | Wall  |         |
| 1                    | Entry            | FC-1  | BC-1.1 | ES-01 | ES-01 | ES-01 | ES-01 | ES-01 | C-1     |
| 2                    | Lobby Room       | FC-1  | BC-01  | ES-01 | ES-01 | ES-01 | ES-01 | ES-01 | C-1     |
| 3                    | Wait             | FC-1  | BC-1.1 | ES-01 | ES-01 | ES-01 | ES-01 | ES-01 | C-1     |
| 4                    | Master Restrooms | C-1   | BC-01  | ES-01 | ES-01 | ES-01 | ES-01 | ES-01 | C-1     |
| 5                    | Rest             | FC-1  | BC-1.1 | ES-01 | ES-01 | ES-01 | ES-01 | ES-01 | C-1     |
| 6                    | Restroom         | C-1   | BC-01  | ES-01 | ES-01 | ES-01 | ES-01 | ES-01 | C-1     |
| 7                    | Office Room      | FC-1  | BC-01  | ES-01 | ES-01 | ES-01 | ES-01 | ES-01 | C-1     |
| 8                    | Office           | C-1   | BC-01  | ES-01 | ES-01 | ES-01 | ES-01 | ES-01 | C-1     |

| Room Finish Legend |                                             |
|--------------------|---------------------------------------------|
| Ceiling            |                                             |
| C-1                | 13mm GB Ultralite Ceiling, paint finish     |
| Wall               |                                             |
| W-1                | 13mm GB Toughdry, paint finish (down)       |
| Floor              |                                             |
| FC-1               | 3" Base-Match Floor Carpet w/J-mould at top |
| BC-01              | 1 1/2" x 18mm MIF Skirting, paint finish    |
| Floor              |                                             |

I always edit my legend to check all the finishes and to change the graphic style to match the schedule.

| Room Finish Key |                                                              | Room Finish Schedule |             |      |      |       |       |       |       |       |                                                                      |
|-----------------|--------------------------------------------------------------|----------------------|-------------|------|------|-------|-------|-------|-------|-------|----------------------------------------------------------------------|
| Ceiling         |                                                              | Number               | Room Name   | Matl | Base | North | East  | South | West  | Wall  | Remarks                                                              |
| FC-1            | see applicable                                               | 01                   | Entry       | FC-1 | BC-1 | ES-01 | ES-01 | ES-01 | ES-01 | ES-01 | Revised LED flush ceiling can lights. Cnee In-2 2'10" x 4' w/4" w/4" |
| FC-2            | 1 1/2" Base-Match carpet with tapered cords                  | 02                   | Lobby Room  | FC-1 | BC-1 | ES-01 | ES-01 | ES-01 | ES-01 | ES-01 | Revised LED flush ceiling can lights. Cnee In-2 2'10" x 4' w/4" w/4" |
| FC-3            | Carpet (cane and jute) 1 1/2" PFC (non-slip) rated for floor | 03                   | Office Room | FC-1 | BC-1 | ES-01 | ES-01 | ES-01 | ES-01 | ES-01 | Revised LED flush ceiling can lights. Cnee In-2 2'10" x 4' w/4" w/4" |
| FC-4            | Carpet (cane and jute) 1 1/2" PFC (non-slip) rated for floor | 04                   | Office      | FC-1 | BC-1 | ES-01 | ES-01 | ES-01 | ES-01 | ES-01 | Revised LED flush ceiling can lights. Cnee In-2 2'10" x 4' w/4" w/4" |
| FC-5            | Carpet (cane and jute) 1 1/2" PFC (non-slip) rated for floor | 05                   | Office      | FC-1 | BC-1 | ES-01 | ES-01 | ES-01 | ES-01 | ES-01 | Revised LED flush ceiling can lights. Cnee In-2 2'10" x 4' w/4" w/4" |
| FC-6            | Carpet (cane and jute) 1 1/2" PFC (non-slip) rated for floor | 06                   | Office      | FC-1 | BC-1 | ES-01 | ES-01 | ES-01 | ES-01 | ES-01 | Revised LED flush ceiling can lights. Cnee In-2 2'10" x 4' w/4" w/4" |
| FC-7            | Carpet (cane and jute) 1 1/2" PFC (non-slip) rated for floor | 07                   | Office      | FC-1 | BC-1 | ES-01 | ES-01 | ES-01 | ES-01 | ES-01 | Revised LED flush ceiling can lights. Cnee In-2 2'10" x 4' w/4" w/4" |
| FC-8            | Carpet (cane and jute) 1 1/2" PFC (non-slip) rated for floor | 08                   | Office      | FC-1 | BC-1 | ES-01 | ES-01 | ES-01 | ES-01 | ES-01 | Revised LED flush ceiling can lights. Cnee In-2 2'10" x 4' w/4" w/4" |
| FC-9            | Carpet (cane and jute) 1 1/2" PFC (non-slip) rated for floor | 09                   | Office      | FC-1 | BC-1 | ES-01 | ES-01 | ES-01 | ES-01 | ES-01 | Revised LED flush ceiling can lights. Cnee In-2 2'10" x 4' w/4" w/4" |
| FC-10           | Carpet (cane and jute) 1 1/2" PFC (non-slip) rated for floor | 10                   | Office      | FC-1 | BC-1 | ES-01 | ES-01 | ES-01 | ES-01 | ES-01 | Revised LED flush ceiling can lights. Cnee In-2 2'10" x 4' w/4" w/4" |
| FC-11           | Carpet (cane and jute) 1 1/2" PFC (non-slip) rated for floor | 11                   | Office      | FC-1 | BC-1 | ES-01 | ES-01 | ES-01 | ES-01 | ES-01 | Revised LED flush ceiling can lights. Cnee In-2 2'10" x 4' w/4" w/4" |
| FC-12           | Carpet (cane and jute) 1 1/2" PFC (non-slip) rated for floor | 12                   | Office      | FC-1 | BC-1 | ES-01 | ES-01 | ES-01 | ES-01 | ES-01 | Revised LED flush ceiling can lights. Cnee In-2 2'10" x 4' w/4" w/4" |
| FC-13           | Carpet (cane and jute) 1 1/2" PFC (non-slip) rated for floor | 13                   | Office      | FC-1 | BC-1 | ES-01 | ES-01 | ES-01 | ES-01 | ES-01 | Revised LED flush ceiling can lights. Cnee In-2 2'10" x 4' w/4" w/4" |
| FC-14           | Carpet (cane and jute) 1 1/2" PFC (non-slip) rated for floor | 14                   | Office      | FC-1 | BC-1 | ES-01 | ES-01 | ES-01 | ES-01 | ES-01 | Revised LED flush ceiling can lights. Cnee In-2 2'10" x 4' w/4" w/4" |

Remember that the **Room Finish Key** is not connected to the changes you make to the room finishes.

You will have to update the key if you make any changes to the type of finishes you choose for the rooms.

The **Room Finish Schedule** is connected to the changes you make to the room finishes.

- Right-click on the worksheet.
- Choose **Recalculate** to update the report.

Thank you

We trust that you have enjoyed working through this manual and that it has been informative and constructive.

For more information, please visit: <http://www.archoncad.co.nz/>. If you just want someone to help you learn Vectorworks, to carry out some Vectorworks contract work, or you want someone to make Vectorworks easier, contact us, as this is a service that we also offer:  
[jon@archoncad.co.nz](mailto:jon@archoncad.co.nz).

Thank you again,  
Jonathan Pickup  
September 2012