The Focus of the Lesson is:

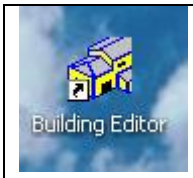
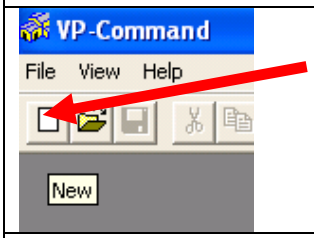
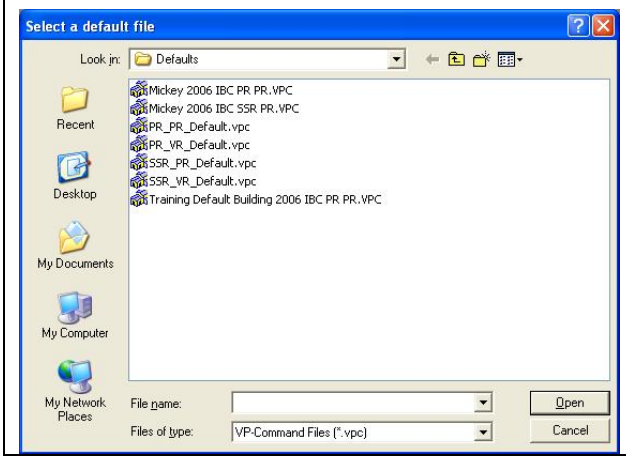
- Creating Default Projects

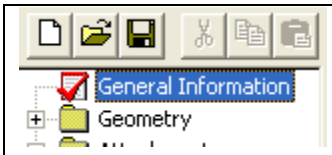
In this lesson, you will create Building files to be used as *Default* Building files. The file(s) you create will also be used as defaults in future lessons. Selecting the proper default project can be, perhaps, the biggest time saver as far as inputting your project and will also help insure accuracy for future projects as far as loading information and other crucial information pertaining to your building.

Default Building files do not require any geometry input (width, length, eave height, etc.), therefore you will not be creating a building shape. *Information that can be defaulted includes*:

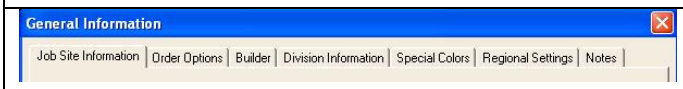
- *General Information (State, County, Service Center, etc.)*
- *Loads and Codes (Building Code, Wind Load, Live Load, Snow Load, etc.)*
- *Frame Schedule*
- *Secondary Information (member depth, offset)*
- *Framed Opening Schedule*
- *Covering Information (Panel Type, Finish, Color, Gage, etc.)*
- *Liner Information*
- *Insulation Information (Type, Facing, Thickness, Accessories, etc.)*
- *Trim Information (Type, Color, Panel End Conditions, etc.)*

If you find yourself inputting the same information on many future projects (for example, adding eave gutter to all your buildings), it is time to modify your present defaults or simply create new ones!

	1. Start Building Editor: • Click Building Editor Icon on your desk. • .
	2. Start a New File: This will begin the process of creating a brand new VPCommand file. • Click once on the New File icon from the toolbar (or click on File / New from the menu)
	3. From the *Select a default file* window: • Click on PR_PR_Default.vpc • Click on Open Note: A default file is a template of sorts containing your building preferences such as loads and codes, panel types, finishes, trim preferences, names and addresses, etc. This will save you from having to input repetitive information in future projects, and thus reducing the possibility of input errors.



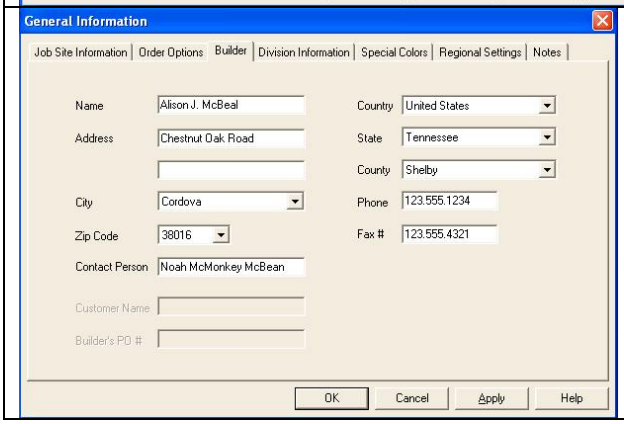
4. General Information file:
   - Double-click the General Information file.



At the General Information window you MUST complete the Jobsite Information, Builder, and Division Information tabs. The other tabs may be filled in as necessary. The information you provide will be shown on Reports and Drawings.

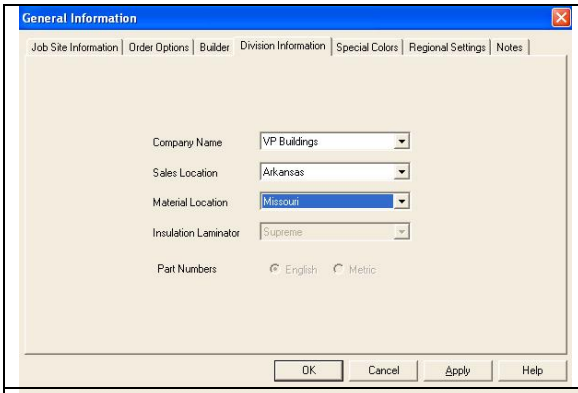
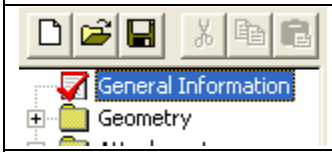
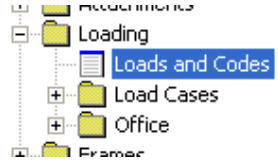
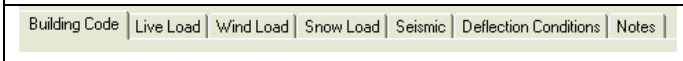
Jobsite Information:
- Complete the required fields

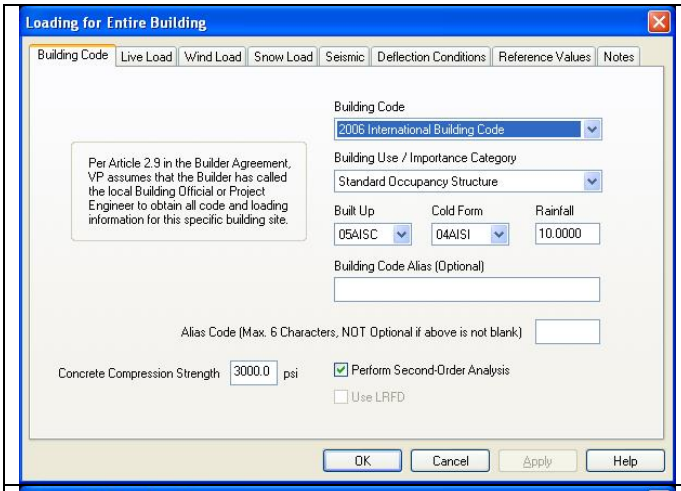
Note: For your Default file(s) you are required to fill out this window. Most users use their office information and change as needed on future projects.



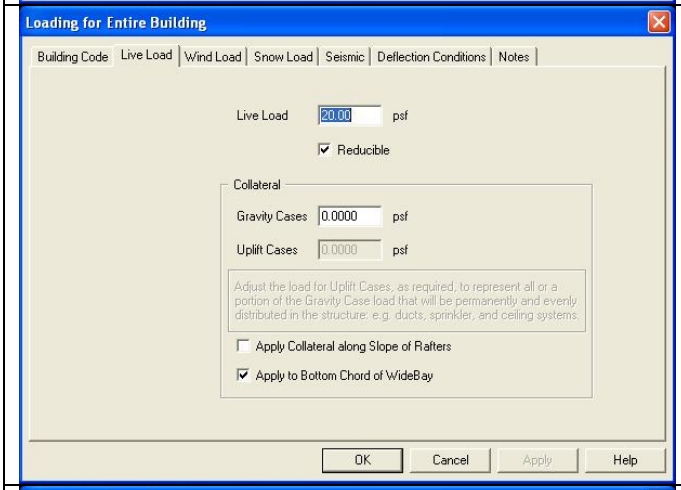
Builder:
- Complete the required fields

Note: When you build your Default file(s) you will be required to fill out this window. Once completed this information will be applied to future VPC files that use this default and you will only change as needed.

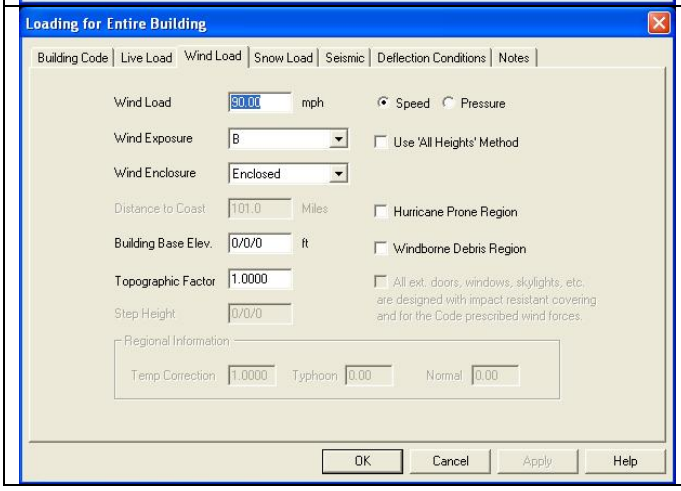
	Division Information: • Complete the required fields Note: When you build your Default file(s) you will be required to fill out this window. Once completed this information will be applied to future VPC files that use this default and you will only change as needed. Ask your instructor if you are unsure what values to select.
	Click on OK when input is complete. Note: OK checks your input and closes the window if OK. Cancel ignores all input and closes the window. Apply checks your input and leaves the window open. Help will display information explaining that window.
	When a file has been revised, it will display a red checkmark.  This will allow you to easily identify where changes have been made.
	5. Inputting Loading Parameters: In this step will provide loading for your area. The loads shown are for reference only. Ask your instructor if you are unsure of any input value. • Click once on the plus sign (+) to the left of the Loading folder to expand it. • Double-click the Loads and Codes file to open the Loading for Entire Building window.
	You will complete each tab at this level as required.



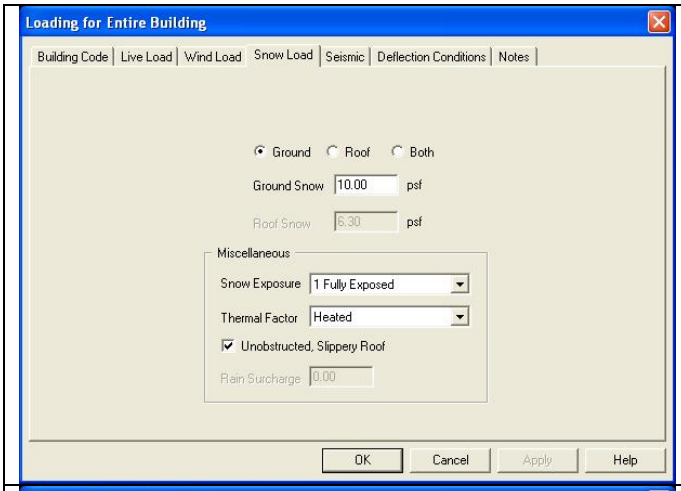
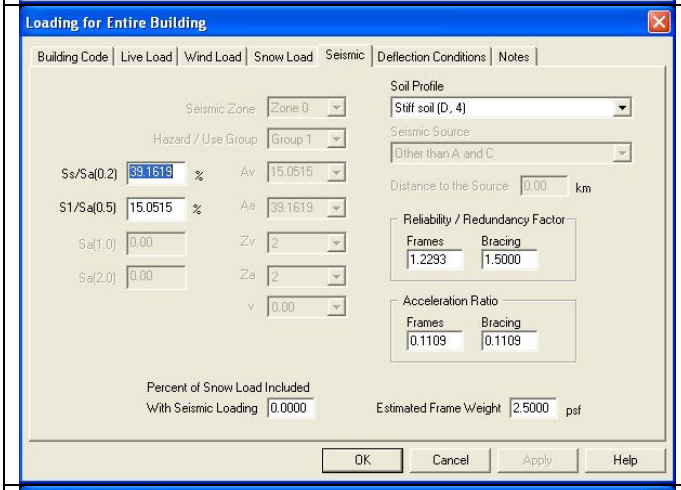
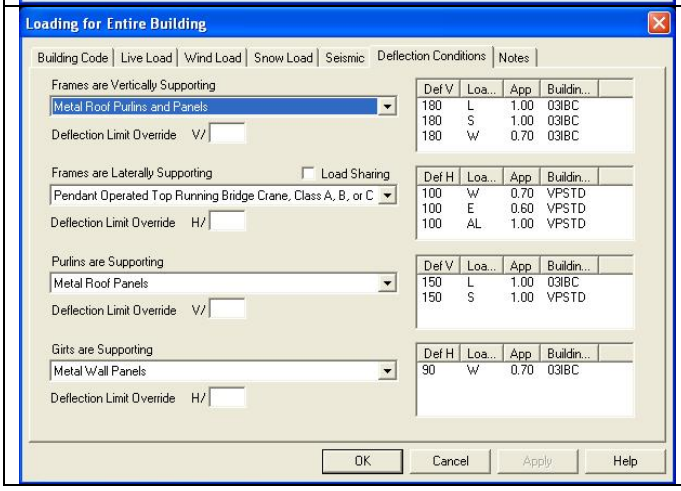
Building Code: Select your appropriate code.

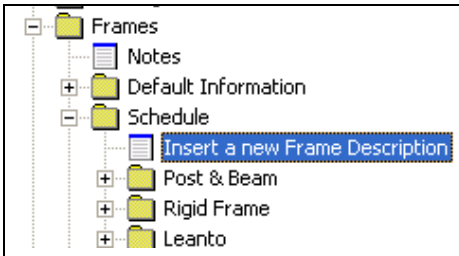


Live Load: Input required live load and any additional Collateral loads.



Wind Load: Input required wind speed, exposure, and enclosure.

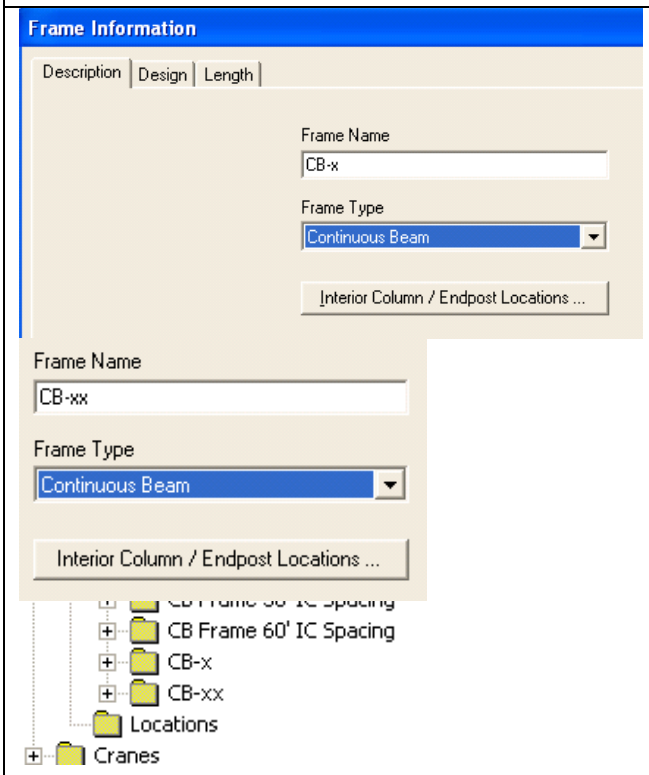
	Snow Load: Input required snow load (ground, roof, or both).
	Seismic: Input applicable Ss and S1 or Aa and Av. Input Soil Profile, soil profile is determined by the Soil Engineer. The below instructions will take you to a website where you can input your jobsite information to obtain the Ss and S1 values. See Note Section for How-To on determine Ss and S1 values based on longitude and Latitude.
	The Deflection Conditions tab defaults to the frames and secondary supporting metal roof and wall material. You may change this as required for masonry, flexible ceilings, etc. Remember, you are creating your "Default" file and this information will be applied to your building(s) unless changed.



6. Adding Frames to the Schedule:

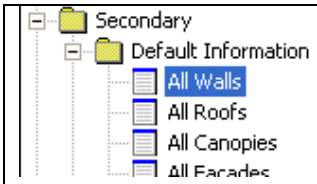
- Open the Frames / Schedule
- Double-click "Insert a new Frame Description

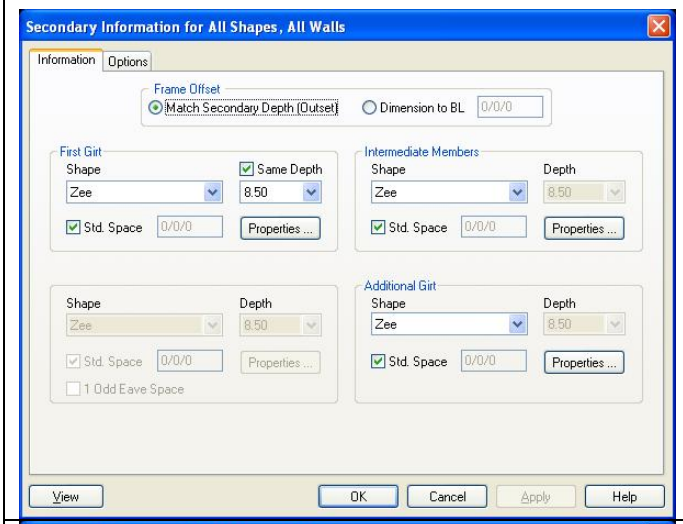
Note: A frame type must exist in the Frames Schedule folder in order to be available for locating in your building shape. There are numerous types already there, but there are others you may wish to use. For example, the number of Continuous Beam frames becomes unlimited by varying the interior column spacing. This exercise will have you add a few CB frame types *without* locating the interior columns. *These will then be used in later projects at which time you will specify the actual interior column locations*. You may also use this procedure to add *Post and Beam frames* to use mixed endpost spacing, or add any other frame type you wish.



- At the Frame Information window type in a "Frame Name" of your choice. Note that I have used "CB-x" as I wish to create a Continuous Beam frame.
- Select the desired "Frame Type" (Continuous Beam). Note that you will not be adding Interior Columns at this point. You will do this on the actual project in which you use this frame.
- Click on OK.
- Repeat Step 6 to add one more "CB-xx".
- Click on "F5" to Refresh the tree. Any new frame you add will appear at the bottom of the Frames / Schedule.

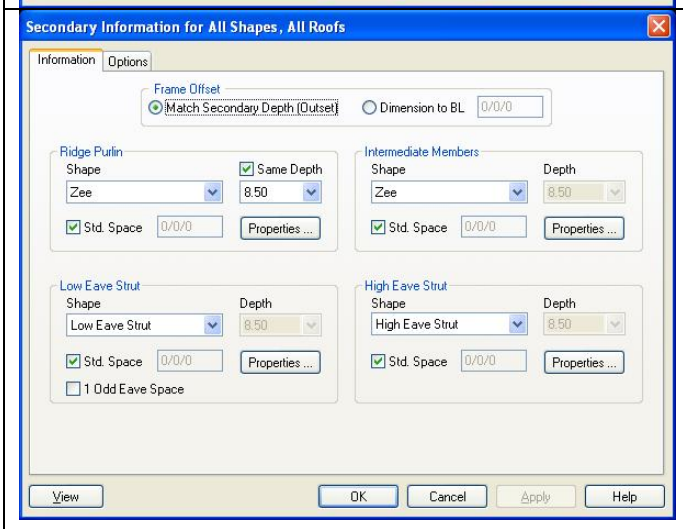
Note: You use this feature to add any frame to any project, whether you need Continuous Beams, Open Web Frames, differing Post and Beam frames, or other



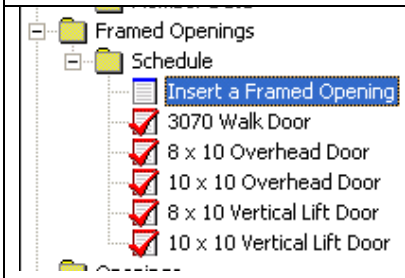


7. Modifying Secondary:

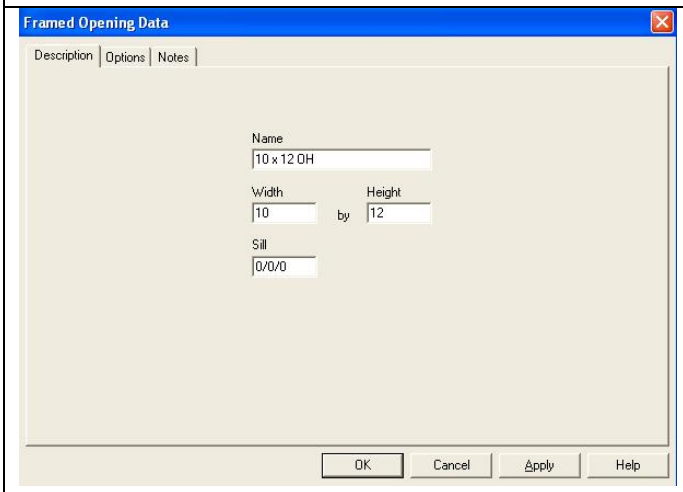
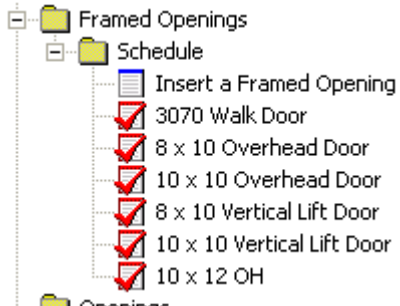
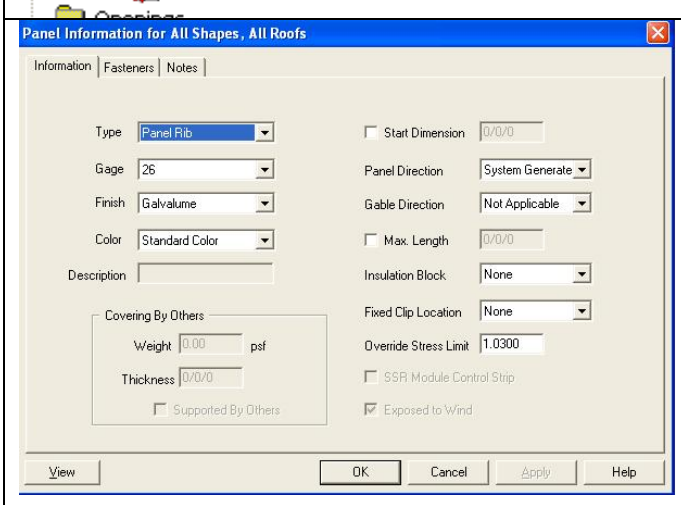
- Open the Secondary / Default Information folder.
- Double-click “All Walls”.
- At the Secondary Information for ALL Shapes, All Walls window, verify your desired information.
- Items to consider”:
  - Outset girts
  - 8 ½” members
- If you make changes, click on OK, otherwise, you can click Cancel.

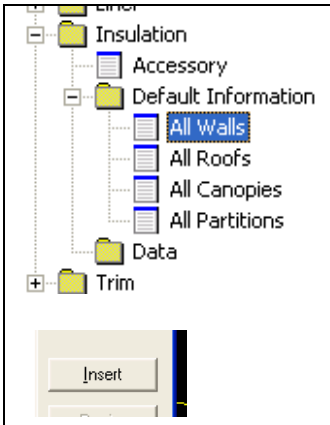


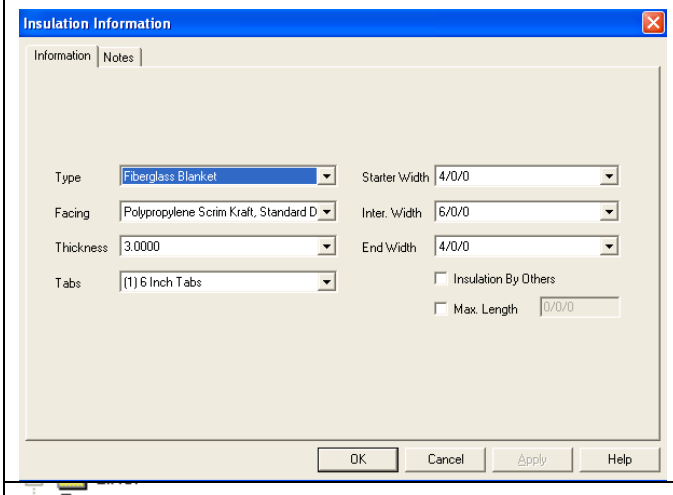
- Open the Secondary / Default Information folder.
- Double-click “All Roofs”.
- At the Secondary Information for ALL Shapes, All Roofs window, verify your desired information.
- Items to consider”:
  - Continues Purlins
  - 8 ½” members



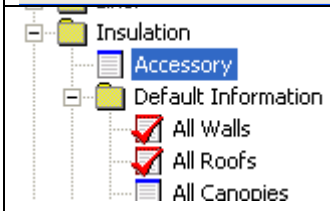
8. Adding Framed Openings to the Schedule: This procedure will have you add a framed opening to the schedule to be available for locating in future shapes. For this exercise, you will add a 10’-0 x 12’-0 overhead door opening. If you do not create framed openings in your Default file, you can create framed openings as

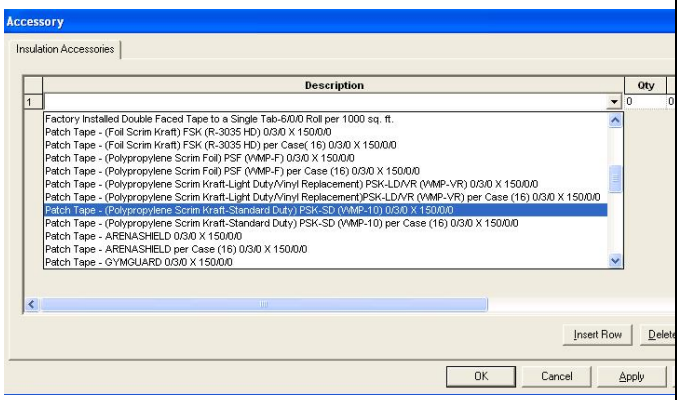
	needed on individual projects. • From the Tree, open Framed Openings / Schedule / Insert a Framed Opening (double-click) to revise.
 	• At the Framed Opening Data window enter: a Name for your opening (I used 10 x 12 OH for a 10 x 12 Overhead door), Width, Height, Sill (for window openings only). • Click OK when complete. • Hit the “F5” key to “refresh” the tree. Return to Framed Openings / Schedule to see your updated list. • Add additional openings as desired.
	9. Specifying Panel Rib (PR) roof. • From the Tree, go to Covering / Default Information / All Roofs and (double-click). • At the “Panel Information…” window I make my preferred selections for PR. • Click OK when you are complete. If you have invalid data, VPCommand will flag a warning message. • There will be a RED revision check mark at the All Roofs file if you have made revisions.



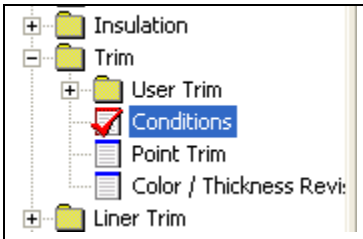


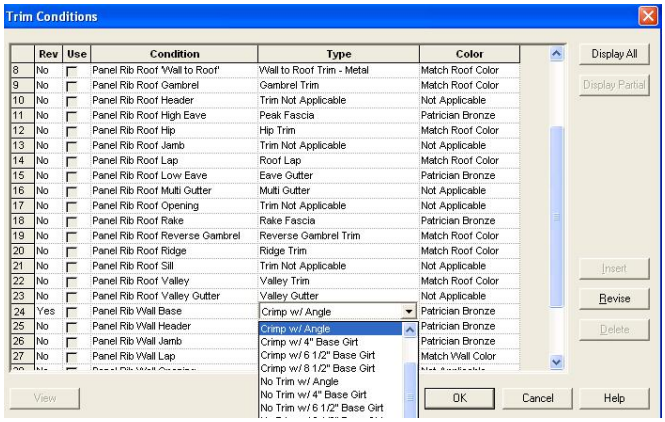
10. Inputting Insulation Preferences:
    - From the Tree, Open Insulation / Default Information / All Walls (double-click).
    - Click on the Insert button to open the Insulation Information window.
    - Complete the fields as desired.
    - Click OK when finished.
    - Repeat these steps to Insert insulation on All Roofs.



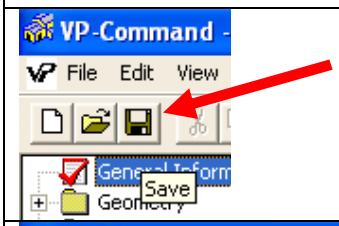


11. Adding Insulation Accessories: You can use this file to add items such as double-stick tape, patch tape, or other items you need.
    - From the Tree: Insulation / Accessory (double-click).
    - Click Insert Row to add a row to the Description list.
    - Click in the Description field to access the pull down menu.
    - Scroll down to find your desired items.
    - Specify desired quantity.
    - Click Insert Row to add additional items.
    - Click OK when finished.

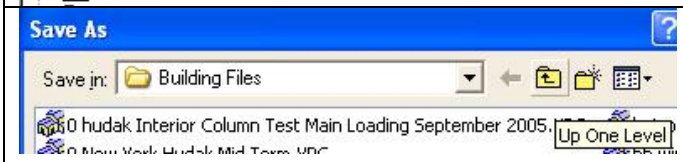


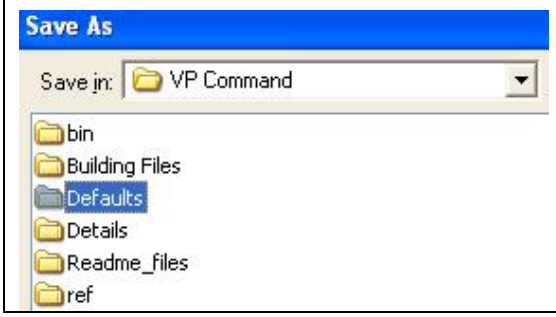


12. Check Trim Conditions: Remember that the trim list is generated based upon what roof and wall panels you have selected. The list will show many items that you may not have on a project (wall to roof, valley gutter, etc.) but the listed show what will be used if that condition is created in VPCommand.
    - From the Tree, go to: Trim / Conditions and double-click.
    - A couple of items you may wish to verify if your "Low Eave" and "Wall Base" conditions as well as any color changes you desire.
    - To change an item form the list, simply click in that field and make your selection from the pull down menu.
    - Click OK when finished.

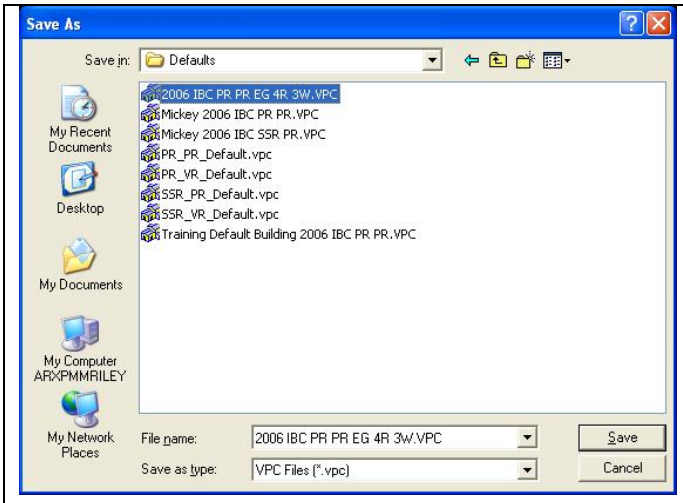


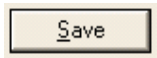
Save your file: You are now going to Save your first default file.
- Click on the Save icon from the toolbar.





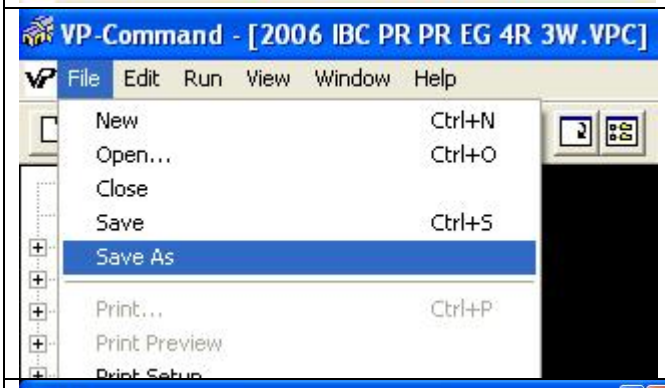
- The Save As window will appear pointing to Save in the Building Files folder as described in Lesson 1. *You DO NOT save your Default file in this folder*.
- Click on the Up One Level icon 
- Double Click on the Defaults folder.



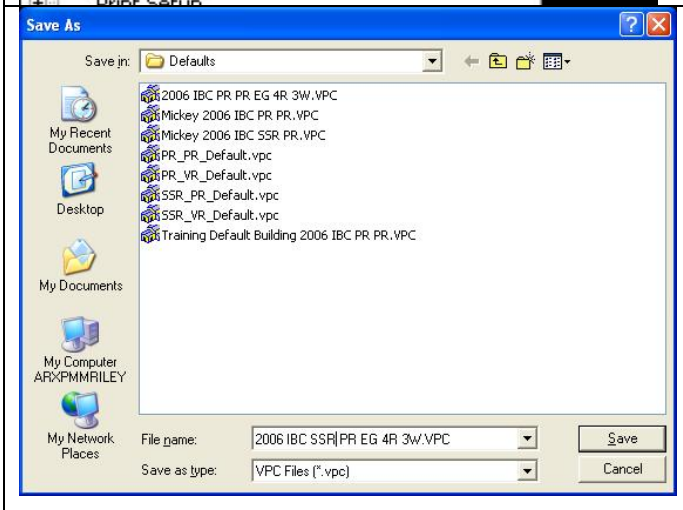


Make sure the Save In field is pointing to the Defaults folder. In the File name filed type in a descriptive name that you wish to identify this VPC file. Use a good, descriptive name for your default that you will be able to identify the basic contents of the file. Note that I have used 2006 IBC PR PR EG 4r 3w to represent: 2006 IBC-code, PR-roof, PR-wall, EG-eave gutter, 4r-4"roof insulation, 3w-3"wall insulation. Click Save

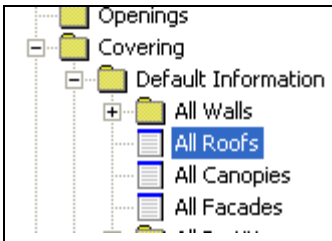
The top of the Building Editor window will display your file name.

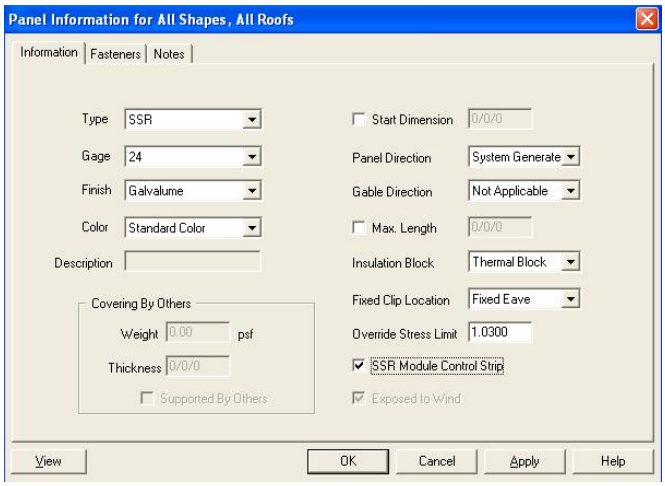


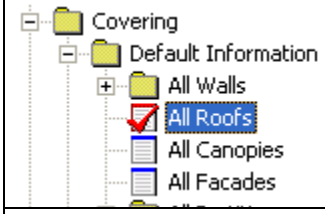
13. Creating Additional Defaults: Having created one default, the others will require less effort. You will be using the "Save As" function to make an exact duplicate of your default file and then change only the information you wish (covering, loading, etc.).
    - From the Menu, Click on File / Save As.



- Make sure you are going to "Save in" the Defaults folder.
- Click on the Save button.
- The menu will now show your new filename.







14. Changing roof panel to SSR.
    - From the Tree, go to Covering / Default Information / All Roofs and (double-click).
    - At the "Panel Information…" window I make my preferred selections for SSR.
    - Click OK when you are complete. If you have invalid data, VPCommand will flag a warning message.
    - There will be a RED revision check mark at the All Roofs file.

15. Check Trim Conditions: Remember that the trim list is generated based upon what roof and wall panels you have selected.
    - See Step 12.

Summary: Lesson 2 is now complete. The items you have completed in this lesson are:

- Specifying Default preferences.
- You should NEVER OPEN YOUR DEFAULT file unless you wish to change its contents. When you select to begin a New File, your default project will be available for selecting. If you find yourself making repeat selections (for example, putting eave gutter on many buildings), then it is time to update your default.
- Having proper default file(s) will save you input time, and the fewer items you need to change, the less likely to have input errors.