AUTODESK BUILD TRAINING

Objectives

The main objective of this course to teach trainee the commands and tools necessary for connecting field and project management workflows. After completing this course trainee will be able to:

- ✓ To understand the fundamental concept of Autodesk Build software user interface
- ✓ To understand the workflows to work with Autodesk Build
- ✓ To demonstrate right approach in using Autodesk Build to aid regular work operation whether in office or in site

	Training Programme Day 1		
Chapter	**Topic**	**Duration**	**Time**
Chapter 1	**Introduction to Autodesk Build and Files Setting** • Account Navigation Basics • Project Navigation • Creating Project Folder Structures • Managing Folder Permission • "Advanced Settings"	**2-Hours**	**9.00 AM - 11.00 AM**
Chapter 2	**Sheets and Issues** • Selecting files and versions sets for 2D sheets • Reviewing and editing sheet numbers, titles and tags • Uploading revisions • Publish Sheets from Files • Comparing Sheets • Creating Issues on Sheets • Searching, Sorting, Filtering, and Exporting Issues	**2-Hours**	**11.00 AM – 1.00 PM**
Chapter 3	**Introducing Forms, Photos, RFIs and Submittals** • Creating and editing a Form • Submitting a Form • Adding Photos and Videos to Sheets • Viewing and Managing Photo and Video in Build • Creating RFIs • Managing RFIs • Setting Up Submittals and Submitting Documents	**1.5-Hours**	**2.00 PM – 3.30 PM**
Chapter 4	**Introducing Meetings, Assets, Schedule and Reports** • Setting Up Meeting • Create and Manage Meetings • Creating Assets • Viewing and Updating Assets • Configuring Schedule Managers • Importing and viewing new Schedule • Creating Reports and Report Templates • Downloading and Viewing Reports	**1.5-Hours**	**3.30 PM – 5.00 PM**