



[Knowledgebase](#) > [BUILDER](#) > [Frequently Asked Questions](#) > [How do I add Section Detail in BUILDER ?](#)

## How do I add Section Detail in BUILDER ?

Paul Paisley - 2020-09-01 - [Comments \(0\)](#) - [Frequently Asked Questions](#)

### Question:

How do I add section detail in BUILDER?

### Answer:

To add SECTION DETAILS:

1. Select the section, then in the left pane, click Section Details.
2. Click on Add new record
3. Complete the ID Number, Eq. Type, etc.
4. Click on the blue check mark, which will insert and save the details.

When adding Section Details, make sure to “click” on the “blue check mark” to Save your changes. *Please note that the save button shown below in yellow is for data outside of the Section Details area. This save button would be used to change the section name , equipment category, and component subtype.*

The screenshot shows the BUILDER software interface. On the left is a tree view with a search bar. The main area displays the 'Section Details' form. At the top, there is a 'Save' button highlighted in yellow, along with 'Comment' and 'Reports' buttons. Below this, the 'Section Name' is set to 'N/A', 'Equipment Category' is 'A101001 WALL FOUNDATIONS', and 'Component Subtype' is 'Foundation Wall'. The form has tabs for 'General Info', 'Section Details (1)', 'Condition Trend', 'Inspection History', 'Cost Modifiers', 'Attachments (0)', and 'Section Attributes'. The 'Section Details (1)' tab is active, showing a table with columns: Attachments, ID Number, Eq. Type, Eq. Make, Serial No., Model, Capacity, Manufacturer, Warranty Company, and Warranty Date. A 'Refresh' button is in the top right. A red circle highlights a blue checkmark icon in the 'Attachments' column of the first row. The table contains one row with data: 'x 0', '56456456', 'walls', 'MMM', '234654231654', 'big wall', 'n/a', 'MMM', 'MMM', and an empty date field.

- Tags
- [component subtype](#)
- [equipment category](#)
- [Inventory](#)
- [Section Detail](#)
- [Section name](#)