

Printing in FloorRight Commercial

Learn how to print to PDF or paper and how to save your custom reports.

By: Mical Santiago

In FloorRight 12 the user can now print quick reports to any size paper their printer or PDF writer will allow.

The user can print room reports for the installer, reports that show material quantity and waste, and reports that show carpet cuts.

A large, stylized blue wave graphic that curves across the middle of the slide, partially overlapping the text.

Page settings for printing:

1. Click “File” at the top of FloorRight and then move the cursor down to “Page Setup” and left click on “Page Setup”.

Page Settings

Room/Seam printouts

- Print colors
- Print grid
- Show page breaks
- Show room/piece dimensions
- Show room names
- Show text
- Show entire imported floor plan

Scale: Fit to page
 0' 1" equals 40'

Stock/Roll printouts

- Print colors
- Print stock/roll sideways
- Back view
- Show piece dimensions

Scale: Fit to page
 0' 1" equals 15'

Printer... OK Cancel

2. The user can check the boxes of what information needs to show on the report.

- If “Show room names” is unchecked, the room names will not appear on the printed room report.

- Leave “Fit to page” checked unless printing to scale. This is helpful for printing to 30x42 size paper.

Printer Setup:

In Print setup the user can choose a PDF writer or paper to print the FloorRight reports to. Print setup is where paper size and paper orientation are setup.

1. Click “File” at the top of FloorRight and left click on “Print Setup” to change printer settings.

Print Setup

Printer

Name: Universal Document Converter

Status: Ready

Type: Universal Document Converter

Where: UDC Output Files

Comment: www.print-driver.com

Paper

Size: Tabloid/ANSI B

Source: Auto bin

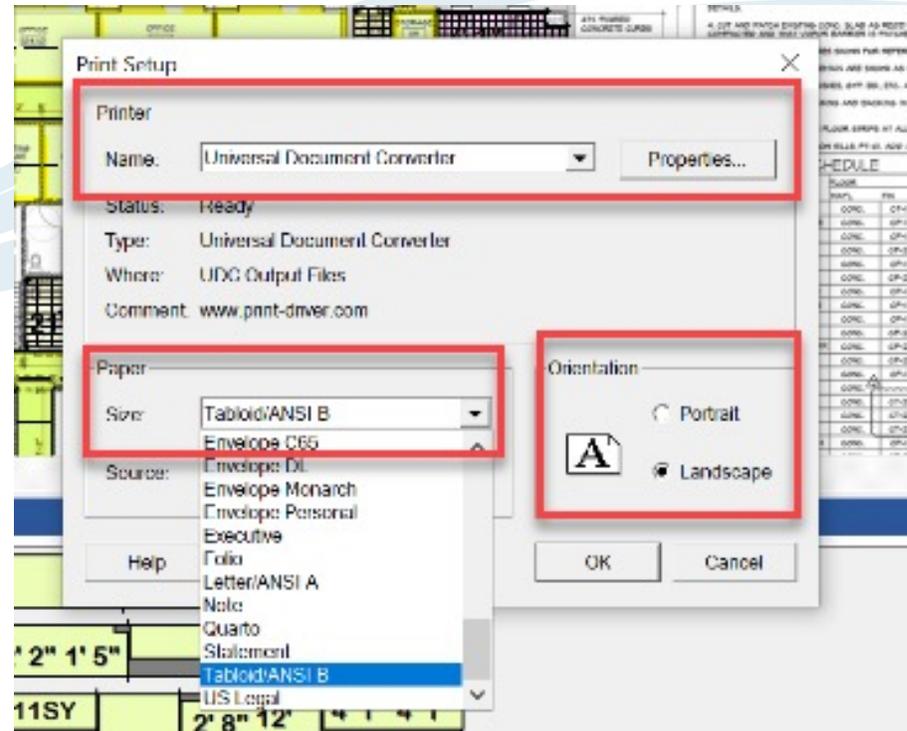
Orientation

Portrait

Landscape

2. Choose the default paper printer or PDF writer from the drop-down menu next to “Name”.

3. Choose the paper size by expanding the drop-down menu next to "Size".



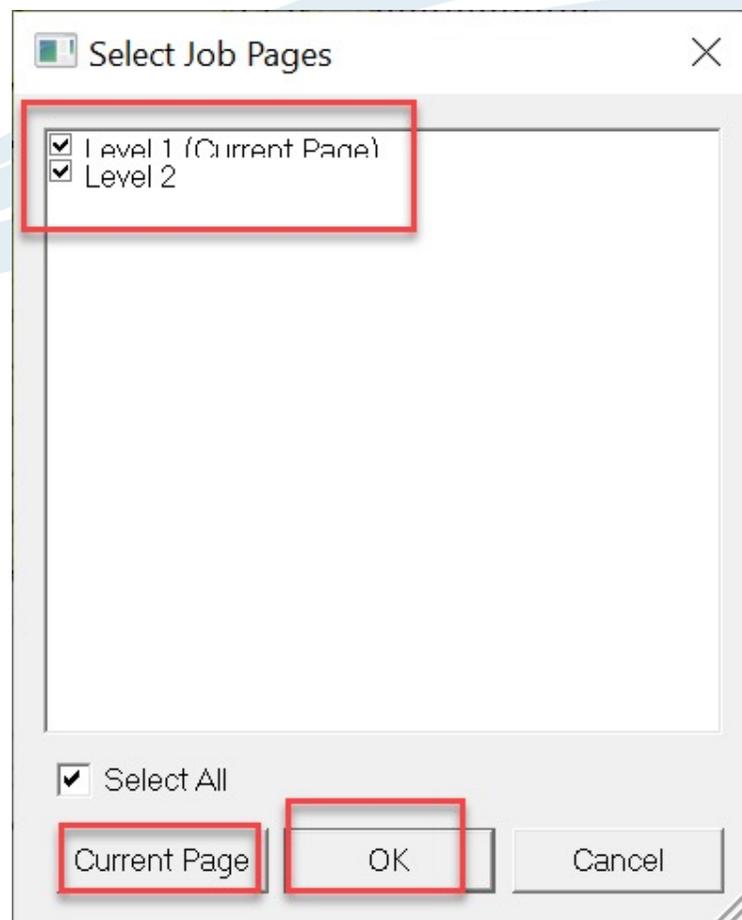
4. Choose “Landscape” or “Portrait” for orientation then click “OK” to close.

Note: Landscape is the more popular option to allow for more space on the reports.

1. On the main page in FloorRight, click “File” at the top and then move the cursor over “Quick Report”.

2. Click “Rooms” to print the room report immediately. Click “Preview rooms” to see a preview of what the room report will look like before printing.

3. If there is more than one page check which pages to print and then click "OK".



- Make sure the correct PDF writer or printer is chosen and then click “Start”.

FloorRight Report Options

Set report options

Print target

 Universal Document Converter Change...

Direct to...  Printer Options...

Save options permanently

Options

First page: Copies:

Pages:

All

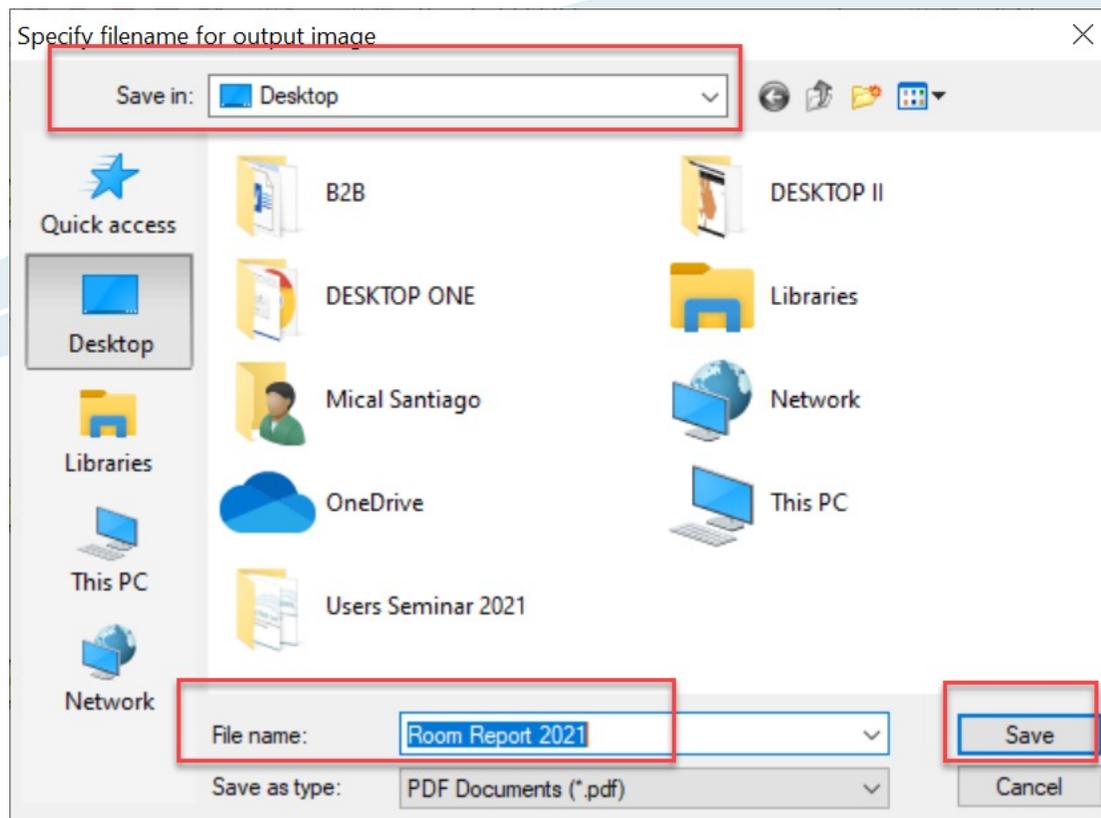
Page range(s)

(Enter pages or ranges, separated by comma if necessary, e.g. '1,3-4,10-')

Print:

? Start Cancel

4. Name the file if it is a PDF and chose a location to save the file on the computer and then click "save".



Print a Job Estimate Report:

Print a report that shows the material description, quantity and waste percentage.

Item Name	Description	Material Qty.	Multiplied Qty.	Unit Price	Subtotal	Tax	Total Price
<input type="checkbox"/> RBT-1	RBT-1	1,524 s1	1,524 sf	\$0.00 / sf	\$0.00	\$0.00	\$0.00
Subtotal					\$0.00	\$0.00	\$0.00
<input type="checkbox"/> SV-1	SV-1	250 sv	250 sv	\$0.00 / sv	\$0.00	\$0.00	\$0.00
Heat Welding		223 7'	223 7'	\$0.00 / ft	\$0.00	\$0.00	\$0.00
Subtotal					\$0.00	\$0.00	\$0.00
<input type="checkbox"/> SV-2	SV-2	250 sv	250 sv	\$0.00 / sv	\$0.00	\$0.00	\$0.00
Heat Welding		187 11"	187 11"	\$0.00 / ft	\$0.00	\$0.00	\$0.00
Subtotal					\$0.00	\$0.00	\$0.00
<input type="checkbox"/> T-1	T-1	616 s1	616 sf	\$0.00 / sf	\$0.00	\$0.00	\$0.00
Subtotal					\$0.00	\$0.00	\$0.00
<input type="checkbox"/> T-2	T-2	228 s1	228 sf	\$0.00 / sf	\$0.00	\$0.00	\$0.00
Subtotal					\$0.00	\$0.00	\$0.00
<input type="checkbox"/> T-2 WALL	T-2 WALL	808 s1	808 sf	\$0.00 / sf	\$0.00	\$0.00	\$0.00
Subtotal					\$0.00	\$0.00	\$0.00
<input checked="" type="checkbox"/> Tag	SURFACE BULLNOSE	132 2'	132 2'	\$0.00 / ft	\$0.00	\$0.00	\$0.00
Subtotal					\$0.00	\$0.00	\$0.00
<input checked="" type="checkbox"/> Tag	TRAN-CPT TO WD	78	78'	\$0.00 / ft	\$0.00	\$0.00	\$0.00
Subtotal					\$0.00	\$0.00	\$0.00
<input checked="" type="checkbox"/> Tag	RB1 STRAIGHT	590 6'	590 6'	\$0.00 / ft	\$0.00	\$0.00	\$0.00
Subtotal					\$0.00	\$0.00	\$0.00
Total:							\$0.00

CLIENT: Pacific Solutions (Cuant#725)
11403 West Bernardo Court
SAN DIEGO, CA 92127

DATE: 03/23/21
FILE: Office Plan fir
TITLE: Title Level 1
PAGE: 1



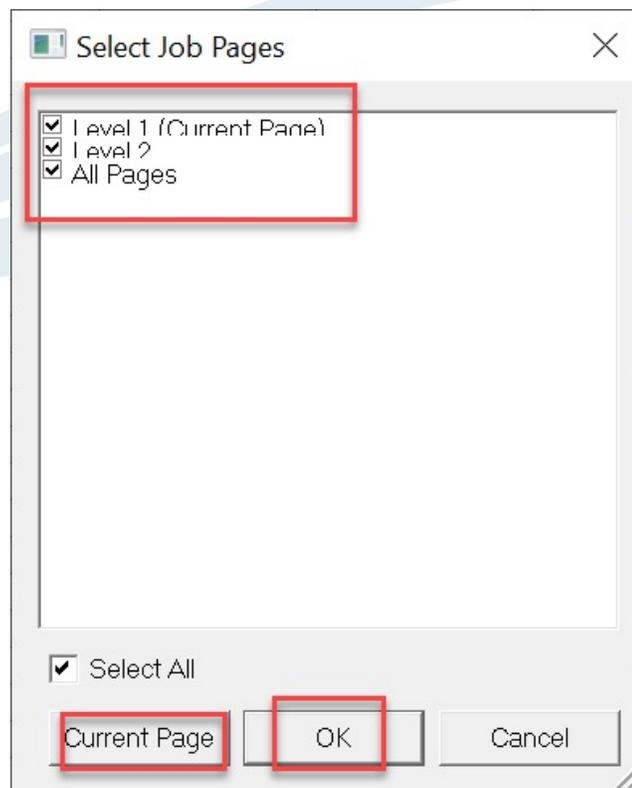
1. Open the Job estimate page first. Click “Job” at the top of FloorRight and then left click “Job Estimate”.

2. In the Job Estimate page, click “All Pages” at the bottom or go to a specific page/tab that needs to be printed.

3. When it is time to print, left click “File” at the top of the Job Estimate.

4. Move the cursor down to
“Quick Report” and left click on
“Quick Report”.

5. Select a specific page to print or leave all the pages checked, left click "OK" to print all the selected pages.



A large, light blue, stylized graphic element consisting of several overlapping, curved, brushstroke-like shapes that sweep across the middle of the slide, framing the text.

6. Make sure the correct PDF writer or printer is chosen and then click “Start”.

FloorRight Report Options

Set report options

Print target

 Universal Document Converter Change...

Direct to... Printer Options...

Save options permanently

Options

First page: Copies:

Pages:

All

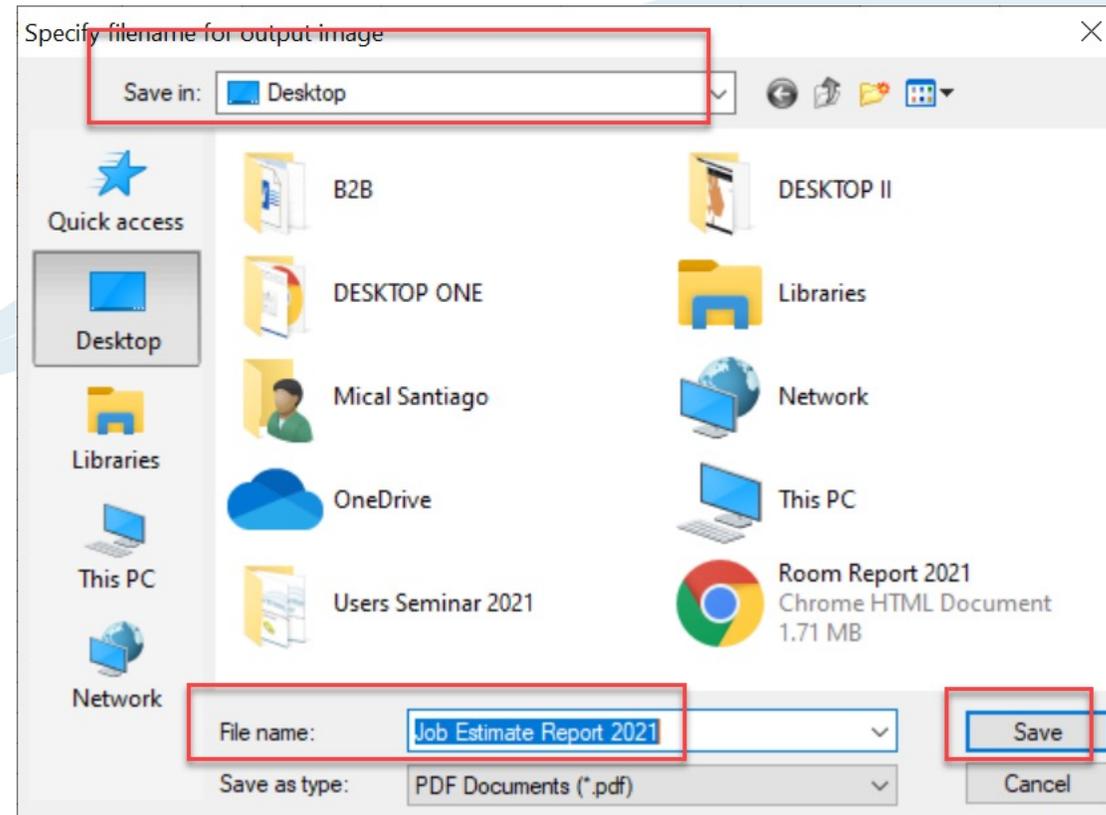
Page range(s)

(Enter pages or ranges, separated by comma if necessary, e.g. '1,3-4,10-')

Print: All selected pages

? Start Cancel

7. If the user is generating a PDF, name the file and choose a location to save it, then click "Save".



Job Estimate Report

Item Name	Description	Material	Based On	Length	Material qty.	Multiplied qty.	Boxed	Amt/Box	Boxes	Waste	User add.	Unit Price	Subtotal	Tax	Price
SV-1	SV-1	SV-1	Material area	375'	250 sy	250 sy	No	1.00		11.88%	0'	\$0.00 / sy	\$0.00	\$0.00	\$0.00
	cove cap		Room perimeter		662' 4"	662' 4"	No					\$0.00 / ft	\$0.00	\$0.00	\$0.00
	Heat Welding		Cove length		0'	0'	No					\$0.00 / ft	\$0.00	\$0.00	\$0.00
	Heat Welding		Seam length		223' 7"	223' 7"	No					\$0.00 / ft	\$0.00	\$0.00	\$0.00
	Subtotal												\$0.00	\$0.00	\$0.00
SV-2	SV-2	SV-2	Material area	375'	250 sy	250 sy	No	1.00		37.39%	0'	\$0.00 / sy	\$0.00	\$0.00	\$0.00
	Heat Welding		Seam length		187' 11"	187' 11"	No					\$0.00 / ft	\$0.00	\$0.00	\$0.00
	Subtotal											\$0.00	\$0.00	\$0.00	\$0.00
T-1	T-1	T-1	Tile count		346 sf	346 sf	Yes No	1.00	346.	18.92%	0%	\$0.00 / sf	\$0.00	\$0.00	\$0.00
	Subtotal											\$0.00	\$0.00	\$0.00	\$0.00
T-2	T-2	T-2	Tile count		228 sf	228 sf	Yes No	1.00	228.	17.5%	0%	\$0.00 / sf	\$0.00	\$0.00	\$0.00
	Subtotal											\$0.00	\$0.00	\$0.00	\$0.00
T-2 WALL	T-2 WALL	T-2 WALL	Tile count		404 sf	404 sf	Yes No	1.00	404.	24.7%	0%	\$0.00 / sf	\$0.00	\$0.00	\$0.00
	Subtotal											\$0.00	\$0.00	\$0.00	\$0.00
VCT-1	VCT-1:	VCT-1	Tile count		1,485 sf	1,485 sf	Yes No	1.00	1485.	3.08%	0%	\$0.00 / sf	\$0.00	\$0.00	\$0.00
	Subtotal											\$0.00	\$0.00	\$0.00	\$0.00
Tag	SURFACE BULLNOSE	SBN	Length		86' 1"	86' 1"	No				0%	\$0.00 / ft	\$0.00	\$0.00	\$0.00
	Subtotal												\$0.00	\$0.00	\$0.00
Tag	TRAN-CPT TO WD	TRAN-CPT TO WD	Length		78'	78'	No				0%	\$0.00 / ft	\$0.00	\$0.00	\$0.00
	Subtotal												\$0.00	\$0.00	\$0.00
Tag	RB1 STRAIGHT	RB1 STRAIGHT	Length		540' 9"	540' 9"	No				0%	\$0.00 / ft	\$0.00	\$0.00	\$0.00
	Subtotal												\$0.00	\$0.00	\$0.00



Print a Seam Diagram:

Style: SV-1
 Color: SV-1
 Dye lot:
 Length: 375

(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)	(K)	(L)	(M)	(N)	(O)	(P)	(Q)	(R)	(S)	(T)	(U)	(V)	(W)	(X)	(Y)	(Z)	(a)	(b)
(9-2)	(12-2)	(1)	(12)	(8)	(6)	(5)	(1-3)	(4)	(10)	(11)	(7-2)	(2)	(1-2)	(3)	(2-3)	(14)	(9)	(10-2)	(8-3)	(2-2)	(2)	(11-2)	(7)	(1-2)	(15)	(6-2)	(8-2)

(A) 16' 4"
 New room 172 (9-2) = 4' 1" x 16' 1"
 (B) 15' 11"
 New room 175 (12-2) = 4' 10" x 15' 8"
 (C) 10' 7"
 New room 6 = 6' x 10' 1"
 (D) 15' 11"
 New room 175 (12) = 5' 11" x 15' 8"
 (E) 18' 5"
 New room 171 = 6' x 17' 11"
 (F) 11' 3"
 New room 70 = 6' x 10' 9"
 (G) 18' 1"
 New room 54 = 6' x 17' 7"
 (H) 10' 4"
 New room 6 (1-3) = 4' 4" x 10' 1"
 (I) 9' 8"
 New room 24 = 6' x 9' 2"
 (J) 16' 4"
 New room 173 (10) = 5' 11" x 16' 1"
 (K) 17' 1"
 New room 174 = 6' x 16' 7"
 (L) 13' 8"
 New room 71 (7-2) = 4' 11" x 13' 5"
 (M) 10' 4"
 New room 8 (2-4) = 2' 2" x 10' 1"

New room 24 (4-2) = 3' 10" x 9' 2"
 (N) 10' 7"
 New room 6 (1-2) = 6' x 10' 4"
 (O) 6' 1"
 New room 14 (3) = 4' 11" x 5' 10"
 (P) 10' 7"
 New room 8 = 6' x 10' 1"
 (Q) 8' 6"
 Room 223 (14) = 6' x 8' 3"
 (R) 16' 7"
 New room 172 = 6' x 16' 1"
 (S) 16' 1"
 New room 173 (10-2) = 4' 10" x 16' 1"
 (T) 18' 2"
 New room 171 (8-3) = 4' 1" x 17' 11"
 New room 54 (5-2) = 1' 11" x 17' 7"
 (U) 10' 7"
 New room 8 = 6' x 10' 1"
 (V) 10' 7"
 New room 8 = 6' x 10' 1"
 (W) 16' 10"
 New room 174 (11-2) = 4' 1" x 16' 7"
 New room 76 (13-2) = 0' 7" x 5' 6"
 Room 223 (14-3) = 0' 6" x 8' 3"
 (X) 13' 11"
 New room 71 = 6' x 13' 5"

(Y) 8' 6"
 Room 223 (14-2) = 6' x 8' 3"
 (Z) 6'
 New room 76 = 6' x 5' 6"
 (a) 11'
 New room 70 (6-2) = 4' 11" x 10' 9"
 (b) 18' 5"
 New room 171 = 6' x 17' 11"



JOB:

CUSTOMER:
 Pacific Solutions (Cust#725)
 11403 West Bernardo Court
 SAN DIEGO, CA 92127

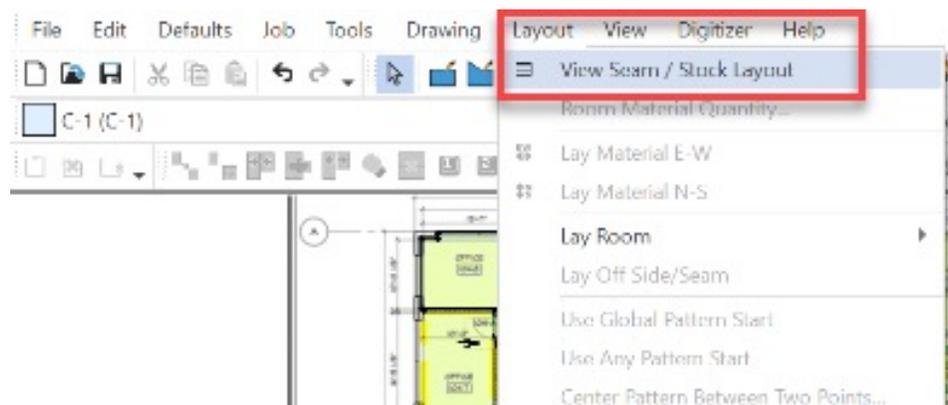
DATE:
 03/23/21

FILE:
 Office Plan.flr

TITLE:
 Title
 Level 1

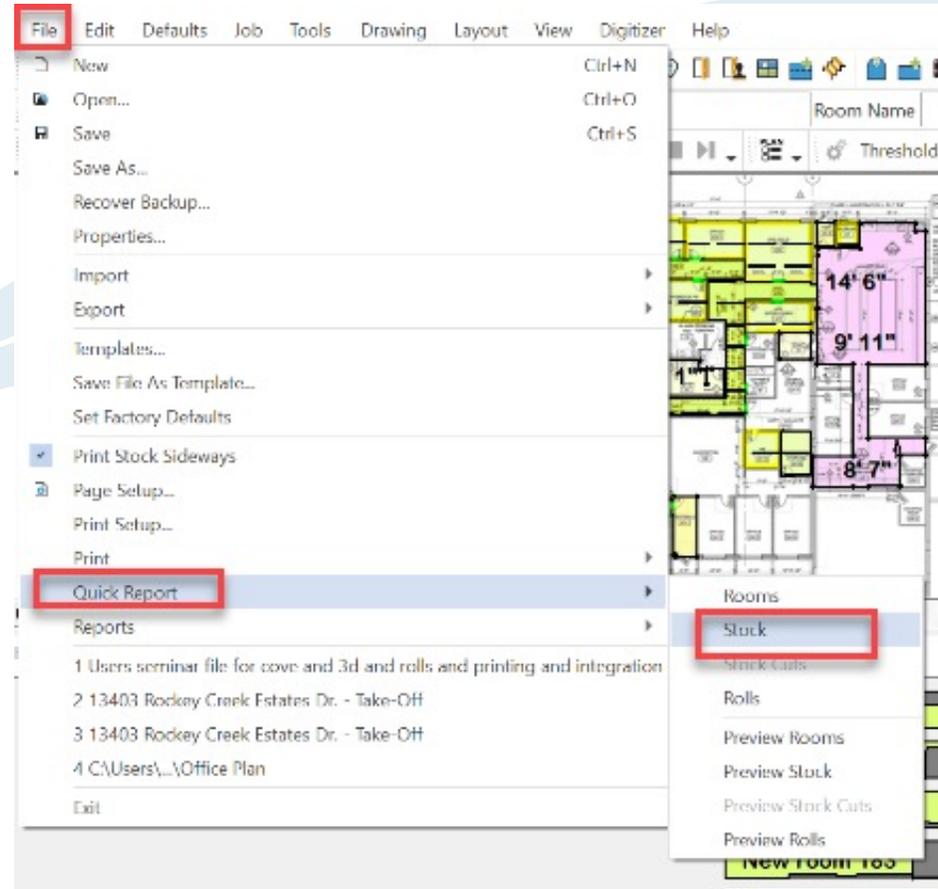
PAGE:
 1

1. Click “Layout” at the top of FloorRight and then left click on “View Seam/Stock Layout”.



2. Once the Seam view is open click "File" at the top of FloorRight and then move the cursor down to "Quick Report".

3. Left click “Stock” to start printing. Choose preview stock to see a preview of the report before it is printed.



4. Click “OK” to print all the pages or left click and uncheck the pages not needed.



5. Make sure the correct PDF writer or printer is selected then click "Start".

FloorRight Report Options

Set report options

Print target

 Universal Document Converter Change...

Direct to...  Printer Options...

Save options permanently

Options

First page: Copies:

Pages:

All

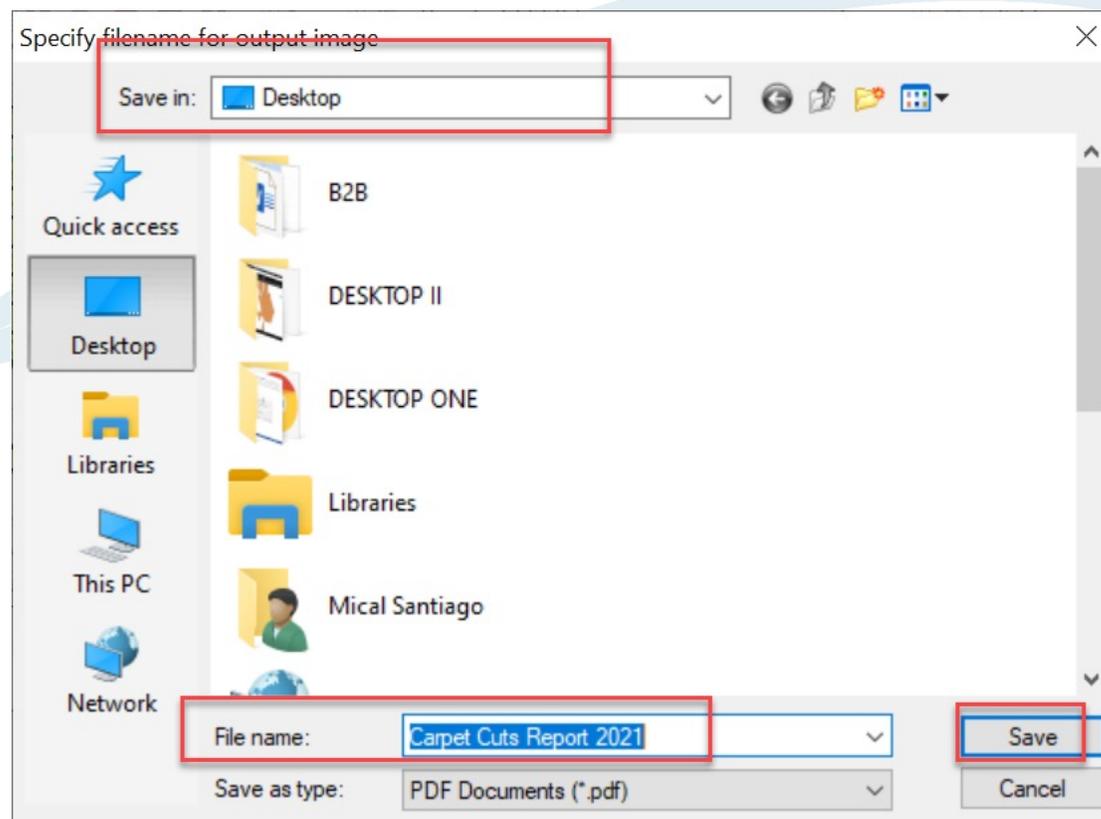
Page range(s)

(Enter pages or ranges, separated by comma if necessary, e.g. '1,3-4,10-')

Print: All selected pages

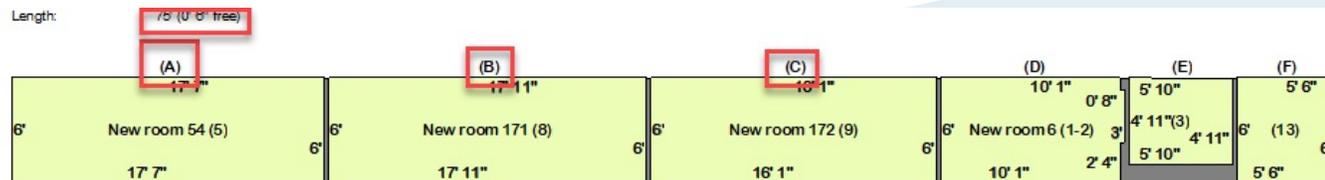
? Start Cancel

6. If the user is printing a PDF file, name the file and choose a location to save it on the computer.





Print a roll report:

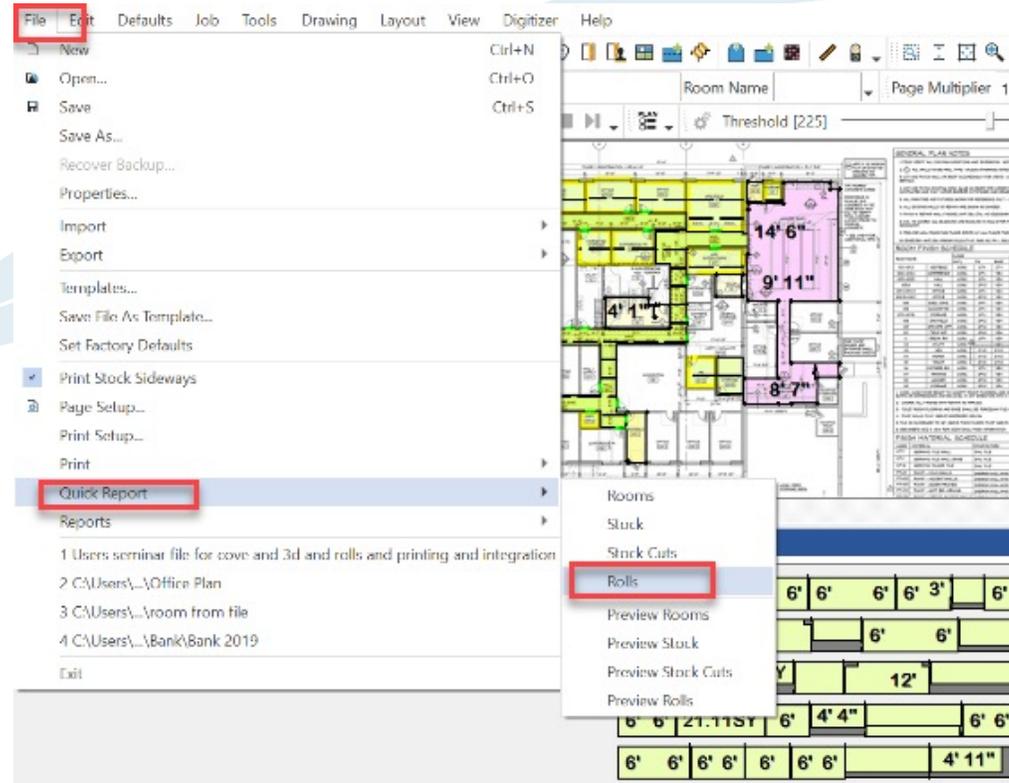


- (A) 6' x 17' 10" (@ 0') New room 54 (5)
- (B) 6' x 18' 2" (@ 17' 10") New room 171 (8)
- (C) 6' x 16' 4" (@ 36') New room 172 (9)
- (D) 6' x 10' 7" (@ 52' 4")
New room 6 (1-2)
10' 1" E
0' 8" S
0' 3" E
3" S
0' 3" W
2' 4" S
10' 1" W
6" N
- (E) 4' 11" x 6' 1" (@ 62' 11")
New room 14 (3)
5' 10" 90.46°
4' 11" S
5' 10" W
4' 11" N
- (F) 6' x 5' 9" (@ 69') New room 76 (13)

1. After the user sets up the roll lengths they can print a report with the rolls and cuts.

2. Open the seam/stock view by clicking “Layout” at the top of FloorRight and then left click “View Seam/Stock Layout”.

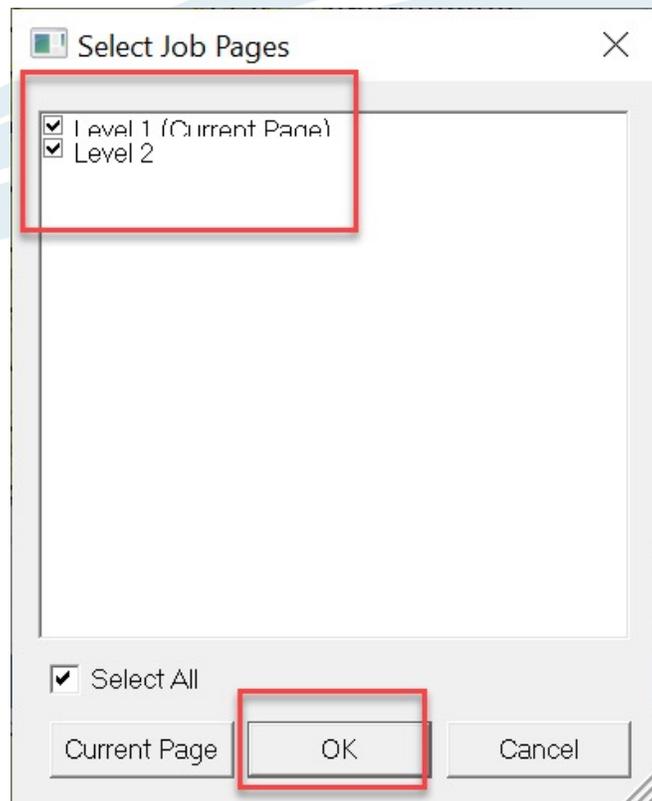
3. Click “File” at the top of FloorRight. Move the cursor down to “Quick Report” and left click “Rolls”.



The screenshot displays a software application window with a menu bar (File, Edit, Defaults, Job, Tools, Drawing, Layout, View, Digitizer, Help) and a toolbar. The 'File' menu is open, showing options like New, Open..., Save, Save As..., Recover Backup..., Properties..., Import, Export, Templates..., Save File As Template..., Set Factory Defaults, Print Stock Sideways, Page Setup..., Print Setup..., Print, Quick Report, Reports, and a list of recent files. The 'Quick Report' option is highlighted, and its sub-menu is open, showing 'Rooms', 'Stock', 'Stock Cuts', 'Rolls', 'Preview Rooms', 'Preview Stock', 'Preview Stock Cuts', and 'Preview Rolls'. The 'Rolls' option is highlighted. The background shows a floor plan with dimensions: 14'6", 9'11", 8'7", and 4'1". A table of dimensions is visible at the bottom right:

6'	6'	6'	6' 3"	6'		
			6'	6'		
			12'			
6'	6'	21.115'	6'	4' 4"	6'	6'
6'	6'	6'	6'	6'	6'	4' 11"

4. Click "Rolls" then check which pages need to be printed to PDF or paper, then left click "OK".



5. Then choose a PDF writer or paper printer to print the Rolls report to and then left click "start".

FloorRight Report Options

Set report options

Print target

 Universal Document Converter Change...

Direct to... Printer Options...

Save options permanently

Options

First page: 1 ▲▼ Copies: 1 ▲▼

Pages:

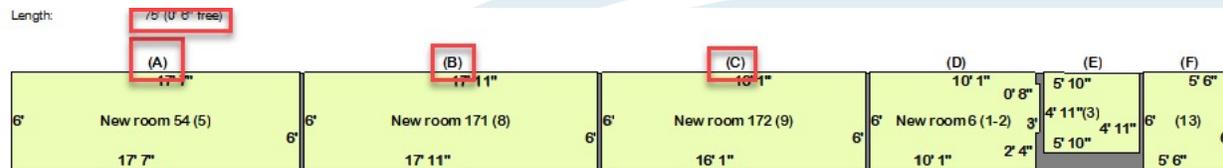
All

Page range(s)

(Enter pages or ranges, separated by comma if necessary, e.g. '1,3-4,10-')

Print: All selected pages ▼

? Start Cancel



- (A) 6' x 17' 10" (@ 0') New room 54 (5)
- (B) 6' x 18' 2" (@ 17' 10") New room 171 (8)
- (C) 6' x 16' 4" (@ 36') New room 172 (9)
- (D) 6' x 10' 7" (@ 52' 4")
New room 6 (1-2)
10' 1" E
0' 8" S
0' 3" E
3" S
0' 3" W
2' 4" S
10' 1" W
6" N
- (E) 4' 11" x 6' 1" (@ 62' 11")
New room 14 (3)
5' 10" 90.46°
4' 11" S
5' 10" W
4' 11" N
- (F) 6' x 5' 9" (@ 69') New room 76 (13)

Add a custom FloorRight report:

Note: The FloorRight user should know how to create a custom report in the Report Designer before following these steps.

1. In FloorRight left click “Defaults” then move the cursor down and left click “Options”.

2. In the “Options” click on the tab that says “Report” to add a custom report.

3. Click on the button with the three dots next to the report to choose a custom report.

Edit Options

Imported Plans	UI	Room Finder	Rolls
General	Drawing	Layout	Creation Defaults
3D	Reports	Backup	Seams and Cove

Quick Report Templates

Rooms: ...

Stock: ...

Cuts: ...

Rolls: ...

Job Estimate: ...

Room: ...

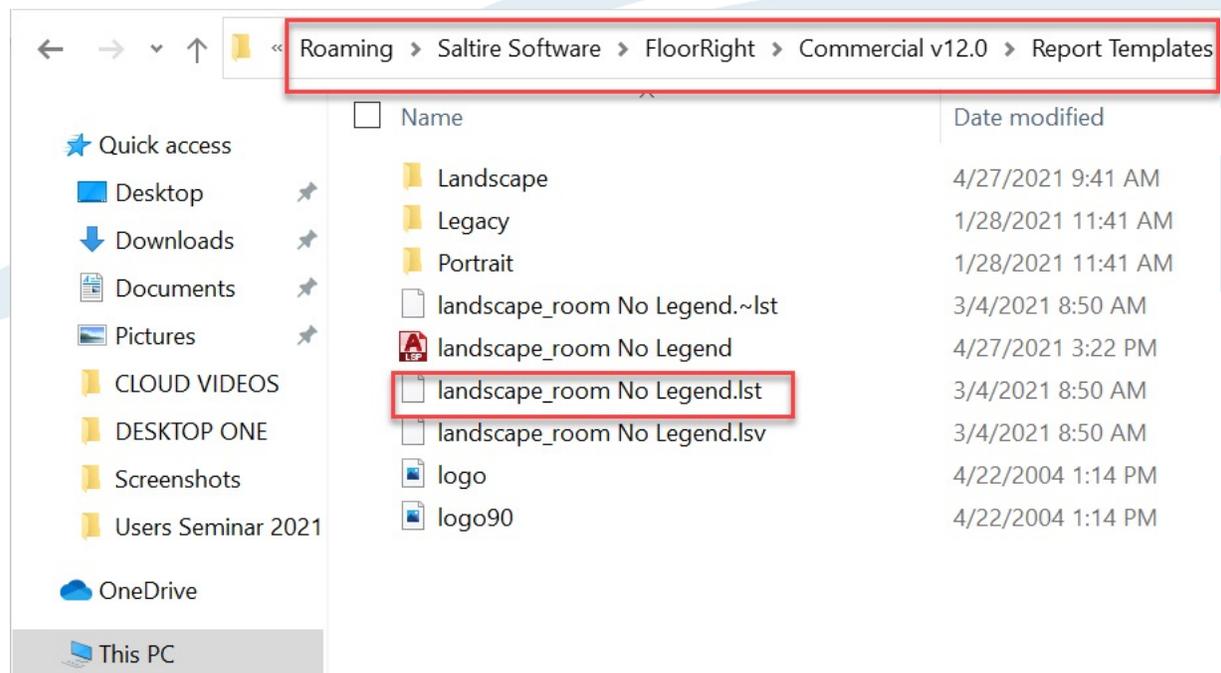
Scaling to match printer page size

	Original	Scaled
<input type="radio"/> None		
<input checked="" type="radio"/> Simple		
<input type="radio"/> Advanced		

OK Cancel Help

4. Search for the custom report in the location it was saved on the computer then left click on the report and click “open” at the bottom.

Note: A report can be emailed or saved on a shared location so other users can import the report.



5. Now when the user prints a quick report in FloorRight the custom report will be the default quick report that opens.



For questions about printing or using the report designer in FloorRight Commercial please contact frsupport@pacific-solutions.com.



The End.