## **QUICK GUIDE**

# **COST ITEM DETAILS**



To access cost item details, right-click on a cost item and select <a></a>.

### DETAILS TAB **Description** – make unique so it Description makes sense in InEight Progress Erect Steel - Heavy **Cost Source** – Controls whether \* Cost source you plug or detail costs Plug Detail Plug As-built lock - Locks cost item As-built lock from progress tracking \* Cost segment **Cost Segment** – Indicates if direct or indirect costs Direct Cost **Direct Cost** Job Overhead Business Overhead Subcontract Allow as-built - Controls whether \* Allow as-built costs or quantities can be tracked Quantities None ΑII Quantities Costs

### ATTRIBUTES TAB

Tag your cost item for reporting purposes.

1074 Erect Steel - Heavy			
DETAILS	ATTRIBUTES	COST CATEGORIES	RESOURCES
CBS tag 1	CBS tag 2		CBS tag 3
Blade Excavation ▼	AB Up	•	Demolition (EQP) ▼
CBS tag 4	CBS tag 5		CBS tag 6
MEC ▼	002-Mechanical & Electrical Demolition ▼		003-P/F/C Concrete ▼
CBS tag 7	CBS tag 8		CBS tag 9
30-Operational Support ▼		•	High ▼
CBS tag 10	CBS tag 11		CBS tag 12
0107 ▼	Staff	~	▼



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### COST CATEGORIES TAB

- ✓ Detailed breakdown of costs.
- ✓ Must be Plug cost source to enter costs, MHrs, qtys.
- 1. Expand to appropriate cost category.



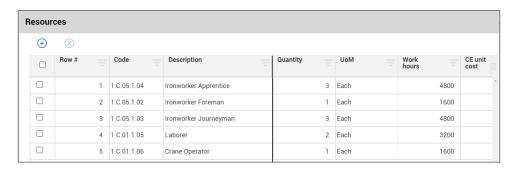
Double-click in the Current Estimate field and enter value.



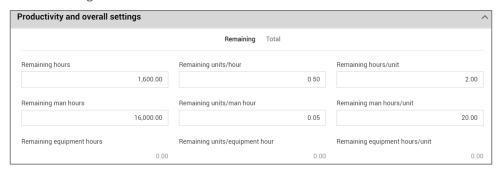


### RESOURCES TAB

Add, edit, delete cost item resources



#### Edit remaining or total hours



#### Edit resource details

