⬡ OVERVIEW – COST BREAKDOWN STRUCTURE (CBS) REGISTER

1 ACTIONS MENU
Shortcut icons allow you to edit cost items and import items from other sources such as Excel.

2a CBS TREE FILTER MODE (DROP-DOWN)
Shows the CBS hierarchy and can quickly filter cost items. Choose between a filter mode or a new navigation mode.

2b CBS TREE FILTER OR NAVIGATION MODE
Gives you visibility to your CBS structure and the option to navigate and filter the CBS estimate.

3 LEFT CBS REGISTER
This side contains all the estimate activities (cost items) that you create or import, organized into a parent-child hierarchy.

4 RIGHT CBS REGISTER
This side of the register contains columns for cost detail, production values, and user-defined tags and fields.

Phone: In Australia: 1800 727 102 **In United States:** +1 800 801 1426 **Worldwide:** +61 3 9291 0820 **Email:** support@ineight.com

Quick Guide Last Updated: 1/13/2025

CREATE A SUBORDINATE COST ITEM

1. Select **Cost Breakdown Structure (CBS)**.

2. Right click on a cost item and select **Insert Subordinate**.
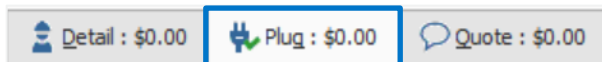
   Insert
   Insert Subordinate
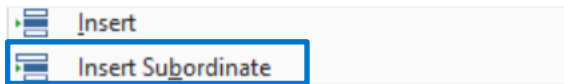
3. For the subordinate cost item, enter a **Description**.

4. Add a quantity and select your **Unit of Measure**.

DEFINE A PLUGGED COST

1. Select **Cost Breakdown Structure (CBS)**.

2. Right click on the **row header** for a cost item and select **Open**.

3. In the **Cost Source** drop-down field select **Plug**.

   Cost Source: Alternate:
   Detail   BASE
   Description
   Detail
   Plug
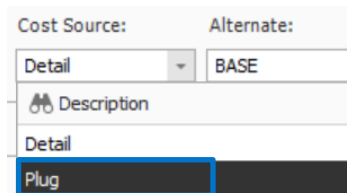
4. In the left section of the Cost Item, select the **Plug** tab.

   Detail : $0.00   **Plug : $0.00**   Quote : $0.00

5. Click in a unit or total cost field and enter a numeric value.

ADD COST DETAIL

1. Select **Cost Breakdown Structure (CBS)**.

2. Right click on the **row header** for a terminal cost item and select **Open**.

3. Select the **Detail** tab.

   Cost Item Summary   **Detail : $0.00**   Plug : $1,800.00
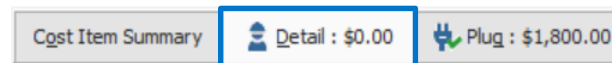
4. In the empty row, and with your cursor in the **Code** field, click the **Resource Selection** icon.

Row Number	Code	Resource Assembly	Descriptio

5. On the **Labor** tab, select a **labor resource**.

   All   **Labor**   Construction Equipment   Rented Constru
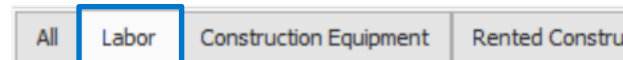
6. Select **OK**.

7. On the **Construction Equipment** tab, select an **equipment resource**.

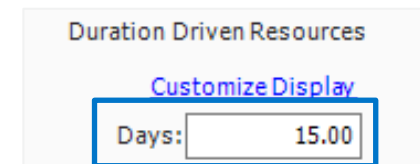   All   Labor   **Construction Equipment**   Rented Constru
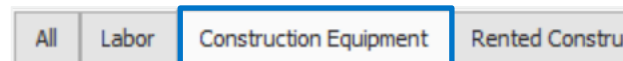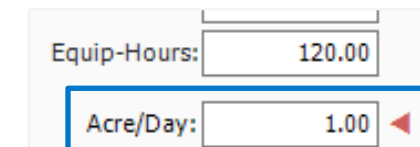
8. Click **OK**.

9. Because these are duration-based resources, you need to enter a Production value. From the lower-right section of the form, select the **Production** tab.

   ployme...   Notes   Cost Item ...   **Production**

10. Enter a **numeric value** in the Days field, then press **Tab**.

    Duration Driven Resources
    Customize Display
    Days: 15.00

11. Next, adjust the production by entering a **numeric value** in the Acre/Day field (or field appropriate to your equipment).

    Equip-Hours: 120.00
    Acre/Day: 1.00

12. Click **OK** to close the record.