Wrightsoft
Right-Suite Universal

Right-J Worksheet

*Heating Only* Load

Step by Step Guide
Setting the Look and Feel

- Go to the view menu
- Check “Design Mode: and “Status Bar”
- Uncheck all else
- Select “Toolbars” and select “default” in the pop up window
Project Information

- Click the scroll icon or the show menu and “Project Information”
- Enter the customer and contractor/designer information
Project Information continued

- Scroll down to location section
- Select or confirm a location from library or create new
- Override conditions (using F8) if needed
Zone Information (1)

- Click the multicolored house w/ magnifying glass or show: Zone Information
- Enter or confirm indoor conditions
Load Preferences

- Click the red house and gears icons or go to Show: Right J: Load Preferences
- Click on and set duct load defaults
- Set Cooling Option to “none”
- Uncheck the auto-input options
Infiltration

- Click the red house icons or go to Show: Right J: Infiltration
- To enter blower door data go to Options: Infiltration Method: Blower Door
Right J Worksheet

- Click on the red house and worksheet icon or go to Show: Right J: Worksheet
- Start entering your walls, ceilings, and floors by double clicking in the first free cell in the construction number column.
Construction Materials

- Select the material (or one that’s similar) from your library (if you have one built) or click the button with 3 dots to add a new material to your library.
- Use the radio buttons mode to select common materials, or build your own with the custom modes.
Add Floors

- Click in the room name field and enter the name of your first floor (simple buildings can be done as whole house, but most are best done separated by floor).
- Check your options (especially duct load)
- Enter exposed wall (linear), average height, and floor area (use 1 x ### for non-rectangular shapes)
The Calculator

Whenever entering numerical values in the worksheet, you can use the calculator by typing a mathematical symbol like + or *
Enter Building Material Surface Areas

- Wall areas can be entered as gross dimensions as window and door areas will automatically be removed.
- All slabs must be entered as linear perimeter exposure in the N/P/S column.
- To check a material, simply double click the construction number.

Adding Windows and Doors
- Windows and doors must be attached to a wall
- To add them, double click on the W (wall), P (partition), or C (ceiling - for skylights)
- Glass Doors are Glazings!
Window Options

- Shading options are for cooling only.

Enter Window and Door Area
Repeat for Each Floor

- Click the single right arrow at the top to move to the next column
Go to Zone Information

- Click the multi-colored house with magnifying glass or go to Show: Zone Information
- Override and enter exhaust ventilation.
View and Evaluate Load

- Scroll down the Zone Information page
- Open the load meter with the red house icon and pie chart icon
- Click on the breakdown tab of load meter
Print Preview

-Click the Print Preview icon or go to File: Print Preview
Choose Reports, Generate PDFs, or Print

- Be sure to expand list with the plus sign next to loads, then choose specific reports
- Hit the Printer or PDF icons to print or generate a PDF

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<tr>
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**Equipment Capacity**

- **Heating** (BtuH)
- Rating multiplier 0.93
- Sensible (BtuH)
- Latent (BtuH)

Equipment load = 50626

Required total cooling capacity at Sensible Heat Ratio (SHR) = 0.70 = 0 ton
Save Time with Templates

- Start with a file with **only the information you want to use as a starting point** (make sure no customer specific information is entered)
- Save as default template to use that information **every time** you open the software from scratch
- Save as template to name the type of job this will be used on (to select later, go to File: New at the beginning of that job)