Submittal Manager

FOR ICT-LOW VOLTAGE DISTRIBUTORS

TRIM 50-75% OFF TIME IT TAKES TO CREATE SUBMITTALS

How it works: Our database contains 250,000 up-to-date catalog pages, installation instructions, specification and MSDS sheets for the Information & Communications Technology (ICT-Low Voltage) industry. You simply load your contractor's list of UPC numbers and it's matched against our database. Matches are returned in seconds with the most current catalog pages so you no longer have to hunt down every last one and are automatically filed in the MasterFormat®.

WE MAKE IT EASY

Every job is different, but many times the materials used aren't. Submittal Manager™ lets you store frequently used and edited pages. These user-created 'templates' can then be reused in future jobs so you don't need to repeat the same work over and over on parts you use all the time.
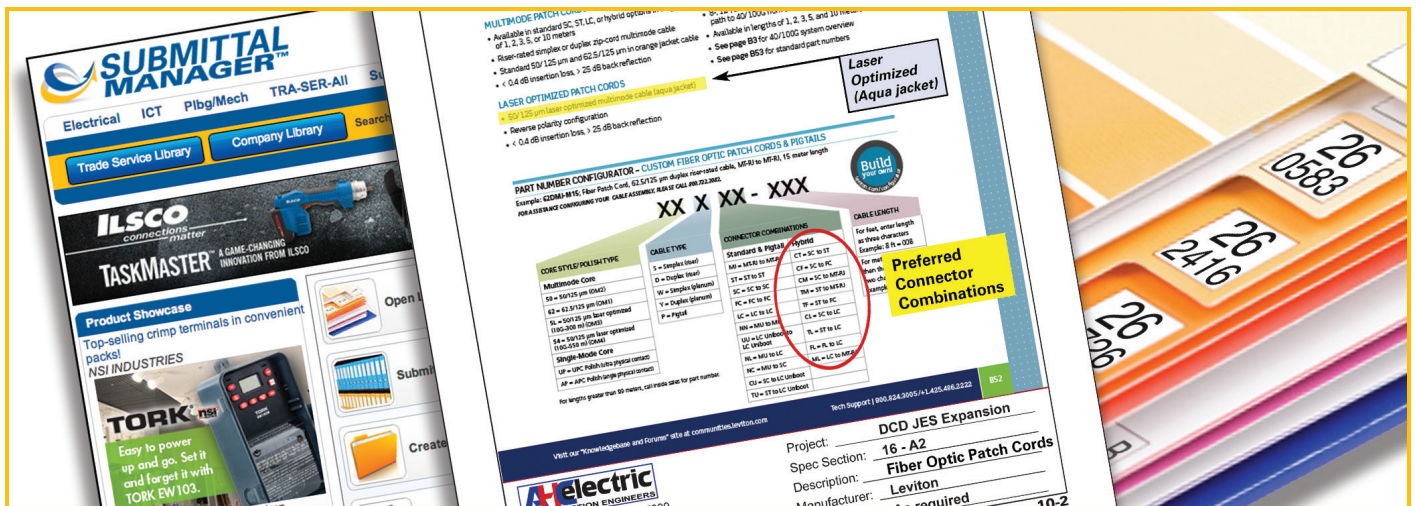
If you need to use a manufacturer's configurator to prepare a custom page of say, hybrid fiber optic, simply save the page as a PDF and Submittal Manager™ will pull it directly into the job for you.

A COMPLETE SUBMITTAL SOLUTION

We include mark-up tools that are comprehensive but simple to use so you can point arrows, highlight or sticky-note as much as you need to. Present your submittal package professionally using our built-in formatting options: Table of Contents, page numbering, stamps, or even a company logo added to every page. You can include header and footer sections, cover pages, dividers and tabs to make it a very clean document that's easy to read and one that will impress your customer. Send it via email as a PDF to not only save time, but also save on paper and shipping costs.

Top Benefits

- ► Library of **250,000 ICT-Low Voltage items** with catalog pages & technical specifications

- ► Uploading your item list to Submittal Manager automatically finds and **adds corresponding catalog pages** directly to your submittal

- ► **Create templates** of your most frequently used items so that you can quickly copy them into new submittals

- ► Classify documents to the industry standard **CSI MasterFormat**®

- ► Comprehensive tools to **mark-up your PDFs**

- ► **Formatting options** allow you to add job information, company logos, headers/footers and numbers to each page

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ADDITIONAL BENEFITS

► Uploading an item list automatically finds and adds corresponding catalog pages to your submittal

► Classifies documents to the industry standard MasterFormat

► Create submittal templates for frequently used items

► Comprehensive tools to do mark-ups

► Increase professionalism by adding a Table of Contents, or job information, company logos, headers/footers and numbers to each page

► Other documents in the library include: MSDS sheets, product specifications, and installation instructions

► Trim paper, printing, and shipping costs by emailing submittal packages

► You have ultimate control to change the names, sequence, and categorization of documents and determine who can edit the package

► Submittals are permanently archived for instant access

► Database is constantly updated with information direct from manufacturers

SYSTEM REQUIREMENTS

► Internet connection

► Microsoft® Internet Explorer 8.0 or greater Web browser, Chrome, Firefox

► Adobe® Acrobat® Reader 5.0 or greater