

# PROJECT MANAGEMENT

- **SELECT A PROJECT FROM THE LIST:**

From the "**Projects**" sheet on the software's home page, select a project to examine and validate it by pressing the "ACCESS" cell. The software displays the cells "**RESULTS**", "**PRICE LIST**" and "**ORDER**" and all the materials and labor products compiled for the realization of the project.

- **COPY A PROJECT FROM THE LIST:**

To reproduce an existing project on a new site, select this project in the "**Projects**" form and press "**ACCESS**". Press on the "**COPY**" cell to reinstall this new project to be renamed on a new site. Tap the wrench icon and complete the project.

- **ADD A PROJECT TO THE LIST:**

Activate the "**ADD**" cell of the software home page, rename the new project and validate it by pressing "**ACCESS**". Select the steps to form the project. Start the project by pressing "**FOUNDATION**" and complete it by following the instructions displayed by the software.

- **DISTRIBUTE A PROJECT FROM THE LIST:**

To transfer an existing project via the Internet to a new user registered with the software, press from the home page on the icon representing a house and the cell "**Send the project**" by completing this form to transfer it to a subscriber who requests it.