

**SANKOM Sp. z o.o.**

# **Audytor OZC/HL**

**VERSION 6.1**

**3D COMPUTER MODELLING OF BUILDINGS AND HEAT LOAD CALCULATIONS**

**Warsaw, 2016**

## Audytor OZC/HL

Audytor OZC/HL program is designed for 3D computer modelling of buildings and heat load calculations.

The application runs under Microsoft Windows Vista, Windows 7, Windows 8 and Windows 10.

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*SANKOM Sp. z o.o.  
ul. Popularna 4/6 lok. 6  
02-473 Warszawa  
Poland  
tel. +48-22-863 14 95  
fax +48-22-631 04 45  
info@sankom.pl  
www.sankom.pl*

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# Chapter

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**General characteristics  
of the software**



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# **1 General characteristics of the software**

Program Audytor OZC/HL has been designed for 3D computer modelling of buildings, as well as for computer aided calculations of heat load of individual rooms

The program calculates (depending on the version):

- heat-transfer coefficients for walls, floors, roofs and flat roofs etc.,
- heat loads of individual rooms,
- heat load of the whole building,
- energy performance certificate,
- annual energy consumption,
- radiators selection (aprox. 55 000 items).

# Chapter

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**Installation of the  
software**



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## 2 Installation of the software

The software **Audytor OZC/HL** has been protected against illegal copying. During the installation process, the authorization for software operation is transferred from the licence host onto the user's computer. The software **Audytor OZC/HL** will not operate without a licence key.

If the program has been delivered via the Internet link, as the setup file, just run the **setup.exe** file.

Alternatively, if the software has been delivered on the CD/DVD, insert it into the CD/DVD ROM of your computer. After a while, the dedicated software for program installation and presentation should run automatically. If the software does not run automatically (depending on the *Windows* system settings), run the program **setup.exe** with *Windows Explorer* to be found on the main folder of the CD/DVD.

To install the software **Audytor OZC/HL**, press the button **Install Audytor OZC/HL**, and then act according to the displayed instructions.

### 2.1 Transfer of authorization for the software's operation

The software **Audytor OZC/HL** is protected against illegal copying. During the installation process, the authorization for software operation is transferred from the licence host onto the user's computer. The software **Audytor OZC/HL** will not operate without a licence key. Transfer of the licence key can be executed in the following ways:

- Internet transfer (for computers online);
- Internet transfer (for computers offline);
- Telephone transfer;
- Fax transfer.

It is possible to transfer the licence key authorizing the software's operation. The icon **Audytor OZC/HL Authorization** in the group **Audytor START** serves transferring the licence key authorizing the software **Audytor OZC/HL** operation.

Transfer direction for the licence key is automatically recognized by the software, according to the following rules:

- if the licence key is stored on the licence host, the transfer direction is onto the user's computer;
- if the licence key is stored on the user's computer, the transfer direction is onto the licence host.

Returning the licence key onto the host locks the software's operation on the specific computer. However, both data, as well as the software itself, are not deleted. Renewed transfer of the licence key onto the user's computer will unlock the software.

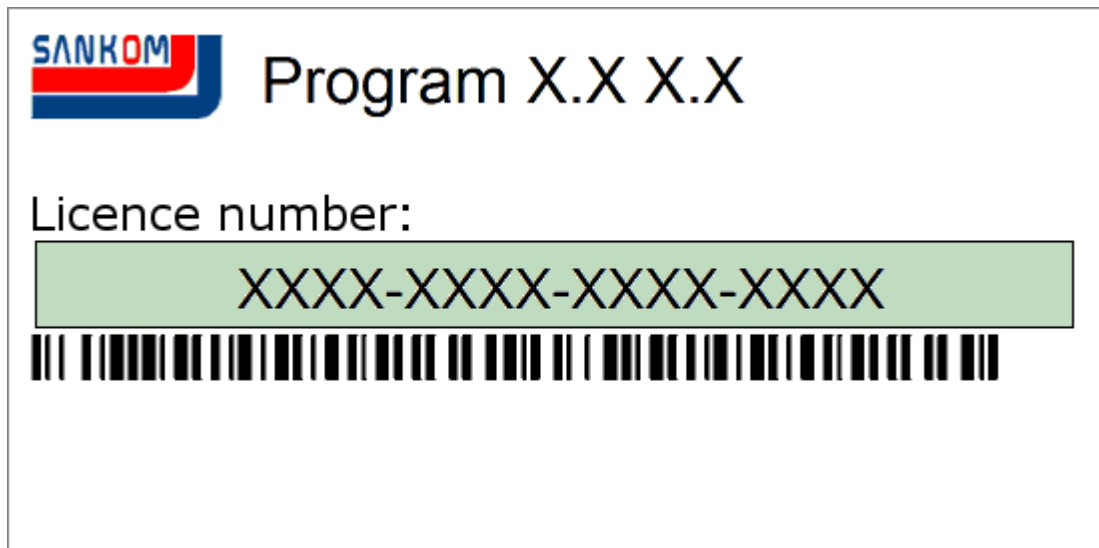
Returning the licence key onto the host will enable the transfer of the software's licence key onto another computer. It is, however, not possible to operate simultaneously more than one copy of the software.

**In agreement with the text of the Personal Data Protection Act (Dz.U. z 1997 r., nr 1333, poz. 883), during the process of transferring the licence key, no information including personal data of the computer's user is transferred onto the licence host.**

## Downloading the licence for the software's operation

Licence numbers are transferred via the Internet. If the software has been delivered on a CD/DVD, licence numbers are to be found on the boxes' stickers.

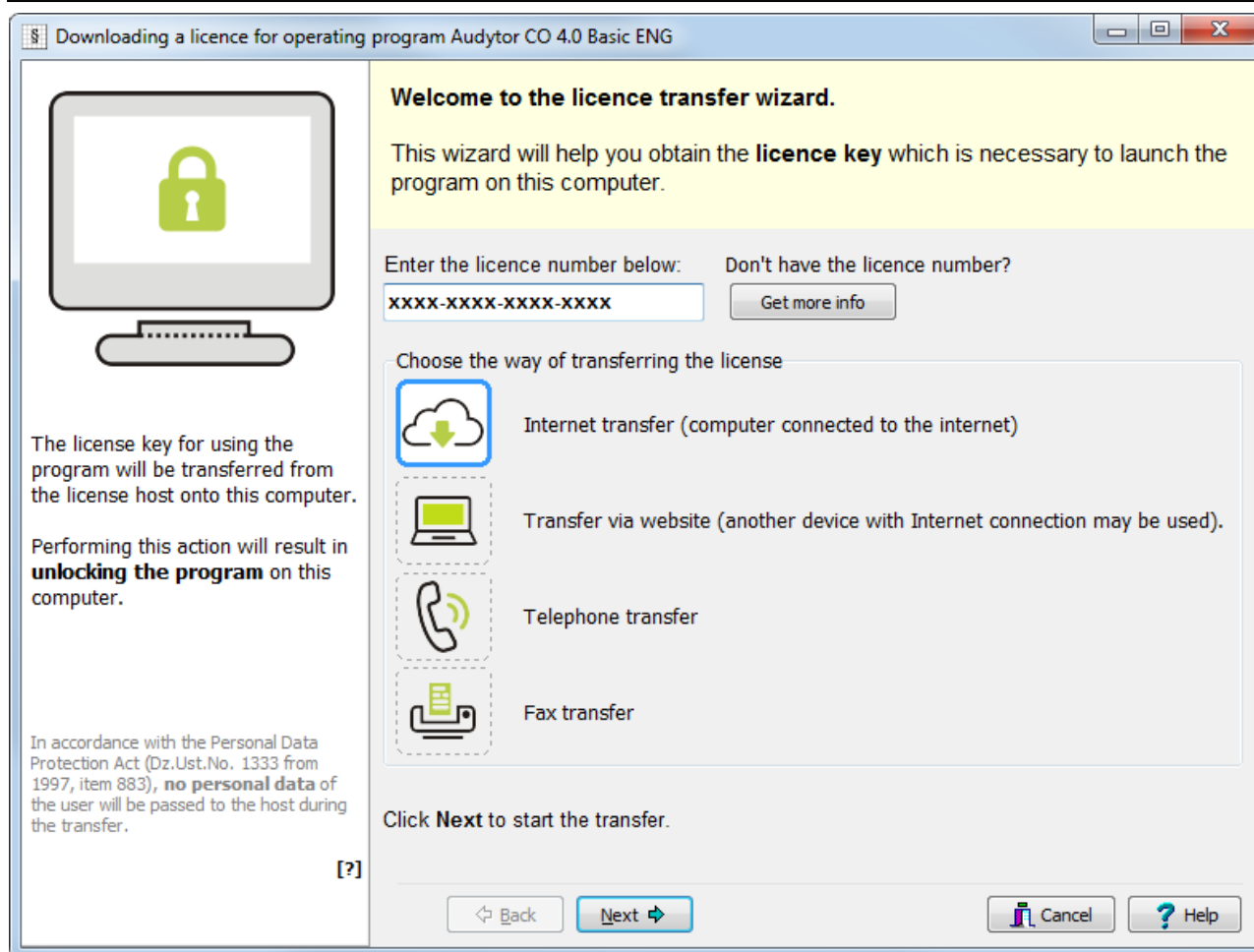
**Make sure not to lose licence numbers, as the software's operation will be impossible without them. Additionally, make sure no unauthorized persons acquire access to these numbers.**



Sticker with the licence number

Start downloading the licence key for the software's operation with entering the licence number.





Downloading the licence for the software's operation

Then select the method to download the licence key.

If the computer is online, the easiest method to download the licence key is:



**Internet transfer (computer connected to the Internet).** The entire download process for the licence key will be executed automatically.

If the computer is offline, still the user has got access to a computer/another electronic device (e.g. smart phone) online, the following variant is recommended:



**Transfer via website (another device with Internet connection may be used)**

If no online devices are available, the following variants are possible:

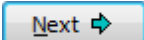


**Telephone transfer**

or



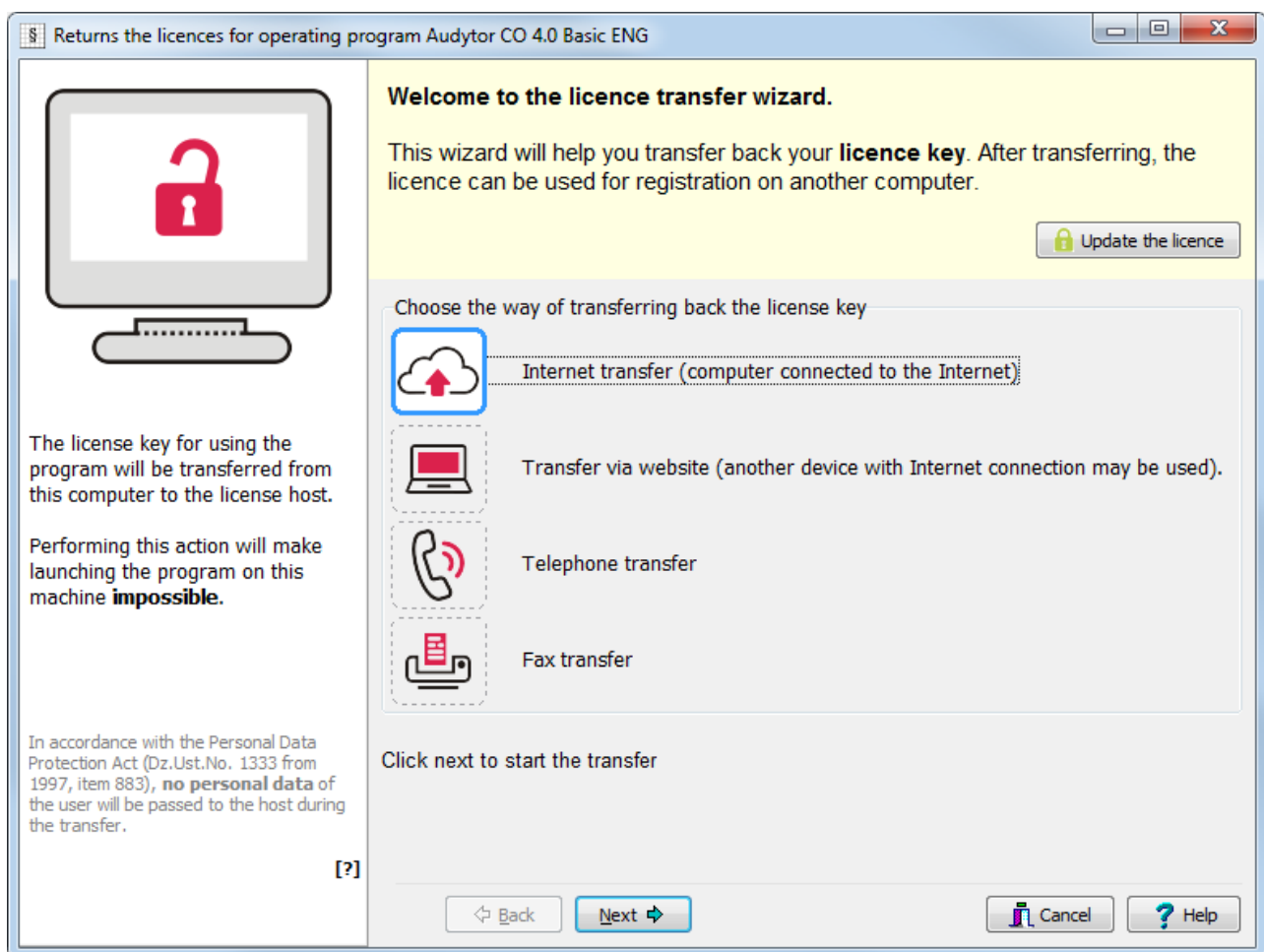
### Fax transfer.

Press  button to start the transfer process for the licence key.

Depending from the selected method of the licence key's transfer, the transfer wizard will provide suitable guidance through the entire procedure.

## Returning the licence for the software's operation

Start returning the licence key for the software's operation with selecting the method of returning the licence key.



Returning the licence key for the software's operation

If the computer is online, the easiest method to return the licence key is:



**Internet transfer (computer connected to the Internet).** The entire return process for the licence key will be executed automatically.

If the computer is offline, still the user has got access to a computer/another electronic device (e.g.

smart phone) online, the following variant is recommended:



**Transfer via website (another device with Internet connection may be used)**

If no online devices are available, the following variants are possible:



**Telephone transfer**

or



**Fax transfer.**

Press  button to start the return transfer process for the licence key.

Depending from the selected method of the licence key's return transfer, the transfer wizard will provide suitable guidance through the entire procedure.

# Chapter

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Video instructions



3

### 3 Video instructions

The User Manual of the software Audytor OZC/HL has been made as the library of video movies containing detailed information on operation of this application.

Each part contains a set of instruction movies presenting subsequent stages of the software's operation.

1. [Introduction](#)
2. [Global data](#)
3. [Building materials](#)
4. [Building components](#)
5. [Introduction to building modelling](#)
6. [Levels in a building model](#)
7. [Building modelling without importing plan views](#)
8. [Building modelling with importing plan views](#)
9. [Data inheriting](#)
10. [Basement](#)
11. [Ground floor](#)
12. [First floor](#)
13. [Attic](#)
14. [Calculations](#)



# Chapter

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**Keyboard shortcuts**



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## 4 Keyboard shortcuts

Note: the most important shortcuts have been highlighted yellow.

### Main functions of the software

Shortcut	Name of the command	Description
<b>Ctrl + O</b>	Open data	This command will open an existing data file.
<b>Ctrl + S</b>	Save data	This command will save data on the hard disc in the file of the current name (displayed in the software's main bar).
<b>Shift + Ctrl + S</b>	Save data as	This command will save data in the selected location of the hard disc, in the file of the new name.
<b>F1</b>	Help info	This command will display info on a particular element of the software, or open a relevant catalogue. The function will act depending on the context it has been executed in.
<b>F9</b>	Calculations	This command will run full calculations for the given design.
<b>Alt + F4</b>	Close	This command will close the program.

### Graphic windows

Shortcut	Name of the command	Description
<b>Ctrl + R</b>	Zoom range	This command will display the entire range of the drawing.
<b>Ctrl + W</b>	Zoom window	This command will select the drawing's fragment to be displayed. After execution of the command with the mouse cursor (holding the left mouse key pressed), select the drawing's fragment to be displayed.
<b>Space bar</b>	Temporary zoom	Pressing the space bar will temporarily zoom in or out the displayed drawing. For small scales, the function will enhance the drawing's fragment around the cursor, for large scales the entire drawing will be displayed. Releasing the space bar will return to the previous scale.
<b>Alt</b>	Mouse snap off	Holding the <b>Alt</b> key down will temporarily switch off mouse snap.

<b>Ctrl + A</b>	Select all	This command will select all elements available within the current operating mode. E.g. for the <b>System</b> mode, all system's elements will be selected.
<b>Shift + Click</b>	Add/remove from selection	Clicking the object and simultaneously holding the <b>Shift</b> key down will add the object to the group of selected objects, or - if already selected - will deselect the given object.
<b>Shift + Move</b>	Temporary ORTO mode	If the <b>Shift</b> key is down during moving objects, they will be moved precisely vertically, horizontally or with 45° inclination.
<b>Shift + Rotate</b>	Rotate every 15°	If the <b>Shift</b> key is down during moving objects, they will be moved precisely with angles 15° or multiple 15°.
<b>Ctrl + Select objects</b>	Temporary mode for selection of crossed objects	Pressing the <b>Ctrl</b> key while selecting objects will select all objects, even if only partially present in the selection window. Alternatively, this function can be executed by mouse-selecting from the right to the left.
<b>Ctrl + Move</b>	Fast copying	Pressing the <b>Ctrl</b> key while moving an object will create its copy.
<b>Ctrl + Z</b>	Undo	This command will undo the last operation, if possible.
<b>Ctrl + Shift + Z</b>	Redo	This command will redo the last undone operation.
<b>Ctrl + X</b> or <b>Shift + Del</b>	Cut	This command will cut graphic objects selected in the drawing. They will be removed from the drawing but stored in the clipboard.
<b>Ctrl + C</b> or <b>Ctrl + Ins</b>	Copy	This command will copy graphic objects selected in the drawing. They will be copied from the drawing into the clipboard.
<b>Ctrl + V</b> or <b>Shift + Ins</b>	Paste	This command will paste the objects from the clipboard into the drawing.
<b>Del</b>	Delete	This command will remove graphic objects selected in the drawing. They will be removed from the drawing and not stored in the clipboard.
<b>Ctrl + Q</b>	Magnifying lens	This command will display the window for viewing a large-scale enhanced fragment of the drawing around the mouse cursor.



<b>F7</b>	Zoom in	This command will increase the scale of the active drawing.
<b>F8</b>	Zoom out	This command will decrease the scale of the active drawing.
<b>Ctrl + P</b>	All	This function will change the scale of the drawing, so that the entire width or height of the available working area becomes visible.
<b>Ctrl + E</b>	Smooth zoom	This command will enter the software into the mode of smooth zoom for the drawing. After the command has been executed with the mouse cursor (holding the left mouse button down), move the mouse up to increase the scale of the drawing, or down - to decrease it.
<b>F6</b>	Previous scale	This command will retrieve the previous scale of the drawing.
<b>F5</b>	Refresh drawing	Situations might occur while drawing, when the software will leave residues of deleted objects on the screen ("smudges"). Select this command to refresh the drawing.
<b>Ctrl + 1..8</b>	Scale	This function will set the drawing's scale to 100% for <b>Ctrl + 1</b> down; 200% – for <b>Ctrl + 2</b> down, etc., up to 800% for <b>Ctrl + 8</b> down.

### Results of calculations

Shortcut	Name of the command	Description
<b>Ctrl + Tab</b>	Data/Results	This command will switch the windows between the drawing with data and the drawing with results.
<b>Ctrl + Space bar</b>	Data/Results (temporary)	This command will switch the windows between the drawing with data and the drawing with results only for the time, the keyboard shortcut is pressed. This will enable fast preview of the second variant of the drawing and fast return to the active variant.
<b>Ctrl + Click</b>	Results – Circuits	Clicking the receiver (e.g. radiator) in the drawing with the results, simultaneously holding the <b>Ctrl</b> key down, will display the table with data with the results of calculations for the circuit through the selected receiver.

## Tables

Shortcut	Name of the command	Description
<b>Ins</b>	Insert row	This command will add a new row in the table, where the active table cell is.
<b>Ctrl + BackSpace</b>	Delete row	This command will delete the active row in the table.
<b>Ctrl + F</b>	Search	This function will search for the given text in the table.
<b>Ctrl + H</b>	Replace	This function will replace text in the table.
<b>F3</b>	Search next	This command will re-execute the commands <b>Search</b> or <b>Replace</b> , with the same data.
<b>Shift + Click</b>	Select area	This command will select a table fragment.

## Main windows of the program

Shortcut	Name of the command	Description
<b>Ctrl + Y</b>	Global data	This shortcut will display the window <b>Global data</b> .
<b>Ctrl + P</b>	Data – Rooms	This shortcut will display the window <b>Data – Rooms</b> .
<b>Ctrl + D</b>	Data – Drawings	This shortcut will display the window with the drawing with data.
<b>Ctrl + M</b>	Data – Materials	This shortcut will display the catalogue of materials.
<b>Ctrl + B</b>	Data – Building components	This shortcut will display the catalogue of building components.
<b>Ctrl + K</b>	Data – Constructions of underfloor radiators	This shortcut will display the catalogue of constructions of underfloor radiators.
<b>Ctrl + U</b>	Data – Other equipment	This shortcut will display the catalogue of other equipment.