



MONTANA DEPARTMENT OF TRANSPORTATION AASHTOWare Project CONSTRUCTION and MATERIALS



CREATING CONCRETE SAMPLE RECORDS

Concrete Sample records need to be created as follows:

- **Cylinders – one sample record per lot.**
- **Concrete Properties – one sample record per test.**
 - **If multiple Concrete Properties test in the lot, you can add them to the same sample record. It will count towards the contract requirements.**

FIELD PROCESS

1. Navigate to Materials (or Inspector Links) > Sample Records
2. Click the Component Action menu and select Add
 - a. Select concrete material code
 - b. Select Sample Date
 - c. Select Sample Type = Project Acceptance
 - d. Select Acceptance Method = Test Results

- e. Click on the Sources/Facilities Tab
- f. Click on the Select Primary Source button
- g. Enter a source name and select
- h. Click the Add to Sample Record button
- i. Save
- j. Select Witnessed By, District/Area
- k. Enter Specimen(s) Number
- l. Select Control Type = Lot Number and enter Lot number in Control Number field
- m. Save



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▼ Sample Record: 20200709045939

General Sample Record. Test(s) may not be assigned to Sample Records without a Destination Lab association on the Destination Lab(s) tab.

<ul style="list-style-type: none"> Sample Location Additional Information Sources Destination Lab(s) Contract Tests 	<p>Sample ID 20200709045939</p> <p>Material Code - Name 551.03.02.02 Class General Concrete</p> <p>QPL Required No</p> <p>Lab Control Number CN20200709045939</p> <p>Witnessed By ID - Name JamesK James Kathryn</p> <p>Specimen(s) Number L1_C1-4</p> <p>Intended Use Sidewalk [Up to 256 characters] BUT - Butte</p> <p>Lab Reference Number</p> <p>Control Type LOT - Lot Number</p> <p>Control Number 1</p>	<p>Remarks 0</p> <p>Sample Date 07/09/2020</p> <p>Created Date 07/09/2020 4:59:41 PM</p> <p>Sample Status Pending</p> <p>Sample Type PROJ - Project Acceptance</p> <p>Acceptance Method TEST - Test Results</p> <p>Source ID - Source Name 31-001109 - Helena Sand & Gravel (Lake Helena Drive Pit)</p> <p>Source City</p> <p>Authorized By</p> <p>Authorized Date</p> <p>Revising Sample ID</p> <p>Revised By</p> <p>Link To Begin typing to search or press Enter</p>
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- n. Click on the Destination Lab(s) Tab
- o. Click the New button
- p. Select FieldCrew from the Lab Name field
- q. Click the New button
- r. Select the District or Area lab from the Lab Name field
- s. Select the Shipped Date
- t. Save

▼ Sample Record: 20200709045939

General

Sample Location

Additional Information

Sources

Destination Lab(s)

Contract

Tests

Q Type search criteria or press Enter Advanced Showing 2 of 2

New

Shipped Date/Time	DL Recv Date	Destination	Lab Name
		Destination Lab	FieldCrew Field Crew
07/09/2020 5:05:14 PM		Destination Lab	Butte Butte Receiving

- u. Click on the Contract Tab
- v. Click on the Select Contract Project Items button
- w. Enter Contract ID in the Search field
- x. Check the appropriate item(s) for the appropriate material set
- y. Save



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Select Contract Project Items

Q 06119 Advanced Showing 38 of 38 3 selected

Contract	Project	Category - Description	Project Item	Material Set
✓ 06119 - US 2 - POPLAR	8167076000	0001 - GRADING, GRAVEL, PMS OVELAY, ROUNDABOUTS,	0620 - SIDEWALK-REINFORCED 7 IN	General-Uses Conventional
06119 - US 2 - POPLAR	8167076000	0001 - GRADING, GRAVEL, PMS OVELAY, ROUNDABOUTS,	0510 - INLET DROP-TYPE 4	Base Uses Conventional
06119 - US 2 - POPLAR	8167076000	0001 - GRADING, GRAVEL, PMS OVELAY, ROUNDABOUTS,	0510 - INLET DROP-TYPE 4	Base Uses Optimized
06119 - US 2 - POPLAR	8167076000	0001 - GRADING, GRAVEL, PMS OVELAY, ROUNDABOUTS,	0500 - MANHOLE-48 IN TYPE 3	Base Uses Conventional
06119 - US 2 - POPLAR	8167076000	0001 - GRADING, GRAVEL, PMS OVELAY, ROUNDABOUTS,	0500 - MANHOLE-48 IN TYPE 3	Base Uses Optimized
06119 - US 2 - POPLAR	8167076000	0001 - GRADING, GRAVEL, PMS OVELAY, ROUNDABOUTS,	0520 - INLET DROP-TYPE 1	Base Uses Conventional
06119 - US 2 - POPLAR	8167076000	0001 - GRADING, GRAVEL, PMS OVELAY, ROUNDABOUTS,	0520 - INLET DROP-TYPE 1	Base Uses Optimized
06119 - US 2 - POPLAR	8167076000	0001 - GRADING, GRAVEL, PMS OVELAY, ROUNDABOUTS,	0540 - COMB 48 IN T3 MH-T1 DROP INL	Base Uses Conventional
06119 - US 2 - POPLAR	8167076000	0001 - GRADING, GRAVEL, PMS OVELAY, ROUNDABOUTS,	0540 - COMB 48 IN T3 MH-T1 DROP INL	Base Uses Optimized
06119 - US 2 - POPLAR	8167076000	0001 - GRADING, GRAVEL, PMS OVELAY, ROUNDABOUTS,	0550 - COMB 48 IN T3 MH-T4 DROP INL	Base Uses Conventional
06119 - US 2 - POPLAR	8167076000	0001 - GRADING, GRAVEL, PMS OVELAY, ROUNDABOUTS,	0550 - COMB 48 IN T3 MH-T4 DROP INL	Base Uses Optimized
✓ 06119 - US 2 - POPLAR	8167076000	0001 - GRADING, GRAVEL, PMS OVELAY, ROUNDABOUTS,	0600 - SIDEWALK-CONCRETE 4 IN	General-Uses Conventional
06119 - US 2 - POPLAR	8167076000	0001 - GRADING, GRAVEL, PMS OVELAY, ROUNDABOUTS,	0600 - SIDEWALK-CONCRETE 4 IN	General-Uses Optimized
✓ 06119 - US 2 - POPLAR	8167076000	0001 - GRADING, GRAVEL, PMS OVELAY, ROUNDABOUTS,	0610 - SIDEWALK-CONCRETE 6 IN	General-Uses Conventional
06119 - US 2 - POPLAR	8167076000	0001 - GRADING, GRAVEL, PMS OVELAY, ROUNDABOUTS,	0610 - SIDEWALK-CONCRETE 6 IN	General-Uses Optimized

Save

z. Expand the bid item row and enter a Represented Quantity for the sample (in bid item units) QA pulls this quantity value from the sample record that contains the 28-day cylinder agency view.

aa. Save

Sources

Destination Lab(s)

Contract

Tests

Contract Project Item Material Sets

06119 - US 2 - POPLAR 3

Project - Description	Category - Description	Proj Ln Num	Item
8167076000 - US 2 - POPLAR	0001 - GRADING, GRAVEL, PMS OVELAY, ROUNDABOUT	0620	608010061 - SIDEWALK-REINFORCED 7 IN

Material Set Name: General-Uses Conventional Represented Quantity: 12.60000

Material Unit: CUYD Unit of Measure: SQYD - Square Yard

Satisfied Represented Quantity: 138.60394

bb. Click on the Tests Tab

cc. Click on the Arrow and select Assign Default Tests

Sources

Destination Lab(s)

Contract

Tests

Q Type search criteria or press Enter System Default

Assign Tests

No rows found m

Actions

Assign Default Tests

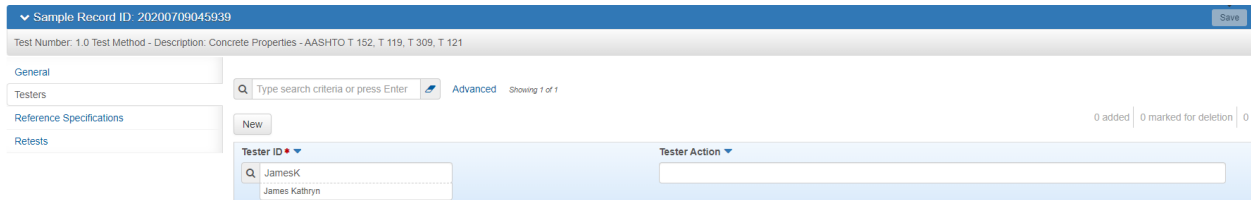
Test #	Test Method	Test Description	Dest Lab	Lab Unit	MAA	Test Status	Test Result
1.0	Concrete Properties	AASHTO T 152, T 119, T 309, T 121	FieldCrew	FieldCrewTesting	✓	10 - Test in Queue	
1.0	District Received	Sample Received in District/Area	Butte	ButteLab	✓	90 - Sample Being Routed	



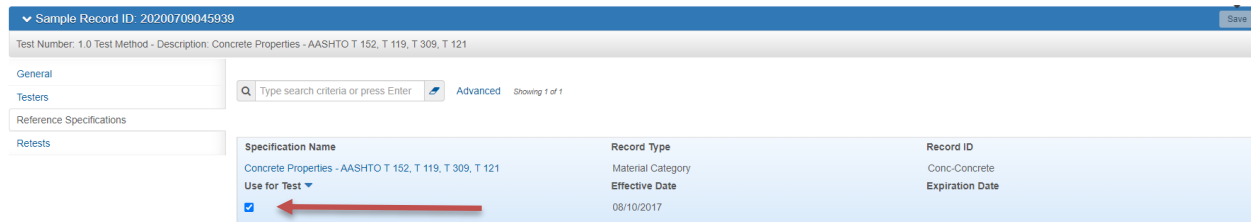
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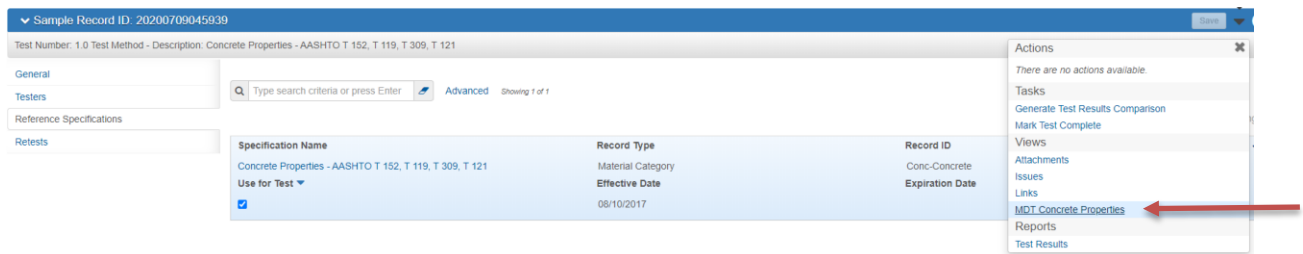
- dd. Click on the Test # 1.0 link for the Concrete Properties test
- ee. Click on the Testers Tab
- ff. Click the New button
- gg. Enter a tester name and select from the list
- hh. Save



- ii. Click on the Reference Specifications Tab
- jj. Check the Use for Test checkbox (**Must do this and Save before next step – Opening Concrete Properties agency view)
- kk. Save



II. Click on the Component Action menu and select MDT Concrete Properties



- mm. Enter the Lot# (**This Lot# will matchup with the Lot# entered in the 28-day agency view for importing into QA)
- nn. Check Performed with the cylinder samples if applicable
- oo. Select appropriate Air (defaults to Less than 1 ½)
- pp. Enter Air, Slump, Slump Target, Temperature, W/C Ratio and Unit Weight. Slump Difference is auto calculated upon saving.
- qq. Save



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Concrete Properties

Sample ID: 20200709045939
Test Start Date: 07/09/2020
Lot #: 1
99,999
Formed with the cylinder samples

Material Code: 551.03.02.02
Material Full Name: Class General Concrete
Test Result Value:
Weather: Cold Weather: 60 - 90 F (15.5 - 32.2 C) Normal: 40 - 90 F (4.4 - 32.2 C)

Standard Concrete Data	Use	Data	Units	Min	Max	In Spec
Air (T 152) 1 1/2	No			4	7.50	
Air (T 152) Less than 1 1/2	Yes	7.20	%	5	8.50	In Spec
Slump		5.40	in			
Slump Target		4.90		0.10	5	In Spec
Slump Difference		0.5		-2	1.50	In Spec
Temperature (C 1064)		65.00	F	50	85	In Spec
W/C Ratio		0.44	from batch ticket	0.01	0.45	In Spec
Unit Weight		125.00	lb/ft3			

- rr. Select Test Result Value (Pass, Fail)
- ss. Save
- tt. Click on the Sample Record Test quick link
- uu. Once data entered is complete, click on the Action menu and select Mark Test Complete

Sample Record ID: 20200709045939

Test Number: 1.0 Test Method - Description: Concrete Properties - AASHTO T 152, T 119, T 309, T 121

General Testers Reference Specifications Retests

Test Information Test Status: 10 - Test in Queue Default Test

Remarks: 0

Test Start Date

Actions: There are no actions available

Tasks: Generate Test Results Comparison **Mark Test Complete** Views

- vv. Click on the Sample Record quick link

For Multiple Concrete Properties

- 3. From the test tab, click on the concrete properties row action menu.
 - a. Click Add Test Run
 - b. Test run will populate.

Note: Add test runs prior to entering any information in the Agency View test. If you add the test data then add in the new run, it will copy the same status as test run(s) 1.0/2.0/3.0 ect. will have the same status.

- c. Follow step 2 to enter for the remaining test runs.



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Tes...	Test Method	Test Description	Dest Lab	Lab Unit	MAA...	Test Status	Test Result
1.0	Concrete Propertie	AASHTO T 152, T 119, T 309, T 11	FieldCrew	FieldCrewTest			
1.0	28,56-day Cylinder	AASHTO T 22 - 28/56 Day	Glendive	GlendiveLab			
1.0	7-day Cylinder	AASHTO T 22 - 7 Day	Glendive	GlendiveLab			

- Actions
- Delete
- Exclude from Search Results
- Open
- Tasks
- Add Test Run
- Views

DISTRICT/AREA LAB PROCESS

1. Navigate to Materials Worksheets > Receive Sample at Destination Lab
2. Find the Sample ID in the list. (Use the Filter Destination Lab if needed)
3. Select Destination Lab to Receive At
4. Check the checkbox on the appropriate row
5. Click Mark As Received

Receive Sample at Destination Lab

There are unsaved changes.

▼ Receive Sample at Destination Lab Mark As Received

Select Destination Lab to Receive At

Q Butte
Butte Receiving

Filter Destination Lab

Q Type search criteria or press Enter Advanced Showing 10 of 407 Q Begin typing to search or pr

Sample ID	Material Code	Material Name	Lab Control Number	Lab Ref Num	Sample Date	Link To	Remarks
<input checked="" type="checkbox"/> 20190508092114	701.04.03.01	Granular Bedding Material	CND20190508092114		05/08/2019		
<input type="checkbox"/> 20190517110956	714.00.00.02	Reflective Glass Beads - Type 2	CND20190517110956	39251	05/13/2019		

0 added | 0 marked for deletion

6. Click on the Sample Records quick link
7. Enter the Sample ID in the search field
8. Click on the Sample ID quick link
9. Click on the Destination Lab(s) tab
10. Click New
11. Select Helena Receiving in the Lab Name field
12. Enter the Shipped Date/Time the sample is being shipped to Helena
13. Click Save

NEW

Sources	Shipped Date/Time	DL Recv Date	Destination	Lab Name
Destination Lab(s)		07/09/2020	Destination Lab	FieldCrew Field Crew
Contract	07/09/2020 5:05:14 PM	07/09/2020	Destination Lab	Q Butte Butte Receiving
Tests	07/09/2020 5:37:31 PM		Destination Lab	Q Helena Helena Receiving

14. Click on the Tests tab
15. Click on the Arrow and select Assign Default Tests



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Destination Lab(s)

Contract

Tests

Assign Tests

Test #	Test	Actions
1.0	Concrete Properties	Assign Default Tests
1.0	District Received	Sample Received in Distri

16. Helena tests will be automatically added

Destination Lab(s)

Contract

Tests

Assign Tests

0 marked for deletion | 0 changed

Test #	Test Method	Test Description	Dest Lab	Lab Unit	MAA	Test Status	Test Result
1.0	28,56-day Cylinder	AASHTO T 22 - 28/56 Day	Helena	Aggregate	<input checked="" type="checkbox"/>	05 - Test Assigned	
1.0	7-day Cylinder	AASHTO T 22 - 7 Day	Helena	Aggregate	<input checked="" type="checkbox"/>	05 - Test Assigned	
1.0	Concrete Properties	AASHTO T 152, T 119, T 309, T 121	FieldCrew	FieldCrewTesting	<input checked="" type="checkbox"/>	40 - Test Complete	Pass
1.0	District Received	Sample Received in District/Area	Butte	ButteLab	<input checked="" type="checkbox"/>	40 - Test Complete	