What to check, in order.

Approved shop drawings are what gets made. Go through the set in this order, mark it up once, and send back one consolidated set.

1 Opening sizes

- [ ] Every opening on the plans and elevations is in the schedule once, with its own number.
- [ ] Frame sizes are checked against the openings as they are built, not only as they are drawn.
- [ ] The clearance around each unit matches the installation detail for that wall.
- [ ] Sill and head heights are checked against the finished floor levels.

2 How each unit opens

- [ ] Each type opens the way the room needs: fixed, in-swing casement, hopper, tilt-turn (special order), terrace door or sliding door.
- [ ] Check which side the elevations are drawn from, then check the hinge side of every unit that opens.
- [ ] Door swings clear walls, railings and furniture.
- [ ] Emergency escape openings are marked, and so is every opening that carries a limiter.

3 Glass, by opening

- [ ] Safety glass is shown at every location the code calls hazardous.
- [ ] Acoustic glass is on the elevations that need it.
- [ ] Bird-safe glass is on the openings that need it.
- [ ] The glass makeup meets the project's U-factor and solar heat gain targets.
- [ ] Obscure and spandrel glass are in the right openings.

4 Colors

- [ ] The outside color and the inside color are right for each type.
- [ ] The handle color is right.
- [ ] Colors have been checked against a physical sample, not a screen.

5 Options

- [ ] Limiters, insect screens and trickle vents are on the openings that need them.
- [ ] PTAC louvers match the sleeve and the unit that will be installed.
- [ ] Sills, trims, and clips or a nailing fin are as the wall detail needs.
- [ ] Mullions and couplers are shown wherever units are joined.

6 Sending it back

- [ ] One marked-up set, with the comments of the architect, the contractor and the installer together.
- [ ] Every comment is a decision, not a question. Questions go in a separate list.
- [ ] The set is signed and dated by the person who can approve it.

General guidance. The approved shop drawings for your project govern.