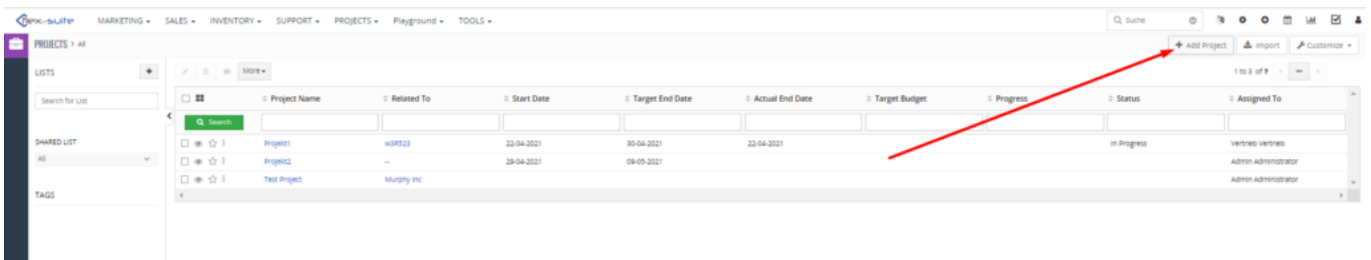




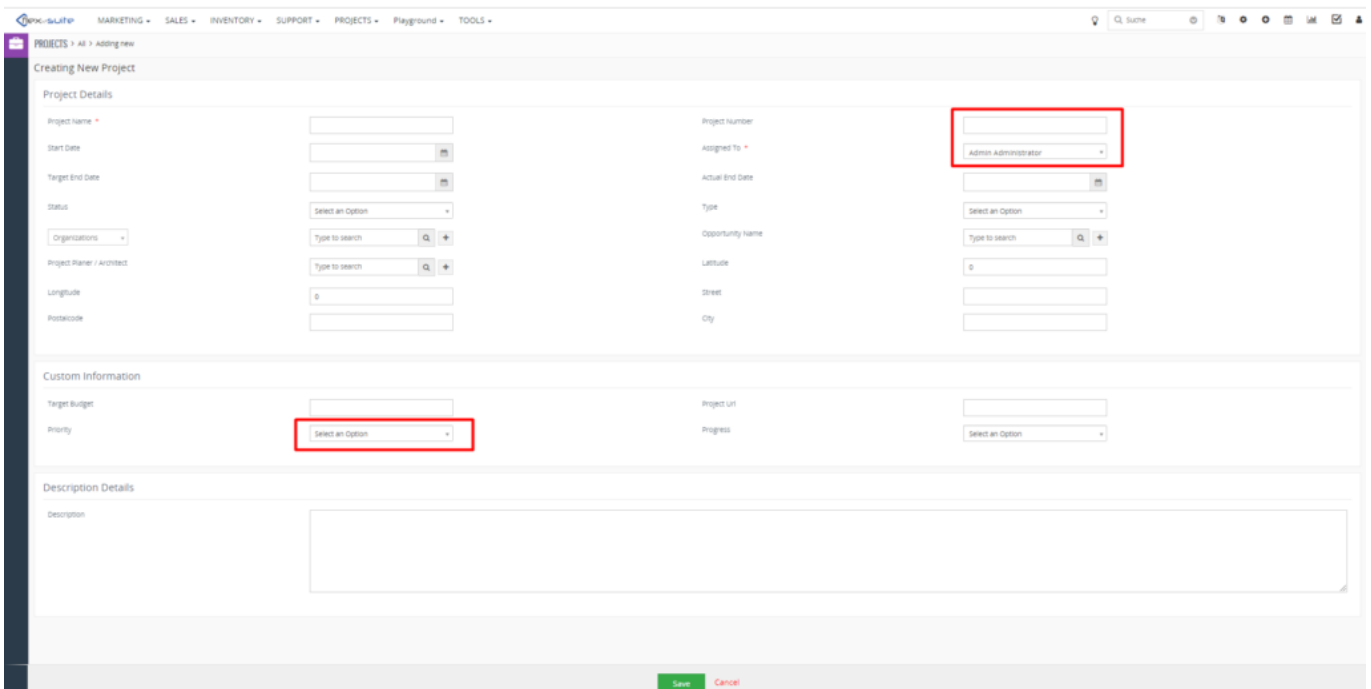
# Instructions for using the “Construction Diary” module and app

New entry in the "Project" module

To do this, click on the "Add project" button



Your display will show the following:

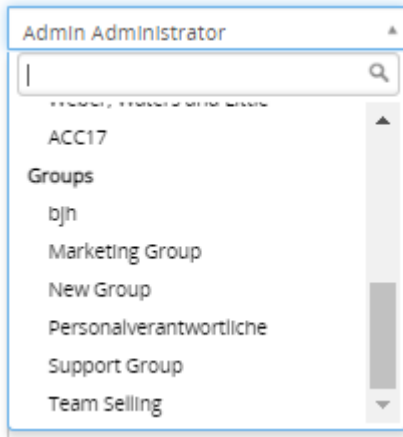


The required mandatory fields should be filled out accordingly.

The form contains the following fields

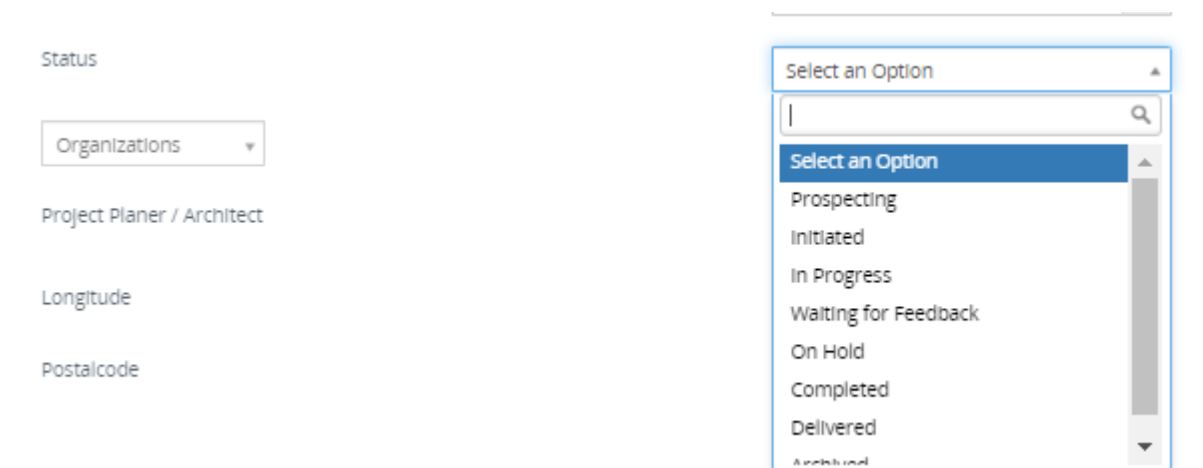
- project no

- project title
- start date
- responsible
- status



In this field you select the current status of the project. The following options are preset for selection:

- Prospektion
- Initiated
- In Progress
- Waiting for feedback
- On Hold
- Completed
- Delivery
- Archived



- Location
- Target Budget
- Progress
- Description
- Pause - Start
- Pause - End
- Customers/Contacts

Here you can select an entry from the "Contact" or "Customer" module that relates to the entry you want to create

Project Details

Project Name *	<input type="text"/>
Start Date	<input type="text"/>
Target End Date	<input type="text"/>
Status	Select an Option
	Type to search <input type="text"/>
	Type to search <input type="text"/>
	<input type="text" value="0"/>
Postalcode	<input type="text"/>

Organizations

Organizations

Contacts

Longitud

To attach an entry of the "Customer" module, click the button in the form of a magnifying glass

Organizations	Type to search <input type="text"/>
Project Planer / Architect	Type to search <input type="text"/>

Organizations <span style="float: right;">✕</span>					
	↕ Website	↕ Primary Phone	↕ Primary Email	↕ Assigned To	↕ Billing City
<input type="button" value="Search"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
				Admin Administrator	
	12345	+48 408 590 0905		Admin Administrator	Giedlarowa
		+48 199 818 5118	fnorthley52@bbb.org	Admin Administrator	
	12345	+48 926 163 7878		Vertrieb Vertrieb	Gorzkowice
	lycos.com	+48 647 964 3723		Admin Administrator	Bydgoszcz
		+48 746 366 7944	alaurisch46@hhs.gov	Admin Administrator	Przeworsk
	opera.com	+48 136 525 9114		Vertrieb Vertrieb	Suchan
		+48 125 463 6122	cstetlye9w@ovh.net	Vertrieb Vertrieb	Radzanow
	stanford.edu	+31 904 944 1953		Admin Administrator	Zaandam
	cargocollective.com	+48 363 391 8438	<b>A</b>	Vertrieb Vertrieb	
	vistaprint.com	+48 792 104 5973		Vertrieb Vertrieb	Jaworzyna Śląska
		+41 573 597 9364		Vertrieb Vertrieb	Thun

Or create a new customer by clicking the plus button. To create an entry, fill in the mandatory fields. And click on "Save"

Organizations ▼

Type to search

- Project Planner / Architect

To select an entry of the "Contact" module, click the button with the magnifying glass

Contacts ▾

Project Planner / Architect

Type to search

Type to search

playground TOOLS

Contacts ✕

1 to 20 of ? ◀ ⋮ ▶

	First Name	Last Name	Office Phone	Primary Email	Organization Name
Search	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Ives	Guinness		iguinnessb3@economist.com	Torphy Inc
	Lulu	MacAskie	+31 791 247 4001	lmacaskie42@imgur.com	Beahan LLC
	Sissy	Latta	+48 110 650 7993	slatta4m@xinhuanet.com	Corkery, Weissnat and Wolff
	Ginger	Pitfield	+48 347 213 9077	gpitfield9h@mlb.com	Mueller-Bins
	Randa	Feathersby		rfeathersbye@addtoany.com	Brakus-Kunde
	Michele	Illingworth	+48 904 896 9862	millingworth4n@omniture.com	O'Keefe Inc
	Domenic	Atkirk	+48 498 453 5348	datkirk5y@github.io	Grant, Waelchi and Zemlak
	Revkah	McPhillimey		rmcphillimey9r@friendfeed.com	Sanford Group
	Lilla	Kenneford		lkennefordt@usnews.com	Predovic, Barton and Kemm
	Kelcy	O' Mahony	+48 623 338 5367	komahonyaq@ameblo.jp	Rath-O'Keefe
	Lulu	Larham		llarham3m@topsy.com	Bogsich and Sons
	Oswell	Stollman		ostollman8y@over-blog.com	Brakus-Kunde

Or create a new one by clicking the plus button. To create an entry, fill in the mandatory fields. And click on “Save



ound TOOLS

Quick Create Contact ✕

First Name <input type="text" value="None"/>	Last Name * <input type="text"/>
Office Phone <input type="text"/>	Organization Name <input type="text" value="Type to search"/> <span style="font-size: 0.8em;">🔍</span>
Primary Email <input type="text"/>	Assigned To * <input type="text" value="Admin Administrator"/>

Go to full form
Save
Cancel

- Latitude
- Longitude
- Street
- ZIP CODE
- City



