



ICE® 2000 General Contractor's Estimate Training Basic Course Curriculum Overview

PURPOSE: To familiarize construction takeoff specialists and cost estimators with the MC² Interactive Cost Estimating System and provide training in the use of the software. The course will last two full days beginning at 8:00 AM and ending at 5:00 PM with a one-hour break for lunch.

PREREQUISITES: Thorough knowledge of Windows operating systems required.

➤ **Introduction**

- Signing on to the ICE System and familiarization with the Navigation, Menu, & Tool bars

➤ **Project Information**

- Introduction to General Project Info including Address Book, Job Information & General Conditions
- Explanation of Rates and Crew Makeup / applying Rates Used filters
- Explanation of Sort Types and discussion on editing, adding, and deleting Sort Codes
- Setting Waste Factor percentages
- Complete Project ID exercise

➤ **Basic Takeoff Methods**

- Simple Takeoff with Miscellaneous Items
- Introduction to Construction Systems
- Generating Construction System Takeoff
- Introduction to the mechanics of a Construction System
- Viewing & editing Takeoff Entry Answers
- Copying, Changing, or Deleting Sequence lines of Takeoff
- Complete Takeoff exercise

➤ **Estimate Maintenance**

- Saving your estimate as a new estimate and changing rates in the Project Information
- Viewing Takeoff in the Estimate Maintenance
- Discussion of Drill-Down options
- Creating custom viewing tabs
- Using filters and Grouping tools
- Making price changes for L. M. S. or E. unit prices
- Group change options
- Viewing a recap of totals
- Complete Estimate Maintenance exercise

➤ **Estimate Summary**

- Examination of the Job Totals using Summary
- Modifying Summary Factor markup percentages
- Accessing / Modifying the Bond Table
- Complete Summary exercise

➤ **Reports**

- Explanation of Detail and Presentation type reports
- Report setup and option selection
- Printing of reports
- Complete Report exercise

➤ **Digitizer**

- Introduction to the digitizer screen including various toolbars
- Set up of stylus pushbuttons
- Scale selection
- Mode selection and operation
- Digitizing Lengths, Areas, or Counts
- Moving values to takeoff from the Digitizer program
- Using Drawing Review
- Complete Digitizer exercise