

1. Get into KeyBeam
2. Go to any tab and choose the "Edit" drop down on the upper menu line
3. Choose "Presets"
4. Click the "Edit Products List" button
5. Choose Solid Sawn or I-joist or LVL in the "Product Types" box
6. Choose an application tab along the top row, e.g. "Floor Beam", "Floor Girder", etc. (it should already be on the "Floor Beam" tab)
7. Remember, an I-joist can't be added to "Floor Beam" or "Roof Beam" applications
8. Click the "Add" button
9. Check-on the appropriate series that you want access to every time you run a calculation. Click the "On" button for both "Width" and "Depth". You can also click the "On" button for the series if you want to have access to all of the options under series.
10. Click the "Add to List" button
11. If a warning box pops-up, click the "OK" button
12. At this point you can copy those same products to other applications, rather than filling out each application one at a time
13. To do so, click the "Copy To" button
14. Check-on the applications you want to copy the material list to
15. Click the "OK" button
16. If a warning box pops-up, it likely means you tried to add I-joists to a beam application, which is not allowed. Click on the "OK" button if the warning box popped up
17. Repeat the process (from Step 5) for LVL, I-joist or Solid Sawn
18. Here is the important part – Click the "**Save as Defaults**" button then click the "**On**" button to save as defaults for all of the applications
19. Hit "OK" as many times as required to close the pop-up boxes

Next time you KeyUp and then start KeyBeam, your material lists should still be intact.