



The Office of Capital Planning and Space Management utilizes the INSITE Net-FM system for maintaining space information for the Georgia Tech campus. This system tracks building and room data for all owned and most leased buildings, including parking decks. Users can view this data in tabular format or via floor plans. Information available in this system includes the following:

- Building Lists with official name, street address, gross square footage, etc.
- Room Lists with room numbers, room use, departmental assignment, square footage, etc.
- Query functions for buildings, rooms, and other space-related data
- Excel spreadsheets of building and room information
- PDF floor plans that can include highlighted areas via queries
- Various space related reports

Also, our website: www.space.gatech.edu/spaceaccounting includes building lists and other reports that are available to anyone. The most comprehensive of these is the "Organization Space Profile" which is available from the "Department List" on our web page. This is a good summary of the space usage of a specific School. College Space Profiles are also available.

The INSITE Net-FM system is available to Georgia Tech facility directors, building managers, and others who have a need for this data. For more details, including screen shots and sample floor plans, go to the Net-FM link on the left-hand side of the web page mentioned above. For information on obtaining access, or for questions about Net-FM or our website, please contact John Holcombe at john.holcombe@cpsm.gatech.edu or (404) 894-5512.

INSITE Net-FM Main Menu – <http://insite.gatech.edu>

The screenshot shows the main menu of the INSITE Net-FM system. The interface includes a navigation pane on the left, a top navigation bar, and a main content area with quick links and queries. Several callout boxes provide instructions:

- Click here to return to main menu screen at any time.** (Points to the top navigation bar)
- Quick Links and Queries can be accessed from any screen.** (Points to the top navigation bar)
- Quick Links for commonly used menu items can be set up here. Facility List, Floor List, and Space List are the most commonly used functions.** (Points to the 'My Quick Links' section)
- Links to CPSM web page and Facilities Inventory and Classification Manual (FICM).** (Points to the 'CPSM Space Accounting Web Page' link)
- Extensive help information is available here.** (Points to the 'FICM: Facilities Inventory and Classification Manual' link)
- See and change preferences here.** (Points to the 'Custom URL's' section)
- Sign off here.** (Points to the user profile 'JH33 @ PROD')
- Queries can be saved and will appear here.** (Points to the 'My Saved Queries' section)
- Menu pane can be moved out of the way on any screen when desired by clicking here.** (Points to the 'Net-FM Navigator' header in the left pane)
- Menu folders can be expanded by clicking on + icon. Facility/Floor and Space contain the most commonly used items.** (Points to the expandable menu items in the left pane)

Sample Net-FM Building (Facility) List

INSITE Net-FM v3.2.0

Space - Facility (Results)

Search Criteria: View Search Criteria

Site	Facility	Name	Type	Category	Area	Status	Ownership	Primary Use	Condition
CobbGTRI	801	Cobb County Research Facility Building 1	BUILDING	N	27549	A	4	04	SATIS
CobbGTRI	802	Cobb County Research Facility Building 2	BUILDING	N	25901	A	4	04	SATIS
CobbGTRI	803	Cobb County Research Facility Building 3	BUILDING	N	40617	A	4	04	SATIS
CobbGTRI	804	Cobb County Research Facility Building 4	BUILDING	N	21172	A	4	04	SATIS
CobbGTRI	805	Cobb County Research Facility Building 5	BUILDING	N	48752	A	4	04	SATIS
CobbGTRI	805A	Cobb County Research Facility Building 5A	BUILDING	N	734	A	4	16	SATIS
CobbGTRI	806	Cobb County Research Facility Building 6	BUILDING	N	3200	A	4	04	SATIS
CobbGTRI	807	Cobb County Research Facility Receive Tower	BUILDING	N	2202	A	4	04	SATIS
CobbGTRI	807A	Cobb County Research Facility Building 7A	BUILDING	N	2220	A	4	04	SATIS
CobbGTRI	812A	Cobb County Research Facility Building 12A	BUILDING	N	7213	A	4	04	SATIS
FieldGTR	822A	GTRI Huntsville, Al.	BUILDING	N	9256	A	4	01	SATIS
FieldGTR	823	ElI/GTRI Warner Robins	BUILDING	N	22567	A	7	01	SATIS
FieldGTR	840	GTRI Shalimar, Fl.	BUILDING	N	4119	A	4	01	SATIS
FieldGTR	841A	GTRI Orlando, Fl.	BUILDING	N	1840	A	4	01	SATIS
FieldGTR	848	GTRI Tucson, Az.	BUILDING	N	5703	A	4	01	SATIS
FieldGTR	849	GTRI Panama City, Fl.	BUILDING	N	2359	A	4	01	SATIS
FieldGTR	856A	GTRI Fairborn, Oh.	BUILDING	N	9552	A	4	01	SATIS
FieldGTR	859	GTRI Aberdeen, Md. (previous location)	BUILDING	N	2573	A	4	01	SATIS
FieldGTR	859A	GTRI Aberdeen, Md.	BUILDING	N	1917	A	4	01	SATIS
FieldGTR	864	GTRI Arlington, Va.	BUILDING	N	5676	A	4	01	SATIS
FieldGTR	864A	GTRI Quantico, Va. #205	BUILDING	N	5370	A	4	01	SATIS

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Sort By: Site Ascending Facility Ascending

Save View Save Query Export to Excel

Sample Net-FM Floor Plan Queried by Departmental Room Assignment

