



e-BUILDER TIP OF THE MONTH

July 2019

Multiple Construction Meeting Types Available:

- Construction Progress
- Construction Progress Site 1
- Construction Progress Site 2
- Construction Progress Site 3
- Construction Progress Site 4
- Construction Progress Site 5
- Construction Progress Site 6

TIP 1: MULTIPLE MEETING TYPES

These new meeting types may be used for meeting minutes on projects with multiple facilities; allowing each facility on that project to have a separate set of meeting minutes.

Example: East Greenhouses, Campus Store and Uris Hall Electrical Switch Gear Upgrades

- East Greenhouses = Construction Progress
- Uris Hall = Construction Progress Site 1
- Campus Store = Construction Progress Site 2

TIP 1: MULTIPLE MEETING TYPES

Event Details

Event Overview

Delete Occurrence Delete Series Edit Occurrence Edit Series Copy Event Print

Project Number:	11090
Subject:	Campus Store Electric Service Upgrade Site 2
Meeting Type:	Construction Progress Site 2
Meeting Number:	1

Subject: Enter building name and include the Site number

Meeting Type: Select the option from the dropdown menu that includes the same Site number

Reminder: No Reminder
Privacy: Public

Delete Occurrence Delete Series Edit Occurrence Edit Series Copy Event Print



e-BUILDER QUESTIONS?

July 2019