

## DESCRIPTION OF BOOKMARK FUNCTIONS DISPLAYED ON THE HOME PAGE

- **Project:** Click on the “Projects” scroll bar to select an existing project.
- **ACCESS:** Click on the “ACCESS” **tab** to display the desired project.
- **ADD:** Click on the “ADD” tab to add a new project. Fill in the project identification form by validating it to display it in the “Projects” tab.
- **RESULTS:** Click on the RESULTS tab to access the following reports.  
Detailed steps display all products for each stage of the project.  
Detailed Products displays all detailed products for each product category in the project.  
Compiled Products displays all compiled products of each product category in the project.  
Bank displays all products compiled for distribution to banking institutions.
- **DATASHEET:** Gives access to the choices of the price list available for each project.
- **COMMAND ORDERS:** Gives access to the management of purchase orders and the choice of supplier.
- **COPY:** Click on the COPY tab to repeat this project on the same site and rename it. A “REMOVE” bookmark eliminates the project appearing on the project tab.
- **KNOWLEDGE BASE:** Click on the icon representing a question mark to access the various videos demonstrating the installation of a multitude of products.
- **EDIT THE PROJECT:** Click on the icon representing a point a mechanical key and complete this form to edit the project.
- **DASHBOARD:** Click on the house icon. The following six sheets must be completed as needed.
  - CREDIT CARD:**  
Respond for rental payment acceptance.
  - ACCOUNT :**  
Reply to personalize the customer account.
  - PROFILE:**  
Respond for the client's profile.
  - SUPPLIER ARCHIVE:**  
Archive files that are no longer active.
  - SEND A PROJECT:**  
Select a project to be transferred by internet to a registered user.