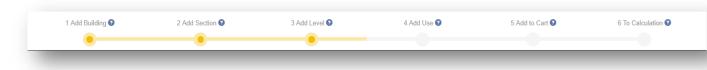
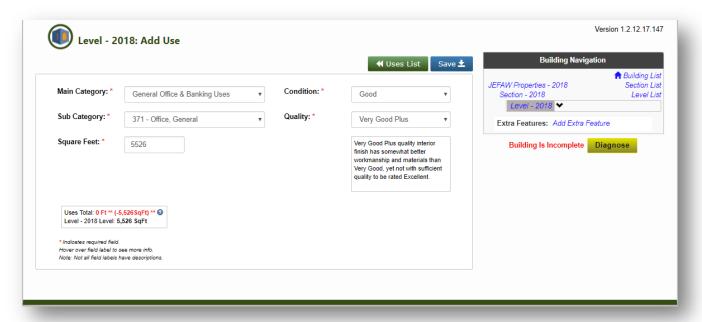
Step 4 - Add Use

1. Building may have multiple sections and multiple levels. Levels are assigned to Sections. Uses are assigned to Levels. Use Names are assigned by you and used in the reports.

Note: The Progress Bar will help you see where you are in the process of entering a building:



- 2. Complete the Add Use form:
 - Enter the details requested on the form. Note: Selecting a Main Category will limit the information in the Sub Category list to items available in the Main Category chosen.
 - Multiple Uses may apply. The total number of square feet of a **Level** must have a **Use** assigned.
 - Click Save ±



3. The Uses List will display.

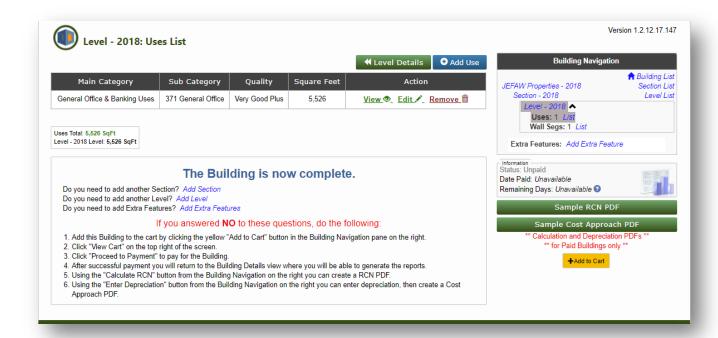
If the Building is Incomplete, it's because additional information is needed for the calculations.

Click the Diagnose button to determine what is needed.

When the Building is complete, review the questions displayed.

Note that everything required for calculations has now been collected.

To review the RCN (Replacement Cost New) Report for the building entered, click +Add to Cart at the bottom of the Building Navigation pane on the right.



Note the Building Navigation on the right of this screen has changed. Highlight items indicate where you are currently.

4. **Next Step:** *Add Extra Feature*, if needed

5. Next Step: +Add to Cart