## OFQ SAMPLE BY QUARRY MONITOR USER GUIDE

Home Previous V My Pages V TE	Verify Role.	Actions He	p Log off
Switch Role Brent Slade ADMIN CONSTRINSP_KS	construction Person Overview Reference Data ser (Copied from MATERIALUSER)		
CONTRACTS_KS CONTRACTS_KS_NONC	Construction		?
EXTERNALBIDDER EXTERNALPRIMEPAYROLL	Contract Administration		•
	Contract Claims		-
KDOT_CONTRACTS	Contract Progress		•
✓MATERIALUSER_KS OCC	Contract Specific Authorities     Contract Time		•
PROJMAN_KS_AREA PROJMAN_KS_BUREAU	Contract Vendor Assets		•
PROJMAN_KS_CO	Contractor Evaluation Meetings		•
PROJMAN_KS_FHWA Receive sample at Destination Lab	Payment Estimate Accounting		-
Receive Sample at Lab Unit	Payment Estimates		•
Review Samples Review Tests	▼ ▼		
✓ Person Overview		Save	- ?
Q Type search criteria or press Enter Advanced	Qualifications     User     Reference Employee       No Filter     Image: Comparison of the second secon		
Enter search criteria above to see results or Show fin	rst 10	0 marked for deletio	n 0 changed

✓ Reference Data	<b>?</b>
Administrative Offices	<b>•</b>
Alternate Test Workflow	<b>•</b>
Code Tables	▼

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## On this page: Materials Materials Worksheets Construction Person Overview Reference Data

PROJECT KDOT role for Materials User (Copied from MATERIALUSER)

✓ Materials	?	✓ Construction	?
Acceptance Actions	•	Change Order	▼
Action Relationships		Contract Administration	$\bullet$
Daily Source Reports	•	Contract Claims	•
Find Sample	•	Contract Permits	•
Mix Design	•	Contract Progress	
Product Group Sample Reviewer Assignment	•	Contract Specific Authorities	•
Sample Records  Click "Sample Records".	•	Contract Time	•
✓ Materials Worksheets	2	Contract Vendor Assets	
		Contractor Evaluation	•
	_	Meetings	$\bullet$
Maintain Test Queue		Payment Estimate Accounting	$\blacksquare$
Receive Sample at Destination Lab	•	Payment Estimate Approval Decisions	
Receive Sample at Lab Unit	•	Payment Estimates	
Review Samples	•	·	
Review Tests			

✓ Person Overview							
		Qualifications	5	User		Reference E	nployee
<b>Q</b> Type search criteria or press Enter	Advanced	No Filter	•	No Filter	•	No Filter	•

0 marked for deletion 0 changed

Enter search criteria above to see results or Show first 10

✓ Reference Data	?
Administrative Offices	•
Alternate Test Workflow	▼
Code Tables	▼



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	Overview				
	Add Sample Record				
	✓ Add Sample Record				Save 🗸
	General	Sample ID *		Sample Date	
	Sample Location			1. 1	Enter the date the material was sampled.
	Additional Information	Up to 53 characters material Goue - Name		Sample Status	
	Sources/Facilities	Q Begin typing to search or press Erect	2. Enter the material co	de for the material	
	Associations	Lab Control Number		Sample Type 3.	Select "OFQ - Official Quality" from the op down.
5. Click	"Sources/Facilities".	Lab Reference Number		Acceptance Method 4.	Click "ACCP - KDOT Tests And/Or Field
		Lot/Heat Number		Authorized By	
		Lot/Heat Type		Authorized Date	
		Specimen Number		Revising Sample ID	
		Sample Size		Revised By	
		Sample Size Units		Link To Related Sample ID	
		•		Q Begin typing to search or press Enter	er
		Represented Quantity		Linked Related Sample ID	
		Represented Quantity Units			
		Q Begin typing to search or press Enter			

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## Overview

Add Sample Record

✓ Add Sample Record			Save 🗸 ?
General	✓ Primary Source/Facility		
Sample Location	Select Primary Source Select Primary Facility		
Additional Information	Source ID - Source Name	Facility ID - Facility Name	
Sources/Facilities Associations Click "Se	Iect Primary Source".	- Facility City	
	Source Type	Facility Type	
	Source Location Description	Facility Location Description	
	SMFMI Name Q Begin typing to search or press Enter V Additional Sources		
	Q     Type search criteria or press Enter     Image: Advanced       Select Sources		0 marked for deletion 0 changed
	No rows found matching criteria.		
	Q Type search criteria or press Enter		

Home			
Select Primary Source			
Add Sarr Add S Add S General	ress Enter Advanced	ther search for the material source or click "Show first 10"	0 selected
Sample Loc			
Additional I			Add to Sample Record
Sources/Facilities	- Source City	- Facility City	
	Source Type	Facility Type	
	Source Location Description	Facility Location Description	
	SMFMI Name Q Begin typing to search or press Enter V Additional Sources		
	Q     Type search criteria or press Enter     Image: Advanced       Select Sources		0 marked for deletion 0 changed
	No rows found matching criteria.   Additional Facilities		
	Q Type search criteria or press Enter d Advanced		

Home	Select Primary Source				<ul> <li>▼ ? U</li> <li>Log off</li> </ul>
Overview Add Sam	Q hartford	Advanced 1. Select the m	aterial source from the list.	]	1 selected
General	Source ID - Name	Source Type	Source City	Location Description	
Sample Loc Additional I	✔ 00824802 - HARTFORE	SAND AND GRAVEL(HARTFORD PIT)(RILEY CO) Q - QUARRY	/ MANHATTAN	NE 1/4 S30T10SR08E	
Sources/Fa					
Association			2. Click "Ad	ld to Sample Record".	Add to Sample Record
		Source Type	Facility T	ype	
		Source Location Description	Facility L	ocation Description	
		SMFMI Name         Q       Begin typing to search or press Enter         ✓       Additional Sources			
		Q Type search criteria or press Enter			0 marked for deletion 0 changed
		Select Sources No rows found matching criteria.			
		✓ Additional Facilities			
		Q Type search criteria or press Enter			

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Overview	Find Sample	Maintain Test Queue	Receive at Destination Lab	Receive at Lab Unit	Review Samples	Review Tests			

Sample Record Summary	Sample Record slade2022032508192	11 - Successfully Saved X
✓ Sample Record: slade2022032508	31921	1. Click "Save". → Save ▼ ?
General	Sample Record: Test(s) may not be assigned to Sample Rec	ords without a Destination Lab association on the Associations tab.
Sample Location	Sample ID *	Remarks
Additional Information	slade20220325081921	0
Sources	Up to 53 characters	Sample Date
2. Click "Sample Location".	Q OFQSSG	02/17/2022
Contract	Sand/Sand Gravel Official Quality	Sample Status
Tests	Lab Reference Number	Pending
	Lot/Heat Number	Sample Type OFQ - Official Quality
	Lot/Heat Type	Acceptance Method
	•	Authorized By
	Represented Quantity	
	Represented Quantity Units	Authorized Date
	Q Begin typing to search or press Enter	Reviced By
	Lab Control Number	
	Q CNslade20220325081921	Link To Related Sample ID
	Specimen Number	Q Begin typing to search or press Enter Linked Related Sample ID

Home   Previous  My Pages	TEST ENVIRONMENT		Actions Help Log off
Overview Find Sample Maintain Test Queue	Receive at Destination Lab Receive at Lab Unit Review Samples F	Review Tests	
Sample Record Summary	Sample Record slade20220325081921 - Success	fully Saved	×
<ul> <li>Sample Record: slade202203250819</li> </ul>	921		
General	Sample Record: Test(s) may not be assigned to Sample Records without a	a Destination Lab association on the Associations tab.	
Sample Location	Sampled From	Reference	
Additional Information	← 1.	Enter where the material was sample	ed from.
Sources	Sample Origin	Station	
Associations		9	
5. Click "Additional Information	ח".	Station Plus	
Tests	Geographic Area 2. Select the Geographic Area	eographic Area the	
	material was sa	mpled from. Offset Distance	
	Latitude 3. Enter the	e Latitude and	
	Longitude.	Format is 00:00:00.00.	
	Longitude	¥	
		Elevation	
	Distance From Grade		
		Comments	
	Distance From Grade Units		Q
	Sampled Ledge Name		
	✓ Location		
	Start Coordinate X	End Coordinate X	

Home  Previous  My Pa	ages  TEST ENVIRONMENT			Actions Help Log off
Overview Find Sample Maintain Test Sample Record Summary	t Queue Receive at Destination Lab Receive at Lab Unit Review : Save Complete	Samples Review Tests	×	
✓ Sample Record: slade202203	325081921		4.	Click "Save".
General	Sample Record: Test(s) may not be assigned to Sample Reco	rds without a Destination Lab association on the Associations tab.		
Sample Location Additional Information	Sampler ID - Name Q Begin typing to search or press Enter	<sub>cre</sub> 1. Enter who sampled the	eated By e material.	
Sources Associations Contract 5. Click "Associations".	Witnessed By ID - Name Q Begin typing to search or press Enter Requested By 2. Enter who Intended Use Mix Design Type 3. Enter what the material is i	requested the sample.	eated Date //25/2022 8:19:21 AM st Updated By DOTAD\slade st Updated Date //25/2022 8:21:48 AM VR Inspector	
	Mix Design ID          Q       Begin typing to search or press Enter         Buy America	DSI	R Inspector nited Sample Access Last Modified By	
	Buy USA Requirements	Lim	nited Sample Access Last Modified Date	
	CIT Witnessed	Adı	Iministrative Office Modified By	
		Adı	Iministrative Office Modified Date	



Sample Record Summary	Save Compl	ete			×		
✓ Sample Record: slade2022	0325081921				3.	Click "Save".	
General	Sample Record: Test(s) may not be	assigned to Sample Records without	a Destination Lab association on	the Associations tab.			
Sample Location							
Additional Information	Q Type search criteria or press E	nter 🥒 Advanced					
Sources						1 added	) marked for d
Associations	New					i dadda k	o mantou for a
Contract	Association Type *	Associatio	on Value * 🔻				
1. Select	Destination Lab" from	a Begin	n.		<u> </u>		

Home 🔻 Previous 👻 My Pages 🔻	TEST ENVIRONMENT				Actions	Help	U Log off
Overview Find Sample Maintain Test Queue	Receive at Destination Lab Receive at Lab	Unit Review Samples	Review Tests				
Sample Record Summary	Save Complete		x				
✓ Sample Record: slade20220325081	921				I	Save	- ?
General	Material		Sample Type				
Sample Location	OFQSSG - Sand/Sand Gravel Official Quality	y	OFQ - Official Quality				
Additional Information							
Sources	Q Type search criteria or press Enter	Advanced					
Associations		-	Click the action button poyt to Assign Tosts	0 mark	od for dolo	tion 0 of	hanged
Contract	Assign Tests	1.	Click the action button next to Assign rests.	0 mark	ed for delet		langeu
Tests	Actions	×					
	Assign Default Tests						
2.	Click "Assign Defa	uit l'ests".					

Home   Previous   My Pages   TEST ENVIRONMENT									Actions Help Log off	
Overview Find Sample Maintain Test Queue Receive at Destination Lab Receive at Lab Unit Review Samples Review Tests										
Sample Record Summary		Save Complete					×			
▼ Sample Record: slade20220325081	921								Save 🔻 ?	
General	Material					Sample Type				
Sample Location	OFQSSG - Sand/Sand	d Gravel Official Quality				OFQ - Official Quality				
Additional Information										
Sources	Q Type search crite	Q Type search criteria or press Enter 🥒 Advanced Showing 2 of 2								
Associations										
Contract	Assign Tests 🔻								0 marked for deletion 0 changed	
Tests	Test Number	Test Method	Destination Lab	Lab Unit	MAA 🔻	Required	Default	Test Status	•	
	1.0	KT-02	MRC	Physical Tests Aggreg		No	Yes	05 - Test Assigned		
	1.0	OFQ Aggregates	MRC	Physical Tests Aggreg		No	Yes	05 - Test Assigned	•	