Form 830242 (E145)
Structures Weekly Grade Report

The Structures Weekly Grade Report is used to report structural concrete. This report is available in an Excel format and will automatically transfer some information from the first report to subsequent reports. It also will automatically calculate and report the Modulus of Rupture from the concrete beam data entered in the report.

The report is also available as a single page (PDF fillable file) Form 830242. Refer to IM 316 for calculation of the Modulus of Rupture.

The following instructions provide the procedures for completing the Structures Weekly Grade Report. This form consolidates information from the following previously used reports:

- Inspector's Grade Report, Form E043
- P. C. Concrete Beam Record, Form E114
- Air and Slump Tests, Form E115

The Structures Weekly Grade Report is to be submitted **Weekly** to the District Materials Engineer.

Directions for Using Form 830242 (E145)
Select the Info tab located along the bottom of the workbook for information about this file

Report Index

- You must enable macros in this file, look for a yellow ribbon beneath the tool bar that says Security Warning and click "enable content".
- For the first report, select week 1. Each week you will select a new report.
- There is also a button available on the Report Index to print a blank copy of the form

At the Top of the Underline First Structures Weekly Grade Report

- Fill the Contractor's Company Name
- Fill in the Date of the Saturday, Ending the Week Covered by the Report
- Fill in the Report Number ("1" for the First 50 Reports - "51" for the Next 50)
- Fill in the Contract ID (If Let by the DOT - Otherwise Leave Blank)
All of this information, except for the Date, will be automatically transferred to subsequent reports.

- Fill in the Name of the County where the Project is Located
- Fill in the Project Number
- Fill in the Design Number of the Structure
All of this information will be automatically transferred to subsequent reports.

In the Pour Record (the upper boxed in section of the report)

For Each Unit of the Structure Placed:

- Record the Date the Unit was Poured

- Record the Mix Number of the Concrete Used

- Record the Unit Poured (Footing, Column, Cap or Etc.)

- Record the Name of the Plant where the Concrete was Produced

- Record the Plan Quantity Volume of the Unit Being Placed

- Record the Actual Volume of Concrete Used for the Pour

- The Plan Total This Report (this will be Calculated Automatically)

- Record the Number of the Concrete Treatment
  (see numbered treatments in box on the report)

- Record the % of Air in the Concrete Mix
  (Additional Air Tests are to be recorded in the box provided on the report)

- Record the Slump Measurement of the Concrete Mix
  (Additional Slump Tests are to be recorded in the box provided on the report)

Additional Slump Tests, Air Tests, Beam Numbers of Beams Made, & Remarks Section

- Record Additional Air & Slump Tests, along with the Unit the tests represent, and the Date that the Unit was placed

- Record the Beam Number of additional beams made, along with the Date Made & Unit of the Structure that the Beam represents

- Record any pertinent remarks

Beam Data Record (the lower boxed in section of the report)
Report the Beam Made and Beam Tested Information on the Same Report

- Record the Date the Beam Was Made

- Record the Mix Number Used

- Record the Beam Number Assigned to the Beam

- Record the Time that the Beam was Made

- Record the Slump of the Concrete the Beam was Made With

- Record the % of Air Content of the Concrete the Beam was Made With

- Record the Age of the Beam in Days when Tested

- Record the W/C, Water Cement Ratio

- Record Depth of the Beam Tested

- Record Width of the Beam Tested

- Record the Indicated Load

- Record the Actual Load

- The Computation Factor is Automatically Calculated

- The Modulus of Rupture is Automatically Calculated

- Record the Location of the Break

- Enter your name In the Lower Right Hand Corner of the Report

To PRINT the Report

- Select the PRINT Button located in the upper left portion of the report.

Before Closing the File-Return to the Report Index tab