



Release-Notes – October 2007

>>> Upload & send documents in one step

By now you can upload documents and send them instantly to other project participants with a conversation **(1)**:

Upload document

Document

Select File:

Name: *
If a document with this name already exists, a new version/draft will be created. All settings will be taken over from the existing document.

[Upload multiple files](#)

Create file as: New version New draft

Description on this file:

Mandatory categories

Document type: *

General settings

Security

Conversation

Template:

To:

Cc:

Subject: *

Message: *

The recipients receive a conversation which has your uploaded documents attached. You will be notified about this conversation via E-Mail **(2)** – You will no longer receive a notification for each uploaded document. With a click on the subject **(3)** you will directly jump in the project to the conversation or click on an attachment **(4)** to show this document in the folder tree.

2 In **Building 14** Henry Miller has sent you a **new Conversation**

3 **Meeting Minutes of our last Jour Fix.**

Attachments of this conversation:

4 **Presentation Topic 5 Roof.ppt** (Test)
Project Planning.xls (Test)
Meeting Minutes Jour Fix 071020.pdf (Test)

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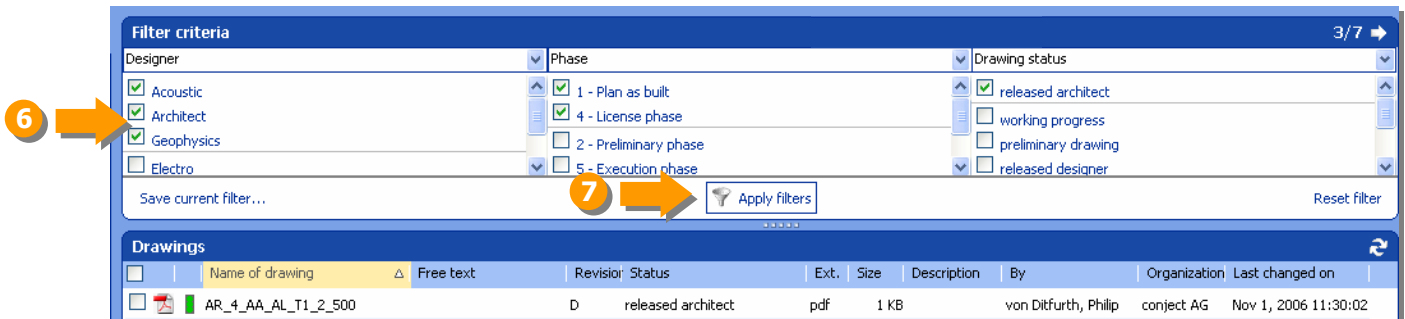


If you want to upload documents without sending a conversation, simply uncheck the conversation checkbox (5):

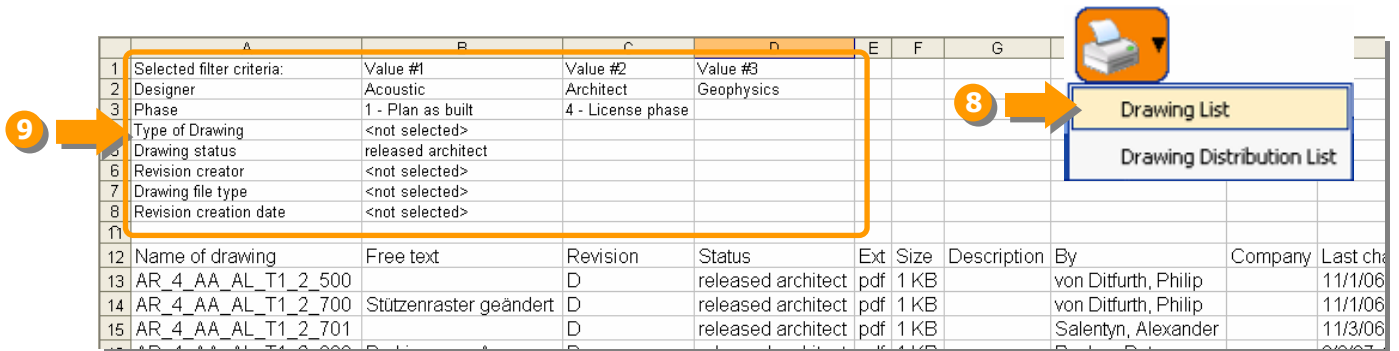


>>> Filter Drawings and Conversations

Filtering of drawings and conversations by categories is now much more faster: Choose all filter criteria (6) and click on "Apply filters" (7), Voila!



In the Drawing Management, you can create an Excel list containing your drawing selection by clicking on "Print" and "Drawing List" (8). The Excel sheet now shows the chosen filter criteria and values in your Drawing List as well (9).



>>> Select multiple items with „Shift“

Select multiple items as usual as in Windows Explorer. Just select a drawing (10) and keep the "Shift" key pressed while you select another drawing (11):

