

Design Standards Letter

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Section/Plan No.: **None**

Subject: **Computer; Cross-Section Notes**

Body

This office has issued numerous instructions regarding cross-section notes in field notebooks, as required for the efficient operation of our Computer Unit in computing earthwork. Adequate instructions are now included in the Design Manual in Subsection 7.6.5.4 page 7.6, Figure 7.5, and Subsection 13.4.4.1 page 13.2. In spite of these instructions, we continue to receive field notebooks with cross-section notes written so small or dim that they are practically illegible and/or with the notes so crowded that proper data cannot be interpreted.

This kind of cross-section notes causes a great many problems. It is sometimes necessary for programming personnel to take time to interpret the cross-section data. Such cross-sections cause errors in keypunching operations which are not usually caught until the data is edited by the computer, and sometimes not even then. We believe that you can see that this causes a loss in efficiency in the operation of the Computer Unit and causes the Computer Unit itself to be occupied for more time in the solution of these problems than should be necessary.

This will request your cooperation in this matter, and that you bring this matter to the attention of each Chief of Party in your organization. To eliminate delays, confusion and loss in efficiency, it may be necessary, in the future, to return cross-section field notebooks submitted to this office which are not in accord with the requirements in the Design Manual, and which are crowded and/or illegible.

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