

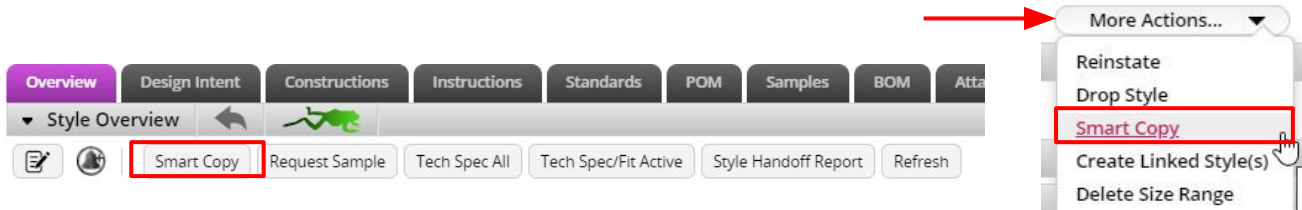
# OVERVIEW PAGE

## SMART COPY FROM AN EXISTING TECH SPEC

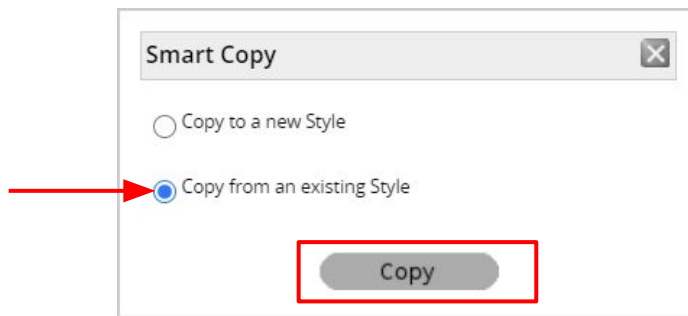
Smart copy from an existing tech pack gives the ability to copy information from a previous tech pack into a current tech pack.

**WARNING: When Smart Copying a POM page, if a vendor was previously assigned to a POM page only the assigned vendor will have access to the POM page. To give access to another vendor the information must be deleted.**

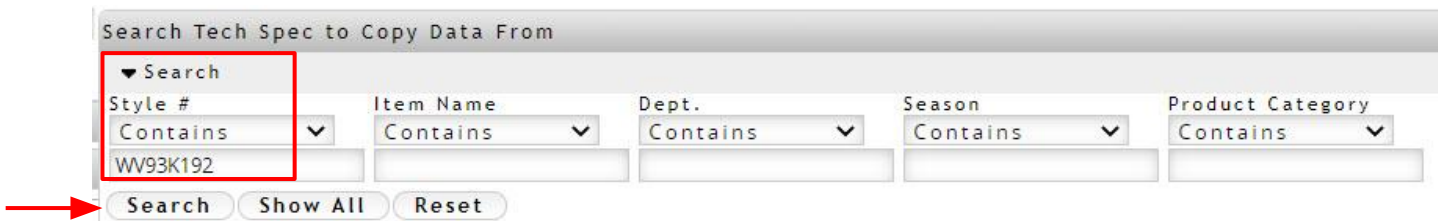
1. Navigate to the current tech pack that information will be copied into. Click More Actions > Smart Copy **OR** click the hot key at the top.



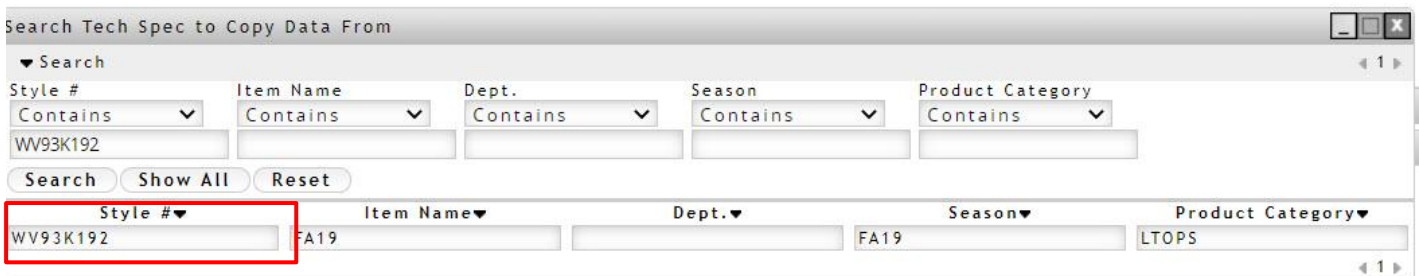
2. The Smart Copy window will appear. Click Copy from an existing Style > Copy.



3. The Search Tech Spec to Copy Data From window will appear. Type ahead in the Style # field to search for a previous style number that information will be copied from.
4. Click Search.




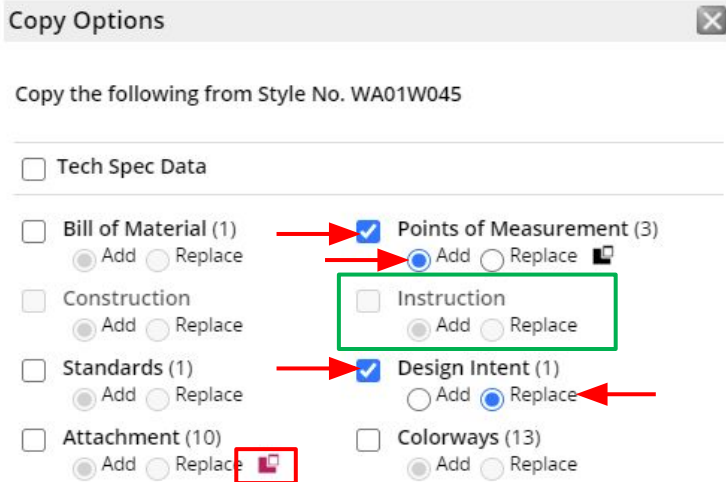
5. The Style # search list will appear. Double click on the style number to open.



# OVERVIEW PAGE

## SMART COPY FROM AN EXISTING TECH SPEC (CONT'D)

6. The Copy Options window will appear. Click on the boxes **OR** the  icon next to Attachment, Points of Measurement, and Design Intent to smart copy information from **previous** style to **current** style.




Copy Options ✕

Copy the following from Style No. WA01W045

Tech Spec Data


Bill of Material (1) ● Add ○ Replace

Points of Measurement (3) ● Add ○ Replace 

Construction ● Add ○ Replace

Standards (1) ● Add ○ Replace

Design Intent (1) ○ Add ● Replace


Attachment (10) ● Add ○ Replace 

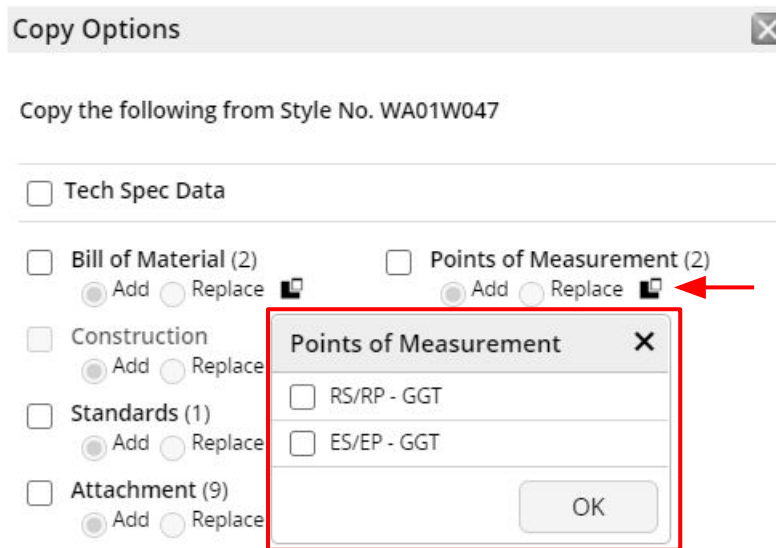
Colorways (13) ● Add ○ Replace

Note: Clicking **ADD** below each copy option will add selected page(s) to already existing page(s), if any, in current tech pack.

**HOME ONLY:** Smart copy Instructions for home as this is where home label information lives.

Note: Clicking **REPLACE** below each copy option will replace existing page(s) in current tech pack with selected page(s).


7. The  icon next to Attachment, Design Intent, and Points of Measurement means there are multiple files that can be selected. Click on the icon and the designated window will appear.




Copy Options ✕

Copy the following from Style No. WA01W047

Tech Spec Data

Bill of Material (2) ● Add ○ Replace 

Points of Measurement (2) ● Add ○ Replace 

Construction ● Add ○ Replace

Standards (1) ● Add ○ Replace

Attachment (9) ● Add ○ Replace

**Points of Measurement** ✕

RS/RP - GGT

ES/EP - GGT

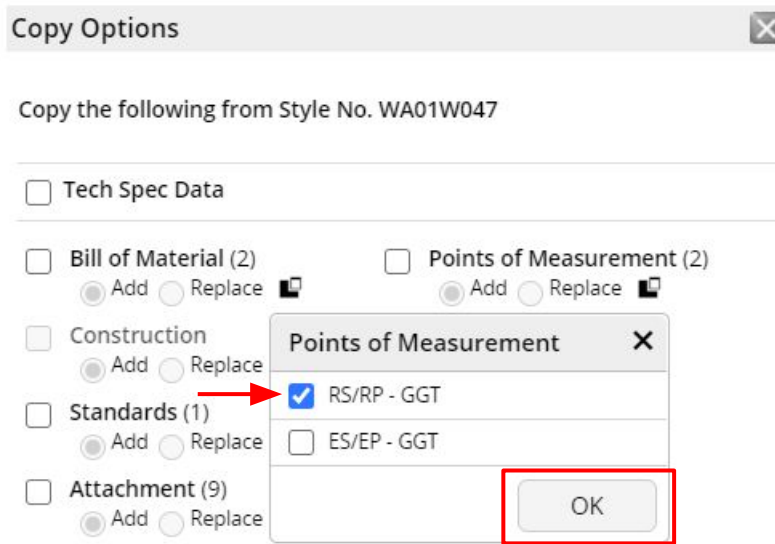
OK




# OVERVIEW PAGE

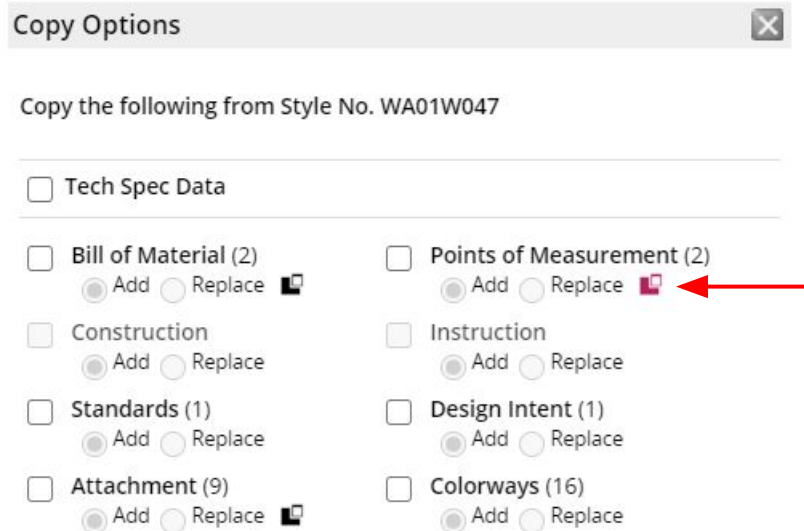
## SMART COPY FROM AN EXISTING TECH SPEC (CONT'D)

- 8. Click on the boxes next to the page(s) to be copied. Click OK.



- 9.  Icon turns pink to show page(s) have been selected.

Note: Do not click the checkbox or it will copy ALL files and will override any individual page(s) that were previously selected. If Icon is pink, files have been selected and will be copied.



# OVERVIEW PAGE

## SMART COPY FROM AN EXISTING TECH SPEC (CONT'D)

- 10. Multiple sections can be copied at once. EXAMPLE: Point of Measurement have some files selected to be added, Attachment has some files being added and Design Intent has all pages being replaced.

Copy Options ✕

Copy the following from Style No. WA01W045

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Tech Spec Data

---

<input type="checkbox"/> Bill of Material (1) <input type="radio"/> Add <input type="radio"/> Replace	<input type="checkbox"/> Points of Measurement (3) <input type="radio"/> Add <input type="radio"/> Replace
<input type="checkbox"/> Construction <input type="radio"/> Add <input type="radio"/> Replace	<input type="checkbox"/> Instruction <input type="radio"/> Add <input type="radio"/> Replace
<input type="checkbox"/> Standards (1) <input type="radio"/> Add <input type="radio"/> Replace	<input checked="" type="checkbox"/> Design Intent (1) <input type="radio"/> Add <input checked="" type="radio"/> Replace
<input type="checkbox"/> Attachment (10) <input type="radio"/> Add <input type="radio"/> Replace	<input type="checkbox"/> Colorways (13) <input type="radio"/> Add <input type="radio"/> Replace

- 11. Once all desired sections are selected, click Copy.

Copy Options ✕

Copy the following from Style No. WA01W045

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Tech Spec Data

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<input type="checkbox"/> Bill of Material (1) <input type="radio"/> Add <input type="radio"/> Replace	<input type="checkbox"/> Points of Measurement (3) <input type="radio"/> Add <input type="radio"/> Replace
<input type="checkbox"/> Construction <input type="radio"/> Add <input type="radio"/> Replace	<input type="checkbox"/> Instruction <input type="radio"/> Add <input type="radio"/> Replace
<input type="checkbox"/> Standards (1) <input type="radio"/> Add <input type="radio"/> Replace	<input checked="" type="checkbox"/> Design Intent (1) <input type="radio"/> Add <input checked="" type="radio"/> Replace
<input type="checkbox"/> Attachment (10) <input type="radio"/> Add <input type="radio"/> Replace	<input type="checkbox"/> Colorways (13) <input type="radio"/> Add <input type="radio"/> Replace

