MONTANA DEPARTMENT OF TRANSPORTATION
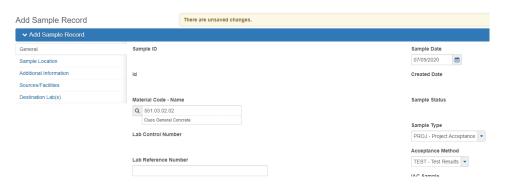## AASHTOWare Project CONSTRUCTION and MATERIALS

CREATING CONCRETE SAMPLE RECORDS

Concrete Sample records need to be created as follows:

- Cylinders – one sample record per <u>lot</u>.
- 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.
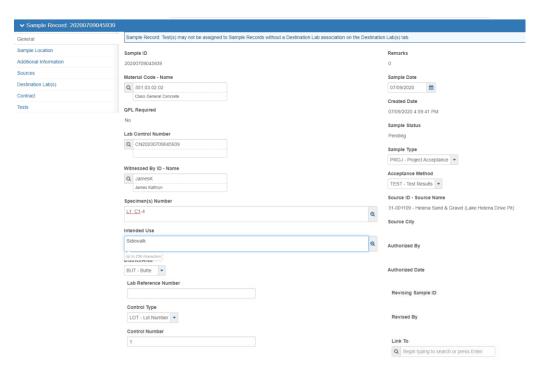
<u>FIELD PROCESS</u>

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
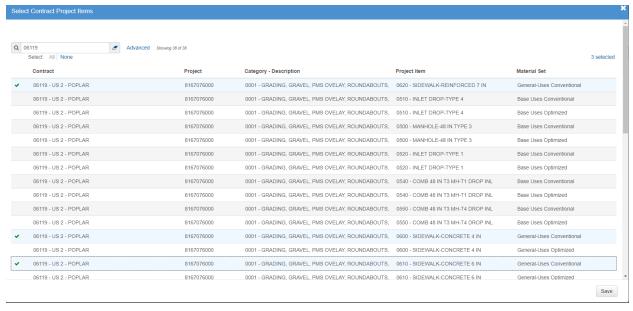
n. Click on the Destination Lab(s) Tab

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

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
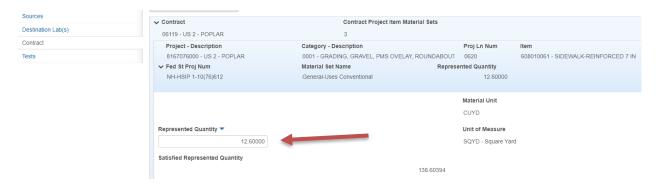
y. Save

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

bb. Click on the Tests Tab

cc. Click on the Arrow and select Assign Default Tests

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

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

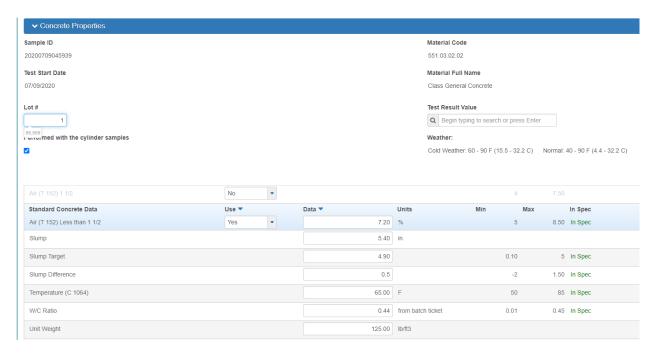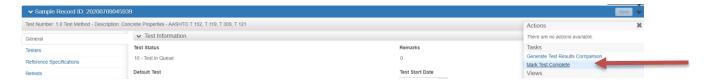mm. Enter the Lot# (**This Lot# will matchup with the Lot# entered in the 28-day agency view for importing into QA)

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

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

vv. Click on the Sample Record quick link

For Multiple Concrete Properties

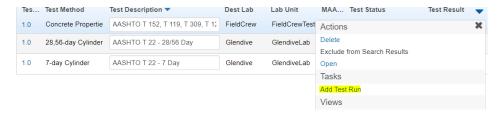3.   From the test tab, click on the concrete properties row action menu.
   a. Click Add Test Run
   b. Test run will populate.

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.

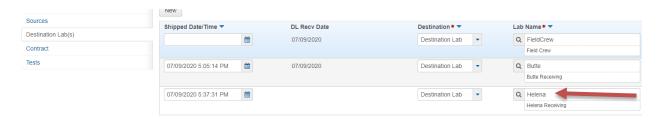   c. Follow step 2 to enter for the remaining test runs.

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 12	FieldCrew	FieldCrewTest			
1.0	28,56-day Cylinder	AASHTO 22 - 28/56 Day	Glendive	GlendiveLab			
1.0	7-day Cylinder	AASHTO 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
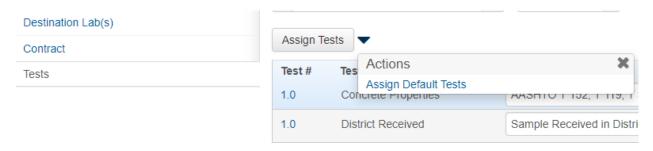
6. Click on the Sample Records quick link
7. Enter the Sample ID in the search field
8. Click on the Sample ID quick link
9. Click on the Destination Lab(s) tab
10. Click New
11. Select Helena Receiving in the Lab Name field
12. Enter the Shipped Date/Time the sample is being shipped to Helena
13. Click Save

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

16. Helena tests will be automatically added

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	☑	05 - Test Assigned		▼
1.0	7-day Cylinder	AASHTO T 22 - 7 Day	Helena	Aggregate	☑	05 - Test Assigned		▼
1.0	Concrete Properties	AASHTO T 152, T 119, T 309, T 121	FieldCrew	FieldCrewTesting	☑	40 - Test Complete	Pass	▼
1.0	District Received	Sample Received in District/Area	Butte	ButteLab	☑	40 - Test Complete		▼