



National Fenestration Rating Council Incorporated

NFRC TEST LAB USER MANUAL_[E0A1]

NFRC Certified Products Database 2.0

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FOREWORD

This NFRC Certified Products Database Test Lab User Manual provides guidelines and explains the procedure to NFRC Accredited Testing Laboratories for uploading products information using NFRC online Certified Products Database (CPD 2.0).

Questions on the use of this procedure should be addressed to:

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1. INTRODUCTION

The Testing Lab Certified Products Database User Manual provides guidelines and explains the procedure for uploading required data to the online NFRC Certified Products Database 2.0. It is intended to provide the Testing Labs with information on how to upload test data into the CPD for a manufacturer's fenestration product, review the data and submit the data to a specific Inspection Agency, and finalize the validation process in conjunction with the IA and Simulation Lab.

2. TESTING LAB RESPONSIBILITIES

Accredited NFRC Testing Labs participating in the Laboratory Accreditation Program (LAP) are responsible for uploading information into the Certified Products Database specific to their manufacturer/client. These responsibilities include:

- Competently completing tests in accordance with the current NFRC documents for fenestration products using the current NFRC approved programs and the NFRC LAP-2008.
- Properly upload the data to the proper client.
- Ensure that the product information uploaded is accurate and complete.
- Submit the data to the correct Inspection Agency.

3. TEST LAB SUMMARY SPREADSHEET

The testing summary spreadsheet for U-factor, Solar Heat Gain Coefficient, Visible Transmittance, and Condensation resistance was designed to allow for an efficient transfer of testing data into the NFRC Online Certification Database. This section will discuss the various components of the testing summary spreadsheet.

The current testing summary spreadsheet can be located on the technical documents web page on the NFRC website: <http://www.nfrc.org/technicaldocs.aspx>

CPD 2.0 only accepts data for NFRC 102 thermal validation tests only. There are provisions in the testing upload spreadsheet to contain other testing values, such as NFRC 102, NFRC 400 Air Leakage, and NFRC 201 SHGC values for test only products; however, those values are not to be uploaded into CPD 2.0. Test only product rating values will be accepted into CPD 2.0 via the upload spreadsheet when Phase 2 is implemented.

The spreadsheet is divided into two parts: the header section, which contains the manufacturer and product line information; and the product rating section, which contains the rating values and individual product information.

Refer to Section 3.3 for the requirements for each field.

3.1 Header Section – Product Line Information

Figure 3a through Figure 3c depicts the header section, which are contained in rows from 1 to 8.

Figure 3a

	A	B	C	D	E	F	G	H	I	
1	Mfr Name:	123XYZ Company								
2	Series/Model #:	Test #001a								
3	Operator Type:	VSDH								
4	Thermal Break Type:	N						CPD Number		
5	Report Type:	New								
6										
7	Data Check v. 3.03	Data Checked:								
8	CPD2.0									

Figure 3b

	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
1	Data Check			NFRC 2004 Testing Data Upload Form											
2															
3															
4															
5															
6															
7															
8															

Figure 3c

	AV	AW	AX	AY	AZ	BA	BB
1	Data Check						
2							
3	Specimen Size:			1200mm x 1500mm			
4							
5							
6	Test Lab Code:			TNFR			
7	Rating Procedure:			2004			
8							

3.2 Product Rating Section – Individual Product Information

Figure 3d through Figure 3h depicts the header section, which are from Row 10 and below.

Figure 3d

	A	B	C	D	E	F	G	H	I	J
10	MfrProdCod (255 Characters)	Product Number	Pane Thickness #1	Pane Thickness #2	Pane Thickness #3	Pane Thickness #4	Pane Thickness #5	Pane Thickness #6	Pane Thickness #7	Pane Thickness #8
11	Thermal Test	000	0.125	0.135						
12										
13	SHGC	001	0.125	0.125						
14										
15										
16										
17	CR	001	0.125	0.125						
18										
19	Air Leakage	001	0.125	0.125						

NOTE: The words “Thermal Test” is required to stay in Column A in the row associated with the thermal test data.

Figure 3e

	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE
10	Gap 1	Gap 2	Gap 3	Gap 4	Gap 5	Gap 6	Gap 7	Gap Fill 1	Gap Fill 2	Gap Fill 3	Gap Fill 4	Gap Fill 5	Gap Fill 6	Gap Fill 7	% of Gap Fill 1	% of Gap Fill 2	% of Gap Fill 3	% of Gap Fill 4	% of Gap Fill 5	% of Gap Fill 6	% of Gap Fill 7
11	0.500							ARG							95						
12																					
13	0.500							ARG							95						
14																					
15																					
16																					
17	0.500							ARG							95						
18																					
19	0.500							ARG							95						

Figure 3f

	AF	AG	AH	AI	AJ	AK	AL	AM	AN	AO	AP	AQ	AR	AS	AT	AU
10	Emissivity Surface 1	Emissivity Surface 2	Emissivity Surface 3	Emissivity Surface 4	Emissivity Surface 5	Emissivity Surface 6	Emissivity Surface 7	Emissivity Surface 8	Emissivity Surface 9	Emissivity Surface 10	Emissivity Surface 11	Emissivity Surface 12	Emissivity Surface 13	Emissivity Surface 14	Emissivity Surface 15	Emissivity Surface 16
11		0.022														
12																
13		0.022														
14																
15																
16																
17		0.022														
18																
19		0.022														

Figure 3g

	AV	AW	AX	AY	AZ	BA	BB	BC	BD	BE	BF	BG	BH	BI
10	Tint	Shading System	Spacer	Grid Type	Grid Size	Frame Emissivity	Frame Absorptance	Frame Type	Sash Type	Door Description	Door Core Fill	Door Skin Material	Door Substructure (Edge)	Door Panel Material
11	LE		A1-S	N		0.9	0.3	vy	vy					
12														
13	LE		A1-S	Y	.75	0.9	0.3	vy	vy					
14														
15														
16														
17	LE		A1-S	N		0.9	0.3	vy	vy					
18														
19	LE		A1-S	N		0.9	0.3	vy	vy					

Figure 3h

	BJ	BK	BL	BM	BN	BO	BP	BQ	BR	BS
	U-factor(s)	U-factor(st)	SHGC	VT	Condensation Resistance	Air Leakage				
10							Test Procedure	Test Report Number	Test Date	Test Report Revision Date
11	0.350	0.362					102	TNFR-111607-001a	11/16/07	11/28/07
12										
13			0.780				201	TNFR-111607-001b	11/16/07	11/28/07
14										
15										
16										
17										
18					38		500	TNFR-111607-001c	11/16/07	11/28/07
19						0.1	400	TNFR-111607-001d	11/16/07	11/28/07

3.3 Spreadsheet Formatting Requirements

The following matrix contains fields and the corresponding description that have to be entered into the spreadsheet.

Field Name	Description
Mfr Name	<ul style="list-style-type: none"> The name of the manufacturer who owns the product for which the testing data was generated. Manufacturer name shall be same as listed in the license agreement and as listed in the CPD.
Series/Model #	<ul style="list-style-type: none"> The series or model name, as specified by the manufacturer. The listed Series/Model # will be displayed in NFRC Certified Products Directory (CPD).
Operator Type	<ul style="list-style-type: none"> The Operator Type as listed in NFRC 100 Table 4-3, which applies to the entire product line. Match against the NFRC Database Codes.
Thermal Break Type	<ul style="list-style-type: none"> The Thermal Break Type which applies to the entire product line. Thermal break code must be filled in; if non-applicable - Thermal Break = N Match against the NFRC Database Codes.
Report Type	<ul style="list-style-type: none"> New, recertification, revision or addendum report type (Use arrow)
CPD Number	<ul style="list-style-type: none"> This field will be used for the following report types: revision, addendum, and recertification. Use alpha numeric CPD number, i.e. ABC-B-72
Specimen Size	<ul style="list-style-type: none"> The dimensions (height x width) of the product tested in mm, i.e. 2000mm x 2000mm.
Test Lab Code	<ul style="list-style-type: none"> The identification code which NFRC has assigned to the testing lab which prepared the report. Lab codes must be entered correctly on spreadsheets and correspond to the user that is logged in. If the code and the user's lab do not match, the user will not be able to delete or submit a spreadsheet.
Rating Procedure	<ul style="list-style-type: none"> The rating procedure used to prepare the report.
Data Checked	<ul style="list-style-type: none"> This is a read-only field that indicates when the local validation was last run on the spreadsheet.

Field Name	Description
MfrProdCode	<ul style="list-style-type: none"> This is a free-form field that manufacturers can use to enter additional information about the (reference or option) product. IA will be capable to edit this field.
Product Number	<ul style="list-style-type: none"> Product number ZERO (which will be denoted as 0) shall always be the validation option for comparison to the simulation. Currently, CPD 2.0 only accepts thermal validation tests. Note: (Details for Phase 2 Implementation) This field contains the internal number that the database uses to identify each product for each test procedure. (i.e., if the product line contains more than 3 SHGC tests, the first test will contain a Product Number of 001, the second will be 002, and the last will be 003).
Pane Thickness #[1 to 8]	<ul style="list-style-type: none"> Contains the thickness of the pane located at the specified position. The number represents the (relative) location of the pane within the glazing assembly beginning from the exterior. The field shall be rounded and contain a minimum number of 3 decimals and a maximum of 6 decimals. Values are expected to be within the range: $0.0 < x \leq 1.0$ (L) Test for existence versus # of Pane ID
Gap [1 to 7]	<ul style="list-style-type: none"> Contains gap distance between successive panes (in inches) The number represents the (relative) location of the gap within the glazing assembly beginning from the exterior. The field shall be rounded and contain a minimum number of 3 decimals and a maximum of 6 decimals. (L) Test for existence versus # of Pane Thickness
Gap Fill (1 to 7]	<ul style="list-style-type: none"> Contains the gas name which is used to fill the gap The number represents the (relative) location of the gap within the glazing assembly beginning from the exterior. This is a text field of a maximum 3 characters from the NFRC Database Codes – i.e., AR3 (L) Test for existence versus # of Gap fills (S) Match against the NFRC Database Codes
% of gap fill [1 to 7]	<ul style="list-style-type: none"> The gas fill concentration contained between glazing layers beginning from the exterior. The user shall only state the percentage of inert gases present; the application will assume the difference is air. If multiple inert gases are present, the user shall separate them using “/” (i.e. 80% argon, 10% krypton mixture shall be shown as “80/10”). % gas fill cannot be a decimal and must be a whole number .
Emissivity Surface [1 to 16]	<ul style="list-style-type: none"> The value of the emissivity of the surface beginning from the exterior exposed environment side. The user shall not enter the emissivity of for clear glass or tinted clear glass (typically 0.840) This is a decimal field of 3 decimals / 5 characters – i.e., 0.101 (S) Test for existence versus listed Pane ID
Tint	<ul style="list-style-type: none"> The color code for the tint of the glass, film, or dynamic glazing This is a text field of 2 characters from the NFRC Database Codes – i.e., BZ The hierarchy is tints and then clear (S) Match against the NFRC Database Codes
Shading System	<ul style="list-style-type: none"> Currently not in use (leave cell blank)

Field Name	Description
Spacer	<ul style="list-style-type: none"> The spacer system(s) used in the simulation of the product line.. Note: this field shall be populated and not be left blank, if there is no spacer, e.g single pane units, user will populate with 'N'. If multiple spacers are present, a comma shall be used to separate the different spacer systems. This is a text field of 4 characters for each spacer system listed from the NFRC Database Codes – i.e., A1-D,CS-D (S) Match against the NFRC Database Codes
Grid Type	<ul style="list-style-type: none"> This includes grilles between the panes, simulated divided lite, attached and true divided lite. Note: this field shall be populated and not be left blank. This is a text field of 1 character for each grid type listed from the NFRC Database Codes – i.e., N, G (S) Match against the NFRC Database Codes
Grid Size	<ul style="list-style-type: none"> The designation for grids less than 1” in height shall be listed as 0.75 and the designation for grids greater than or equal to 1” in height shall be listed as 1.5. This is a decimal field from the NFRC Database Codes – i.e., 0.75 (S) Match against database (DB) values
Frame Emissivity	<ul style="list-style-type: none"> The emissivity of the frame surface finish This is a decimal field with 1 decimal / 3 characters – i.e., 0.9
Frame Absorptance	<ul style="list-style-type: none"> Contains the frame absorptance value. Use 0.5 for glazed / sloped / curtain wall products; use 0.3 for all other product types. This is a decimal field with 1 decimal / 3 characters – i.e. 0.5 (S) Match against the NFRC Database Codes
Frame Type	<ul style="list-style-type: none"> Contains the frame type code of the product type from the NFRC Database Codes. Note: this field shall be populated and not be left blank. Frame code must be filled in: If non-applicable - Frame code = N This is a text field of 2 characters (xx) for frame type from the NFRC Database Codes – i.e., VY (S) Match against the NFRC Database Codes
Sash Type	<ul style="list-style-type: none"> Contains the sash type code of the product type from the NFRC Database Codes. Note: this field shall be populated and not be left blank. This is a text field of 2 characters (xx) for frame type from the NFRC Database Codes – i.e., VY Sash code must be filled in; If non-applicable - Sash code = N (S) Match against the NFRC Database Codes
Door Description	<ul style="list-style-type: none"> A description of the door panel configuration from the NFRC Database Codes This is a text field of 2 characters – i.e., EM (S) Match against the NFRC Database Codes
Door Core Fill	<ul style="list-style-type: none"> A description of the material used to enhance thermal, acoustical or structural performance of the door from the NFRC Database Codes This is a text field of 2 characters – i.e., EP (S) Match against NFRC Database Codes

Field Name	Description
Door Skin Material	<ul style="list-style-type: none"> A description of the covering which is applied to the door core for the primary purpose of protection from environmental elements that may or may not add structural integrity from the NFRC Database Codes This is a text field of 2 characters – i.e., GS This cell will be left blank when uploading a window S) Match against the NFRC Database Codes
Door Substructure (Edge)	<ul style="list-style-type: none"> A description of the structural members of door composed of, but not limited to, wood, wood products, metal, composites, or other reinforcing materials that is found between the Door Skin Material from the NFRC Database Codes This is a text field of 2 characters – i.e., WD This cell will be left blank when uploading a window (S) Match against the NFRC Database Codes
Door Panel Material	<ul style="list-style-type: none"> A description of the raised panel section of a door that is either an individual component of the door or it may be a simulated panel that is created in the embossing of the Door Skin Material from the NFRC Database Codes This is a text field of 2 characters – i.e., FG This cell will be left blank when uploading a window (S) Match against the NFRC Database Codes
U-Factor (s) Measured Value	<ul style="list-style-type: none"> The U-Factor representative of the total fenestration system of the measured value. This is a decimal field of 6 decimal places / 8 characters – i.e., 0.232342
U-Factor (st) Standardized Value	<ul style="list-style-type: none"> The U-Factor representative of the total fenestration system of the standardized value This is a decimal field of 6 decimal places / 8 characters – i.e., 0.232342
SHGC	<ul style="list-style-type: none"> The Solar Heat Gain Coefficient of the total fenestration system. This is a decimal field of 3 decimal places / 5 characters – i.e., 0.345
VT	<p>Note: At the time of publication, the NFRC test procedure was under development. This cell is a placeholder and will be used upon implementation of a VT test procedure.</p> <ul style="list-style-type: none"> The Visual Transmittance of the total fenestration system. This is a decimal field of 3 decimal places / 5 characters – i.e., 0.345
Condensation Resistance	<ul style="list-style-type: none"> The total fenestration product condensation resistance. CR cannot be a decimal and must be a whole number This is a number field of 2 digits, no decimals – i.e., 50
Test Procedure	<ul style="list-style-type: none"> The corresponding NFRC test procedure for the rating and product description. (i.e., 102 for NFRC Thermal Test)
Test Report Number	<ul style="list-style-type: none"> The name or number of the report as specified by the testing lab
Test Date	<ul style="list-style-type: none"> The date the product was tested
Test Report Revision Date	<ul style="list-style-type: none"> The date upon which the report was created. <p>Note:</p> <ul style="list-style-type: none"> This date is for the original report date and all subsequent revisions.

3.4 Using the Upload Spreadsheet

NFRC-accredited testing laboratories are required to use the summary sheet to upload validation data to the NFRC Certification Database. The summary spreadsheet shall be used as follows:

- The spreadsheet shall not be modified.
- Filename of the summary spreadsheet shall not exceed 50 characters including blank space in file name.

Bad filename characters include: " = + / ' < | > * ?) , ^ % @ & # % ~ !
() _ { } ~ ` \$ [] ÷ ™ © "

- The columns headers and titles are fixed and shall not be changed from the format supplied to work in the application.
- Each field holds one value
- Do not remove non-applicable fields from the spreadsheet.

3.4.1 Reporting Individual Products

- Each Product Number shall be unique
- Each field on the summary spreadsheet shall contain only one entry; the user shall not separate any values, codes, etc with commas if this option is used.
- All product configurations shall be listed separately according to the formatting and NFRC code requirements as listed in Section 3.3.

NOTE: Reporting individual products will be required when all test only products are uploaded to the CPD.

3.4.2 New Report Type Upload

- Select New at the Report Type cell.
- The thermal test validation option will have a "0" as the product number.
- The CPD Number cell is left blank

3.4.3 Recertification Report Type Upload

- Select Recertification at the Report Type cell.

- The thermal test validation option will have a “0” as the product number.
- The CPD Number cell will be the product line’s original CPD number (i.e., XYZ-T-77).

3.4.4 Revision and Addendum Report Type Upload

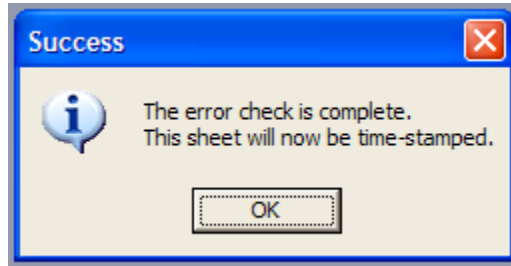
- These Report Types are not required for the testing upload spreadsheet, since the CPD is only capable of accepting validation options. A “revision” can be handled at the validation screen and there are no addendums to a test lab upload spreadsheet.

3.5 Completing the Upload Spreadsheet

After all the required product line and product rating information are filled in; click any one of the yellow buttons labeled “Data Check”.

3.5.1 Cells Filled in Properly

If all of the cells are filled in properly, the user will receive the following prompt and a date and time stamp will be inserted left of the yellow data check cell location.



Data Checked: 6/26/08 12:55 PM

3.5.2 Cells Not Filled in Properly

If any of the cells are not filled in properly, the user will receive a prompt depicting the error and the cell location of the error.

Figure 3i through Figure 3l display examples of some errors and the location of the error:

Figure 3i

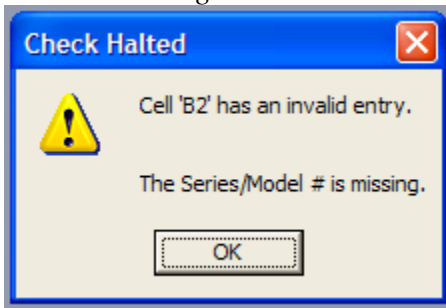


Figure 3j

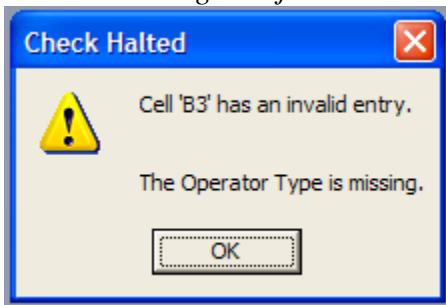


Figure 3k

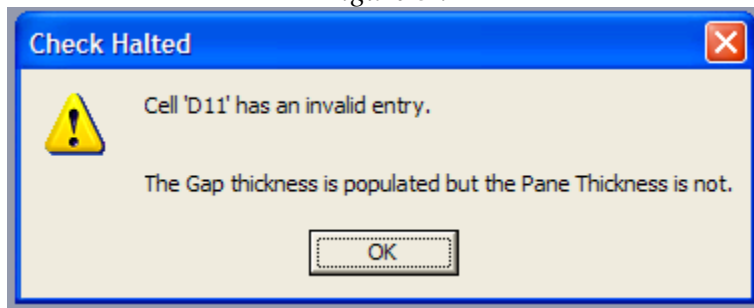
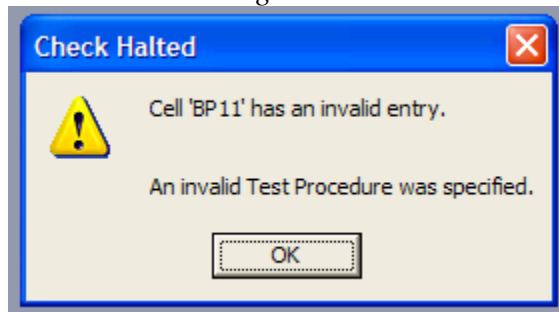


Figure 3l



4. STARTING THE APPLICATION

For optimum performance, the application can be accessed using Internet Explorer 5.5 or higher. To access the application use the following link:

<http://cpd.nfrc.org>

The Test Lab user is taken to the following login screen and prompted to input a valid username and password and to select a program (CPD or Film Attachment). Usernames and passwords are supplied to the Lab user by the NFRC.

User can at any time in the application log off that is exit out of the CPD by clicking on the log off hyper link.

Lab codes must be entered correctly on spreadsheets and correspond to the user that is logged in. If the code and the user's lab do not match, the user will not be able to delete or submit a spreadsheet.

Figure 4a: Starting the NFRC Certification Database – Login Screen

NFRC
National Fenestration
Rating Council®

WE'RE CHANGING THE WAY AMERICA SHOPS
FOR WINDOWS, DOORS AND SKYLIGHTS

NFRC Products Directory

Participant Log In

User Name:

Password:

Program:

If you are a Program Participant and do not have your login information,
please contact Technical Support at support@nfrc.org.

NFRC Products Directory Search

To view ratings data for certified or attachment products,
please click the button below.

This web site is optimized for a display resolution of 1024x768, and requires Microsoft Internet Explorer 5.0 or higher.

Using older browsers, non-compatible browsers or disabling browser features such as JavaScript will reduce site functionality and overall appearance. [Download the latest version of Microsoft Internet Explorer.](#)

5. UPLOADING FILE

After logging in, the user is taken to the Home tab of the application where the Test Lab will upload the client's data to the database. The current testing summary spreadsheet can be located on the technical documents web page on the NFRC website: <http://www.nfrc.org/technicaldocs.aspx>.

The following matrix contains fields and the corresponding description that for Labs familiar with CPD 1.0, the premise is the same when searching or selecting a manufacturer, as well as when adding a report to the CPD between CPD 1.0 and CPD 2.0; the only difference is the interface. A pull-down menu will be used instead of a button when selecting the Report Type.

Figure 5a: Testing Lab Home Screen

The screenshot displays the 'CERTIFIED PRODUCTS DIRECTORY' interface. At the top, there are navigation tabs: Home, Lab Reports, IA Info, My Account, and Codes. A 'Log off' link is on the left, and 'Welcome shanon' is on the right. Below the navigation is a 'FIND MANUFACTURER' section with radio buttons for 'By Name' (selected) and 'By Code or ID', a search input field, and 'Search' and 'Show All' buttons. A list of manufacturers is shown with columns for Name, Code, and ID. To the right of the list is a form for adding a report, including a 'Selected Manufacturer' dropdown (set to '<None Selected>'), a 'Report Type' dropdown (set to 'Simulation'), a 'Lab Type' dropdown, and a 'Data File' input field with a 'Browse...' button. Below the form are instructions: '(Please select a file after all other entries have been made.)' and 'You must test all Sim Lab Reports with the Lab Report Test before upload.' and an 'Add Report' button.

Name	Code	ID
A Window, Inc.	AWN	854
A&H Windows	ECM	326
ABC Window Contractors, Inc.	AWC	341
ABC Window Systems	ABC	1
Abritek Windows and Doors	ABR	739
Acadia Windows and Doors	AWD	528
ACAN Window Systems, Inc.	ACA	615
ACAN Windows Inc.	AWI	1392
Accent Windows, Inc.	ACC	147
Accurate Dorwin Ltd.	ADL	451
Acralight International Skylights	AIS	1367
Advanced Glazing Systems, LLC	AGS	706
Advanced Window Corp.	ADC	1348
Advanced Window Products	ADV	1186
Air-Tite Window Company	ATW	871
Artite Products LLC	APL	843
Albertini S.P.A.	ASP	797
ALCO Windows Inc.	ALC	1440
All New Glass, Inc.	ALN	558
All Seasons Window & Door Manufacturing, Inc.	ASM	833
All Temp Windows, Inc.	ATP	983
All Weather Windows Ltd.	AWW	278
Allan Window Technologies	ATH	1388
Alisco Building Products	ABG	498
Alpine Window Systems	APS	1349
Alside Window Company	ALS	4
ALTEK Fenêtres, Inc.	FAI	1121
Alton Windows and Doors Limited	ALD	1222
Alumhart Architectural, Inc.	ALA	1076
Aluminum Products of Cape Cod, Inc.	APR	734
American Exteriors	PON	958
American Integrity Corporation	AIC	607
American Jewel Window Systems	AJW	608
American Openings	HL	680
American Window Alliance, Inc.	AMV	703
Amerimax Building Products, Inc.	AMX	153
Ameritech Millworks, LP	AML	888
Amsco Windows	AMS	7

5.1 Selecting a Manufacturer

The Lab user can search for different manufacturer/clients either by Name, a three-character manufacturer alpha code or manufacturer numeric ID, or by scrolling through the list.

Figure 5b: Hyperlinks to Select a Manufacturer

Name	Code	ID
A Window, Inc.	AWN	854
A&H Windows	ECM	326
ABC Window Company, Inc.	ABC	1
ABC Window Contractors, Inc.	AWC	341

To select the desired manufacturer, click on the manufacturer hyperlink, which will result in the manufacturer name being placed to the right of the Selected Manufacturer tab.

Figure 5c: Selected Manufacturer is Displayed

Selected Manufacturer: 860 - 123XYZ Company

Report Type: [Dropdown]

Lab Type: Test [Dropdown]

Data File: [Text Field] [Browse...]

(Please select a file after all other entries have been made.)

You must test all Sim Lab Reports with the [Lab Report Test](#) before upload.

[Add Report]

5.2 Adding a Report to the CPD

To upload test data utilizing the test upload spreadsheet start at the Home screen.

5.2.1 Select a Manufacturer

Select a manufacturer per Section 5.1

Figure 5d: Choosing Manufacturer

FIND MANUFACTURER

By Name By Code or ID

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 [All]

Name	Code	ID
123XYZ Company	XYZ	860
3M	MMM	1323
3Windows Inc.	TWW	1362
4 Seasons Windows Inc.	FSW	889

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 [All]

After the selection, the manufacturer will be listed to the right of the Selected Manufacturer. **NOTE: The manufacturer name must be spelled out exactly the same in the upload spreadsheet for the upload to work properly.**

An Excel file is located on the CPD Info page that contains the current list of Manufacturers. <http://www.nfrc.org/CPDInfo.aspx>

5.2.2 Select Report Type

Using the Report Type pull down menu, choose the report type. The report type shall match the report type listed on the upload spreadsheet.

- Addendum: A certified product line in which “new” individual products are added to the existing product line matrix obtains an “Addendum” report type upload. The addendum will add the rating of a new individual product(s) to the existing product line that cannot be simulated. **NOTE: This report type is not required until ALL test only products are uploaded to the CPD.**
- New: A product line that is obtaining initial certification authorization in accordance with the PCP obtains a “New” report type. “New” uploads also encompass existing product line reports that are issued to another NFRC licensee; these reports are referred to as “Reissued” report types. The upload shall contain original CAR information to validate a simulation containing the validation option listed as ZERO (0) in the Product Number column. Refer to section 3.4.2.
- Recertification: A product line that has been previously certified and is obtaining recertification in accordance with the PCP obtains

a “Recertification” report type. The upload shall contain original CAR information to validate a simulation containing the validation option listed as ZERO (0) in the Product Number column. Refer to section 3.4.3.

- Revision: A certified product line requiring a revision to one or several of its individual product options obtains a “Revision” report type upload. The revision can affect the data in the header as well as other separate CAR rating values. All original data shall be archived and accessible. **NOTE: This report type is not required until ALL test only products are uploaded to the CPD.**

Figure 5e: Select a Report Type

Selected Manufacturer: 860 - 123XYZ Company

Report Type:

Lab Type:

Data File:

(Please select a file after all other entries have been made.)

You must test all Sim Lab Reports with the [Lab Report Test](#) before upload.

5.2.3 Select Data File and Add Report

Utilizing the Browse button, select the Test Upload Spreadsheet for the specific manufacturer. When the correct Data File is displayed, click the ADD REPORT button.

Figure 5f: Choosing a Data File

Selected Manufacturer: 860 - 123XYZ Company

Report Type:

Lab Type:

Data File:

(Please select a file after all other entries have been made.)

You must test all Sim Lab Reports with the [Lab Report Test](#) before upload.

Figure 5g: Uploading process - uploading

Code	ID
XYZ	860
IMM	1323
WW	1362
SW	889

Selected Manufacturer: 860 - 123XYZ Company

Report Type:

Lab Type:

Data File:

(Please select a file after all other entries have been made.)

You must test all Sim Lab Reports with the [Lab Report Test](#) before upload.

Uploading file : 0%

Figure 5h: Uploading process - registering

Code	ID
XYZ	860
MMM	1323
TWW	1362
FSW	889

Selected Manufacturer: 860 - 123XYZ Company

Report Type: New

Lab Type: Test

Data File: C:\NFRC\Database Committee\Uploadsheet\Manual\Physical Testing Initial.xls

(Please select a file after all other entries have been made.)

You must test all Sim Lab Reports with the **Lab Report Test** before upload.

Registering file

If there are errors with the upload, the errors will be listed on the screen. Record the errors and adjust the spreadsheet if applicable. If a spreadsheet cannot upload properly, utilize the CPD 2.0 Issue form located at <http://www.nfrc.org/CPDInfo.aspx> and contact NFRC Staff.

The test data file detail screen will be displayed if there are no errors.

5.2.4 Thermal Test Validation Option Numbering

The thermal test that will be used for the validation option shall be listed as ZERO “0” in the upload spreadsheet under Product #. **NOTE: An upload spreadsheet can possibly contain a series of thermal (or other) tests in one upload spreadsheet for that product line; therefore, the CPD 2.0 will designate the option containing a product number of “0” as the test validation option.**

As previously stated, CPD 2.0 only accepts validation test options during Phase 1 implementation.

6. SUBMITTING A REPORT

The test data file detail screen will be displayed if there are no errors. The following screen capture is only a sample of the entire detail page.

Figure 6a: Screen after data files is uploaded correctly

< Back Delete Submit to IA

GENERAL INFORMATION		PRODUCT-LINE INFORMATION		COMMENTS
Report Type:	New	Model / Series:	Initial Validation	Add Comment
Mfr Name:	123XYZ Company	Operator Type:	HSXX	
Lab Code:	TNFR	Thermal Break Type:	N	
IA Code:		Specimen Size:	1200mm x 1500mm	
Uploaded By:	shanlon-tlab	Rating Procedure:	2004	
Upload Date:	5/12/2009			

PHYSICAL TEST DETAILS																		
Mfr Prod Code	Product Number	Pane Thickness #1	Pane Thickness #2	Pane Thickness #3	Pane Thickness #4	Pane Thickness #5	Pane Thickness #6	Pane Thickness #7	Pane Thickness #8	Gap 1	Gap 2	Gap 3	Gap 4	Gap 5	Gap 6	Gap 7	Gap Fill 1	
Thermal Test	000	0.125	0.135							0.500								ARG

6.1 Uploaded File Detailed Page

The following are actions at the test report detail page:

1. The ability to save “Comments”
2. Delete the spreadsheet
3. Submit the uploaded spreadsheet to the IA

6.1.1 Saving Comments

It is recommended that the simulator provide any necessary details in the Comment field. To add a comment, select the “Add Comment” button, type comment in the window box provided, and select “Save”. The comment will then be visible on the page:

Figure 6b: Detailed view of Comment field and message.

< Back Delete Submit to IA

GENERAL INFORMATION		PRODUCT-LINE INFORMATION		COMMENTS
Report Type:	New	Model / Series:	Thermal Test - New 001	Test Upload - User Guide Example Save Cancel
Mfr Name:	123XYZ Company	Operator Type:	VSDH	
Lab Code:	TNFR	Thermal Break Type:	N	
IA Code:		Specimen Size:	1200mm x 1500mm	
Uploaded By:	shanlon-tlab	Rating Procedure:	2004	
Upload Date:	10/26/2008			

Figure 6c: Detailed view of saved comment.

< Back Delete Submit to IA ▼

GENERAL INFORMATION	PRODUCT-LINE INFORMATION	COMMENTS
Report Type: New	Model / Series: Thermal Test - New 001	Comment
Mfr Name: 123XYZ Company	Operator Type: VSDH	Creator
Lab Code: TNFR	Thermal Break Type: N	Date
IA Code:	Specimen Size: 1200mm x 1500mm	Test Upload - User Guide Example shanlon-llab 10/26/2008 4:50:56 PM
Uploaded By: shanlon-llab	Rating Procedure: 2004	Add Comment
Upload Date: 10/26/2008		

6.1.2 Deleting the Upload Spreadsheet

If the lab deems the uploaded data is not correct, select the “Delete” button. Answer the prompt to confirm the deletion. An affirmative response results in be forwarded to the Lab Report screen.

Figure 6d: Detailed view of Delete button

GENERAL INFORMATION	PRODUCT-LINE INFORMATION	COMMENTS
Report Type: New	Model / Series: Thermal Test - New 001	Comment
Mfr Name: 123XYZ Company	Operator Type: VSDH	Creator
Lab Code: TNFR	Thermal Break Type: N	Date
IA Code:	Specimen Size: 1200mm x 1500mm	Test Upload - User Guide Example shanlon-llab 10/26/2008 4:50:
Uploaded By: shanlon-llab	Rating Procedure: 2004	Add Comment
Upload Date: 10/26/2008		

Windows Internet Explorer

Are you sure you want to delete this report?

OK Cancel

PHYSICAL TEST DETAILS

6.1.3 Submitting the Upload Spreadsheet to IA

If the uploaded data is correct and the manufacturer has provided the proper authorization, a test lab shall upload the data to the corresponding IA. Using the pull-down menu, highlight the appropriate IA and select the “Submit to IA” button. The screen will be forwarded to the Lab Report status screen.

If the correct IA listing is not available, contact NFRC Staff.

NOTE: This action will update the status of the spreadsheet to “Submitted. Pending IA Review.” The test lab still has the ability to delete the spreadsheet until the IA reviews the spreadsheet.

Figure 6e: Detail showing Submit to IA button and Lab Report Screen

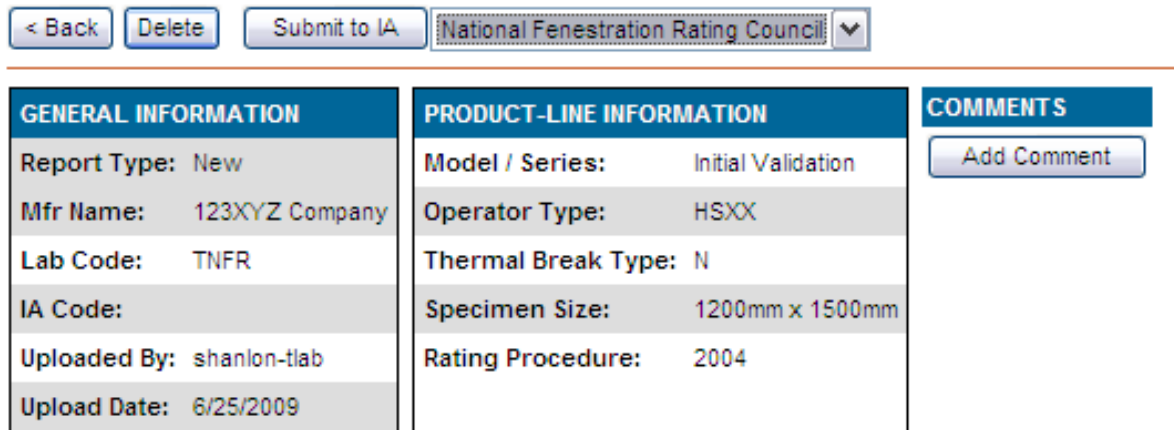
< Back Delete Submit to IA National Fenestration Rating Council ▼

GENERAL INFORMATION	PRODUCT-LINE INFORMATION	COMMENTS
Report Type: New	Model / Series: Thermal Test - New 001	Comment
Mfr Name: 123XYZ Company	Operator Type: VSDH	Creator
Lab Code: TNFR	Thermal Break Type: N	Date
IA Code:	Specimen Size: 1200mm x 1500mm	Test Upload - User Guide Example shanlon-llab 10/26/2008 4:50:56 PM
Uploaded By: shanlon-llab	Rating Procedure: 2004	Add Comment
Upload Date: 10/26/2008		

Figure 6f: Pull-down menu to choose IA



Figure 6g: Select "Submit to IA" button



7. LAB REPORT STATUS

The Lab Report Status screen allows the Test Lab to monitor and select uploaded spreadsheets to review. The default report status view is “Unverified”, but has sorting options and filters.

Figure 7a Default Lab Report Status Screen

The screenshot shows the 'Available Filters' section with the following options:

- Report Status: All Unverified Rejected Accepted Failed Error Check Published
- Manufacturer: Name Code or ID
- Uploaded Since:

Buttons:

Report Number	Report Spreadsheet	Report Type	Status	Accept/Re
Thermal Test - New 0	Thermal Test - New 001.xls	New	Submitted. Pending IA Review	
NEW-08-21-2008N-001a	NEW-001T-08-08-21-New.xls	New	Viewed by IA	

7.1 Available Filters and Sorting

The available filters can be sorted by Report Status, Manufacturer, or Uploaded Since date. Select the corresponding radio buttons, fill in the applicable information and click the “Apply Filters” button.

1. Report Status – Reports can be sorted by All, Unverified, Rejected, Accepted, Failed Error Check, or Published.
2. Manufacturer – Reports can be sorted by manufacturer’s name, three-character alpha code or numeric ID.
3. Uploaded Since – Reports can be sorted by the Uploaded Since feature: enter the earliest report submission date you would like to be displayed.
4. Alternatively, the lab can sort by using the column headers above the submitted report information; select any of the headers to arrange reports in alpha or numerical order, select header again to reverse the order of reports listed.

NOTE: When applying filters, you must click the Apply Filters button; afterward, you must also click the Remove Filters button to restore the default Unverified status during your session.

Figure 7b: Available Filters

Available Filters	
Report Status:	<input checked="" type="radio"/> All <input type="radio"/> Unverified <input type="radio"/> Rejected <input type="radio"/> Accepted <input type="radio"/> Failed Error Check <input type="radio"/> Published
Manufacturer:	<input checked="" type="radio"/> Name <input type="radio"/> Code or ID <input type="text"/>
Uploaded Since:	<input type="text"/>
<input type="button" value="Apply Filters"/> <input type="button" value="Remove Filters"/> <input type="button" value="Remove Paging"/>	

Figure 7c: A convenient reminder set in the Lab Reports screen

How To Use Filtering
<p>By default, this page displays the list of Unverified reports associated with your account. To see reports with a different status:</p> <ol style="list-style-type: none"> 1. Select the Report Status you would like to see. 2. Optionally, select a Manufacturer by entering a Code, ID or portion of a Name. 3. Optionally, enter the earliest report-submission date you wish to see. 4. Click on the Apply Filters button. <p>To return to the default view, click on the Remove Filters button</p>

7.2 Lab Report Columns

The column header information allows quick review of uploaded reports and status'. Sorting can be done by selecting any of the headers to arrange reports in alpha or numerical order, select header again to reverse the order of reports listed.

Figure 7d: Column Headers in Lab Reports screen

Report Number	Report Spreadsheet		Report Type	Status	Accept/Reject Date
Manufacturer	Mfr Code	Mfr ID	Lab	Submitted By	Upload Date

7.2.1 Description of Columns Headers

- Report Number – the report number listed in the spreadsheet
- Report Spreadsheet – the name of the spreadsheet uploaded
- Report Type – the report type selected by the lab user when uploading the spreadsheet
- Status – the status of the report

- Uploaded – spreadsheet has been properly uploaded and waiting for the lab to delete or submit to the IA. The lab can delete the spreadsheet when this status occurs.

Report Number	Report Spreadsheet	Report Type	Status
Thermal Test Report	Thermal Test - 1000 DH.xls	New	Uploaded

- Submitted. Pending IA Review – spreadsheet has been properly uploaded and submitted to IA and is waiting for the IA to review for the first time. The lab can delete the spreadsheet when this status occurs.

Report Number	Report Spreadsheet	Report Type	Status
SIM UPLOAD - 001	Simulation Test - New 001.xls	New	Submitted. Pending IA Review

- Viewed by IA – spreadsheet has been properly uploaded and submitted to IA and that IA has reviewed the spreadsheet, which has not been deleted or accepted by the IA. The lab cannot delete the spreadsheet when this status occurs.

Report Number	Report Spreadsheet	Report Type	Status
Thermal Test Report	Thermal Test - 1000 DH.xls	New	Viewed by IA

- Accepted by IA; Pending Validation – spreadsheet has been properly uploaded, submitted to IA and approved by the IA, prior to the IA accepting the validation. The lab cannot delete the spreadsheet when this status occurs.

Report Number	Report Spreadsheet	Report Type	Status
SIM UPLOAD - 001	Simulation Test - New 001.xls	New	Accepted by IA. Pending Validation

- Accepted Validation; Report viewed by IA – spreadsheet has been properly uploaded, submitted to IA and viewed by the IA. The validation has been accepted, but the spreadsheet has not been approved by the IA. The lab cannot delete the spreadsheet when this status occurs.

Report Number	Report Spreadsheet	Report Type	Status
Thermal Test Report	Thermal Test - 1000 DH.xls	New	Accepted Validation. Report Viewed by IA

- Accepted Validation; Report not viewed by IA – spreadsheet has been properly uploaded, submitted to IA and NOT viewed by the IA. The validation has been accepted. The lab cannot delete the spreadsheet when this status occurs.

Report Number	Report Spreadsheet	Report Type	Status
Initial Report #	New Simulation Initial.xls	New	Accepted Validation. Report Not Viewed by IA

- Accepted by IA; Pending Product Line Generation – spreadsheet has been properly uploaded, submitted to IA and approve by the IA, and the validation has been accepted. The IA needs to generate the product line.

Report Number	Report Spreadsheet	Report Type	Status
Thermal Test Report	Thermal Test - 1000 DH.xls	New	Accepted by IA. Pending Product Line Generation

- Rejected – spreadsheet has been properly uploaded, submitted to IA and rejected by the IA. **NOTE: If the simulation and thermal uploads have been coordinated for the validation process and either report is rejected by the IA, this will require BOTH reports to be uploaded as previously performed. Depending on the circumstance, one or both uploads may require revisions.** The lab cannot delete the spreadsheet when this status occurs. (However future releases of CPD 2.0 will include this option.)

Report Number	Report Spreadsheet	Report Type	Status
NEW-08-21-2008N-001a	NEW-001T-08-08-21-New.xls	New	Rejected

- Published – all processes: simulation and test spreadsheet and the validation have been accepted by the IA; and the IA has generated a product line. **NOTE: Only the simulation upload spreadsheet status will display “published”.** The lab cannot delete the spreadsheet when this status occurs.

Report Number	Report Spreadsheet	Report Type	Status
SIM UPLOAD - 001	Simulation Test - New 001.xls	New	Published

- Accept / Reject Date – displays the date the upload was accepted or rejected.

- Manufacturer – the manufacturer the selected by the test lab user, which matches the manufacturer listed on the upload spreadsheet.
- MFR Code – the manufacturer’s CPD code.
- MFR ID – the manufacturer’s CPD ID #.
- Lab – the accredited lab that uploaded the spreadsheet.
- Submitted by – the test lab user that logged in and uploaded the spreadsheet.
- Upload Date – the date and time of the upload.

8. VALIDATION PROCESS

The validation process is a new protocol and requires interaction between the Inspection Agency, Test Lab, and Simulation Lab.

After both laboratories upload and submit the spreadsheets to the IA, the IA will coordinate the upload spreadsheets to begin the validation process. The IA will then review the data submitted via the upload spreadsheets at the Validation Comparison page. The IA has the capability to Add Comments, check boxes for data the IA deems questionable, and notify the labs about a validation failure or approve the validation.

8.1 Methods to View the Validation Comparison Page

The Test Lab can proceed to the validation comparison page via two methods:

1. Selecting the View Validation button located on the Report Detail page.
2. Using the hyperlink supplied in an email when the IA chose the Verification Failed button. **NOTE: If the test lab user is logged into the CPD, the hyperlink will proceed to the validation page. If not, the system will prompt the user to log in.**

8.1.1 Using View Validation button

At the Lab Report page, select the test report upload file to view the report detail page. Select the View Validation button to proceed to the validation comparison page.

Figure 8a: Default Report Status Screen with View Validation button

The screenshot shows a web interface with two buttons at the top: '< Back' and 'View Validation'. Below the buttons is a table with three main sections: GENERAL INFORMATION, PRODUCT-LINE INFORMATION, and COMMENTS.

GENERAL INFORMATION	PRODUCT-LINE INFORMATION	COMMENTS						
Report Type: New	Model / Series: Test #12-19-2007a	<table border="1"><thead><tr><th>Comment</th><th>Creator</th><th>Date</th></tr></thead><tbody><tr><td>Test Upload - User Guide Example</td><td>shanlon-tlab</td><td>12/21/2007 10:17:16 PM</td></tr></tbody></table>	Comment	Creator	Date	Test Upload - User Guide Example	shanlon-tlab	12/21/2007 10:17:16 PM
Comment	Creator	Date						
Test Upload - User Guide Example	shanlon-tlab	12/21/2007 10:17:16 PM						
Mfr Name: 123XYZ Company	Operator Type: VSDH	<input type="button" value="Add Comment"/>						
Lab Code: TNFR	Thermal Break Type: N							
IA Code: T	Specimen Size: 1200mm x 1500mm							
Uploaded By: shanlon-tlab	Rating Procedure: 2004							
Upload Date: 12/21/2007								

If the test report has not been “linked” by the IA for comparison with a simulation report, a blank coordination screen will appear. This is the page the IA will utilize to coordinate the simulation and test products for validation. The Test Lab cannot proceed to the validation comparison page until the IA has coordinated a test report with a simulation report.

Figure 8b: Blank Validation Coordination Screen

< Back Matching Report Unavailable

Simulation	Testing
Series / Model: <input type="text"/>	Model Name: <input type="text"/>
Product Type:	Product Type:
Sim Report #:	Test Report #:
Test Date:	Test Date:
Sim Lab:	Test Lab:
U-Factor:	U-Factor:
Size:	Size:
Upload Date:	Upload Date:

This report has not been validated. Please select another.

8.1.2 Using Email Hyperlink

If the IA selects the Verification Failed button when reviewing a validation, each laboratory will receive an email containing a hyperlink directing the lab to the corresponding validation page.

NOTE: Details contained in the email are currently being established.

Figure 8c: Example email

Dear (Username):

This is an automated response from the NFRC Certified Products Management System. Use this URL to correct information on the associated lab report(s):

http://cpd2.nfrc.org/test_validate_Compare_example=123456789

NFRC

8.2 Validation Comparison Page

The Test Lab can proceed to the validation comparison page when the IA has linked a simulation and test report. The Test Lab can access the validation comparison page per methods listed in Section 7.1.

At the Validation Comparison page the Test Laboratory can perform the following: add comments, edit / update data, and / or notify the IA.

The Test Lab cannot edit any data on the Validation Comparison page until the IA has selected the “Verification Failed” button, in which the Test Lab will be informed about a validation issue via email notification.

Figure 8d: View of Validation Comparison Page

CERTIFIED PRODUCTS DIRECTORY

Home Lab Reports IA Info My Account

Log off Welcome shanton

Back

SIMULATION SUMMARY				TESTING SUMMARY			
Series / Model: Sim #12-19-07-001a				Series / Model: Test #12-19-2007a			
Product Type: VSDH				Product Type: VSDH			
Sim Report #: Sim #12-19-07-001a				Test Report #: TNFR-12-19-2007-001a			
Test Date: 1/1/2007				Test Date: 1/10/2007			
Sim Lab: SNFR				Test Lab: TNFR			

Description	Simulation	Testing	Error	Description	Simulation	Testing	Error	Description	Simulation	Testing	Error									
Pane Thickness #1	0.125	0.125	<input type="checkbox"/>	% of Gap Fill 3	-	-	<input type="checkbox"/>	Grid Type	N	N	<input type="checkbox"/>									
Pane Thickness #2	0.125	0.125	<input type="checkbox"/>	% of Gap Fill 4	-	-	<input type="checkbox"/>	Grid Size	-	-	<input type="checkbox"/>									
Pane Thickness #3	-	-	<input type="checkbox"/>	% of Cap Fill 5	-	-	<input type="checkbox"/>	Frame Emissivity	0.9	0.9	<input type="checkbox"/>									
Pane Thickness #4	-	-	<input type="checkbox"/>	% of Cap Fill 6	-	-	<input type="checkbox"/>	Frame Absorptance	0.3	0.3	<input type="checkbox"/>									
Pane Thickness #5	-	-	<input type="checkbox"/>	% of Cap Fill 7	-	-	<input type="checkbox"/>	Frame Type	vy, va	vy	<input checked="" type="checkbox"/>									
Pane Thickness #6	-	-	<input type="checkbox"/>	Emissivity Surface 1	-	-	<input type="checkbox"/>	Sash Type	vi, va	vy	<input checked="" type="checkbox"/>									
Pane Thickness #7	-	-	<input type="checkbox"/>	Emissivity Surface 2	0.022	0.022	<input type="checkbox"/>	Door Description	-	-	<input type="checkbox"/>									
Pane Thickness #8	-	-	<input type="checkbox"/>	Emissivity Surface 3	-	-	<input type="checkbox"/>	Door Core Fill	-	-	<input type="checkbox"/>									
Gap 1	0.500	0.500	<input type="checkbox"/>	Emissivity Surface 4	-	-	<input type="checkbox"/>	Door Skin Material	-	-	<input type="checkbox"/>									
Gap 2	-	-	<input type="checkbox"/>	Emissivity Surface 5	-	-	<input type="checkbox"/>	Door Substructure (Edge)	-	-	<input type="checkbox"/>									
Gap 3	-	-	<input type="checkbox"/>	Emissivity Surface 6	-	-	<input type="checkbox"/>	Door Panel Material	-	-	<input type="checkbox"/>									
Gap 4	-	-	<input type="checkbox"/>	Emissivity Surface 7	-	-	<input type="checkbox"/>	U-factor	0.35	0.350	<input type="checkbox"/>									
Gap 5	-	-	<input type="checkbox"/>	Emissivity Surface 8	-	-	<input type="checkbox"/>	Size	1250mm x 1550mm	1200mm x 1500mm	<input checked="" type="checkbox"/>									
Gap 6	-	-	<input type="checkbox"/>	Emissivity Surface 9	-	-	<input type="checkbox"/>	Add Comment												
Gap 7	-	-	<input type="checkbox"/>	Emissivity Surface 10	-	-	<input type="checkbox"/>	<table border="1"> <thead> <tr> <th>Comment</th> <th>Creator</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>Simulation lab modified the Size and Frame / Sash Type</td> <td>shanton</td> <td>12/23/2007 12:54:20 AM</td> </tr> <tr> <td>First review by IA on validation comparison page - labs need to verify the size and frame and sash types.</td> <td>shanton-ia</td> <td>12/22/2007 11:50:17 PM</td> </tr> </tbody> </table>				Comment	Creator	Date	Simulation lab modified the Size and Frame / Sash Type	shanton	12/23/2007 12:54:20 AM	First review by IA on validation comparison page - labs need to verify the size and frame and sash types.	shanton-ia	12/22/2007 11:50:17 PM
Comment	Creator	Date																		
Simulation lab modified the Size and Frame / Sash Type	shanton	12/23/2007 12:54:20 AM																		
First review by IA on validation comparison page - labs need to verify the size and frame and sash types.	shanton-ia	12/22/2007 11:50:17 PM																		
Gap Fill 1	ARG	ARG	<input type="checkbox"/>	Emissivity Surface 11	-	-	<input type="checkbox"/>													
Gap Fill 2	-	-	<input type="checkbox"/>	Emissivity Surface 12	-	-	<input type="checkbox"/>													
Gap Fill 3	-	-	<input type="checkbox"/>	Emissivity Surface 13	-	-	<input type="checkbox"/>													
Gap Fill 4	-	-	<input type="checkbox"/>	Emissivity Surface 14	-	-	<input type="checkbox"/>													
Cap Fill 5	-	-	<input type="checkbox"/>	Emissivity Surface 15	-	-	<input type="checkbox"/>													
Cap Fill 6	-	-	<input type="checkbox"/>	Emissivity Surface 16	-	-	<input type="checkbox"/>													
Cap Fill 7	-	-	<input type="checkbox"/>	Tint	LE	LE	<input type="checkbox"/>													
% of Gap Fill 1	95	95	<input type="checkbox"/>	Shading System	-	-	<input type="checkbox"/>													
% of Gap Fill 2	-	-	<input type="checkbox"/>	Spacer	A1-S	A1-S	<input type="checkbox"/>													

Notify IA

Figure 8e: View of Headers on Comparison Page

SIMULATION SUMMARY	
Series / Model:	Sim #12-19-07-001a
Product Type:	VSDH
Sim Report #:	Sim #12-19-07-001a
Test Date:	1/1/2007
Sim Lab:	SNFR

TESTING SUMMARY	
Series / Model:	Test #12-19-2007a
Product Type:	VSDH
Test Report #:	TNFR-12-19-2007-001a
Test Date:	1/10/2007
Test Lab:	TNFR

Figure 8f: View of Issues listed on Validation Comparison page

	Description	Simulation	Testing	Error
Edit	Grid Type	N	N	<input type="checkbox"/>
Edit	Grid Size	-	-	<input type="checkbox"/>
Edit	Frame Emissivity	0.9	0.9	<input type="checkbox"/>
Edit	Frame Absorptance	0.3	0.3	<input type="checkbox"/>
Edit	Frame Type	vy, va	vy	<input checked="" type="checkbox"/>
Edit	Sash Type	vi, va	vy	<input checked="" type="checkbox"/>
Edit	Door Description	-	-	<input type="checkbox"/>
Edit	Door Core Fill	-	-	<input type="checkbox"/>
Edit	Door Skin Material	-	-	<input type="checkbox"/>
Edit	Door Substructure (Edge)	-	-	<input type="checkbox"/>
Edit	Door Panel Material	-	-	<input type="checkbox"/>
Edit	U-factor	0.35	0.350	<input type="checkbox"/>
Edit	Size	1250mm x 1550mm	1200mm x 1500mm	<input checked="" type="checkbox"/>

[Add Comment](#)

Comment	Creator	Date
First review by IA on validation comparison page - labs need to verify the size and frame and sash types.	shanlon-ia	12/22/2007 11:50:17 PM

8.2.1 Add a Comment

The test lab can save a comment.

Figure 8g: Detailed view of Comment field and message

Save
Cancel

Test lab to modify frame / sash type

Figure 8h: Detailed view of Comment field and message

Add Comment		
Comment	Creator	Date
Test lab to modify frame / sash type	shanlon-tlab	12/23/2007 2:10:36 AM
Simulation lab modified the Size and Frame / Sash Type	shanlon	12/23/2007 12:54:20 AM
First review by IA on validation comparison page - labs need to verify the size and frame and sash types.	shanlon-ia	12/22/2007 11:50:17 PM

8.2.2 Edit / Update Data on Validation Comparison Page

The Test Lab can edit any data on the Validation Comparison page when the IA has selected the Verification Failed button, which informs the Test Lab about the validation issue.

In conjunction with the Comment field and Error boxes, the IA can inform the Test Lab if the validation issue was or was not based on the data or codes listed on the page.

8.2.2.1 Validation Failure Related to the Data or Codes

If the validation failure is based on data or codes listed, the IA may have selected a box next to the corresponding error. Any box selected by the IA is highlighted for the Test Lab to review. To help the Test Lab, the IA may have provided details about the non-validation issue in the comment field.

To modify any data or codes, the Test Lab can select the “Edit” button next to the corresponding data field and modify the field accordingly. After modifying the data, select the “Update” button.

Figure 8i: Series View of modifying Frame / Sash Type Data

Edit	Frame Type	va	vy	<input checked="" type="checkbox"/>
Update Cancel	Sash Type	<input type="text" value="va"/>	<input type="text" value="vy"/>	<input checked="" type="checkbox"/>
Edit	Frame Type	va	vy	<input checked="" type="checkbox"/>
Update Cancel	Sash Type	<input type="text" value="va"/>	<input type="text" value="va"/>	<input checked="" type="checkbox"/>
Edit	Frame Type	va	va	<input checked="" type="checkbox"/>
Edit	Sash Type	va	va	<input checked="" type="checkbox"/>

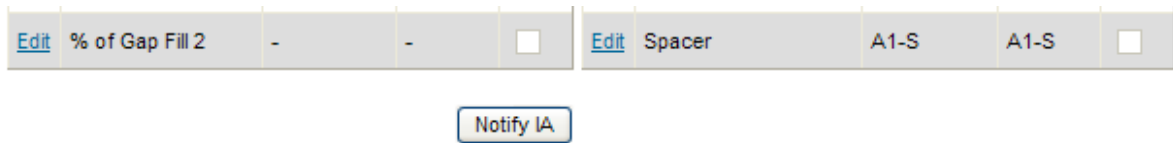
8.2.2.2 Validation Failure not Related to the Data or Codes

The validation failure does not have to be based on the data or codes listed on the validation comparison screen, but can be other issues related to problems in the actual reports. To help the Test Lab, the IA may have provided details about the non-validation issue in the comment field.

8.2.3 Notifying the IA

When any necessary modifications are completed, the Test Lab can select the “Notify IA” button, which will inform the IA via email that a modification has been performed.

Figure 8j: View of “Notify IA” button



9. COMPLETING THE NFRC TESTING AND CERTIFICATION PROCESS

This process of uploading data is new for the testing laboratories; however, the coordination of the validation process is a new part of the CPD which is new to all parties. The validation process does not eliminate other IA processes; therefore, the IA still will be verifying the products validate via reports.

As part of the reporting requirements, the test lab is required to upload a thermal validation test as well as forward a completed report per the NFRC LAP (i.e., a signed report containing all necessary data, a BOM, and drawings).