Service Pro 2026

Single Family Instructions

User's Manual

Using Service Pro 2026 with Excel

The **Service Pro 2026** software is a spreadsheet template software program for calculating main service panel size, feeder sizes and single family 1-Line drawings. The **Service Pro 2026** software is for reference purposes only, and Durand & Associates cannot assume any responsibility for the accuracy of the program contents. In using this program the user agrees to hold harmless and wave all claims against Durand & Associates.

SOFTWARE REQUIREMENTS

Service Pro 2026 was created with Microsoft Excel 2007. To use these templates you must have Microsoft Excel (Version 2007 or later) installed on your computer.

The Service Pro 2026 files are located on your C drive @ C:\Service Pro 2026

INTRODUCTION

The **Service Pro 2026** software is a spreadsheet template program. The program was designed for use in conjunction with Microsoft Excel on the Windows platform. The program should also work on other platforms that can read and write Microsoft Excel .XLSX file formats.

LOADING THE PROGRAM

Insert the CD in your drive and follow the setup instructions.

The installation of Service Pro will create the following folder on your C drive.

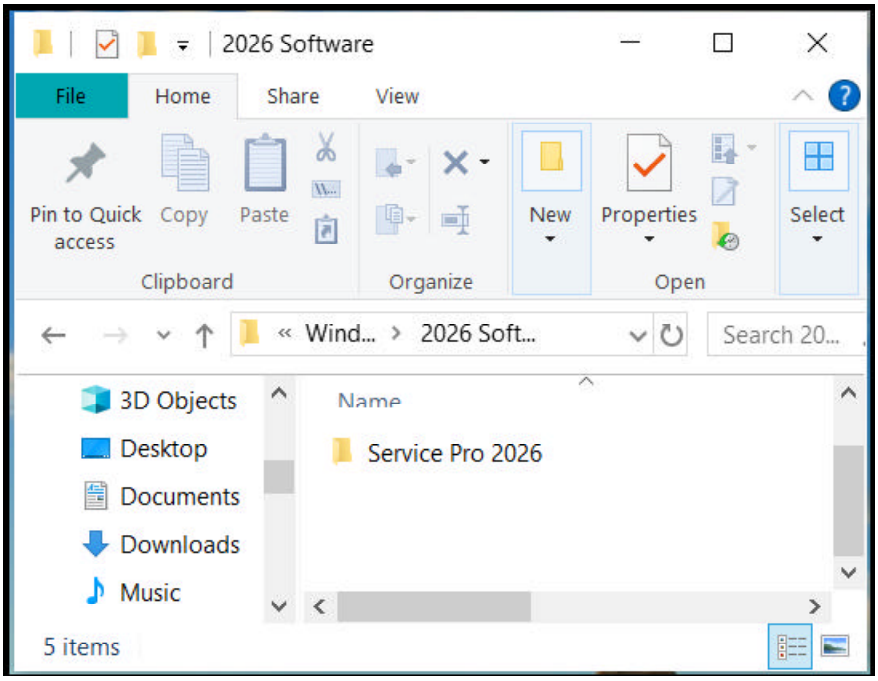
C:\Service Pro 2026

EXPLORING THE PROGRAM

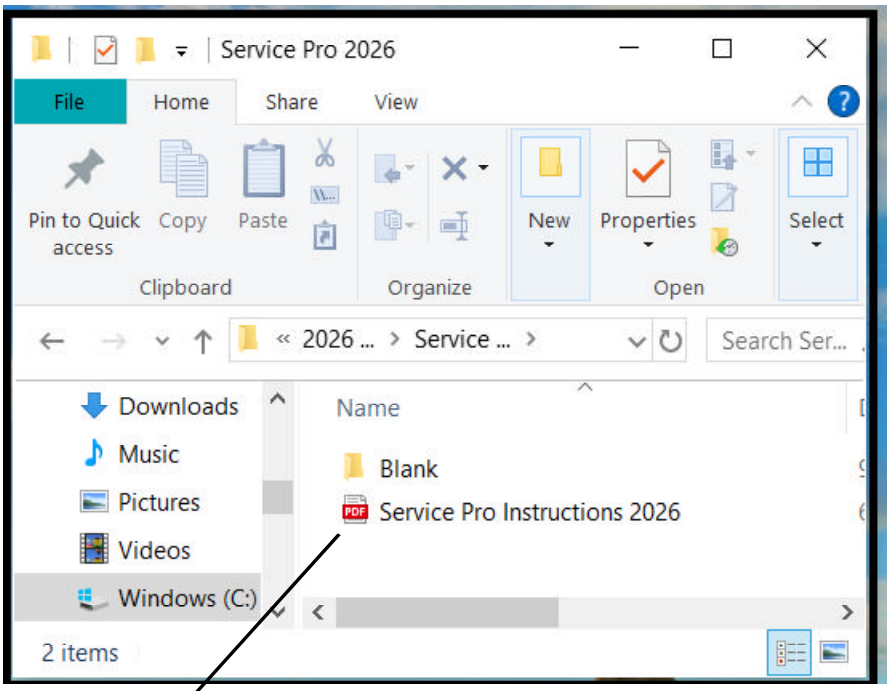
Service Pro software is a complex spreadsheet template program. The program uses 7 files which link to one another. DO NOT CHANGE THE FILE NAMES. If a file name is changed the template can become corrupt.

LOCATING THE PROGRAM FILES

The Service Pro templates are located on your C: drive.



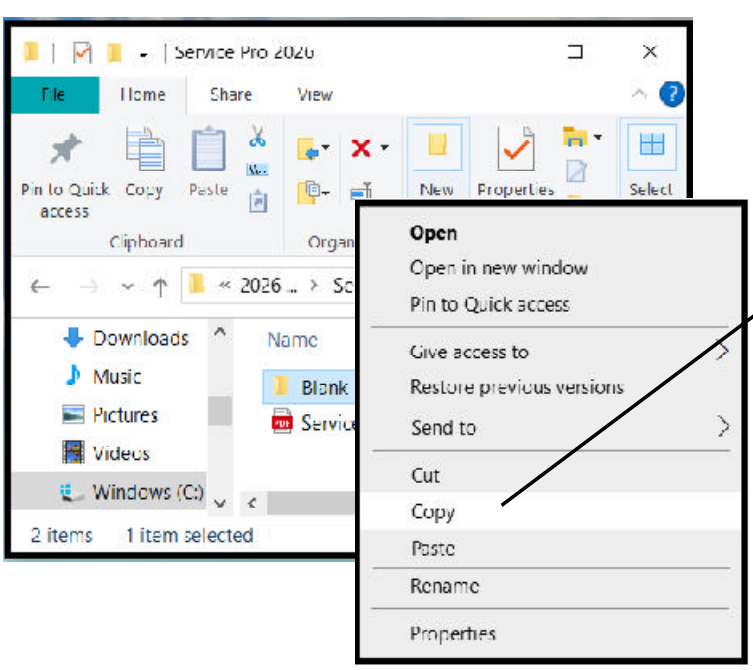
If you double click on the Service Pro folder, you will find 1-file & 1-folder.
There is one instruction file in PDF format.



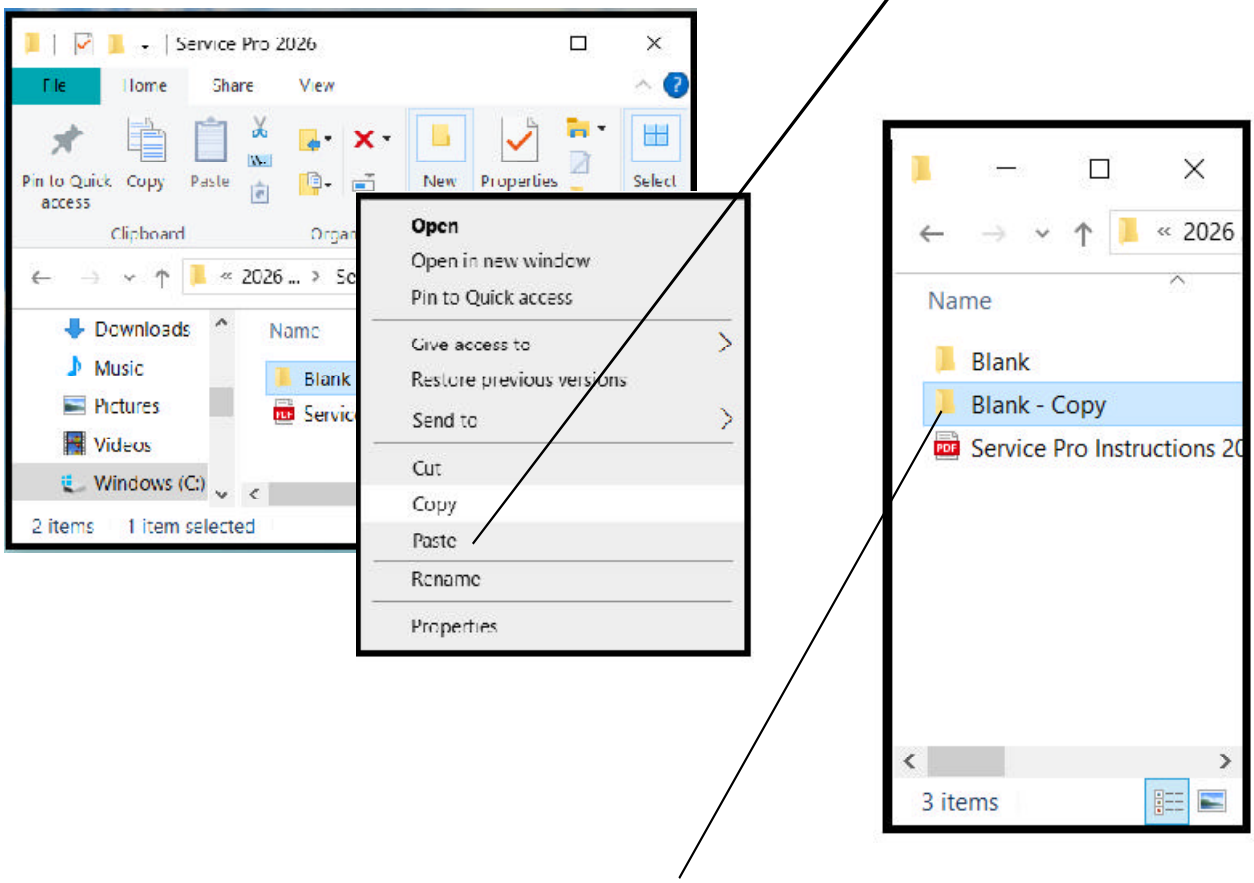
NOTE: Please double click on the “Service Pro Instructions” file and print the instructions.

STARTING A NEW PROJECT

If you want to start a new project, RIGHT CLICK on the blank folder and select COPY.



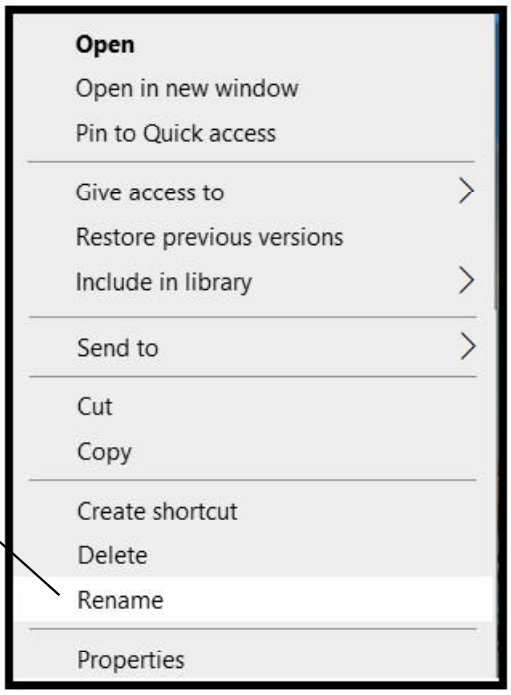
Then RIGHT CLICK on the white area of the window and select PASTE.



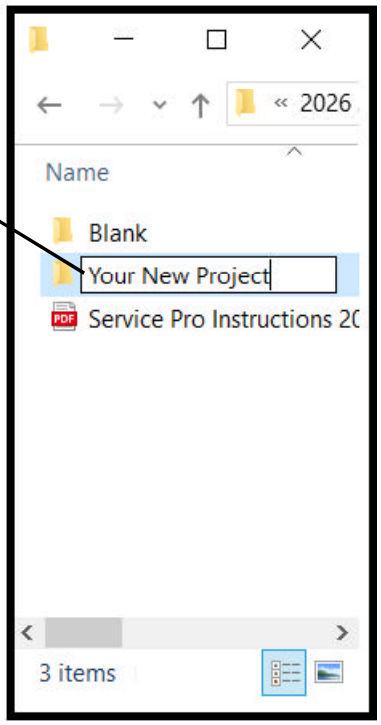
This will created a new folder titled “Blank - Copy”.

RENAME THE FOLDER

You can RIGHT CLICK on the new folder and select the RENAME command.



Type in your new project name.

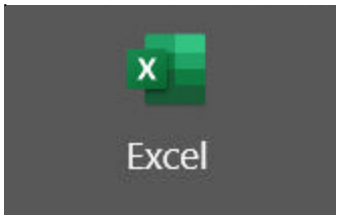


Use this method to create a new project each time you start a new project.

Now that you have created a new folder close all windows.

USING THE PROGRAM

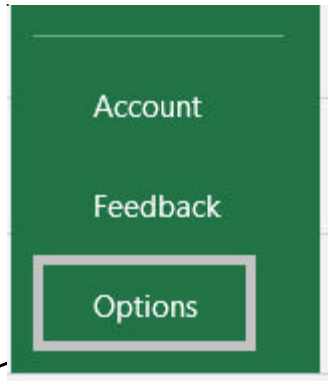
Double click on your Excel icon



This will start your Excel spreadsheet program.

TURNING ON AUTOMATIC UPDATING IN EXCEL

Go to the FILE menu and select OPTIONS

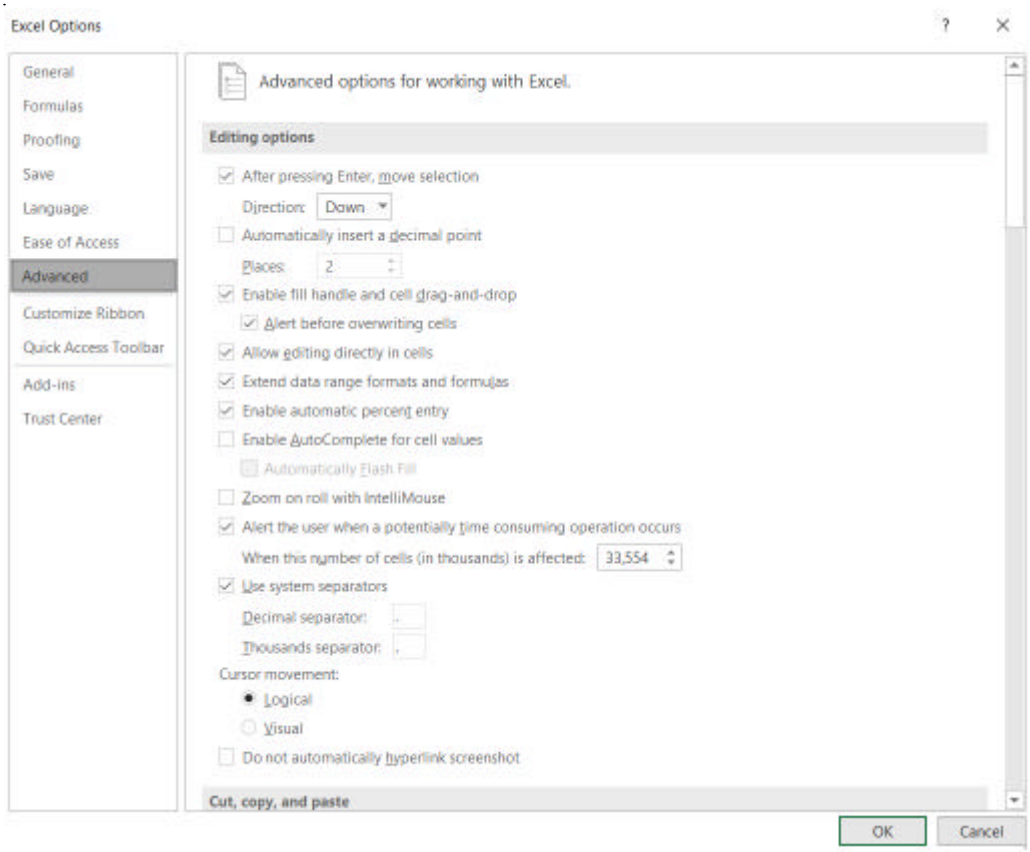


Excel Options

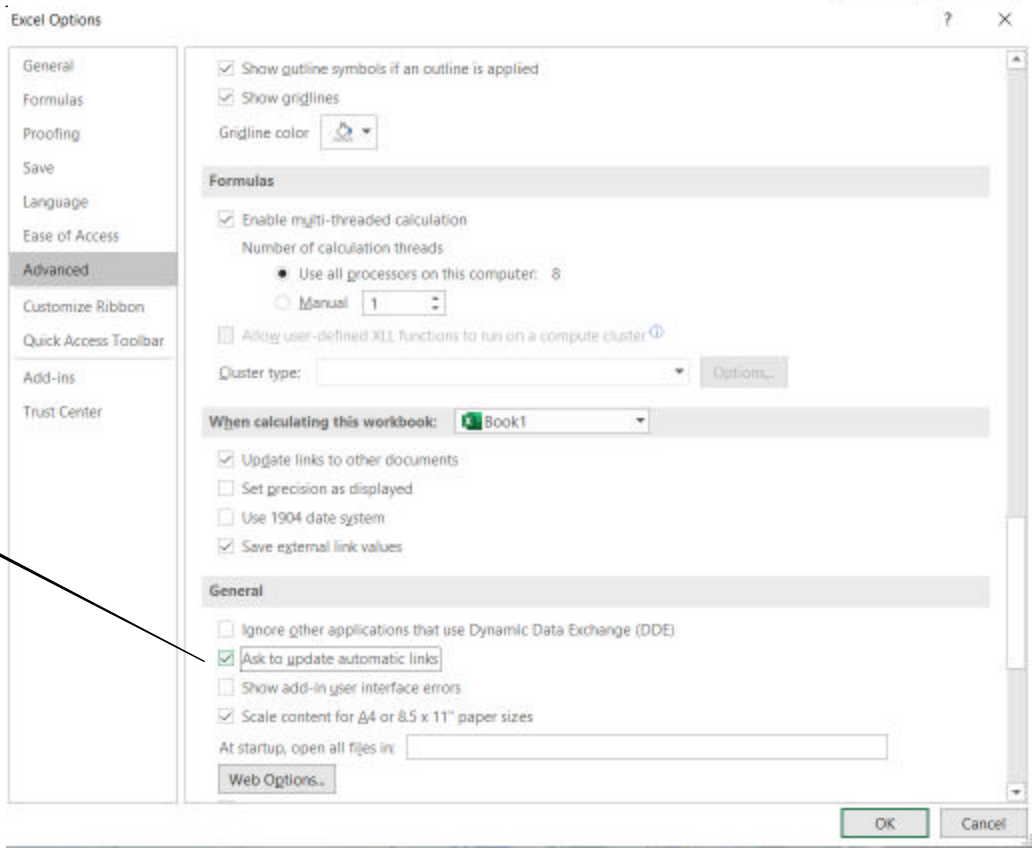
TURNING ON AUTOMATIC UPDATING IN EXCEL (Continued)

Go to the Tools menu and select Options

Click on the Advanced tab.

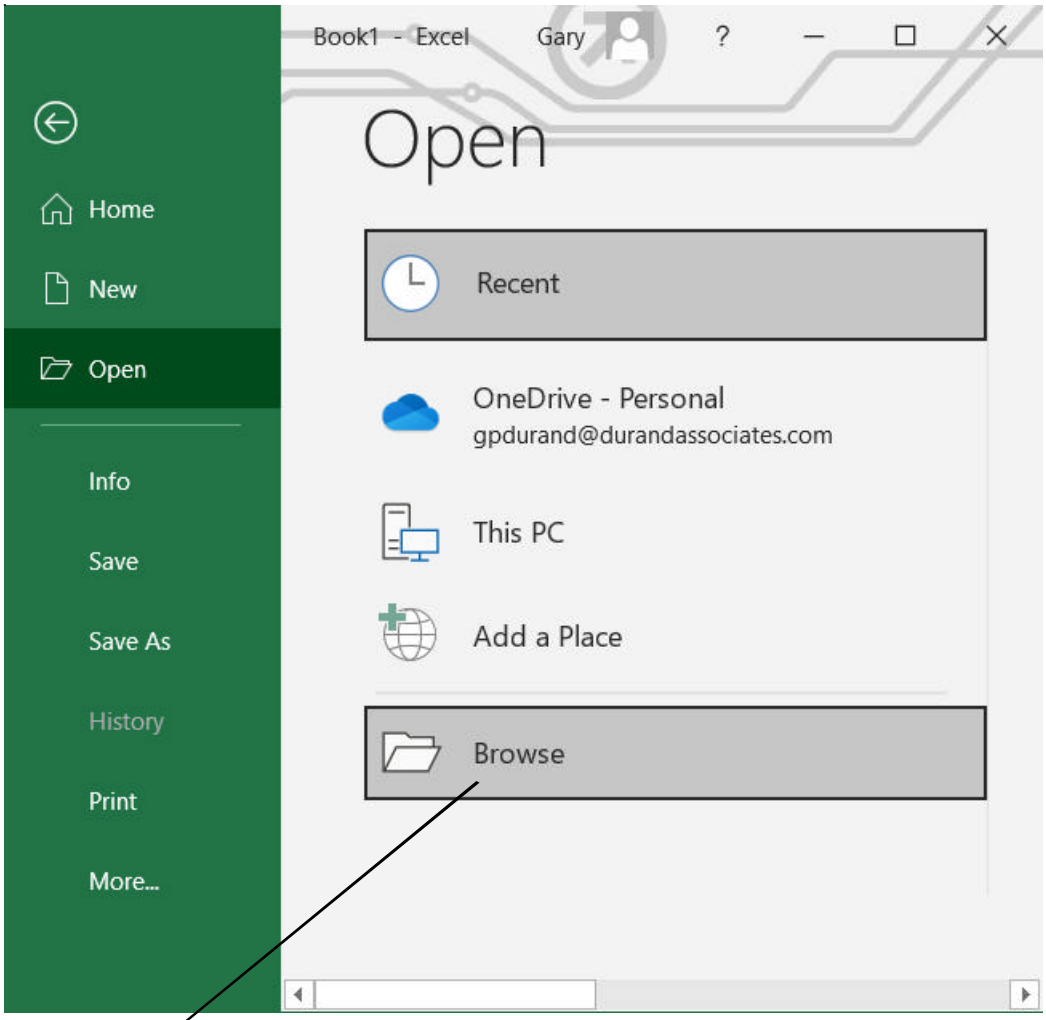


Scroll down to the General section and uncheck the “Ask to update automatic links”



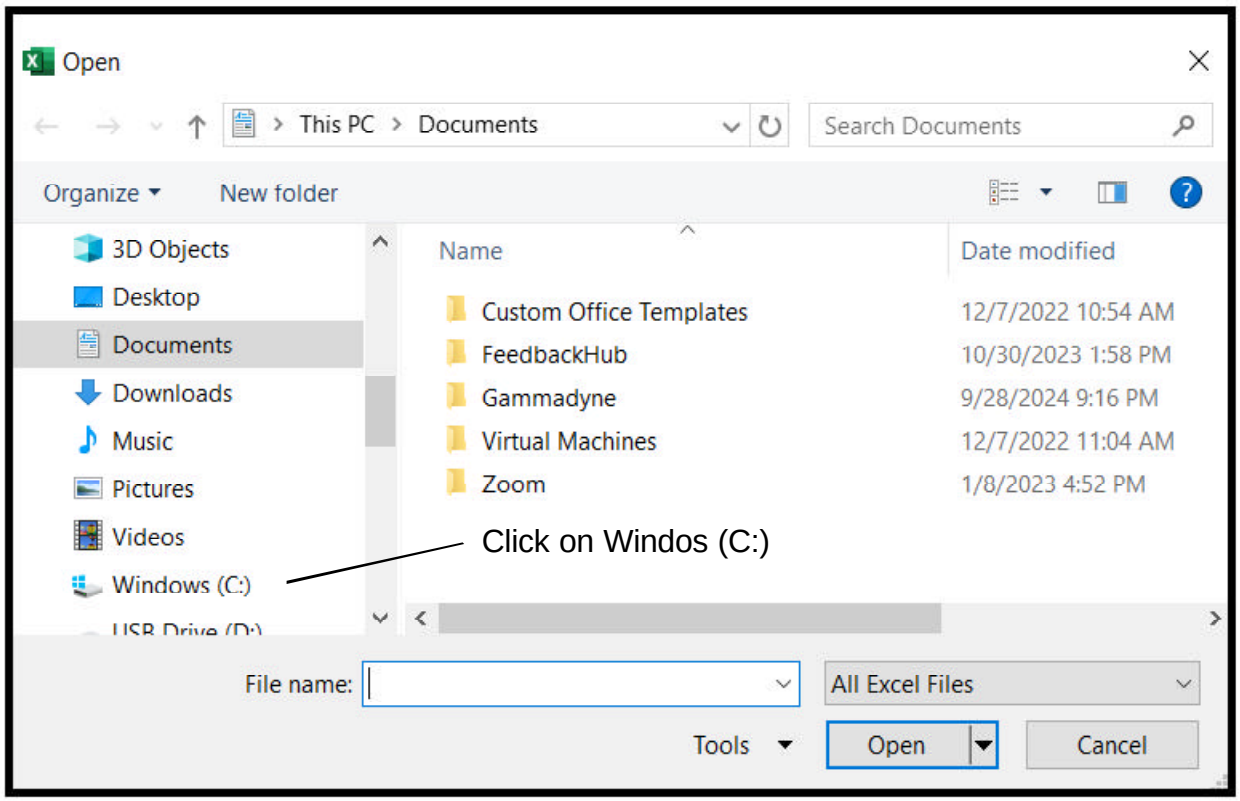
USING THE PROGRAM

Select the FILE OPEN (Ctrl + O) command and then click BROWSE

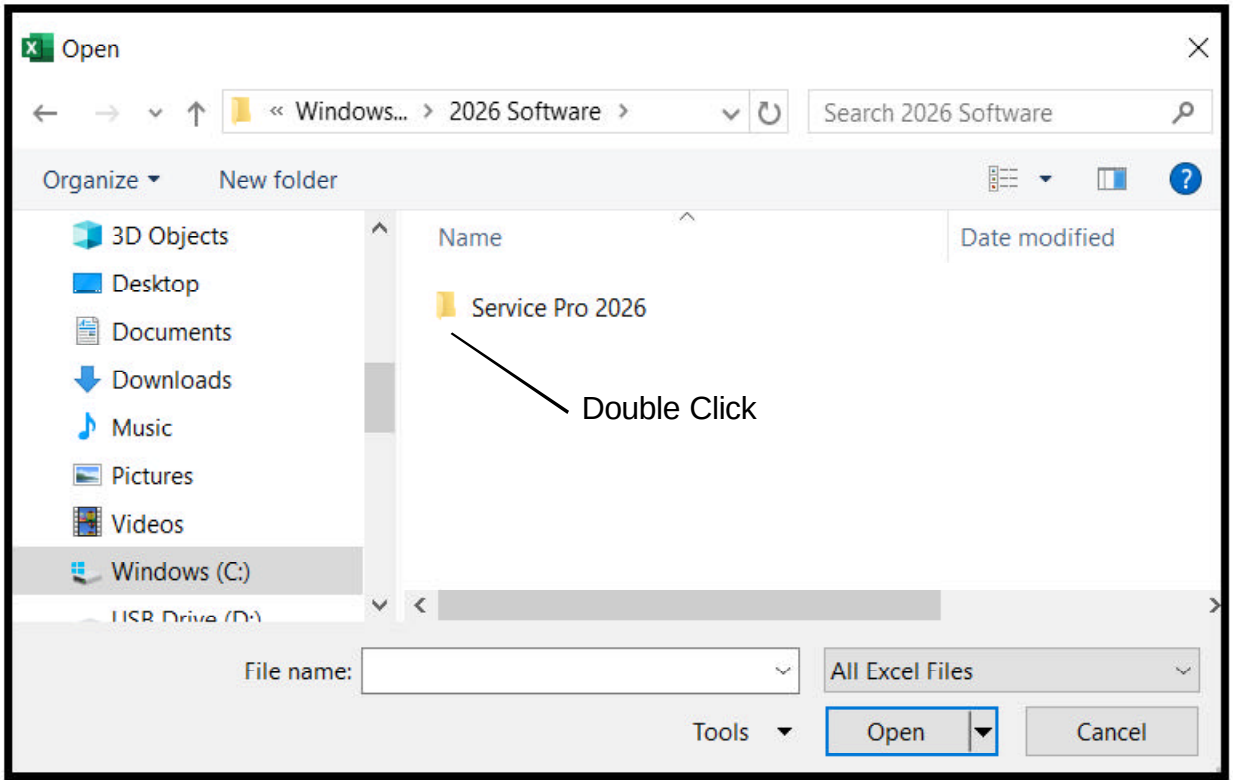


Browsed

Click on the Windows (C:) which will display the contents of the C drive.

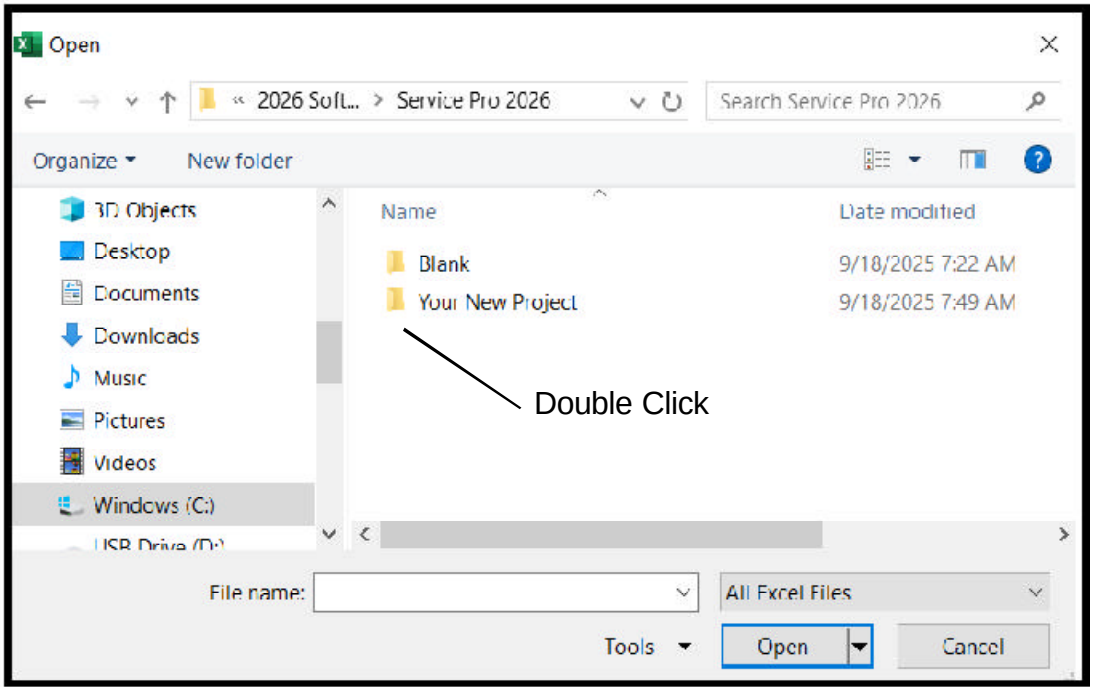


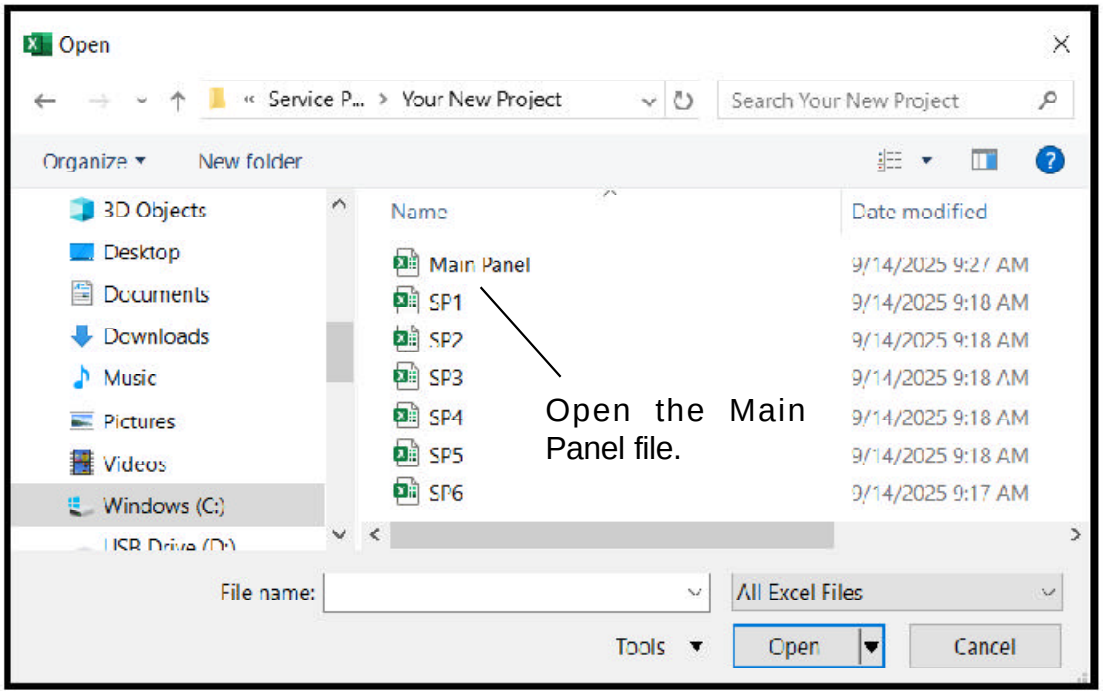
Locate the Service Pro 2016 folder on the C drive and DOUBLE CLICK on that folder.



OPENING YOUR PROJECT

Select the FILE OPEN command and locate the Service Pro 2026 folder on your C: drive. Double click the Your New Project folder to display the contents.





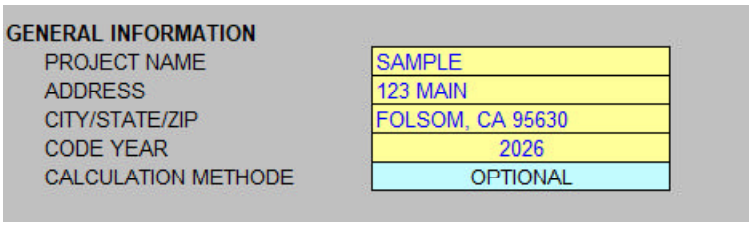
The files in this folder are MAIN PANEL and SP1-SP6.

DO NOT RENAME THESE FILES (This will corrupt the files).

WORKING WITH THE MAIN PANEL

Double click on the MAIN PANEL file to display the Main Panel Template

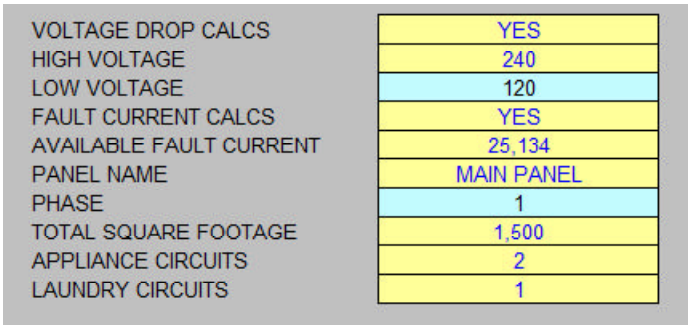
This may take a few seconds to open as Excel updates the links to the other files.



GENERAL INFORMATION	
PROJECT NAME	SAMPLE
ADDRESS	123 MAIN
CITY/STATE/ZIP	FOLSOM, CA 95630
CODE YEAR	2026
CALCULATION METHODE	OPTIONAL

GENERAL INFORMATION

- **Project Name** (Enter the project name)
- **Address** (Enter the address)
- **City/State/Zip** (Enter the city, state, and zip code)
- **Code Year** (Select the Code Year from the pulldown menu)
- **Calculation Method** (Optional by Default)



VOLTAGE DROP CALCS	YES
HIGH VOLTAGE	240
LOW VOLTAGE	120
FAULT CURRENT CALCS	YES
AVAILABLE FAULT CURRENT	25,134
PANEL NAME	MAIN PANEL
PHASE	1
TOTAL SQUARE FOOTAGE	1,500
APPLIANCE CIRCUITS	2
LAUNDRY CIRCUITS	1

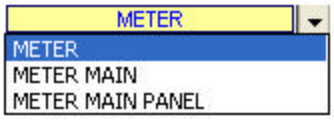
LOAD INFORMATION

- **Voltage Drop Calcs** (Select YES or NO)
- **High Voltage** (Selest 240 or 208 Volt)
- **Low Voltage** (120 Volt by Default)
- **Fault Current Calcs** (Select YES or NO)
- **Available Fault Current** (Enter fault current)
- **Panel Name** (Enter Panel Name)
- **Phase** (Single Phase by Default)
- **Total Square Footage** (Enter square footage)
- **Appliance Circuits** (Enter number of appliance circuits)
- **Laundry Circuits** (Enter number of laundry circuits)

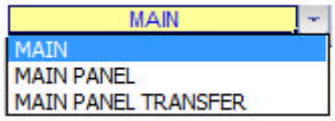
SERVICE FEEDER	
OVERHEAD / UNDERGROUND	OVERHEAD
METER-MAIN.PANEL	METER
MAIN-PANEL	MAIN
RISER CONDUIT SIZE	3"
RISER CONDUIT TYPE	EMT
GOUNDING ELECTRODE WIRE	CU
FEEDER TYPE	CONDUIT
LENGTH	25'
WIRE CU/AL	AL

SERVICE FEEDER INFORMATION

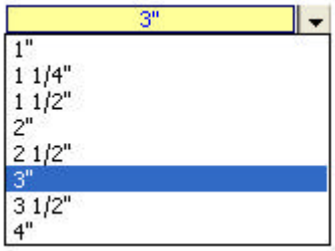
- **Overhead/Underground** (Select overhead or underground)
- **Meter-Main-Panel** (Select from pulldown menu)

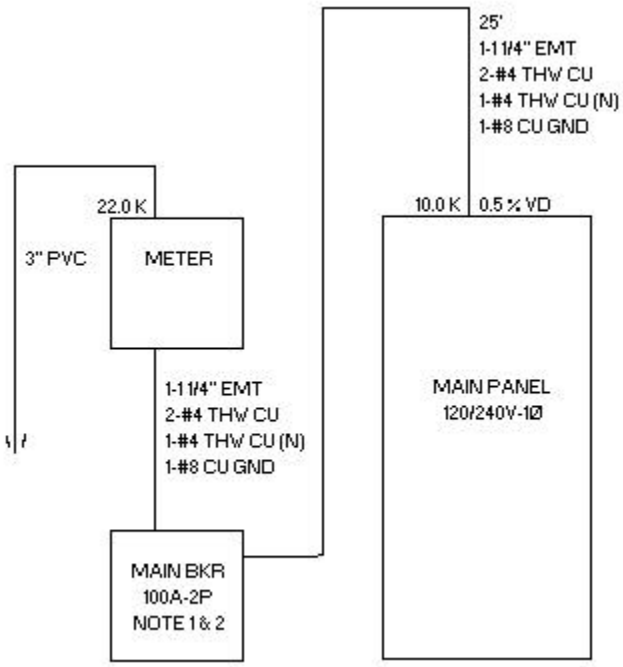


- **Main-Panel** (Select from pulldown menu)

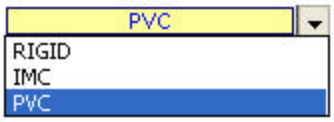


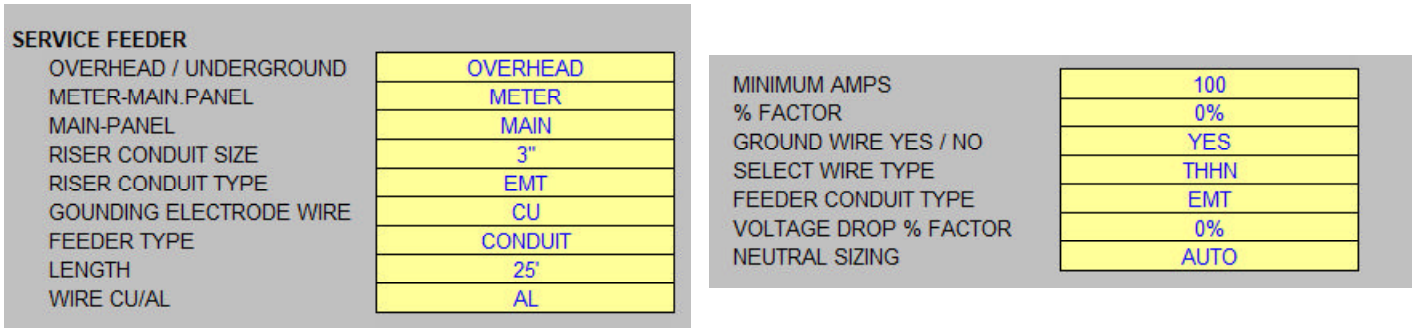
- **Conduit Size** (Select the conduit size)





- **Conduit Type** (Select conduit type)





FEEDER INFORMATION

- **Riser Conduit Size** (1" - 4")
- **Riser Conduit Type** (EMT, Rigid, IMV, PVC)
- **Gounding Electrode Wire** (Select CU or AL)
- **Feeder Type** (Conduit, SER, MC)
- **Length** (Enter Length)
- **Wire CU/AL** (Enter CU or Al)
- **% Factor** (Enter % Factor)

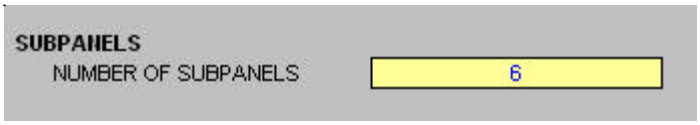
> Note: This factor will ad the percentage of the connect load for future use.

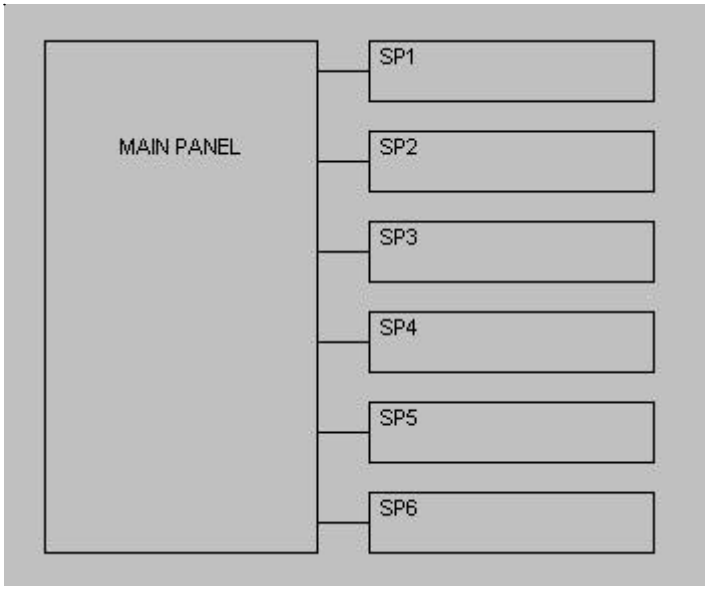
- **Ground Wire Y/N** (Select YES or NO)
- **Select Wire Type** (Select from pulldown menu)
- **Voltage Drop % Factor** (Enter % Factor)

> Note: This factor will increase the wire size reducing voltage drop.

- **Neutral Size** (Select Full or Auto)

> Note: This Option only appears when using Conduit





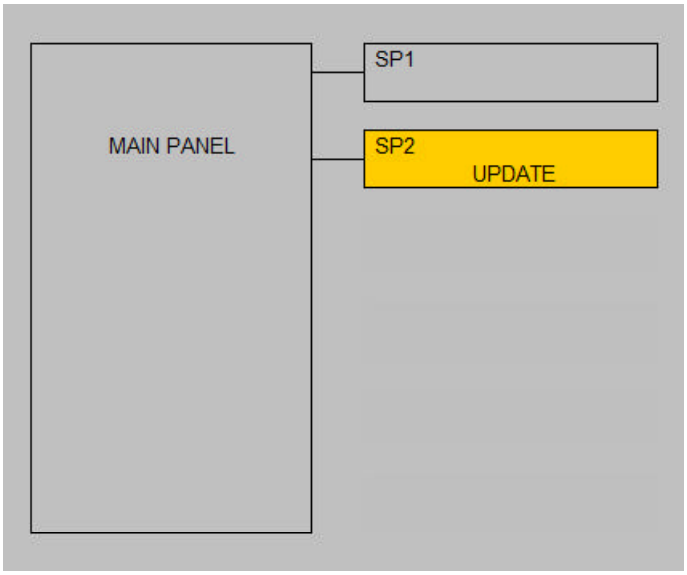
SUBPANEL INFORMATION

- **Number of Subpanels** (Enter number of subpanels)

Note: You may have up to six (6) subpanels fed from the main panel. All calculations for sub panels use the standard calculation method per NEC requirements.

UPDATE

The subpanel files link to the main panel file. When certain information in the main panel changes the subpanel file may require updating.



To update a file use the FILE OPEN command and select the desired file.

MAJOR APPLIANCE INFORMATION

MAJOR APPLIANCES DESCRIPTION	QTY	KVA EACH
RANGE(S) & OVEN(S)	1	12
CLOTHES DRYER(S)	1	5
WATER HEATER(S)	1	2.5

- **Ranges & Ovens** (Enter quantity & KVA)
- **Clothes Dryers** (Enter quantity & KVA)
- **Water Heaters** (Enter quantity & KVA)

HEATING & COOLING INFORMATION

Enter the KVA of each item.

HEATING/COOLING

		ENTER KVA
1.	ENTER 100% OF THE NAMEPLATE RATING(S) OF THE AIR CONDITIONING AND COOLING EQUIPMENT.	6
2.	ENTER 100% OF THE NAMEPLATE RATING(S) OF THE HEAT PUMP WHEN THE HEAT PUMP IS USED WITHOUT ANY SUPPLEMENTAL ELECTRIC HEATING.	0
3.	ENTER 100% OF THE NAMEPLATE RATING(S) IN KVA OF THE HEAT PUMP COMPRESSOR.	0
	ENTER 100% OF THE SUPPLEMENTARY ELECTRIC HEAT USED WITH THE HEAT PUMP NOTE: PROGRAM WILL AUTOMATICALLY ADJUST THIS AMOUNT TO 65%	0
4.	ENTER 100% OF THE NAMEPLATE RATING(S) OF ELECTRIC SPACE HEATING IF LESS THAN FOUR SEPARATELY CONTROLLED UNITS. NOTE: PROGRAM WILL AUTOMATICALLY ADJUST THIS AMOUNT TO 65%.	0
5.	ENTER 100% OF THE NAMEPLATE RATING(S) OF ELECTRIC SPACE HEATING IF FOUR OR MORE SEPARATELY CONTROLLED UNITS. NOTE: PROGRAM WILL AUTOMATICALLY ADJUST THIS AMOUNT TO 40%.	0
6.	ENTER 100% OF THE NAMEPLATE RATING(S) OF ELECTRIC THERMAL STORAGE AND OTHER HEATING SYSTEMS WHERE THE USUAL LOAD IS EXPECTED TO BE CONTINUOUS AT THE FULL NAMEPLATE VALUE. SYSTEMS QUALIFYING UNDER THIS SELECTION SHALL NOT BE CALCULATED UNDER ANY OTHER SELECTION.	0

EV Chargers (Only applies to Code years 2023 and 2026)

ELECTRIC VEHICLE SUPPLY EQUIPMENT 120.57

EV CHARGER(S) YES or NO	QTY	WATTAGE
YES	1	7,200

MISC 120 VOLT LOAD INFORMATION

- Enter the description, quantity, and amps for each load.

NOTE: Do not include any loads listed under built-in appliances.

MISC. 120 VOLT LOADS

	DESCRIPTION	QTY.	AMPS EACH
1	DISHWASHER	1	10
2	DISPOSAL	1	4.5
3	MICROWAVE	1	11
4	FURNACE	1	9.5
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			

MISC 208 or 240 VOLT LOAD INFORMATION

- Enter the description, quantity, and amps for each load.

MISC 240 VOLT LOADS

	DESCRIPTION	QTY.	AMPS EACH
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

BACKUP POWER SYSTEM

- Select YES if you want a backup power system.

BACKUP POWER SYSTEM	
BACKUP POWER	NO

- Enter the data for your backup power system

BACKUP POWER SYSTEM	
BACKUP POWER	YES
DESCRIPTION	GEN SET
KW	15
MAIN BREAKER SIZE	50
PHASE	1
TRANSFER SW AMPS	200

- Enter the description for the backup power feeder

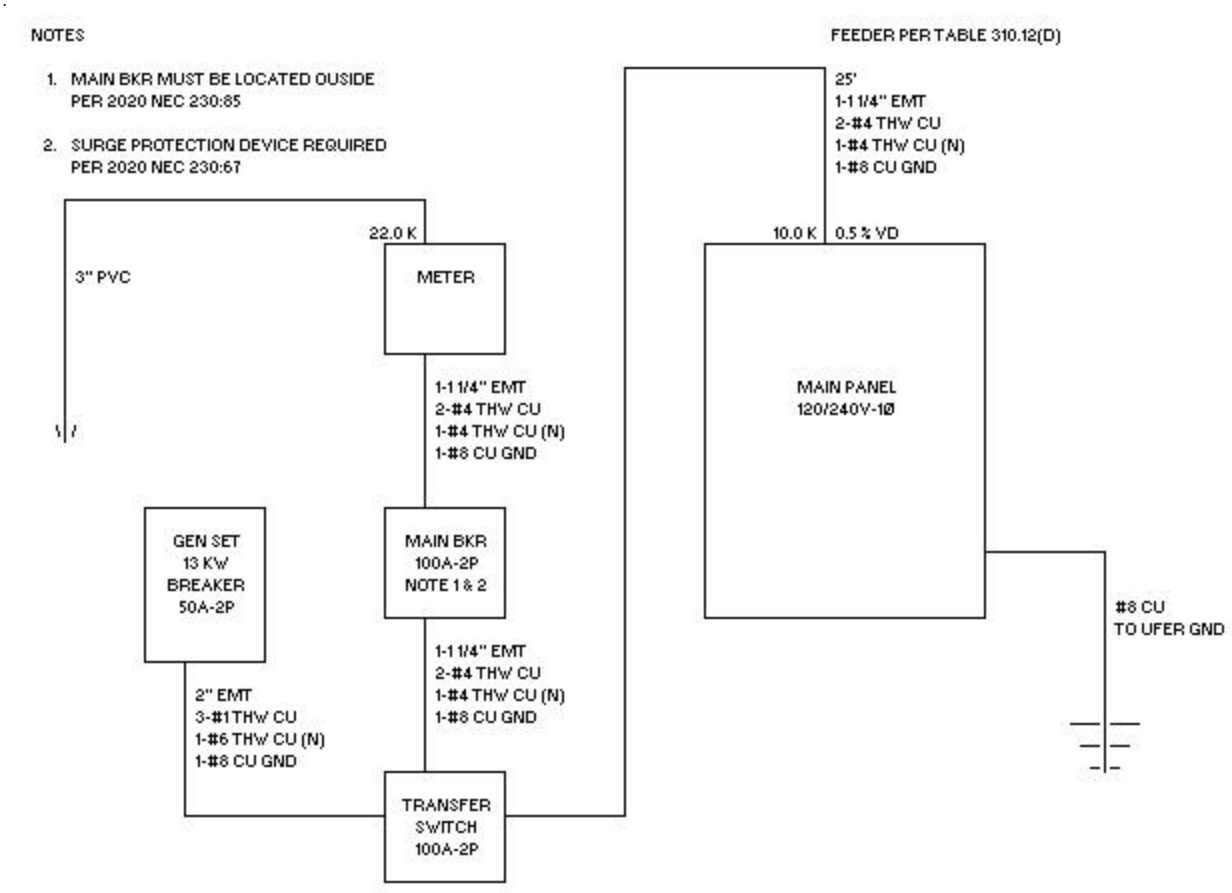
BACKUP FEEDER MAKEUP	
LINE 1	2" EMT
LINE 2	3-#1 THHN
LINE 3	1-#8 GROUND
LINE 4	
LINE 5	

BACKUP POWER OPTIONS

- The following selections will produce this 1-Line Riser

SERVICE FEEDER	
OVERHEAD / UNDERGROUND	UNDERGROUND
METER-MAIN.PANEL	METER
MAIN-PANEL	MAIN
UNDERGROUND CONDUIT SIZE	3"
RISER CONDUIT TYPE	PVC

BACKUP POWER SYSTEM	
BACKUP POWER	YES

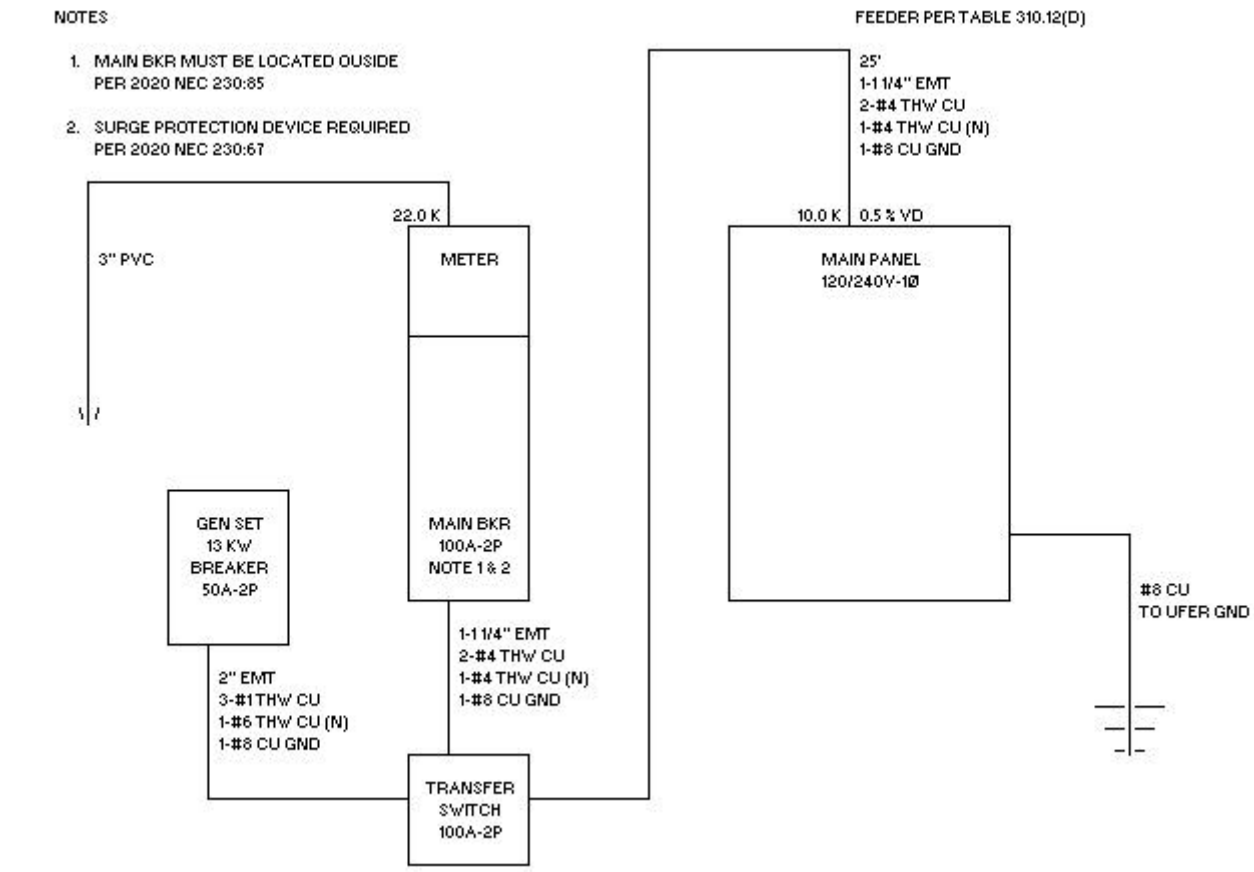


BACKUP POWER OPTIONS

- The following selection will produce theis 1-Line Riser

SERVICE FEEDER	
OVERHEAD / UNDERGROUND	UNDERGROUND
METER-MAIN.PANEL	METER MAIN
UNDERGROUND CONDUIT SIZE	3"
RISER CONDUIT TYPE	PVC

BACKUP POWER SYSTEM	
BACKUP POWER	YES

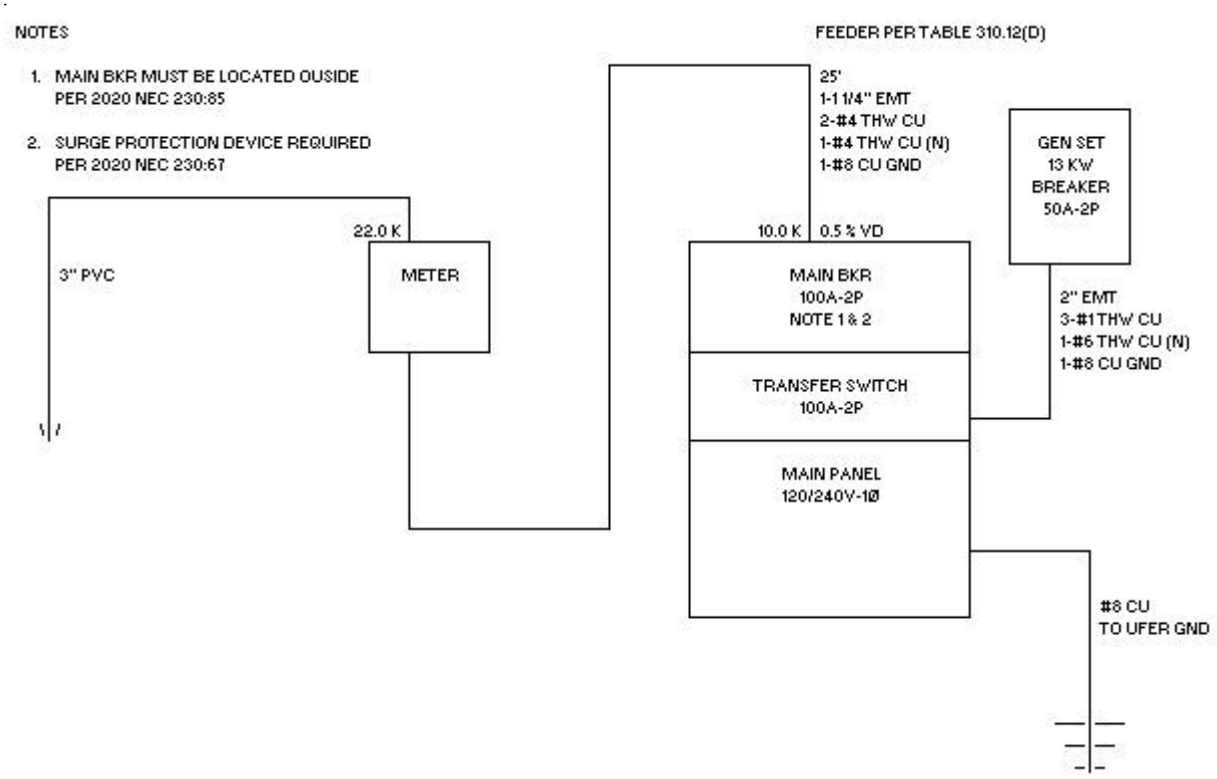


BACKUP POWER OPTIONS

- The following selection will produce theis 1-Line Riser

SERVICE FEEDER	
OVERHEAD / UNDERGROUND	UNDERGROUND
METER-MAIN.PANEL	METER
MAIN-PANEL	MAIN PANEL TRANSFER
UNDERGROUND CONDUIT SIZE	3"
RISER CONDUIT TYPE	PVC

BACKUP POWER SYSTEM	
BACKUP POWER	YES



TABS

Located at the bottom of the screen are 5 tabs.

1. Input tab is used to enter your project's information.

2. Calcs tab is used to view and print your load calculations.

3. Dir Input tab is used to input the circuit directory information.

4. Dir Print tab is used to print the circuit directory.

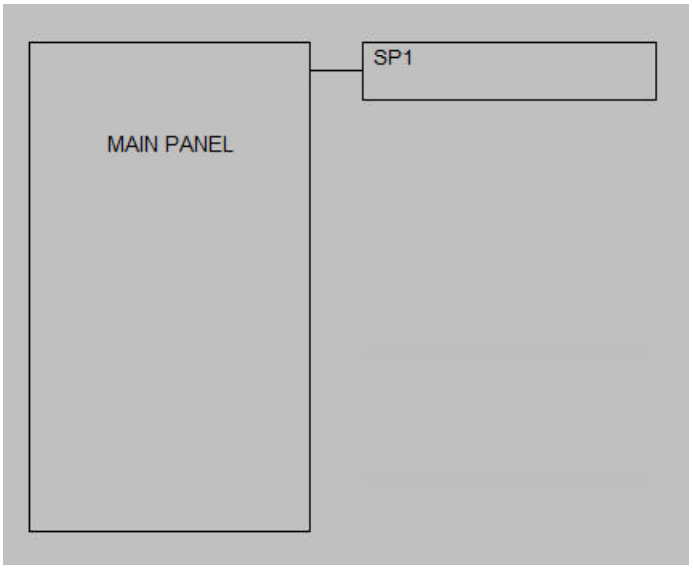
5. The 1-Line Riser tab is used to print the 1-Line drawing.

WORKING WITH SUBPANELS

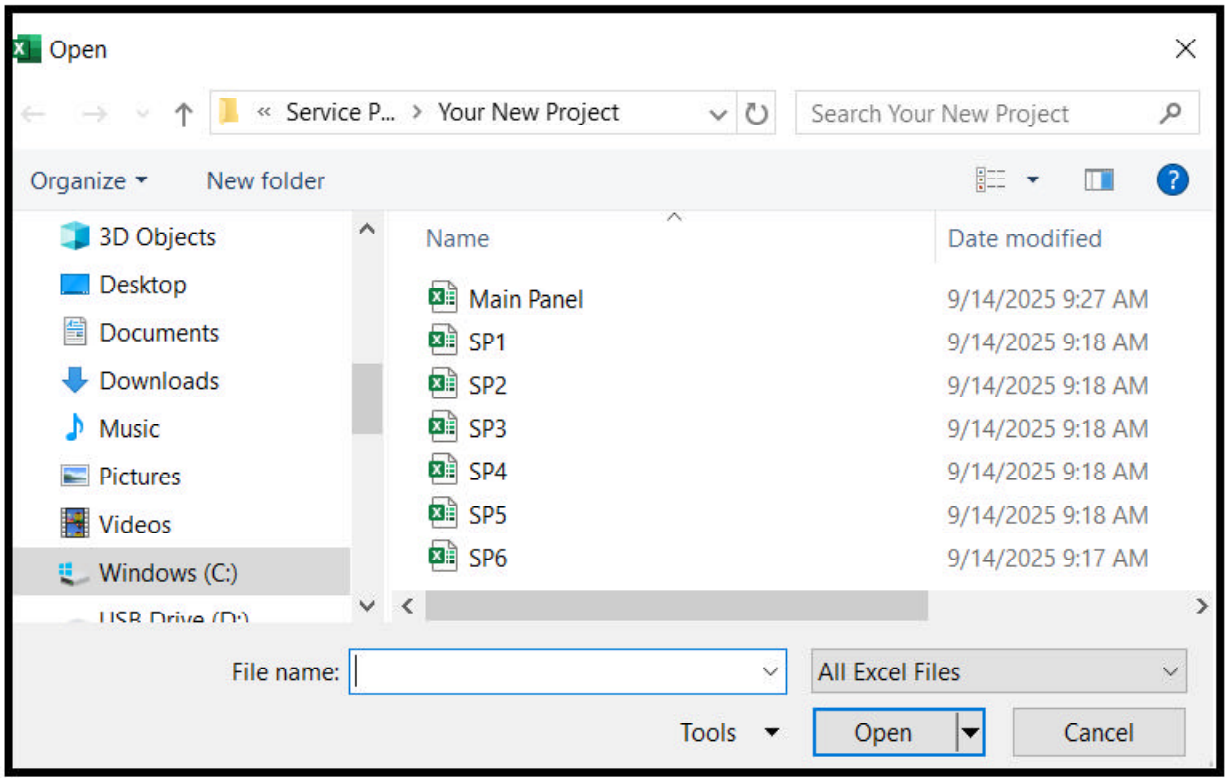
Let's say you wish to have a sub panel fed from the main panel.

On the main panel input tab enter 1 sub panel.

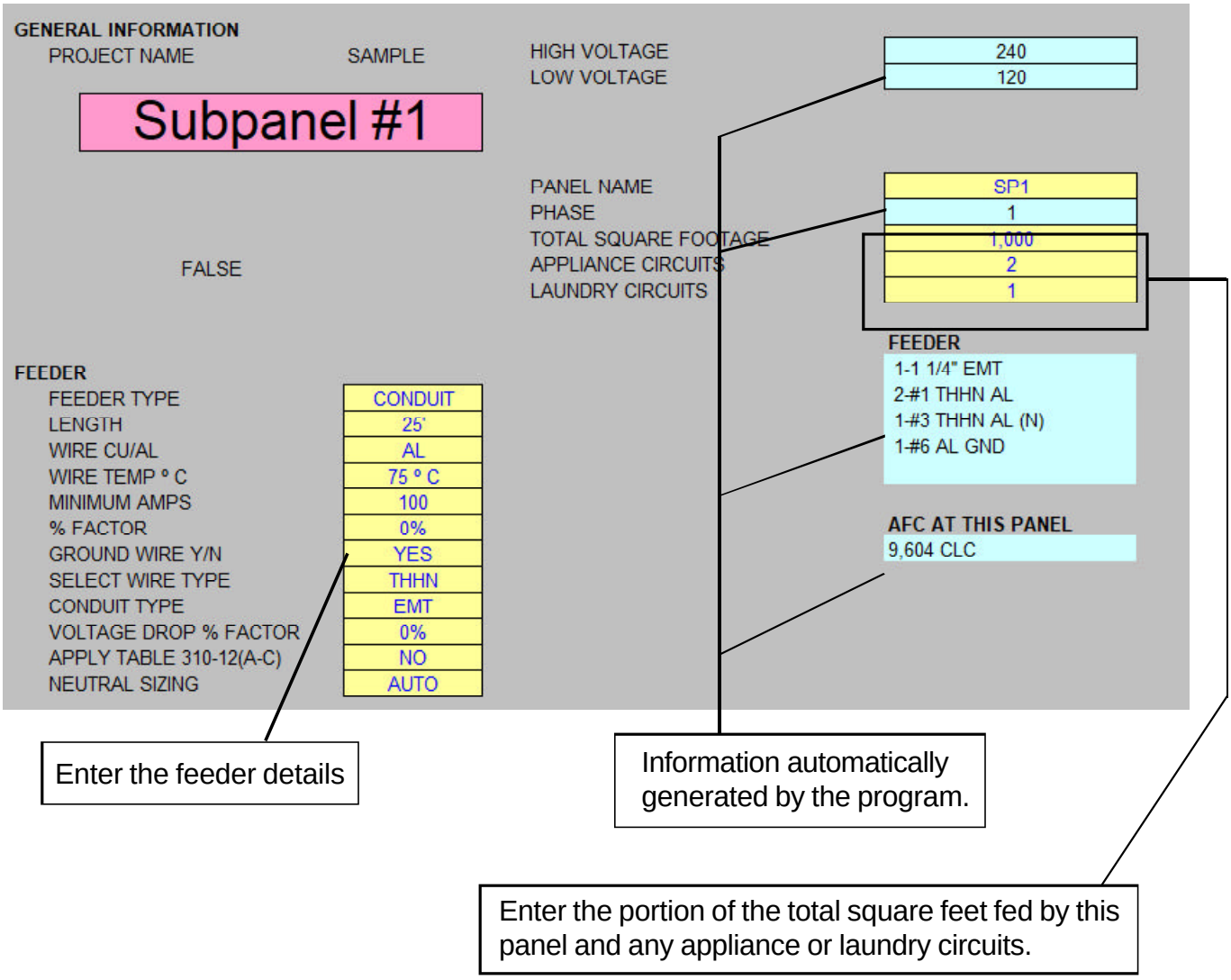
The display will now show 1 subpanel.



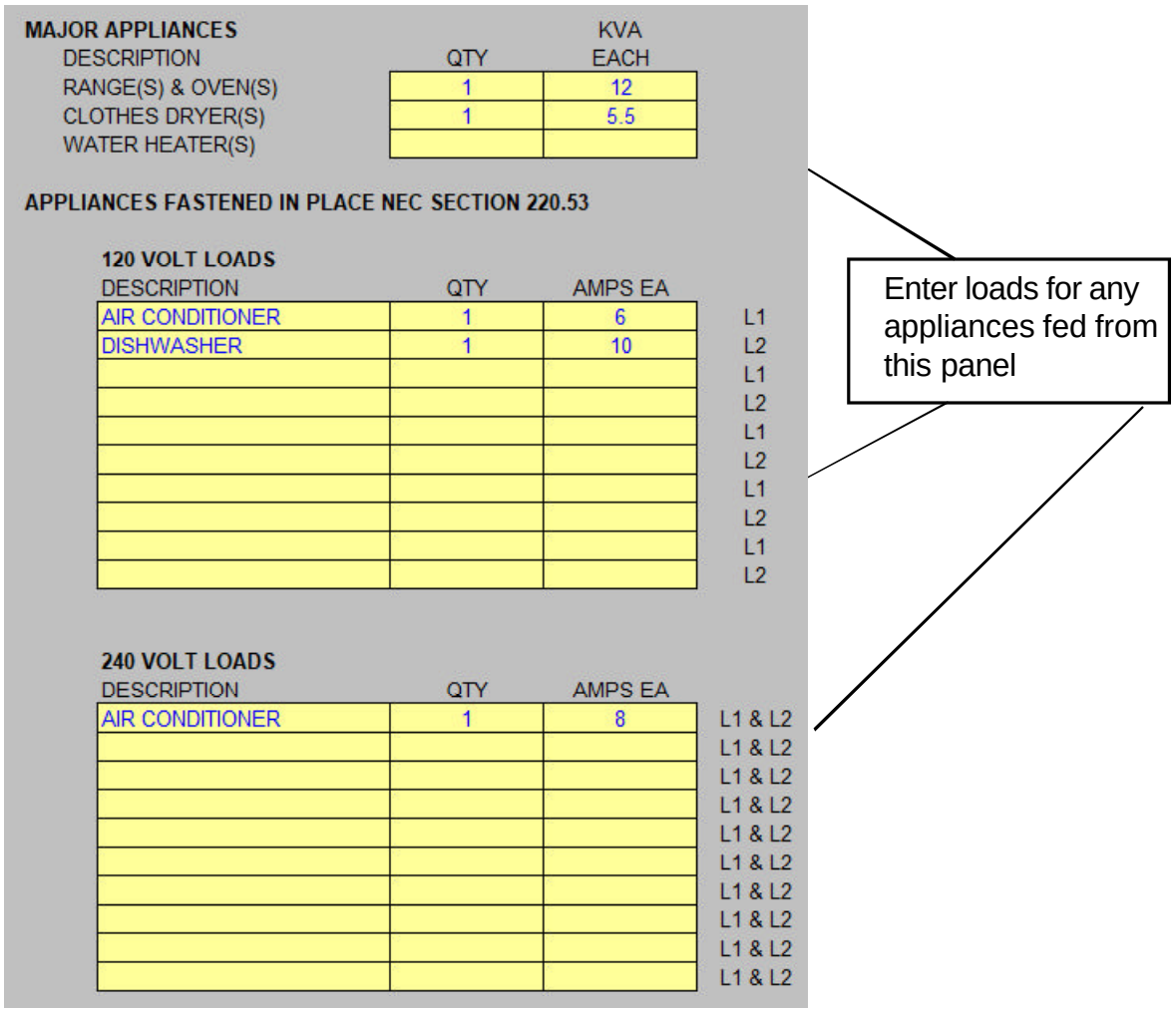
New use the FILE OPEN command and select SP1, then click open.



GENERAL ENTRIES



GENERAL ENTRIES



MAJOR APPLIANCES

DESCRIPTION	QTY	KVA EACH
RANGE(S) & OVEN(S)	1	12
CLOTHES DRYER(S)	1	5.5
WATER HEATER(S)		

APPLIANCES FASTENED IN PLACE NEC SECTION 220.53

120 VOLT LOADS

DESCRIPTION	QTY	AMPS EA	
AIR CONDITIONER	1	6	L1
DISHWASHER	1	10	L2
			L1
			L2
			L1
			L2
			L1
			L2
			L1
			L2

240 VOLT LOADS

DESCRIPTION	QTY	AMPS EA	
AIR CONDITIONER	1	8	L1 & L2
			L1 & L2
			L1 & L2
			L1 & L2
			L1 & L2
			L1 & L2
			L1 & L2
			L1 & L2
			L1 & L2
			L1 & L2

Enter loads for any appliances fed from this panel

HVAC ENTRIES

Enter heating & cooling loads fed from this panel.

HEATING/COOLING

1.	ENTER 100% OF THE NAMEPLATE RATING(S) OF THE AIR CONDITIONING AND COOLING EQUIPMENT.	ENTER KVA: 0
2.	ENTER 100% OF THE NAMEPLATE RATING(S) OF THE HEAT PUMP WHEN THE HEAT PUMP IS USED WITHOUT ANY SUPPLEMENTAL ELECTRIC HEATING.	ENTER KVA: 0
3.	ENTER 100% OF THE NAMEPLATE RATING(S) IN KVA OF THE HEAT PUMP COMPRESSOR.	ENTER KVA: 0
	ENTER 100% OF THE SUPPLEMENTARY ELECTRIC HEAT USED WITH THE HEAT PUMP NOTE: PROGRAM WILL AUTOMATICALLY ADJUST THIS AMOUNT TO 65%	ENTER KVA: 0
4.	ENTER 100% OF THE NAMEPLATE RATING(S) OF ELECTRIC SPACE HEATING IF LESS THAN FOUR SEPARATELY CONTROLLED UNITS. NOTE: PROGRAM WILL AUTOMATICALLY ADJUST THIS AMOUNT TO 65%.	ENTER KVA: 0
5.	ENTER 100% OF THE NAMEPLATE RATING(S) OF ELECTRIC SPACE HEATING IF FOUR OR MORE SEPARATELY CONTROLLED UNITS. NOTE: PROGRAM WILL AUTOMATICALLY ADJUST THIS AMOUNT TO 40%.	ENTER KVA: 0
6.	ENTER 100% OF THE NAMEPLATE RATING(S) OF ELECTRIC THERMAL STORAGE AND OTHER HEATING SYSTEMS WHERE THE USUAL LOAD IS EXPECTED TO BE CONTINUOUS AT THE FULL NAMEPLATE VALUE. SYSTEMS QUALIFYING UNDER THIS SELECTION SHALL NOT BE CALCULATED UNDER ANY OTHER SELECTION.	ENTER KVA: 0

EV Chargers (Only applies to Code years 2023 and 2026)

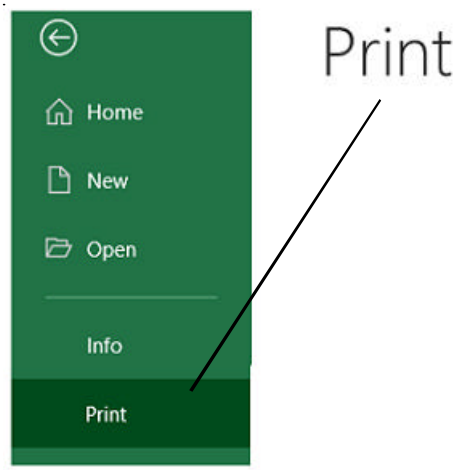
ELECTRIC VEHICLE SUPPLY EQUIPMENT 120.57

EV CHARGER(S) YES / NO	QTY	WATTAGE
YES	1	7,200

PRINTING

To print your load calculations, circuit directory, or 1-Line click on the Calcs Tab.

Select the File Print Command



If the calculations print on more than one page, go to the “File Page Setup Command” and reduce the percentage.