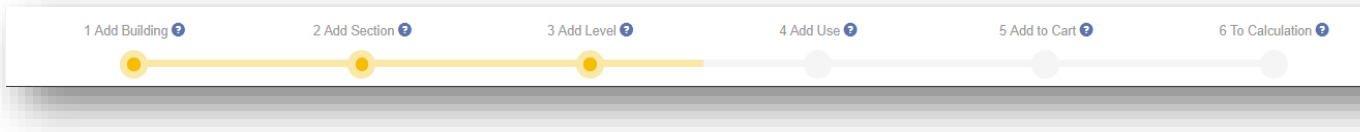



Step 4 - Add Use (finish area)


- Buildings 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:



- 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](#) 


Level - 2018: Add Use

Version 1.2.12.17.147

[← Uses List](#)
[Save !\[\]\(d06724556f68b33a7cdd267626f17316_img.jpg\)](#)

Main Category: *


Sub Category: *

Square Feet: *

Condition: *

Quality: *

Very Good Plus quality interior finish has somewhat better workmanship and materials than Very Good, yet not with sufficient quality to be rated Excellent.

Uses Total: 0 Ft ** (-5,526 SqFt) ** 

Level - 2018 Level: 5,526 SqFt

* Indicates required field.
Hover over field label to see more info.
Note: Not all field labels have descriptions.

Building Navigation

[JEFAM Properties - 2018](#)
[Section - 2018](#)

[Building List](#)
[Section List](#)
[Level List](#)

Extra Features: [Add Extra Feature](#)

Building Is Incomplete
Diagnose

3. The Uses List will display.

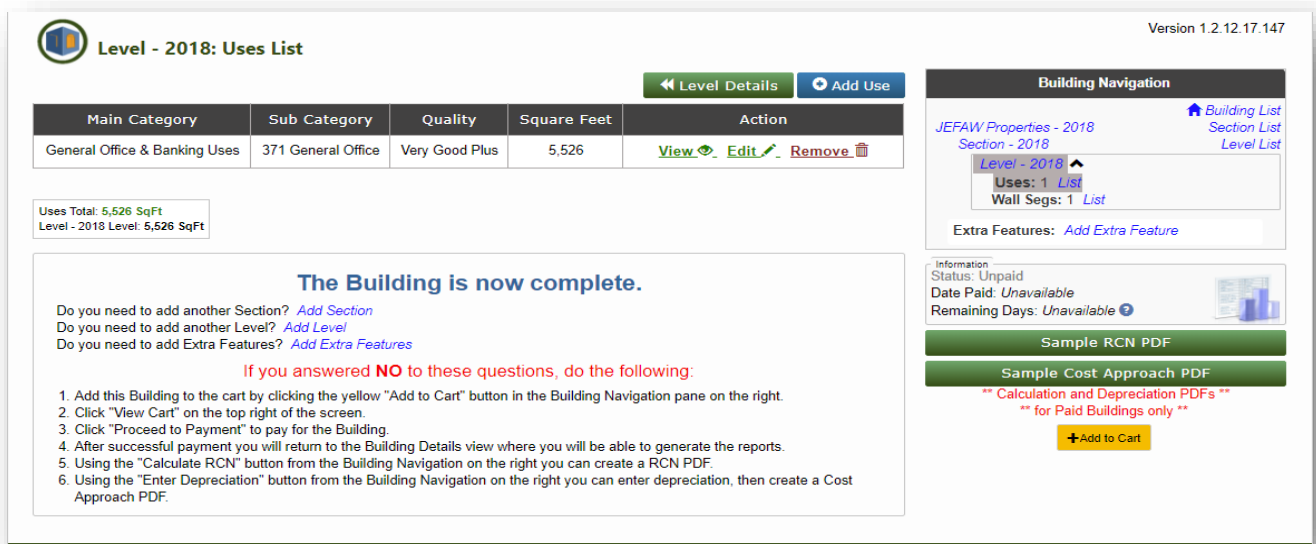
If the **Building is Incomplete**, it's because additional information is needed for the calculations.

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**