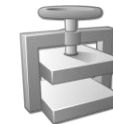
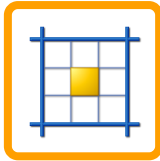
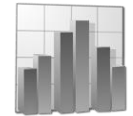
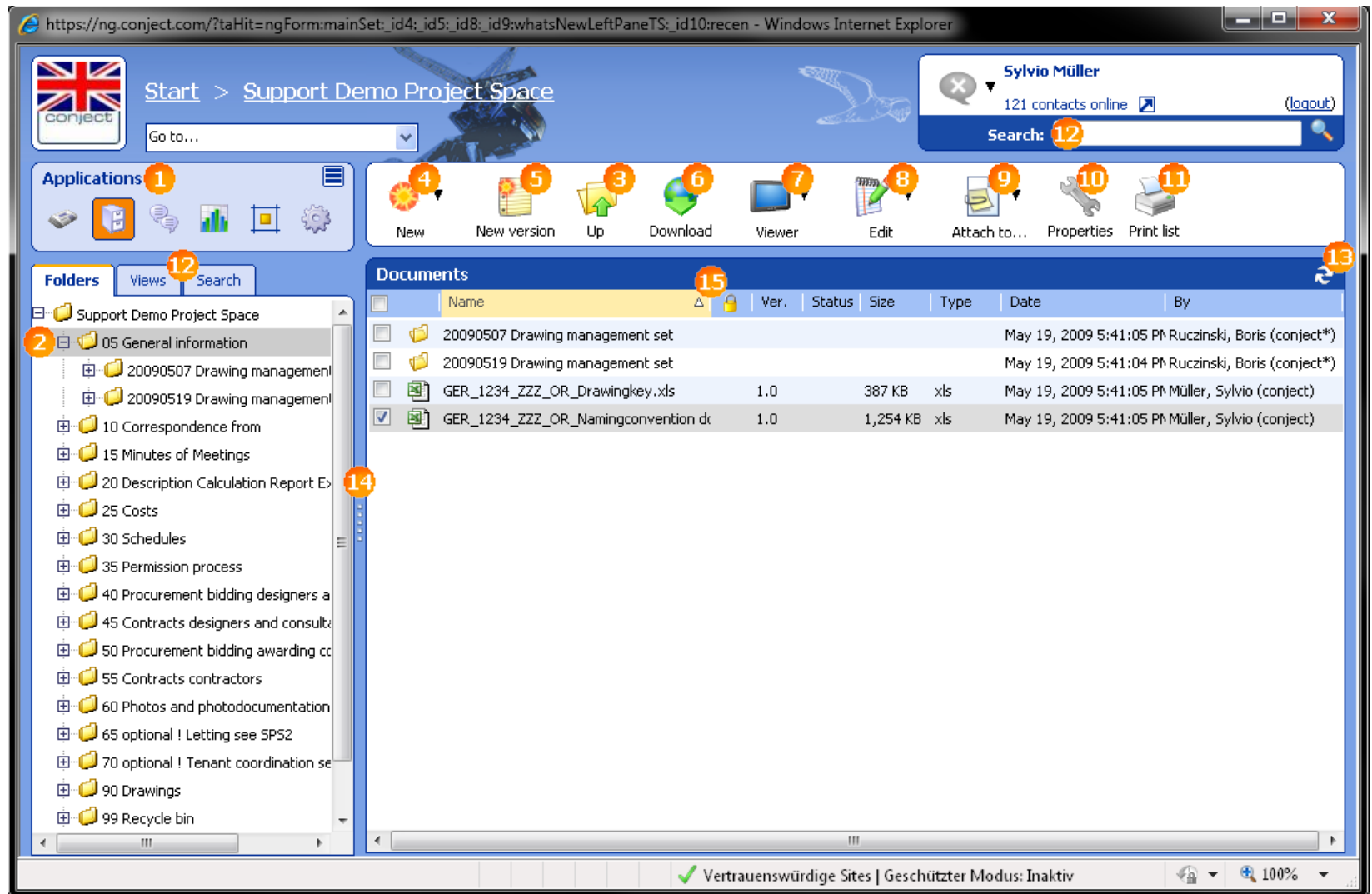


# conjectPM Manual Quickstart-Guide





1. Change **applications**
2. **Folder content:**  
Display of documents or subfolders in the right-hand window
3. **Browse up** one level in the folder structure
4. **Upload new documents**
5. Create a **new version** of the marked document
6. **Save** the marked documents to your computer
7. View every file format with the **Viewer**
8. **Online edit** documents
9. **Send** the marked document with a **new message**
10. View the **history** of documents
11. **Print a document list**
12. **Search** for documents
13. **Refresh of contents**
14. Change the **window size**
15. Change **column width**





1. **Filter** drawings using categories
2. **Save** your customized **filters**
3. **Call up** your **saved filters**
4. **Fast search** for drawings
5. **Download** the marked drawings
6. Upload **new drawings** or **new revisions** to the project
7. **Set new status** without uploading a file
8. **View** every file format; **Compare** two revisions
9. Send the marked drawings to project colleagues with a **New message** or send it to a **plot provider**
10. View all **revisions** or the **history**
11. Print a **drawing list**
12. Change the **window size**
13. Change **column width**

The screenshot shows the Conject web application interface in a Windows Internet Explorer browser window. The URL is https://ng.conject.com/?fname=topWindow&finitiat=topWindow&internalRefreshOnly=true&rtime=12826. The page title is "Start > Support Demo Project Space".

The interface includes a navigation bar with a "Go to..." search field and a user profile for "Sylvio Müller" with "164 contacts online" and a "(logout)" link. Below the navigation bar is a toolbar with icons for "Upload drawings", "Download", "Viewer", "Locate in Tree", "Attach to...", "Properties", "Export", and "Settings".

The main content area is divided into several sections:

- Applications:** A section with various application icons.
- Drawing pool:** A section with "My filters" (including "DWG Files") and "My drawings" (including "My recently uploaded drawings", "Current drawings", and "All drawings"). There is also a "Search" field.
- Filter criteria:** A section with dropdown menus for "Drawing status", "Content of drawing", and "Drawing file type". It includes checkboxes for "N - No activity\_in coordination", "R - Released", "CAO Administration offices", and "CDR Decoration". There are buttons for "Save current filter...", "Apply filters", and "Reset filter".
- Drawings:** A table listing drawings with columns for "Name of drawing", "Free text", "Revision", "Status", "Ext.", "Size", and "Description".

The table contains the following data:

	Name of drawing	Free text	Revision	Status	Ext.	Size	Description
<input type="checkbox"/>	DSS_3D_CDR_no comment_A--_01_P1.dwg	no comment	00	R - Released	dwg	493 KB	
<input checked="" type="checkbox"/>	DSS_3D_CDR_for constructor_A--_00_P1.dwg	for constructor	00	R - Released	dwg	60 KB	
<input type="checkbox"/>	DME_3D_CDR_no comment_A--_00_P1.dwg	no comment	00	R - Released	dwg	44 KB	
<input type="checkbox"/>	CEC_3D_CDR_no comment_A--_02_P1.dwg	no comment	00	R - Released	dwg	56 KB	
<input type="checkbox"/>	DLI_3D_CDR_no comment_A--_03_P1.dwg	no comment	00	R - Released	dwg	610 KB	
<input type="checkbox"/>	CCM--_CAO_for planing_xxx_FO_P0.dwg	for planing	01	N - No activity	dwg	75 KB	

At the bottom of the browser window, there is a status bar with "Vertrauenswürdige Sites | Geschützter Modus: Inaktiv" and a zoom level of "100%".

## Communication Management – The headquarter for your project communication

conject

1. Start a **new message**, write an **e-mail** to external participants or send a **fax**
2. **Reply** to all recipients of the marked message
3. **Forward** the marked message to new group of recipients
4. **File faxes; Mark** messages as **unread**
5. **Archive** marked messages for a better overview
6. **Access the history** of messages
7. **File** messages in the folder structure
8. Create **Templates**; Activate a personal **fax account** and activate forwarding of messages to your e-mail client
9. **Filter** your messages; by categories
10. **Search** in messages, recipients or senders
11. Have all messages on one topic contained in a **transaction**
12. **Access to your mailbox** for other **USERS**.
13. **View** your messages by different statuses
14. **Refresh of contents**
15. Discuss with project colleagues in a **chat session** or start an **online meeting**

The screenshot displays the Conject web interface in a Windows Internet Explorer browser window. The address bar shows the URL: https://ng.conject.com/ - conject - Windows Internet Explorer. The page title is "Start > Support Demo Project Space". The user is identified as Sylvio Müller, with 202 contacts online and a notification badge for 15. The interface includes a navigation bar with "Applications" and "Messages" tabs. A toolbar contains icons for "New", "Reply all", "Forward", "Mark As Unread", "Archive", "Properties", "File", "Print", and "Templates", each with a numbered callout (1-8). The "My messages" section shows a table of messages with columns for "Sender", "Subject", and "Sent". The table contains three entries from Sylvio Müller (conject) with subjects like "Contracts for General Contractor", "New drawings for Part a", and "Scheduling Meeting II". The left sidebar shows a folder structure for "My Mailbox" including "Inbox / Sent", "Draft", "Archived", and "View" options like "All", "Response required", "Unread", "Read", "Not filed", "With not filed attachments", and "Documented". A search bar and "Show search options" link are also present. A notification box at the bottom left states: "Your project-related e-mails also in conjectPM? Send these to: Support-Demo-EN@cPM.conject.com". The bottom status bar shows "Fertig", "Vertrauenswürdige Sites", "Geschützter Modus: Inaktiv", and "100%".

	Sender	Subject	Sent	Filed
<input checked="" type="checkbox"/>	Müller, Sylvio (conject)	Contracts for General Contractor	Aug 24, 2010 9:27:29 AM	
<input type="checkbox"/>	Müller, Sylvio (conject)	New drawings for Part a	Aug 24, 2010 9:25:58 AM	
<input type="checkbox"/>	Müller, Sylvio (conject)	Scheduling Meeting II	Aug 24, 2010 9:23:29 AM	