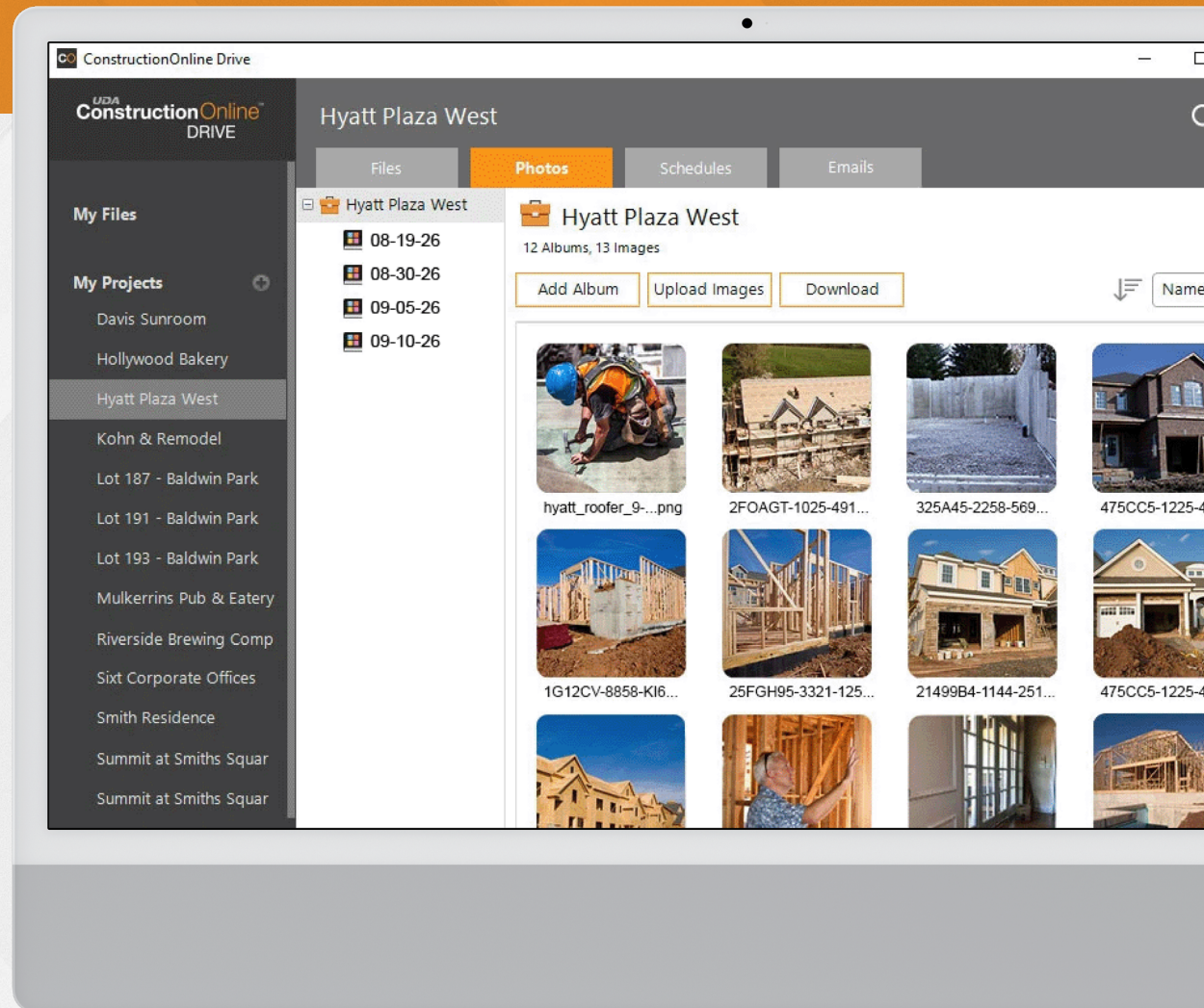


GETTING STARTED

CO™ Drive



UDA TECHNOLOGIES

ConstructionOnline is presented by UDA Technologies.
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What is ConstructionOnline Drive?

ConstructionOnline Drive is a desktop application for Windows that integrates with ConstructionOnline to make uploading and editing your documents, schedules, emails and more easier than ever. With ConstructionOnline Drive, you'll save time and effort by combining the power of your desktop with the flexibility of the cloud.



Easily upload large batches of files, directly from your desktop

Large batches of files that would be sluggish or unworkable through your web browser alone are a breeze with ConstructionOnline Drive. Upload up to 500 files at a time from your local file browser to ConstructionOnline.



Edit online documents in desktop apps and control versions

Get full editing power over your online files. Edit Word docs, Excel spreadsheets, photos and more in their native desktop apps. Once you're done you can choose to replace the original file or upload a copy.



Import Project, Primavera, and SureTrak schedule files

Save hours of work and avoid errors due to double entry by importing your Microsoft Project Primavera and Suretrak schedule files. Once your file is imported, ConstructionOnline will automatically create an identical schedule in the cloud.



Import Outlook and Thunderbird emails and attachments

Store project emails and any attachments securely in ConstructionOnline for easy reference. Simply drag and drop emails directly from your Outlook and Thunderbird email clients into the Emails tab.

The Files Tab - Overview

The Files Tab is where you can easily upload and manage your project documents and images. Save time by quickly uploading large batches of files from your desktop to the cloud. You can also edit documents in their native desktop apps then automatically upload new versions to ConstructionOnline.

The screenshot displays the ConstructionOnline Drive interface. The top navigation bar includes the logo, project name 'Hyatt Plaza West', and tabs for 'Files', 'Photos', 'Schedules', and 'Emails'. The left sidebar, titled 'My Files', contains a 'My Projects' section with a list of projects: Davis Sunroom, Hollywood Bakery, Hyatt Plaza West (selected), Kohn & Remodel, Lot 187 - Baldwin Park, Lot 191 - Baldwin Park, Lot 193 - Baldwin Park, Mulkerrins Pub & Eatery, Riverside Brewing Comp, Sixt Corporate Offices, Smith Residence, Summit at Smiths Squar, Summit at Smiths Squar, and Thomas Remodel. The main content area shows the 'Safety' folder with 3 folders and 3 files. A list of files is displayed, including JPEG images and PDF documents. A context menu is open over the selected file 'SM08 Safety Meeting Report.doc', showing actions: Rename, Open, Delete, Download, and Upload. A sort menu is also visible, showing options: File Name, File Type, File Size, File Creator, and Date Created. Callouts provide additional information: 'ConstructionOnline projects are listed here' points to the project list; 'Folders and albums for the selected project' points to the folder list; 'Items within the selected folder or album' points to the file list; 'File sort options' points to the sort menu; and 'Selected item actions' points to the context menu.

ConstructionOnline projects are listed here

Folders and albums for the selected project

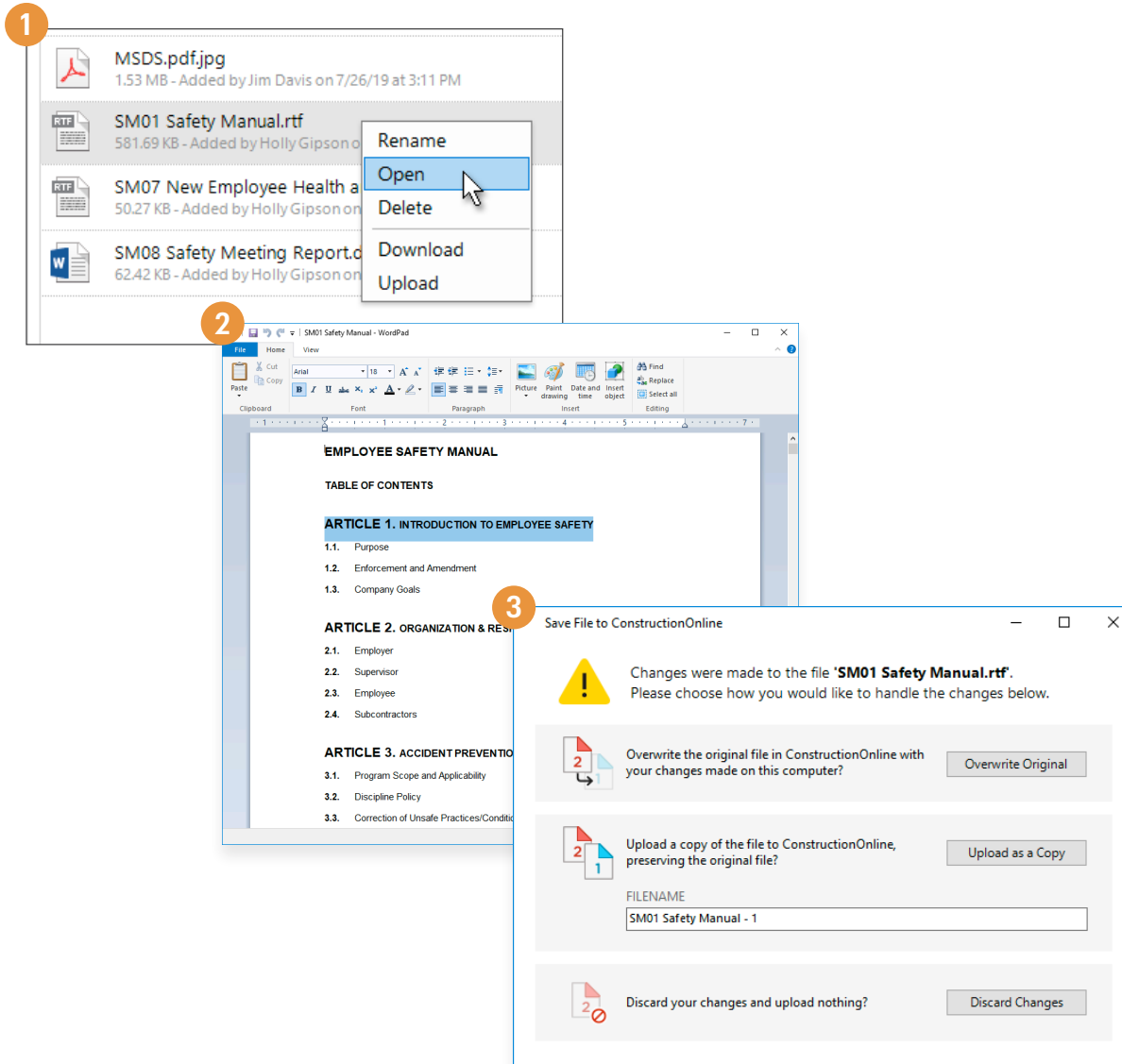
Items within the selected folder or album

File sort options

Selected item actions

The Files Tab - Editing and Versioning

The Files Tab is where you can easily upload and manage your project documents and images. Save time by quickly uploading large batches of files from your desktop to the cloud. You can also edit documents in their native desktop apps then automatically upload new versions to ConstructionOnline.



1 Open the File

Double click on the file you want to edit, or right-click and choose "Open" from the action menu. The file will open in the default application for its filetype.

2 Edit the File

Make changes to the file and save. Once you close it, Drive will ask you how to want to handle the edited file.

3 Choose How to Version the File

You can choose to:

- Overwrite the original file with the revised one
- Upload the revised file as a copy and preserve the original
- Discard the changes and cancel the upload

The Photos Tab

The Photos Tab gives you an easy way to see any images or albums in ConstructionOnline. You can also create albums here and upload large batches of photos from your computer.

The screenshot displays the ConstructionOnline Drive interface. On the left is a sidebar with 'My Files' and 'My Projects'. The 'Hyatt Plaza West' project is selected. The main area shows the 'Photos' tab for this project, which contains 12 albums and 13 images. A list of dates (08-19-26, 08-30-26, 09-05-26, 09-10-26) is visible on the left side of the main area. Below this, there are buttons for 'Add Album', 'Upload Images', and 'Download'. A grid of 12 photo thumbnails is shown, each with a filename below it. The interface includes a search icon and a settings gear in the top right corner.

ConstructionOnline Drive

Hyatt Plaza West

Files Photos Schedules Emails

My Files

My Projects

- Davis Sunroom
- Hollywood Bakery
- Hyatt Plaza West
- Kohn & Remodel
- Lot 187 - Baldwin Park
- Lot 191 - Baldwin Park
- Lot 193 - Baldwin Park
- Mulkerrins Pub & Eatery
- Riverside Brewing Comp
- Sixt Corporate Offices
- Smith Residence
- Summit at Smiths Squar
- Summit at Smiths Squar
- Thomas Remodel
- Wolf Run Estates - Lot 5

Hyatt Plaza West

12 Albums, 13 Images

Add Album Upload Images Download

Name

08-19-26

08-30-26

09-05-26

09-10-26

hyatt_roofer_9...png

2FOAGT-1025-491...

325A45-2258-569...

475CC5-1225-471...

1G12CV-8858-KI6...

25FGH95-3321-125...

21499B4-1144-251...

475CC5-1225-471...

9254HB-1477-235...

bob_inspection_8...

french_doors_exa...

258AA7-1425-363...

Photos within the selected album (or photos in the Files tab not contained within albums) are shown here

Photo albums for the selected project

The Schedules Tab

Create new schedules for your projects in a snap. Simply drag and drop Microsoft Project, Primavera P6 or Suretrack schedule files here - ConstructionOnline will then create online schedules automatically. Please note, if a schedule already exists for a project, dragging a new file in will replace it.

ConstructionOnline Drive

UDA ConstructionOnline DRIVE

Hyatt Plaza West

Files Photos **Schedules** Emails

My Files

My Projects

- Davis Sunroom
- Hollywood Bakery
- Hyatt Plaza West
- Kohn & Remodel
- Lot 187 - Baldwin Park
- Lot 191 - Baldwin Park
- Lot 193 - Baldwin Park
- Mulkerrins Pub & Eatery
- Riverside Brewing Comp
- Sixt Corporate Offices
- Smith Residence
- Summit at Smiths Squar
- Summit at Smiths Squar
- Thomas Remodel
- Wolf Run Estates - Lot 5

Drag and drop schedules from Primavera, SureTrak or Microsoft Project here to upload to ConstructionOnline.

The Schedule 'Hyatt Plaza West Schedule' lasts 173 workdays between 6/17/26 and 2/21/27. Uploading a file into this project will replace this schedule.

Project ORACLE Primavera P6

To quickly create a schedule for the project, click and drag a Primavera, SureTrak or Microsoft Project file here

If a schedule has already been created for the project, details will be shown here

The Emails Tab

Easily import emails from your Outlook or Thunderbird email clients. Any emails added here will appear on ConstructionOnline in the selected project's Communication tab, in the Inbound Emails tool.

ConstructionOnline Drive

Hyatt Plaza West

Files Photos Schedules **Emails**

My Files

My Projects

- Davis Sunroom
- Hollywood Bakery
- Hyatt Plaza West
- Kohn & Remodel
- Lot 187 - Baldwin Park
- Lot 191 - Baldwin Park
- Lot 193 - Baldwin Park
- Mulkerrins Pub & Eatery
- Riverside Brewing Comp
- Sixt Corporate Offices
- Smith Residence
- Summit at Smiths Squar
- Summit at Smiths Squar
- Thomas Remodel
- Wolf Run Estates - Lot 5

Drag and drop emails from Outlook or Thunderbird here to upload to ConstructionOnline.

Emails will appear in the Inbound Emails tab for this project in ConstructionOnline.

Emails added here will show in ConstructionOnline in the project's Inbound Emails

Outlook Thunderbird

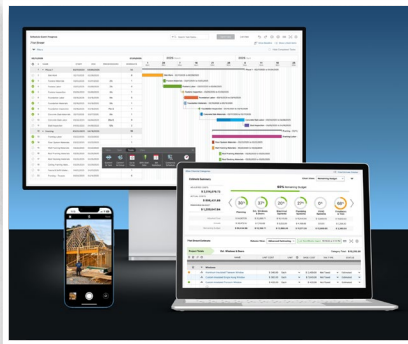
Important

Get Messages Write Chat Address Book Tag Quick

Filter these messages < Ctrl

Subject	Correspondents
Response from Roofer/Reminder of 9/26 Meeting •	Christian Brannon
Lawn Service Vendor: Thames Lawn Care	Christian Brannon
Re: Order BBE2310	byBESPOEK - Customer S
FW: Lawn Service Vendor: Thames Lawn Care	Calle Mendenhall
Fwd: Parts Request [ref:_00D1I2L1Qo_5001IO...	Jimmy Davis
Re: Reminder: Place Large Trash on Curb Not b...	Calle Mendenhall

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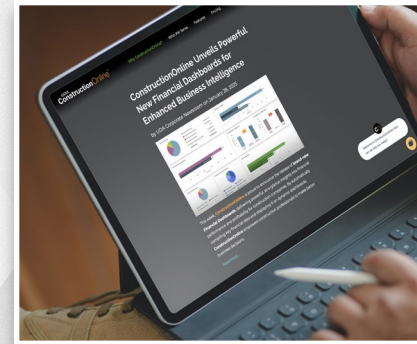
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