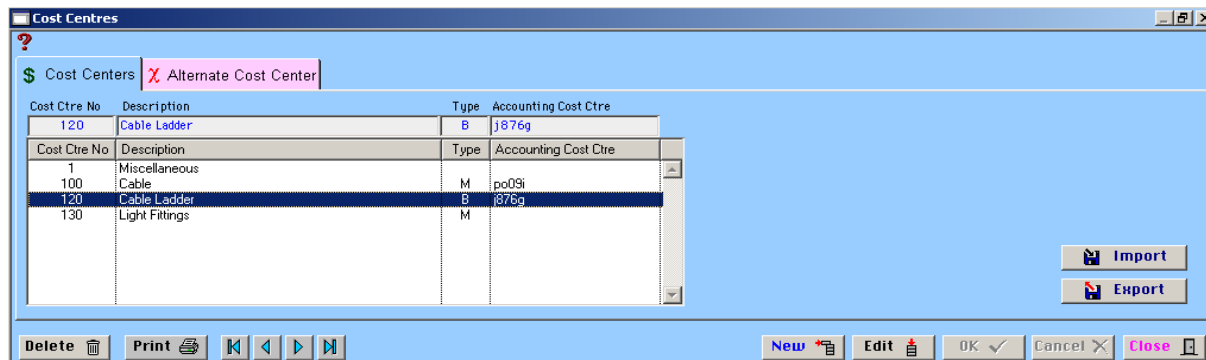


10.2 Cost Centre

Cost Centres are provided to give the user an alternative to the section price break up. Some companies require break ups when they are successful on projects, and other companies have this requirement at tendering time for material group break ups. The groups could be cable and lighting fittings as an example.



The Cost Centre window when opened for the first time runs a procedure and creates the first Cost Centre number, being Number 1 and calls it "**Miscellaneous**".

The Number 1 Cost Centre is a default, if there is no Cost Centre entered against an item in the Master List, or a special item is added, it is put into Cost Centre Number 1. Cost Centres are a constant unlike the Section Descriptions that follow the estimate.

The Cost Centres are not rigidly controlled. If you create temporary Cost Centres for a particular project and delete them after without assigning new numbers, it can cause problems later on. For example, when printing a report it may not balance with the normal work sheet print out, however this can be rectified in the '**Est - See All**' window.

The Cost Centre window has a standard range of buttons to carry out the normal functions such as "**New**", "**Edit**" and "**Delete**".

Note: Cost Centres are contained on the terminal and are not stored in a network file. Cost Centre Number 1 cannot be deleted.

Notes