



QUICK REFERENCE GUIDE:

Adding a K Factor

Background:

K factors are performed on materials and the K factor is used on Nuke Density (ATM 213) tests and pulled into those Agency Views in AWP. The K factor Agency View will house all K factors used on any material throughout the life of the Contract.

Roles:

Material Field Technician, Construction Office Engineer, Construction Project Engineer, Material Lab Admin, Material Rover.

Navigation:

Construction > Contract Progress

1. Use the search to find the Contract and click the **Contract** Link.
2. From the Contract Progress Summary, click the **Component Actions Menu** in the upper right corner.
3. In the Views section, select **AV: k Factors**.
4. Click the **New** button to add a row for a new k Factor.
5. Enter the **Date Taken**, **Last Verification Date**, **Source***, **Material****, and **Gauge #*****.
6. Click **Save**.
7. Enter the **Sample % Moisture Gauge**, **Sample Wet Mass + Tare**, **Dry Mass + Tare** and **Tare Mass** in accordance to the method and gauge specifications.
8. Click **Save**.

*The Source autocomplete will allow you to select from any active Source with Type = PIT.

**The Material autocomplete will allow you to select from any active Material for the selected Source.

***The Gauge # autocomplete will allow you to select from any Test Equipment with Equipment Type = Nuke Gauge. If you are unable to select the correct item Source, Material or Gauge. Review the following QRGs:

- Source or Material see *Global Materials – Adding Sources and Source Materials QRG*
- Gauge # see *Global Materials – Test Equipment QRG*

Next Steps:

If this was entered into a paper form and then copied into the AV, it should be reviewed to check for any errors in data entry.