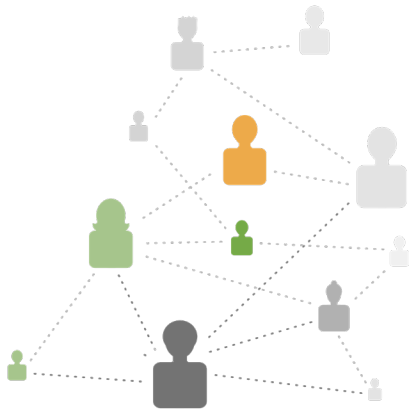# ARCHIDATA ✅ APPROVAL MODULE

A Centralized Online Approval Registry

Archidata's Online Approval Module manages drawings and documents approval process during all stages of a project.

Managers are able to create the projects and the files to be approved, submitters upload the files that can then be annotated, approved or rejected by approvers. Each action in the process is recorded by project and each approval folder owns an activity log.

A dashboard of all projects provides an overview of approvals and professionals and subcontractors involved. The tool also alerts professionals and subcontractors of the timelines for approving drawings as well as new uploaded drawings ready to be submitted, approved, annotated or rejected.

BENEFITS

- Centralized registry of approvals
- Powerful visualization: overview of approval status and timeline
- Participant management: easy management of project members access
- Improved workflow of construction project
- Increased accountability of stakeholders
- Approvers can be linked according to different phases in workflow

Submenu

- Approval Set List
- Stakeholder List
- Approval File List
- Uploaded Drawing List
- Approval Set List by Approver

Status Filters

- All
- No Uploaded Files
- Uploaded but not submitted to approver(s)
- Approval Pending
- Resubmission Pending
- Restarted

Approval Filters

- Approved
- To Be Resubmitted
- Rejected
- Viewed
- Annotated

No		ID	Approval Code	Approval Set title	Submitter						Delay	Status	Submitted	Replied
		IN ∨	IN ∨	IN ∨	All								- ∨	- ∨
1	☑ ✉ ☐	002	ARCH	Architectural Final	Arthur Rimbaud	Approval Answers and Annotations (1) 1	👤 1	! 0	↗ R1	🏳 0/14	✓	06/27/2023	06/27/2023
2	☑ ✉ ☐	003	MECH	Mechanical	Arthur Rimbaud	Approval Answers and Annotations (1) 1	👤 1	! 0	↗ R1	🏳 0/14	✓	06/27/2023	06/27/2023
3	☑ ✉ ☐	004	ELEC	Electrical	Arthur Rimbaud	Approval Answers and Annotations (1) 1	👤 1	! 0	↗ R1	🏳 0/14	✓	06/27/2023	06/27/2023

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Approval Answers and Annotations (1)	1	👤 1	! 0	↗ R1	🏳 0/14	✓	06/27/2023	06/27/2023

APPROVAL FOLDER

⬤ archidata