CAD PROJEKT K&A

Operation manual

Valuation

CAD Kitchens 8.0, CAD Decor PRO 4.0

INTRODUCTION

This manual describes the valuation modules.

We wish you a pleasant and fruitful work with our software!

CAD Projekt K&A team

The manual provides instructions and keyboard shortcuts for the previous 32-bit version of the program environment. The program now runs in a 64-bit environment. The commands and keyboard shortcuts may have changed as a result. Additionally, the program's interface has been updated.

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Interior design valuation

1. Introductory remarks

Selecting the icon 🖼 **"Interior items valuation"**, from the bar **"Interiors 2"** recalls window **"Interior design elements"**, in a list of equipment elements used in the project (Illustration 1). The list of is constantly updated, so you can check or change the prices of the models used at any time.
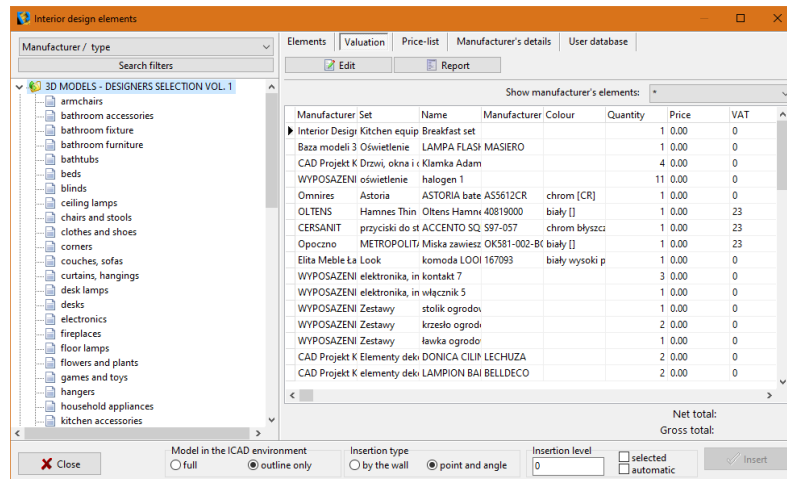

Illustration 1 Valuation of interior design elements

In the **"Valuation"** tab, there are options to edit the price and VAT rate for individual items - under the button 📝 Edit or by double-clicking on the item to be edited (Illustration 2), as well as the function of generating reports of used items 📄 Report.

The total value of the inserted equipment (net and gross) is given at the bottom of the window Net total: **2440** Gross total: **2980,5**.
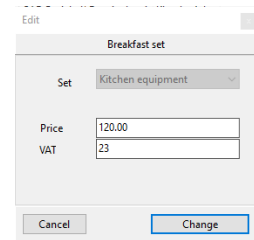
Illustration 2 Edit price and VAT

After going to the **"Price-list"** (Illustration 3) tab and selecting the base in the left part of the window, the user gains access to the selected manufacturer's price list, where he can make his own changes. Also available in this tab are **price editing options** (individual and global) and **"Converter"**, allowing you to change the currency and quickly convert prices across the database.

Illustration 3 Price list of the selected manufacturer - edit item

2. Edit valuation elements

The prices of the items used in the project can be changed freely in the current quote. To edit an item, double-click on the selected item or highlight it and select the **"Edit"** button [Edit] in the newly opened window (Illustration 4) you can enter the new price and VAT amount. The new values will be remembered by the program for the given project.

Illustration 4 Edit valuation items

3. Report generation

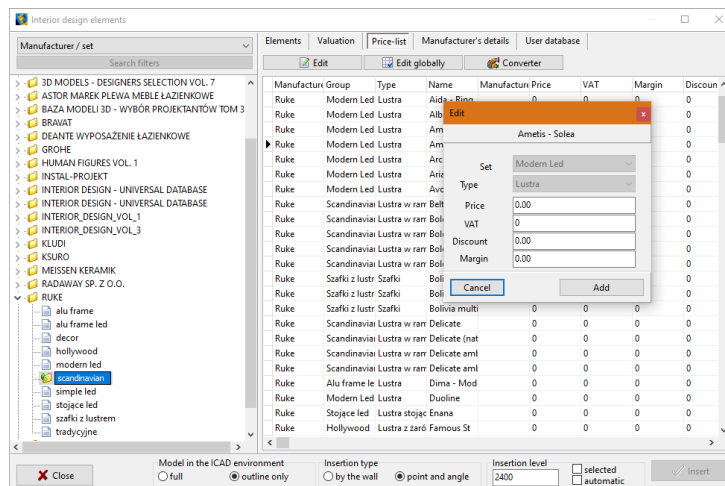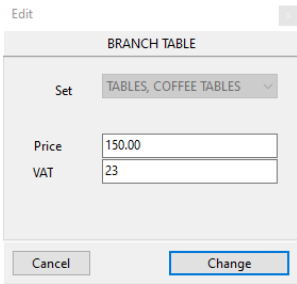The valuation can be generated as a report and saved to disk in HTM format or printed. After selecting the **"Report"** button [Report] a list of reports to choose from will be displayed (Illustration 5). A standard report is available, as well as selected manufacturer reports. After selecting the selected item from the list and clicking **"Next>>"** the report will be generated (Illustration 7 on the next page). In the next illustration, we show a preview of the report printout (Illustration 8).
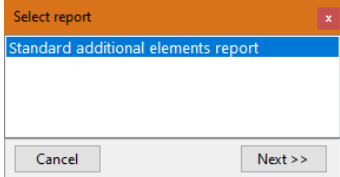
Illustration 5 Selecting the type of report

4. Edit price list items of interior databases

In the **"Price-list"** tab, the user has access to view and edit the prices of items in the selected manufacturer's database. Individual editing involves selecting an item and clicking **"Edit"** button (or double-clicking with the left mouse button on the selected item) and entering new values in the **"Edit"** window (Illustration 6). After changing the price, VAT, discount or margin, click **"Add"**. The new values will be remembered by the program.
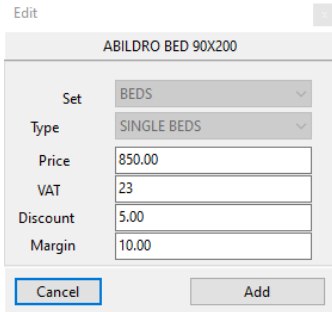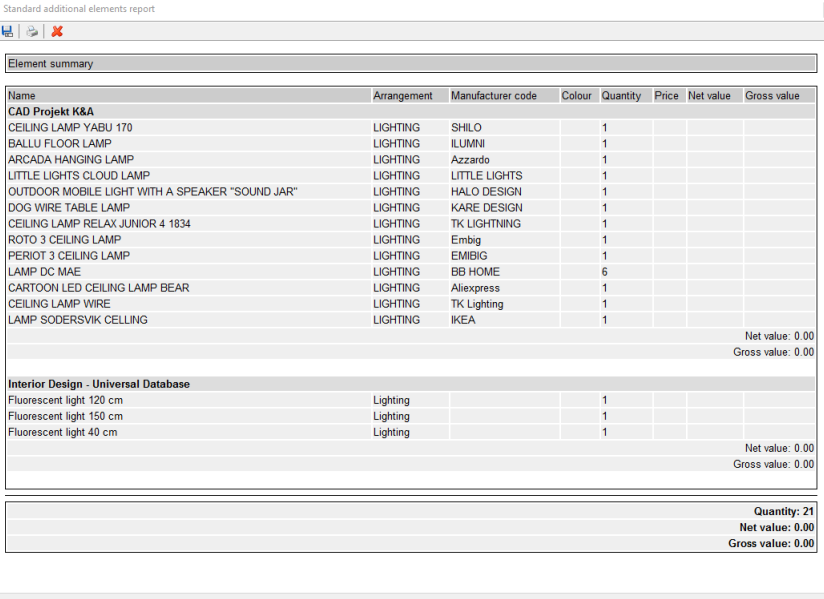
Illustration 6 Individual editing of price list items

Name	Arrangement	Manufacturer code	Colour	Quantity	Price	Net value	Gross value
CAD Projekt K&A							
CEILING LAMP YABU 170	LIGHTING	SHILO		1			
BALLU FLOOR LAMP	LIGHTING	ILUMNI		1			
ARCADA HANGING LAMP	LIGHTING	Azzardo		1			
LITTLE LIGHTS CLOUD LAMP	LIGHTING	LITTLE LIGHTS		1			
OUTDOOR MOBILE LIGHT WITH A SPEAKER "SOUND JAR"	LIGHTING	HALO DESIGN		1			
DOG WIRE TABLE LAMP	LIGHTING	KARE DESIGN		1			
CEILING LAMP RELAX JUNIOR 4 1834	LIGHTING	TK LIGHTNING		1			
ROTO 3 CEILING LAMP	LIGHTING	Embig		1			
PERIOT 3 CEILING LAMP	LIGHTING	EMIBIG		1			
LAMP DC MAE	LIGHTING	BB HOME		6			
CARTOON LED CEILING LAMP BEAR	LIGHTING	Aliexpress		1			
CEILING LAMP WIRE	LIGHTING	TK Lighting		1			
LAMP SODERSVIK CELLING	LIGHTING	IKEA		1			
						Net value: 0.00	
						Gross value: 0.00	
Interior Design - Universal Database							
Fluorescent light 120 cm	Lighting			1			
Fluorescent light 150 cm	Lighting			1			
Fluorescent light 40 cm	Lighting			1			
						Net value: 0.00	
						Gross value: 0.00	
						Quantity: 21	
						Net value: 0.00	
						Gross value: 0.00	

Illustration 7 Standard report of interior elements

Illustration 8 Print preview of the interior elements report

You can also globally change VAT, discount and margin for the entire price list or selected sets and item types. To do this, select the **"Global Edit"** button and in the new window, indicate the set, type or set and type contained therein, intended for bulk editing (Illustration 9, 10 and 11):

- if a set is selected, new values will be assigned for all elements in it;
- if a type is selected, the values will change for the elements belonging to it in all sets in the database;
- if both a set and a type are selected, the change will be made only for elements belonging to the indicated type and to the given set;
- if no set or type is selected, changes will be made for the entire price list.

Illustration 9 Selection of type and set

Illustration 10 Election of type and set

Illustration 11 Choice of set and type

After determining the extent of the changes to be made, enter the new values in the appropriate fields and confirm them by clicking **"Add"**. The program will ask you to confirm that the changes are to be saved in the database (Illustration 12).

Illustration 12 Request to confirm global change across price list

5. Converter

Under the "**Converter**" a function is available to quickly convert prices in the database to change the currency used (Illustration 13). When you select a new converter, the prices will be multiplied by it. The original prices are remembered by the program and can be restored by switching to the default converter with a value of 1. To create a new converter, click the icon **"Add"** and enter the name and rate of the new currency by typing the value from the keyboard or using the buttons ⊖ and ⊕ (Illustration 14).

Illustration 13 Price converter

Databases can have predefined conversion factors. For example, if the prices in the database are given in Euro, the first time you open the **"Price Converter"** window, there will already be two entries in it: EUR = 1 and PLN = 4.45.

Illustration 14 Determining the conversion rate for the Euro

The following page shows an example of a price change using the converter (Illustration 15).
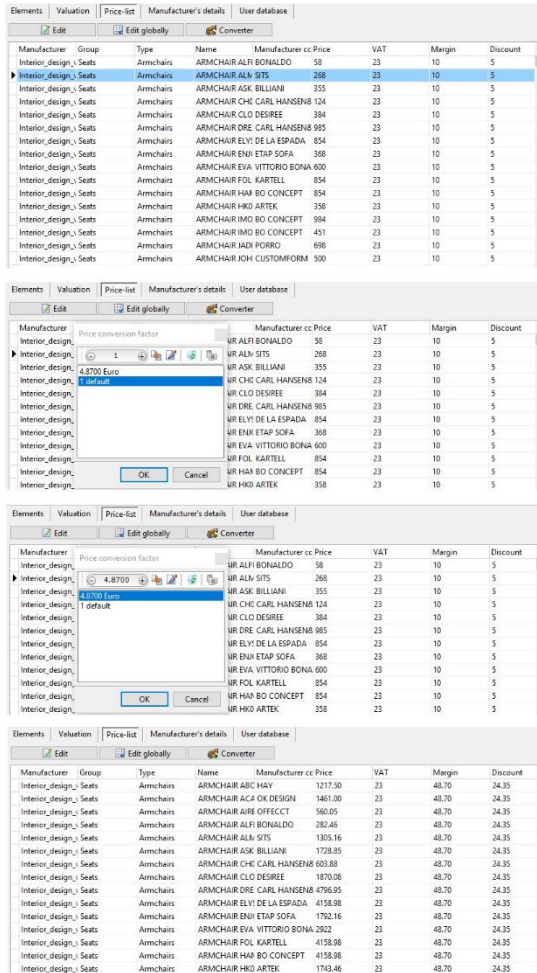

Illustration 15 Price list excerpt - prices before and after currency change

To define a new value for the converter, for example, when the currency exchange rate changes, select it by left-clicking and choosing the icon ✏️ **"Change"** (Illustration 16).

To delete a converter, select it and choose the icon ♻️ **"Delete"** or the **[Delete]** key on the keyboard. User-defined conversion factors are stored by the program for a given base. They should be defined separately for each base.
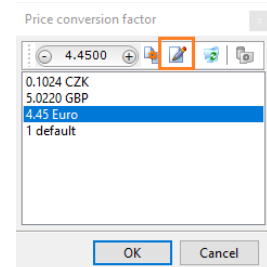

Illustration 16 Options of the window "Price converter factor"

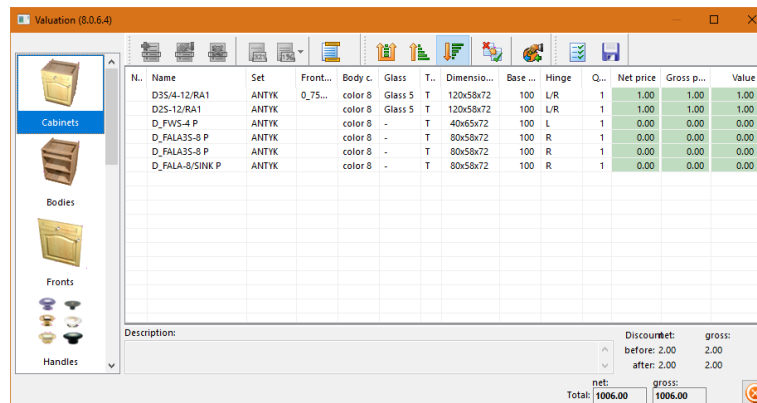# Kitchen design valuation and cabinet database price list

1. Introductory remarks

The valuation module for kitchen equipment is found exclusively in CAD Kitchens and CAD Decor Pro.

The valuation module for cabinets and other kitchen interior design elements allows you to:
- comprehensive and detailed pricing and listing of all the elements that make up the kitchen design;
- adding your own elements and descriptions;
- summary of dimensions of objects in the project;
- project valuation and detailed prices given in net and gross amounts, with the possibility of introducing discounts and margins;
- saving the project quote as an XLS or CSV file;
- printing a report with the manufacturer's logo.

2. Appearance of the "Valuation" window

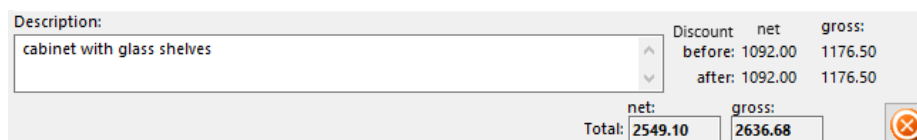To start the quote, click on the icon ▣ **"Valuation"**, a window will open (Illustration 17).

Illustration 17 The "Valuation" window"

2.1. Navigating the "Valuation" module

The left side of the dialog box is designed for selecting valuation elements. Clicking on the name of each group takes you to specific tabs with the valuation of individual elements (e.g. bodies, fronts, handles). The main part of the window contains a summary of the elements in each tab. These elements can be sorted. After selecting a specific selected model with a click, in the box at the bottom of the window it is possible to add its description (Illustration 18). In the bottom right corner of the window you will find two types of prices: the sum of net and gross prices of a specific group of elements, and the sum of net and gross prices of the entire project.

Illustration 18 Element description field

2.2. Icons of the "Valuation" window

The following table shows all the icons of the **"Valuation"** module window.

Icon	Function
Add an element	- allows you to add a new item (from the price list) to created quote - adding is optional, dependent on the manufacturer's database that has been selected to create a given project;
Change an element	- brings you to the cabinet edition window or price list editor window, allows you to change elements or process them;
Delete an element	- removes the selected item from the project valuation;
Change the price of an element in the current valuation	- allows you to change the price of an item only for the current project; - function also available under the button**[F2];**
Change the discount for the customer	- allows you to change the discount for the selected item in the current quote; - function also available under the button**[F3];**
Group elements with the same properties	- allows grouping of elements of one type; - function also called using the shortcut**[Ctrl + G]**;
Show database price	- displays prices stored in the manufacturer's database;
Show studio price	- displays prices from the database including discounts;
Show costumer price	- displays prices from the base including discounts and margins;
Show the price the customer price without VAT	- displays prices without VAT added (net);
Currency exchange rate	- allows you to enter a new currency in which the project will be priced;
Print a specification report of the current valuation	- allows you to print the current statement report - also under the **[CTRL+P]** command;
Save as XLS/ CSV report	- allows you to save the price report to a file in XLS format (Microsoft Excel spreadsheet) or CSV format (format for storing data in text files, supported by most spreadsheets and database programs); (different worksheets may use different separators, so you are allowed to configure them - MS Office uses a comma, and Excell and Access uses a semicolon, according to regional settings for Poland)

3. Valuation of individual components - cabinets valuation

Cabinets sourced from manufacturer bases have standard prices assigned according to the manufacturer's price list (Illustration 19). Cabinets marked in red in the quote are cabinets of non-standard size (designations US size was changed by the user) or non-standard color (designations UC).

Illustration 19 Valuation of kitchen cabinets

3.1. Editing cabinets in valuation

When editing cabinets, you can use active pricing icons, among others:

- **„ Change the price of an element in the current valuation"** (Illustration 20);
- **„ Change the discount for the customer"** (Illustration 22);
- **„ Change an element"** (Illustration 21).

Illustration 20 Item price change

Illustration 22 Costumer discount change

Illustration 21 Cabinet edition

3.2. Functions of the "Cabinet edition" window"

- **„Price change"** - Changes the price of the cabinet in the current valuation;
- **„Body/Front colour change"** - options under **"Cabinet content"** (Illustration 23);
- **„ Cabinet content"** – shows the components of a particular cabinet(Illustration 24);
- **„Processing"** - The second tab of the **"Cabinet edition"** window, where you can add cabinet components or assign cabinet processing (these functions are described in the next subsection);
- **„Additional equipment**" – Selecting this tab and the button **"Add equipment"** opens the **"Price list Editor"**, where you can indicate the items to be added to the currently edited valuation item.

3.3. Contents of the window "Processing"

- **„Add item processing"** - allows you to add a new item to the cabinet processing in the window shown next to it (Illustration 25);
- **„Change the selected items"** - allows editing of an existing cabinet processing**;**
- **„Delete selected items"** - removes processing item from valuation;
- **„Move selected items up/down"** - moves an item up or down the list;
- **„Save to the database as default for this element"** - processing item will always be added to this element in each project.
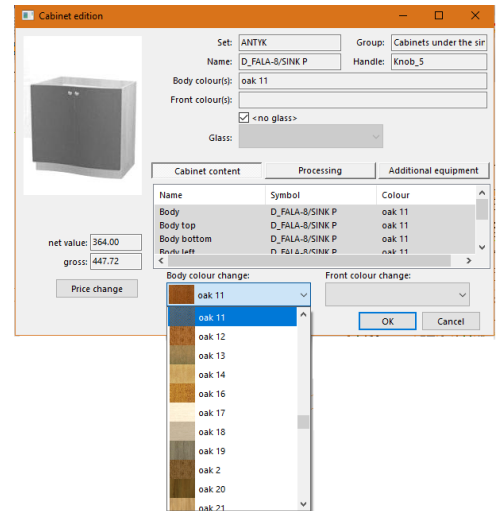

Illustration 23 Body color change

3.4. Contents of the "Additional equipment" window"

"Additional equipment"- allows you to assign additional elements, (e.g. accessories), or operations (e.g. trimming, dimensional changes, etc.) to the cabinet, which are in the database. As was the case with the **"Processing"** tab, here you can also add, change, delete and permanently add equipment elements.

Illustration 24 List of cabinet components in the "Cabinet content" tab
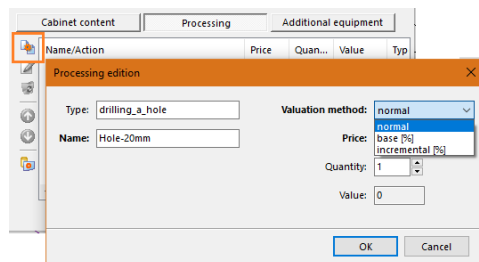

Illustration 25 Adding cabinet processing to the valuation

> **Note! in the same way you should use the "Prices" options in the case of other elements whose prices are taken directly from the ready price list: handles, worktops, posts and others.**

4. Valuation of individual components - Worktops valuation

For some manufacturer bases, the pricing of worktops is automatic (Illustration 26). However, if the fields with worktop prices are blank, it means that you need to price the countertops yourself (Illustration 27). In order to price the worktops, it is necessary to:

- double-click with the left mouse button on the countertop to be valued - the user will be transferred to the abbreviated price list of the manufacturer's countertops(Illustration 28) (also available under the icon after selecting the desired item on the list of worktops with a single click);
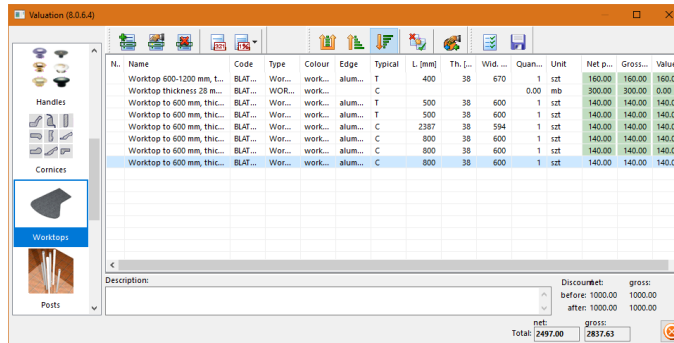
Illustration 26 Countertop valuation - manufacturer base with automatic countertop pricing
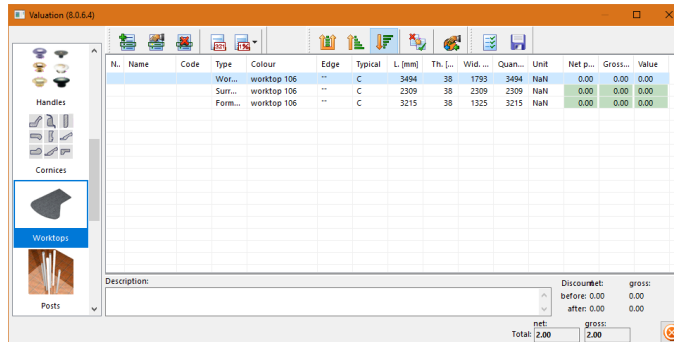

Illustration 27 Countertop valuation - base without automatic pricing, it is necessary to price countertops yourself
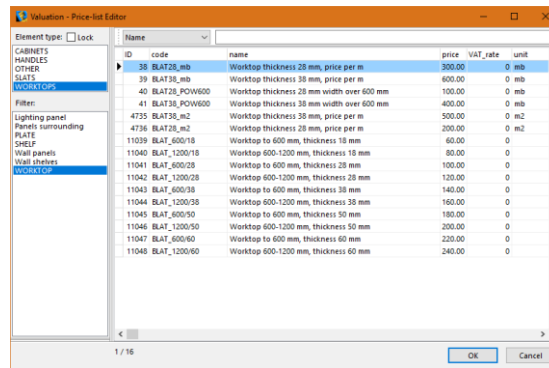
Illustration 28 Valuation – Price list

- in the price list, search for the appropriate item and click **"OK."**;
- this will take you to the **"Worktop edition"** window. (Illustration 29);
- in the newly opened window, you can perform the following actions:
  - o change the parameters of the worktop (in the fields **"Worktop dimensions"**);
  - o replace an item from the price list (button **"Open price list"**);
  - o add worktop equipment (in the **"Additional equipment"** field);
  - o add a worktop processing (in the field **"Worktop processing"**);
  - o change the price (**"Price Change"** button).

Illustration 29 Worktop edition

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5. Valuation of individual components - „Kitchen Appliances and Fixture" and „Other"
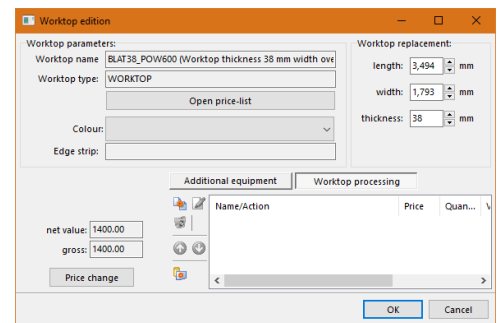
Items under the **"Kitchen Appliances and fixtures"** tab usually have default manufacturer prices (Illustration 30). However, it is possible to edit and change these prices, on the same basis as in the previous described groups of items. You can also add a discount for the customer (Illustration 31).

Illustration 30 Kitchen design valuation - Kitchen appliances and fixtures tab

All items from the **"Other"** tab that have been entered into the price list should be automatically priced.

Illustration 31 Kitchen design valuation - tab "Other"

6. Valuation Managers

The **"Valuation Managers"** window available under the icon ![icon] (Illustration 32) contains all the completed project valuations:

- **„active"**, that is the most recently created, current valuation,
- **„inactive"** saved previously, followed by new valuations for the same project, such as after replacing sets.

Illustration 32 The "valuation managers" window

6.1. Functions of the "Valuation Manager" window"

- ![New valuation icon] **„New valuation"** - saves in the **"Valuation Manager" window** a new project valuation file;
- ![active icon] **„Active"** - activates an inactive valuation (by default, the last valuation of the project is always active);
- ![Delete icon] **„Delete"** - deletes valuations - individually or all previously saved ones;
- ![Options icon] **„Options"** - opens a window to configure the valuation;
- ![Price list icon] **„Price list"** - allows you to go to the price list Editor;
- ![Open valuation icon] **„Open valuation"** - opens the highlighted project valuation;
- ![Close icon] **„Close"** - closes the window **"Managers valuations"**.

6.2. Functions of the "Valuation Options" window"

In the **"Valuation Options"** window(available under the icon **"Options"** in the **"Valuation Managers"** window) (Illustration 33), it is possible to enter the studio's data (name, address details, tax ID number) and select the valuation parameters that are to be taken into account when creating the cost estimate, by placing a √ int he corresponding field. You can save the data and settings as defaults (by selecting the **"Save as Default"** button) - in which case they will be in effect for each subsequent project quote. You can also restore the default settings by selecting the **"Default"** button.

Options that can be added to the quote are:
- inclusion of handles in the price of the cabinet;
- inclusion of bar holders in the price;
- adding the price of the plinth to the price of the cabinet;
- separate valuation for side plinths;
- cornices/skirting boards optimization;
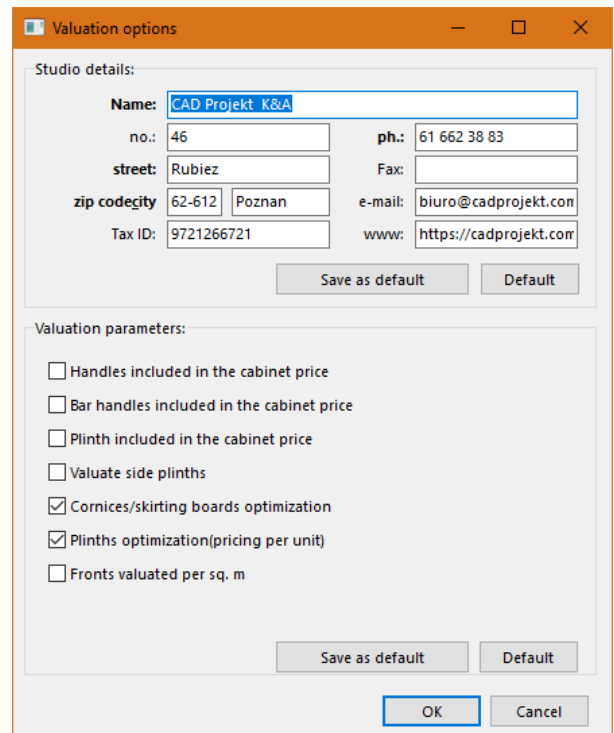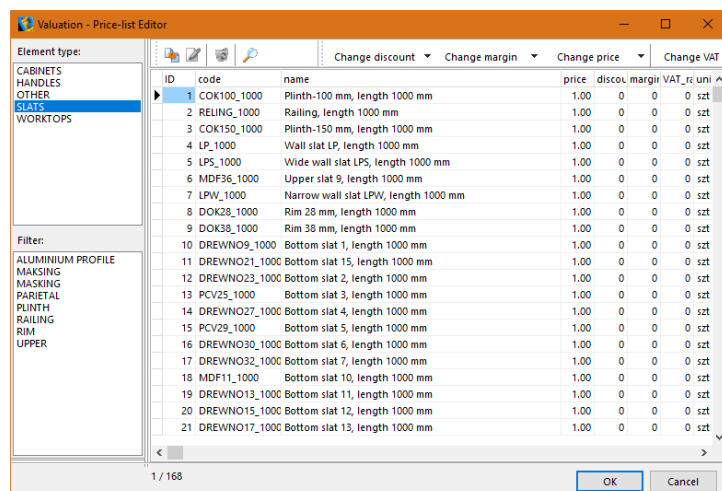- plinths optimization (pricing per unit);
- fronts valuation per m^2.

Illustration 33 ,,Valuation options" window

7. Kitchen cabinets base valuation

To access the price list of the kitchen cabinet base, click on the icon . This will then open the ,,**Valuation - Price List Editor."** window (Illustration 34).

Illustration 34 Valuation - Price List Editor" window

7.1. Appearance of the "Valuation - Price List Editor" window"

The field **"Element type"** allows you to display various elements that have been included in the pricing of a given database, such as: cabinets, worktops, fronts, slats, handles, fixtures and other elements**.** To move to the appropriate part of the price list, select a specific type of element. After indicating the group, you can also attach an additional filter (e.g. after selecting the type: slats, indicate the filter **"masking"** or **"rim"**).

7.2. Icons and functions of the "Valuation- Price List Editor" window"

 - adds a new item to the price list(Illustration 35);

 - allows editing of the selected item in the price list (Illustration 36);

 - removes the selected item from the price list.

7.3. Change discounts, margin, price and VAT rate

Options *Change discount* ▼ *Change margin* ▼ *Change price* ▼ *Change VAT rate* ▼ function similarly to each other. They are also available under the buttons presented above and under the function keys **[F6], [F7], [F8], [F9]** (Illustration 37 and Illustration 38).

Illustration 35 Adding an item to the price list

Illustration 36 Element edition

Illustration 37 Change in discount

Illustration 38 Price change

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Additional information

1. Shortcuts and commands

The document compares keyboard shortcuts in the .4CAD and visualization environments and lists the most frequently used commands in versions up to 3.Xi/7.X and version 4.X/8.X (both 34 and 64 bit versions of the environment). Find the document at: https://www.cadprojekt.com.pl/zasoby/pdf/opisy-techniczne/shortcuts-4-0-8-0-eng.pdf

This document provides an overview of keyboard shortcuts and commonly used commands in the .4CAD environment for visualization. The shortcuts and commands can be issued using either the mouse or keyboard. It can be accessed at: https://www.cadprojekt.com.pl/zasoby/pdf/opisy-techniczne/shortcuts-4-0-8-0-64bit-eng.pdf

In the above list, LPM and RMB stand for left and right mouse buttons, respectively. A command notation with a + sign (e.g. [Ctrl] + [Z]) indicates that both keys should be pressed simultaneously, while a notation with a >> symbol (e.g. [E] >> [Enter] or [Space]) means that you should first type E and then press [Enter] or the space bar

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