MAQS Pro Lite

Professional Quantity Surveying & Estimating Software

Version 4.00 Gold Master

User Guide

Developed by M. Ahari

Professional Quantity Surveyor & Civil Engineer

This guide is intentionally brief and practical. It is designed to help a Quantity Surveyor, Estimator or Contractor start using MAQS Pro Lite quickly without being overwhelmed.

1. Welcome to MAQS Pro Lite

MAQS Pro Lite is a practical Quantity Surveying and Estimating package developed by M. Ahari. It supports the daily workflow of preparing quantities, BOQs, rates, valuations, procurement schedules, programmes, cash flows and reports.

- Designed for Quantity Surveyors, Estimators, Builders and Contractors.
- Built around the familiar workflow: CCO → QC → BOQ → Rates → Valuations → Reports.
- Includes a Construction Library for Method Statements, Risk Assessments, COSHH and RAMS documents.

2. Installation and Starting MAQS

1. Extract the MAQS Pro Lite V4.00 Gold Master folder to your Desktop or Documents.
2. Double-click RUN_MAQS_PRO_LITE.bat.
3. The Licence Manager opens first.
4. Click Continue Trial to use the 14-day trial, or enter a licence key if supplied.
5. The MAQS Pro Lite main window opens.

If MAQS does not start, run RUN_MAQS_PRO_LITE_DEBUG.bat and record the error message for support.

3. Licence and 14-Day Trial

The trial starts automatically on the first run and lasts for 14 days. The Licence Manager shows the trial status and days remaining.

Field	Purpose
Customer	Name of the user or purchaser
Company	Optional company name
Licence Key	Activation code supplied after purchase
Machine ID	Reference code for the computer

4. Creating and Opening Projects

6. Use File > New Project to start a blank project.
7. Enter project details such as project name, client, site address and prepared by.
8. Use Save or Save As to store the project file.
9. Use Open Project to reload an existing MAQS project.

A project should be saved regularly. Use Backup before making major changes or sending a project to another person.

5. Basic Workflow

Stage	Description
CCO	Choose the Civil & Construction Operation.
QC	Enter dimensions and calculate quantities.
BOQ	Prepare priced bill items from the QC records.

Rate Build-up	Build rates using labour, plant, material and subcontractor costs.
Valuations	Enter progress percentages for V1 to V5 and final account.
Reports / Export	Export the project to Excel, CSV, PDF or printed reports.

6. Civil & Construction Operations (CCO)

CCO is the starting point for construction items. Select the construction operation first, then send the item through the QS workflow.

- Earthworks: site clearance, reduce levels, trench excavation, cart away and backfill.
- Concrete: blinding, pads, strips, columns, beams, slabs and stairs.
- Drainage: pipes, manholes, gullies, ACO channels and soakaways.
- Roads and external works: sub-base, asphalt, kerbs, paving and fencing.

7. Quantity Calculations (QC)

QC is the core calculation table. It is where dimensions, quantities, units and rates are checked before the BOQ is produced.

QC Type	Typical Use
Volume L×W×D	Excavation, concrete, fill
Area m²	Slabs, paving, brickwork, formwork
Number / Count	Doors, piles, manholes, columns
Item	General fixed item
Lump Sum	Fixed priced work
Provisional Sum	Allowance where detail is not fully known

Totals appear at the bottom of the QC table. Keep quantities to sensible units and check two-decimal totals before issuing reports.

8. Bills of Quantities (BOQ)

BOQ items are generated from or entered based on the QC records. The BOQ table should show item description, unit, quantity, rate and amount.

- Check descriptions before issuing.
- Check rates and two-decimal totals.
- Use sections to group the work logically.
- Export to Excel or PDF for issue.

9. Rate Build-up

The Rate Build-up section helps create transparent rates by splitting costs into labour, plant, materials, subcontractors, overheads and profit where required.

Cost Type	Example
Labour	Groundworker, bricklayer, steel fixer
Plant	Excavator, dumper, roller
Materials	Concrete, blocks, pipework, asphalt
Subcontractor	Specialist drainage, piling, surfacing
Overheads / Profit	Commercial adjustments

10. Valuations

Valuations allow progress percentages to be entered for V1 to V5 and the final account. The system calculates the value claimed and remaining balance.

10. Open Valuations.
11. Enter progress percentages for the required valuation column.
12. Check the calculated amount.
13. Review the valuation totals at the bottom.
14. Export the valuation report.

11. Procurement, Programme and Cash Flow

These sections are included to help contractors track commercial and project management information in one place.

- Procurement: supplier, item, order status, delivery and cost.
- Programme: activities, durations, progress and dates.
- Cash Flow: income, expenditure, forecast and cumulative totals.

12. Reports and Export Centre

Use the Export Centre to produce files for clients, contractors and internal records.

Export Type	Use
Excel	Editable commercial spreadsheet
CSV	Import/export between systems
PDF	Issue-ready report
Print	Hard copy checking

13. Construction Library

The Construction Library contains Method Statements, Risk Assessments, COSHH and RAMS documents. Use OPEN_CONSTRUCTION_LIBRARY.bat or the library button inside MAQS where available.

15. Open the Construction Library.
16. Search by keyword, for example concrete, drainage, road or brickwork.
17. Double-click a document to open it in Word or the default document viewer.
18. Copy the document to a project folder if it is required for a tender or site package.

14. Sample Project Tutorial

19. Open Sample_Project_Basic.maqsp from the sample_projects folder.
20. Review the project dashboard.
21. Open QC and check the quantity records.
22. Open BOQ and review the priced items.
23. Open Valuations and enter a small progress percentage.
24. Export the BOQ or Summary to Excel/PDF.
25. Save the project under a new name.

15. Troubleshooting and FAQ

Problem	Action
MAQS does not start	Run RUN_MAQS_PRO_LITE_DEBUG.bat and note the error.
Trial expired	Open Licence Manager and enter a licence key.
Document will not open	Check Microsoft Word or a DOCX viewer is installed.
Export not visible	Check the Exports folder and try Save As.
Totals look wrong	Check quantity, unit, rate and percentage fields.

16. Good Practice

- Save and backup regularly.
- Keep descriptions clear and contractor-ready.
- Use two decimals for money and quantities where appropriate.
- Check QC before issuing the BOQ.
- Keep a copy of every issued report in the project folder.

17. Support Notes

For support, send the project file, a short description of the issue and any screenshot showing the problem. Avoid changing multiple sections at once when testing.

18. Closing Note

MAQS Pro Lite was developed by M. Ahari from practical Quantity Surveying and Civil Engineering experience. The aim is to keep the software powerful enough for professional work, but simple enough to use without fear.