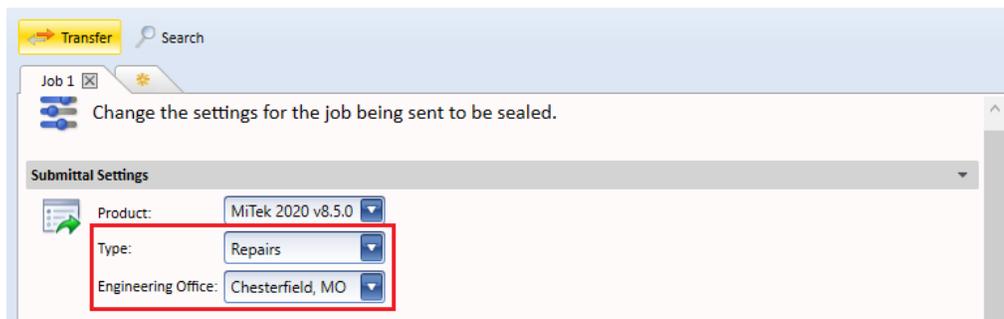


Today, metal plate connected wood trusses are widely used in single family, multi-family, residential, commercial, and agricultural construction. They can be designed in almost any shape and size, restricted only by manufacturing capabilities, shipping limitations and handling considerations. As the use of trusses has increased, so has the frequency of truss damage and modifications to correct for geometric errors and homeowner's preferences. Since trusses and types of damage to them vary greatly, each repair detail is prescribed on a case-by-case basis. The design of a realistic repair for each situation relies heavily on the knowledge of field conditions and available materials. For these reasons, truss engineers need as much information as possible. You can call or email information to your MiTek engineer but what should you do when, for example, your engineer is out of the office and you need to deliver job information to MiTek so another engineer can get it and work on your job? The Transfer Center Features described below will allow you to send repairs more conveniently and helps MiTek Engineers return jobs faster, and with greater practicality.

Login into your **Transfer Center** account. Regardless of the type of repair, MiTek Engineers always need .TRE file(s) of original truss(es). In **Submittal Settings** select from dropdown menu Type - Repairs and Engineering Office you are assigned to.



The screenshot shows the 'Transfer Center' interface. At the top, there is a 'Transfer' button and a search bar. Below that, there is a 'Job 1' tab and a gear icon. The main content area is titled 'Change the settings for the job being sent to be sealed.' Below this, there is a 'Submittal Settings' section with a dropdown arrow. The 'Submittal Settings' section contains three dropdown menus: 'Product' (MiTek 2020 v8.5.0), 'Type' (Repairs), and 'Engineering Office' (Chesterfield, MO). A red box highlights these three dropdown menus.

Repair Options section not only negates the need to send separate emails or faxes, but also makes it easier to remember important repair details that need to be communicated to the Engineer. You can effortlessly attach documents, specify lumber to be used in the repair, and denote field conditions (i.e. the truss is accessible from one face only). Please do not use the "W1, T1, ..." member designations as they tend to vary from one computer to another. To avoid any confusion, we recommend sending marked up PDF files to provide a better understanding of the damage to the truss or modifications that need to be done. There is no need to send a separate email or fax to accomplish this, since additional files may be sent along with .TRE file(s) through Transfer Center.

Repair Options

Has Truss been set? Yes

Are both sides of truss accessible? No

Is roof/floor decking applied? Yes

Is ceiling applied? Yes

Is mechanicals/plumbing in place? Yes

Is additional bearing available? No

Can the chase be covered? No

Is scab truss an option? Yes

Is a field press available? No

Select the material available for the repair.

	Material
<input type="checkbox"/>	
<input checked="" type="checkbox"/>	2x4 SPF
<input checked="" type="checkbox"/>	2x6 SPF
<input type="checkbox"/>	2x8 SPF
<input type="checkbox"/>	2x10 SPF
<input type="checkbox"/>	7/16 OSB

Repair Details

Type: Damage In Member

Member (Joint to Joint): Distance to break (FIS): From Joint:

Include PDF to show details of repair: ...

Comments about the job being submitted in Transfer Center can be added in Notes section. This is a good place to add a note stating who to contact should any question arise, and to provide information about a needed repair. Please note: Any comments added in MiTek Transfer Center will not be read until the job is opened by a MiTek Engineer. Should a rush be required, please email or call your assigned MiTek Engineer or MiTek Engineering’s Administrative Assistant to notify them of the unique prioritization of the specific job. Otherwise, work is performed via “first in first out” prioritization.

Notes

Enter any notes or comments about the job being submitted.

Please call XXX-XXX-XXXX if you have any questions.

To send a pdf, photos, or other documents, select a job you are going to send. Additional file(s) you are going to send must be in this job folder. Check on the “Show non-truss files”. All file types will become visible in the job folder selected. You may then add other file types by checking on the file you want to add to the job in the “Other resource files:” As long as at least one truss file is selected, you may send other non-truss files with it. The receiving engineer will be able to select and review those documents along with the truss file(s).

Submittals

Job Location: C:\Jobs\ROOF

Job Description:

Show non-truss files

Trusses:

<input checked="" type="checkbox"/>	Sequence ▲	Name	Image	Span	Pitch	Version

Set sequences by current order

Other resource files:

<input checked="" type="checkbox"/>	Name	Extension
<input type="checkbox"/>	A05	.Etp
<input type="checkbox"/>	altrepair	.xml
<input type="checkbox"/>	altrepair_	.xml
<input type="checkbox"/>	BA108 T	.tmdl
<input type="checkbox"/>	COMMENTS	.TXT
<input type="checkbox"/>	custjob	.var
<input type="checkbox"/>	DigiSign-Cover	.txt
<input type="checkbox"/>	DigiSign-Trs	.txt
<input type="checkbox"/>	emailadr	.TXT
<input type="checkbox"/>	EngVer	.txt
<input type="checkbox"/>	extrainfo	.xml
<input type="checkbox"/>	ExtraInfoSapphire	.xml
<input type="checkbox"/>	FirstINumber.I45602197	.txt
<input checked="" type="checkbox"/>	Joint 13	.jpg
<input checked="" type="checkbox"/>	Joint 6	.jpg
<input type="checkbox"/>	PNUMBER	.NEW
<input type="checkbox"/>	sealinfo	.txt

For additional information, or if you have questions, please contact the MiTek Engineering department or MiTek Technical Support.