

FMSI Training Guide

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About

The FMSI app is a module for the FMSI team to create records with linked submittals.

Process Overview

The FMSI team will create a record and identify the title of the document. A submittal with the CSI Code of 15970 or 15971 can be selected and linked to the FMSI record.

Step-by-Step Instructions

Create FMSI Record

Role		Preceding Steps		Outcome
				A new FMSI record is creating
FMSI Team	\rightarrow	None.	\rightarrow	identifying the title of the
				document.

Steps

1. Go to "Project Finder" > Navigate to the subproject

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2. Go to "Apps" > Click "Closeout" > Click the "FMSI" tab (it will be underlined blue when selected properly)

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3. Click the "NEW" button on the top left

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4. Enter the required field: "Title" > Optionally, select a Submittal Item to link to this new FMSI item

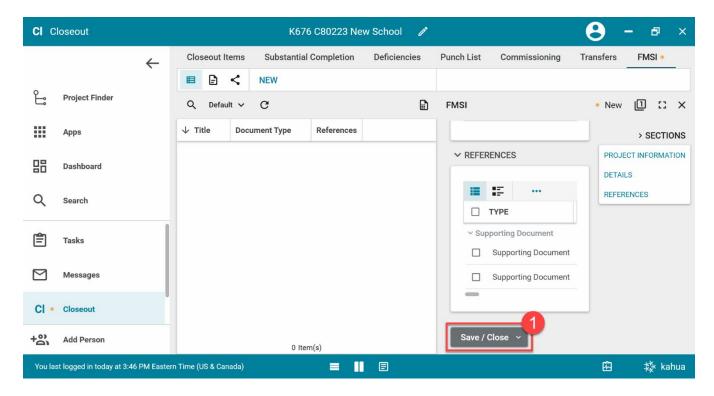
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Note: The Submittal Item must have a CSI code 15970 or 15971 and be in the same subproject directory.

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- 5. In the References section, select the 'Upload' button to attach a file

Note: You may have to click the ellipsis in the bar above the table to reveal all the options including 'Upload'

6. Click 'Save/Close'



7. Select the newly created FMSI item

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8. Click 'Copy Reference From Submittal Item'

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Lock FMSI Record

Role	Preceding Steps	Outcome
FMSI Team	FMSI record has already been	 The FMSI record is locked and
FIVISI TEATT	created.	must be unlocked to be edited.

Steps

1. Select the unlocked FMSI record

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Unlock FMSI Record

Role	Preceding Steps	Outcome
FMSI Team	FMSI record has already been created.	The FMSI record is unlocked and can be edited.

Steps

1. Select the locked FMSI record

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Glossary Tern	n s EOR	
		Architect/Engineer of Record
	<u>GC</u>	Application Generic Controller
	<u>SC</u>	Application Specific Controller
	<u>AS</u>	Building Automation System (same as BMS)
<u>C/</u>	<u>AC</u>	Custom Application Controller
<u>C(</u>	<u>os</u>	Change-of-State
<u>CI</u>	<u>PU</u>	Central Processing Unit
D	DC	Direct Digital Controller
D	<u>PR</u>	Damper
D	<u>PU</u>	Digital Point Unit
D	<u>RF</u>	Device Resource File
<u>D</u> '	WG(S)	Drawing(s)
<u>E1</u>	MCS	Energy Monitoring Control System
<u>E</u> F	<u>P</u>	Electric-Pneumatic
<u>F</u> F	PB	Fan Powered VAV Box
<u>F</u> F	PM	Feet per minute
<u>F</u> 4	ACP	Fire Alarm Control Panel
<u>FC</u>	<u>cc</u>	Fire Command Center
<u>F1</u>	MS	Fire Management System
<u>F1</u>	MSI	Facility Management Systems Integrator
G	PM	Gallons per minute
<u>G</u>	<u>UI</u>	Graphical User Interface
<u>H'</u>	VAC	Heating, Ventilating and Air Conditioning
<u>IT</u>	<u>.</u>	Intermediate Telecommunications Closet
<u>I/</u>	<u>0</u>	Input/Output
B	<u>ACnet</u>	BACnet Operating Network
M	<u>IV</u>	Multistate Variable
<u>N</u> :	<u>SS</u>	Network Services Server
<u>N</u> :	<u>SI</u>	Network Services Interface
<u>N</u>	FPA	National Fire Protection Association
<u>o</u>	<u>I</u>	Operator interface
<u>0</u> 0	<u>s</u> sss	Operating System Office of School Support Services

<u>ows</u>	Operating Work Station
PE	Pneumatic-electric
PID	Proportional Integral Derivative
<u>POT</u>	Portable Operator's Terminal
<u>PRV</u>	Pressure Reducing Valve
<u>PSI(g)(a)</u>	Pounds per square inch (gauge)(absolute)
RAM	Random Access Memory
<u>SCADA</u>	Supervisory Control and Data Acquisition System
<u>TCS</u>	Temperature Control System
<u>TCC</u>	Temperature Control Contractor
<u>UL</u>	Underwriters' Laboratory
VAV	Variable Air Volume
<u>VCS</u>	Voice Communication System
inch WC	Inches of Water Column
<u>inch WC</u> <u>SCA</u>	Inches of Water Column School Construction Authority
<u>SCA</u>	School Construction Authority
<u>SCA</u> VAS	School Construction Authority Vendor Access System
<u>SCA</u> VAS SPO	School Construction Authority Vendor Access System Senior Project Officer
SCA VAS SPO PO	School Construction Authority Vendor Access System Senior Project Officer Project Officer
<u>SCA</u> VAS SPO PO DM	School Construction Authority Vendor Access System Senior Project Officer Project Officer Design Manager
SCA VAS SPO PO DM DPM	School Construction Authority Vendor Access System Senior Project Officer Project Officer Design Manager Design Project Manager
SCA VAS SPO PO DM DPM CPO	School Construction Authority Vendor Access System Senior Project Officer Project Officer Design Manager Design Project Manager Chief Project Officer
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SCA VAS SPO PO DM DPM CPO DIIT DSF DOE UPS	School Construction Authority Vendor Access System Senior Project Officer Project Officer Design Manager Design Project Manager Chief Project Officer Division of Instructional and Information Technology Division of School Facilities Department of Education Uninterruptable Power Supply