

### DESCRIPTION:

This hands-on training course is targeted at those who use BuildIt to manage their material ticket data. This class will review the workflows within BuildIt, designed to help either the Buyer or the Seller optimize efficiencies related to daily tasks. This class will cover the following application topics noted below in detail.

### NOTES:

It is recommended that attendees have been involved in buying, selling, tracking, and paying for Heavy Civil Bulk Materials

### TOPICS:

#### **User Preferences / Help & Support Services**

##### **Orders**

- Creating and Using an Order Form
- Sharing Order Forms

##### **Ticket Management**

- Review/Edit/Add
- Summary Reporting
- Data Enrichment via Order Form
- Exporting/Importing

##### **Mobile**

- Electronic Proof of Delivery (ePOD)
- Field Inspection (Concrete)
- New Enhancements

##### **Invoice Management**

- Invoice Reconciliation
- Reporting/Sharing

