



Jobpac Connect UX Uplift 2019

Release Notes

Version: V1.0



Document Control Table

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|----------------------------------|---------------|
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| Commercial in Confidence | |

Change History

| Version | Date | Author | Description of Changes |
|----------------|-------------|---------------|-------------------------------|
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Introduction

Scope

The purpose of this document is to assist customers familiarise themselves with changes to the Jobpac Connect Web User Experience and Styling, as part of the Viewpoint One UX Uplift 2019 Release.

Note, this UX Uplift will only apply to the Web User Interface (WUI) and there will be no changes to the classic GUI Interface. New features such as Contextual Help will not be available to GUI users and will only be available on the Web User Interface.

Overview

The UX uplift 2019 criteria for change has been...

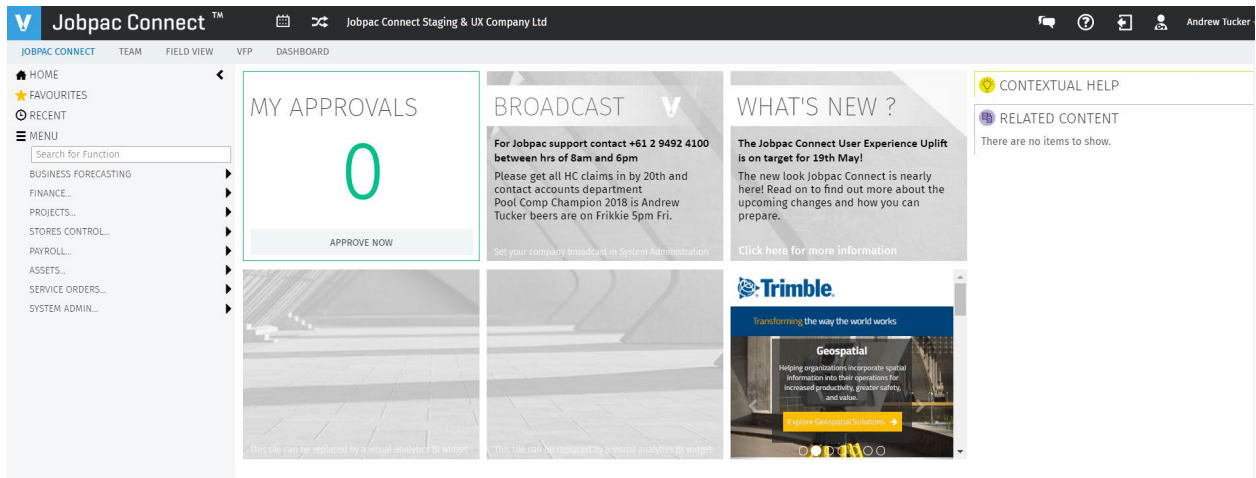
- Incorporate latest Viewpoint One Style Guides used across Office, Team and Field solutions thereby unifying the Viewpoint One customer experience.
- Modernise and refresh the look and feel of Jobpac Connect without changing the product so significantly that it feels foreign to use. Retraining will not be required.
- Respond to customer feedback and suggestions.
- Simplify.
- Improve workflow.
- Improve Consistency.
- Improve Intuitiveness.
- Add new features to enhance the role based user experience including Role Based Visual Analytics BI Widgets on the landing page.
- Improve tablet/surface pro operation where possible.
- Implement the “In-Product Contextual Help” for improved access to support material that relates to the user process at hand. This will provide the technology platform for our Information Experience Uplift as our user guides, manuals, KB articles and videos continue to evolve.

The Jobpac Connect UX Uplift 2019

To follow we will describe the user experience (UX) changes that you will see in the Jobpac Connect UX Uplift 2019 Release. Changes that will elevate Jobpac Connect in-line with the Viewpoint One integrated Office, Team, Field customer experience.

The New Role Based Landing Page

When you first sign on to Jobpac Connect you will immediately notice the new Role Based Landing Page. The landing page can be easily configured to deliver Visual Analytics BI Widgets with click throughs to help you with your everyday activities. You will also notice some of the old tiles and navigation options have been moved. In this section we will describe new navigation and landing page elements.



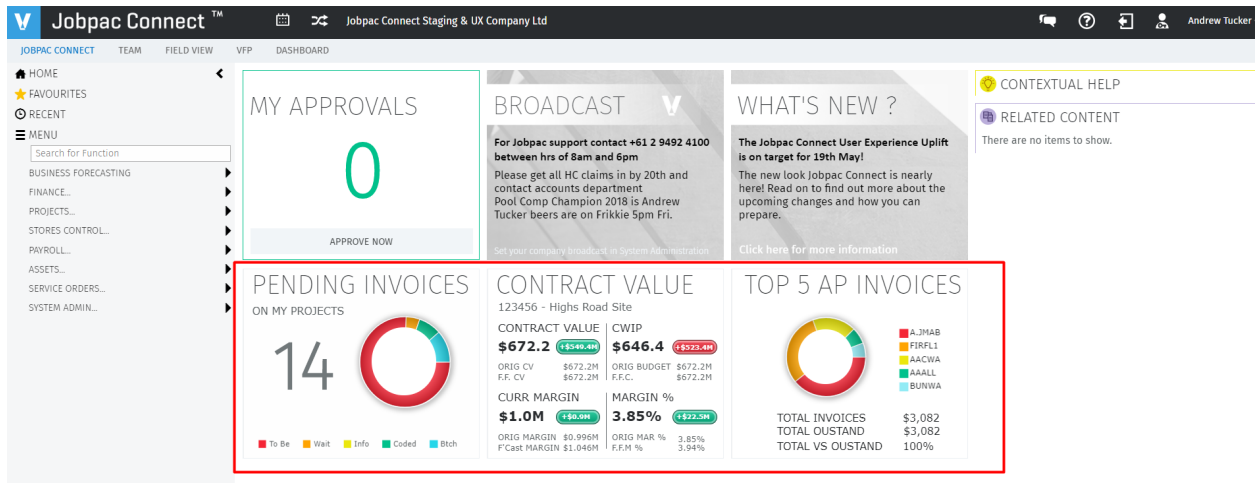
Standard Browser Settings to give a better web experience

A couple of tips to improve your browser experience

- Don't forget standard browser tools apply to zoom the screen so that it is comfortable on the eye and suits the screen you are working on. In most browsers and keyboards you can use **Ctrl + '+'** and **Ctrl + '-'** for Zooming in and out.
- Also, to gain even more screen space most browsers allow **F11** to remove the top of the browser and bookmarks bar completely. First click to focus in the browser bar, then hit F11 and Jobpac Connect will fill the screen completely. To bring back the Browser bar and bookmarks, hit F11 again and return to browser mode.
- You may also want to adjust your browser auto fill and suggest settings if you prefer the Jobpac Connect experience without auto suggest.

Role Based Visual Analytics BI Widgets

If you are licensed to Jobpac BI you will be able to easily configure Role Based Visual Analytics BI Widgets that help your users carry out their everyday activities. Users can be assigned "Roles", and each Role can have a growing library of BI widgets available to it. For each Role or User your administrator will be able to set up to 3 default widgets to show on your landing page every time you return to it. Click throughs can also be set for each BI Widget that will take the user either to a Jobpac Program or to a more detailed BI report.



The screen shot above is an example of the Role Based Landing Page with three BI Widgets configured for the user, circled in red.

- Data is dynamically refreshed each time you return to the landing page.
- Choose from a growing library of BI Widgets or allow us to build one for you.
- Standard Jobpac Security Framework applies to data delivered by BI.
- Configure up to 3 default BI Widgets per Role or per user.
- Click on a widget to take you into a Jobpac Program or to a more detailed BI Report.

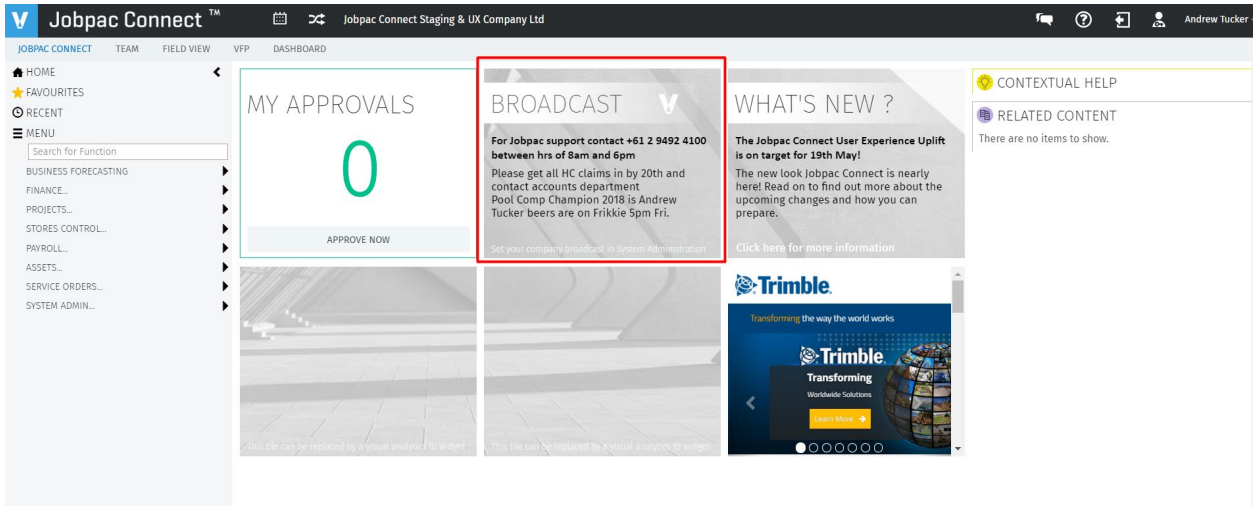
Important Note: On May 19th, the first release of the new Jobpac Connect UX, Role Based BI Widgets on the landing page will not be available, as we grow our starting library of widgets. We expect to activate Role Based BI Widgets in a subsequent Release of Jobpac Connect with nine starting widgets available in the widget library. We would also be happy to customise role based visual analytics BI widgets to suit your business and users.

Contact your account manager, consultant or log a request for service should you wish to activate or explore Role Based Visual Analytics BI Widgets further and how they can help your users perform their role.

Note also, if you do not have access to Jobpac BI by License agreement or where a BI Widget has not been set for the user, then the user will see default tiles in place of the BI Widgets.

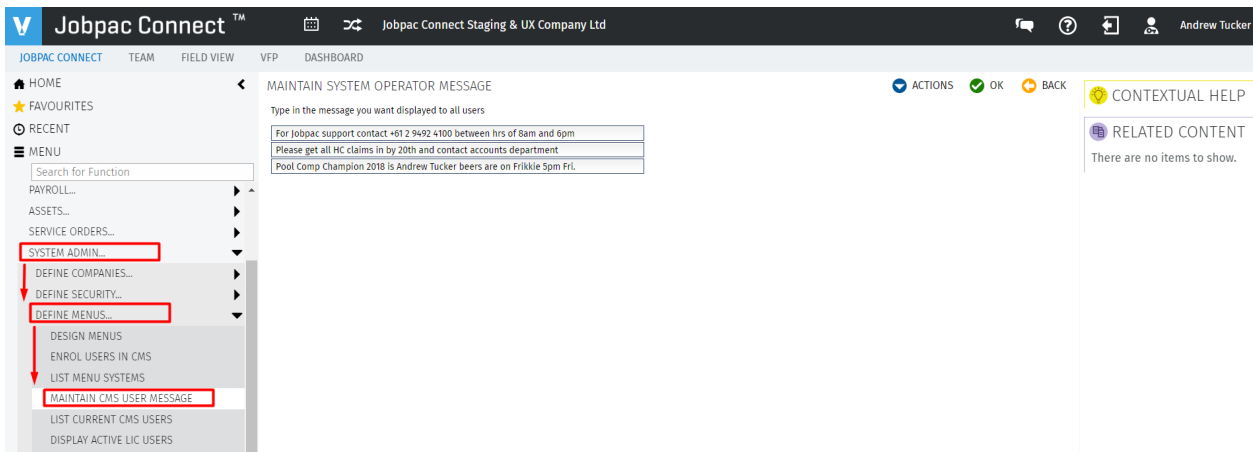
Company Broadcast

You will notice your Company Broadcast message is now front and centre with your company logo next to it. See the screenshot below. Don't forget you can edit this Broadcast message, if you have access to *System Administration* → *Define Menus* → *Maintain CMS User Message*. We encourage you to update it regularly if you want to broadcast a message to all your users every time they log on to Jobpac Connect. For example process due dates, rollover dates, internal support details, training activities etc.



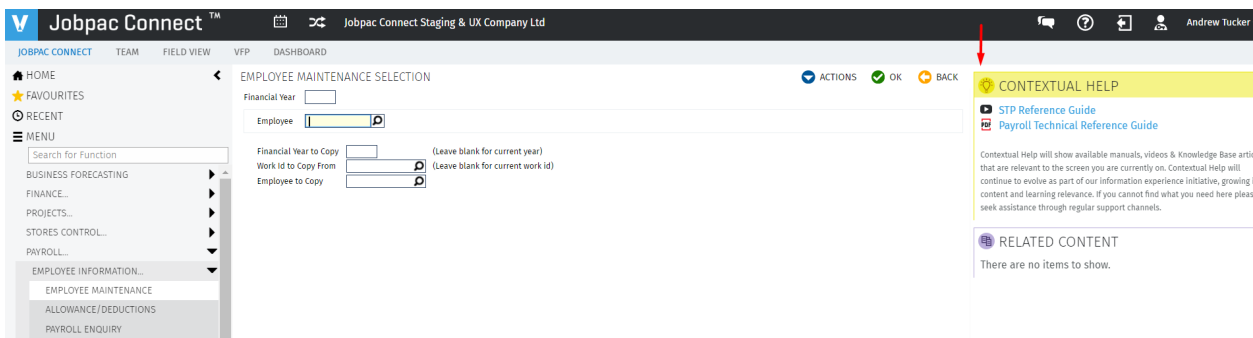
Note, when maintaining the Company Broadcast Message you have 3 lines of text available to you that will wrap into 6 lines of text on the landing page. The first line will be displayed in Bold on the landing page, as seen above, and the second two lines in regular text.

To edit your Company Broadcast message Navigate to *System Administration* → *Define Menus* → *Maintain CMS User Message*, as shown below.



Contextual Help

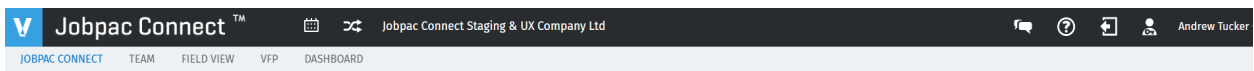
The brand new In-Product Contextual Help now exists on **every** screen in Jobpac Connect. Jobpac Connect knows what screen you are on at any time and when the **Contextual Help Light Bulb** is clicked, will deliver to the user available help documentation, videos, Knowledge Base (KB) articles that are related to the screen or process you are currently working on.



Note, the new Contextual Help facility, initially will have limits to its content but will continue to evolve in both quality of content and relevance as our Information Experience project continues. Our Information Experience Project will deliver video content, refreshed documentation with latest screen shots and more KB and Workflow documents to help you with faster on-boarding of new staff. So if you can't find what you are looking for initially please be patient with us and put your question to us through normal support channels as we continue to work towards a first class In-Product Help experience.

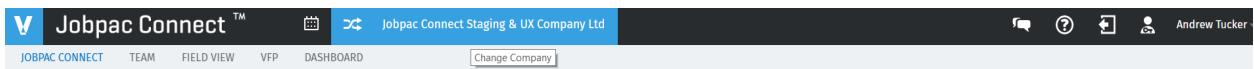
One Click Navigation Elements in the Top Bar

Some of the Jobpac Classic landing page navigation elements have been moved to a one click experience on the Top Bar as shown below. In this section we will describe those navigation elements.



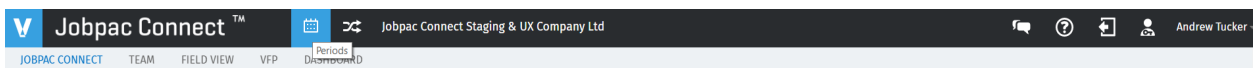
Changing Companies

Where ever you are in Jobpac you can now always see the company you are working in, in the Top Bar. To change companies click on the company name as shown below, then select the new company as desired.



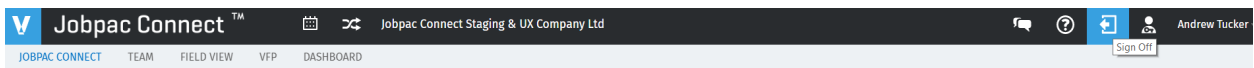
Checking Periods of Operation

To check the Periods of Operation for the modules in the company you are currently working in, click on the calendar icon next to the Company name as shown below. Periods will be displayed in a pop up.



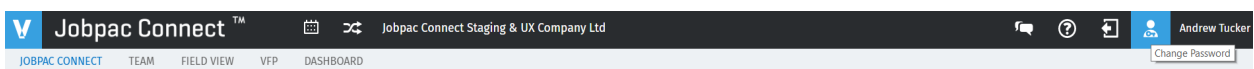
One Click Sign Off

Sign off more easily with one click here.



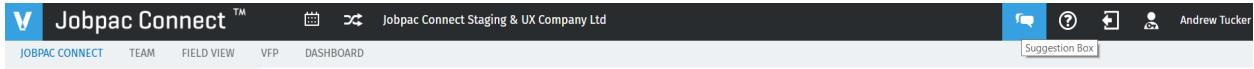
Change Password

You can change your User Password by clicking on the 'Man with Key' as shown below, then following prompts.



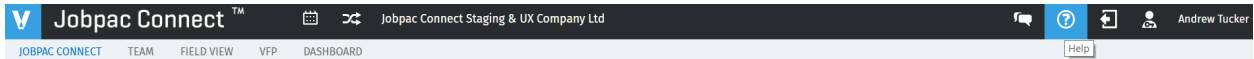
Access to the Suggestion Box

Your Product Suggestions are important to our Roadmap thinking. We want Jobpac Connect to evolve in the way our customers want it to evolve. Please add your suggestions and vote on others here.



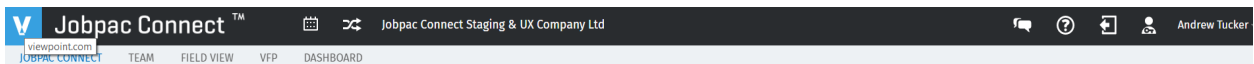
Access to Support

Go directly to Clearview Support (If you have access) and log a request or track cases with one click here.



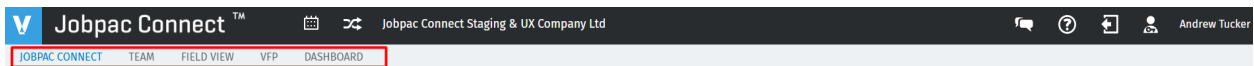
Access to the Viewpoint Website

Check out the Viewpoint Website for all your Viewpoint news by clicking on the Viewpoint “V”, top left.



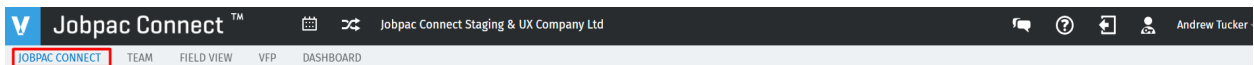
Access to other Viewpoint One Solutions from the Sub Bar

Access to other Viewpoint One Solutions for the Office, Team and Field can be accessed directly from the Viewpoint One Solutions Sub Bar, below the Top bar. In this section we will describe how you can easily navigate via those access points.



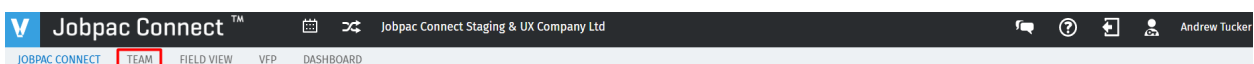
Launch another Jobpac Connect session

Each named user can launch up to 5 concurrent Jobpac Sessions or Refresh your current session by clicking on Jobpac Connect as shown below. Single click will override your current browser session. Use Right click and open in a new tab or window if you want to open and drag a new session onto a second screen. Note, the new session will open in the company you are currently working in but it is possible to change companies in that session and be in different companies in each open session.

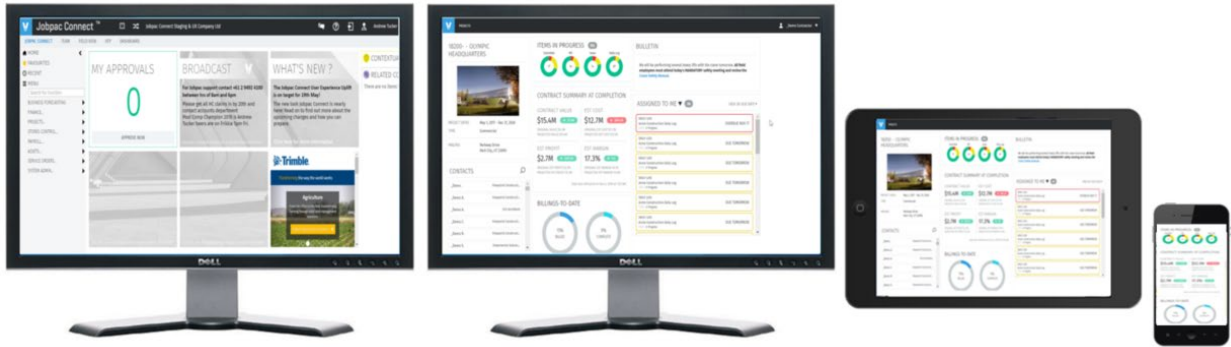


Access to Viewpoint Team

Go directly to **Viewpoint Team** by clicking on the text as shown below. If you prefer to open in a new tab or window use right click options.



Below is an example of how you might use **Viewpoint Team**, your project management and collaboration control centre for RFI's, Issues, Daily logs, Documents and Drawings, side by side with Jobpac Connect.

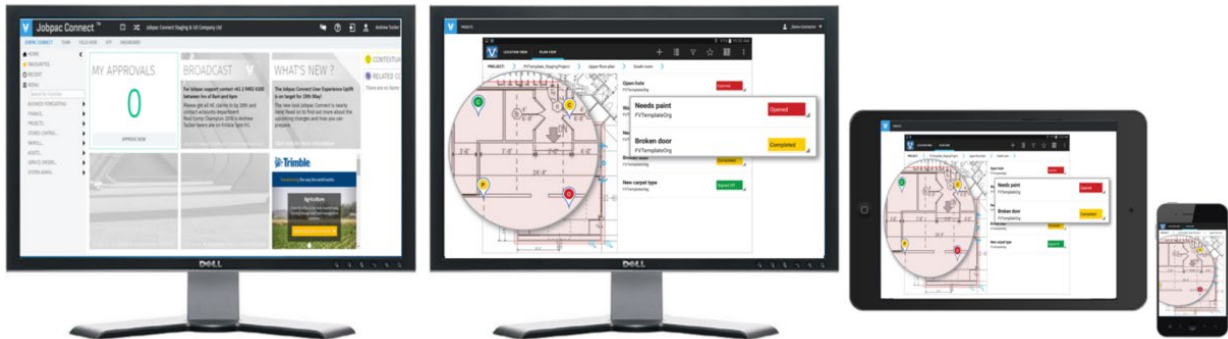


Access to Viewpoint Field View

Viewpoint **Field View** can be accessed directly by clicking here. Use Right click to open in a new tab.



Below is an example of how you might use **Viewpoint Field View**, for defects, quality and all site data collection, side by side with Jobpac Connect.



Access to Viewpoint for Projects

Access **Viewpoint for Projects** here for sophisticated design & construct document management and BIM

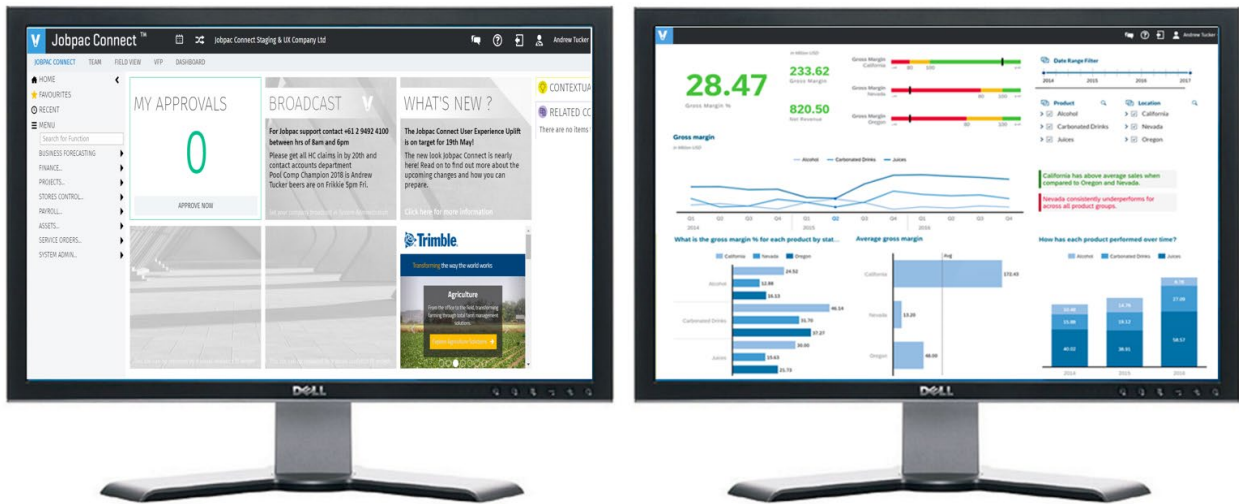


Access to your BI Dashboard

If you have access to Jobpac Connect BI you can access your BI dashboard in a new browser tab here and drag it to your second screen for side by side operation with Jobpac.



Below is an example of how you might use Jobpac BI side by side Jobpac Connect for visual analytics bringing together data across your whole business from field to office.

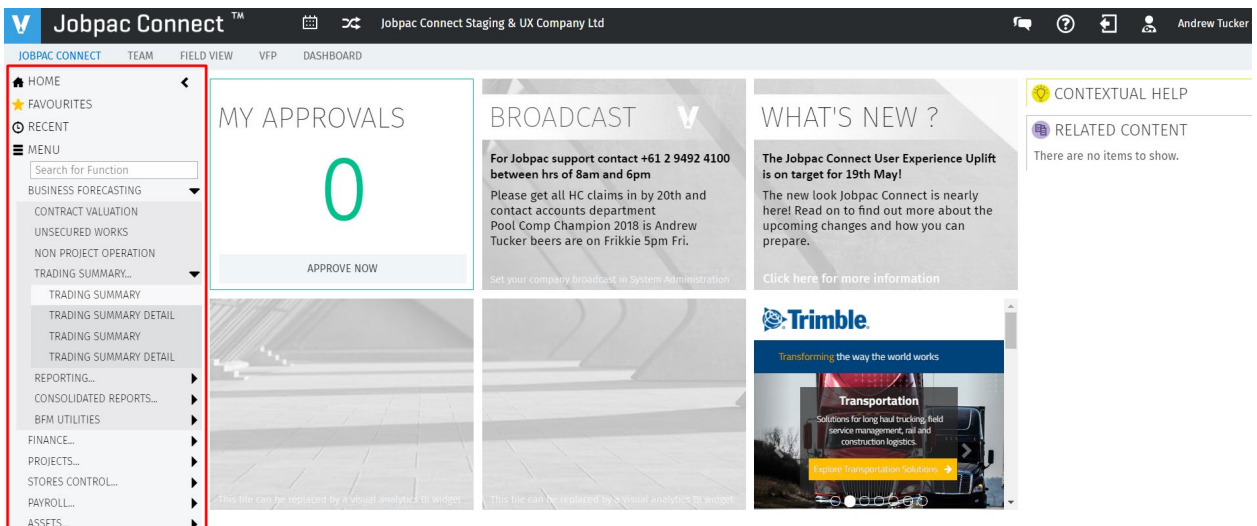


Access to BI Analytics

Jobpac BI Analytics can also be accessed from the Viewpoint One Solutions Sub Bar if you have access. The Analytics feature will group key reports in a different style Dashboard. Contact your account manager to find out more.

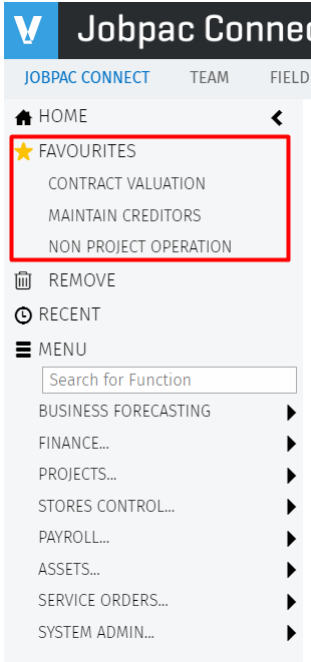
Menu navigation

Menu navigation has been improved for better visibility, faster access to the things you want to do and more screen space. In this section we will describe those improvements referring to the screenshot below. **And don't forget your Menu System is completely customisable by your system administrator!**



Favourites Operation

You can add and remove favourite menu options as you like, and order them as you like, in your Favourites folder.

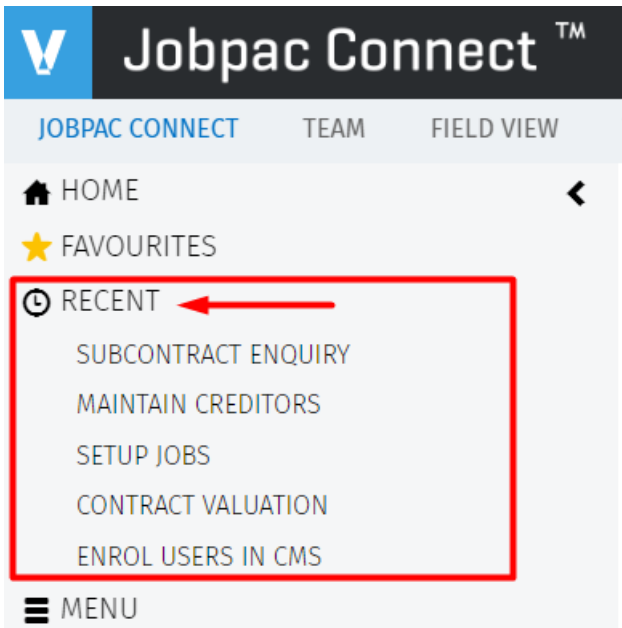


Operation of Favourites is simple....

- Click on the gold star to open Favourites.
- Single click on a 'Favourite' to activate that function.
- Drag Favourites into trash to remove if you no longer need it.
- Drag any main menu item, other than folders, into your favourites.
- To add a Favourite option, open Favourites first, pick up a menu option with click and hold, then drag and drop the option in the desired position.
- Menu Items dragged to favourites, will always be preserved in the main menu structure.

The New Recently Visited

Jobpac Connect will now keep your last 5 visited unique menu options in the Recents folder. This will allow you to navigate faster to menu options that you have recently visited.

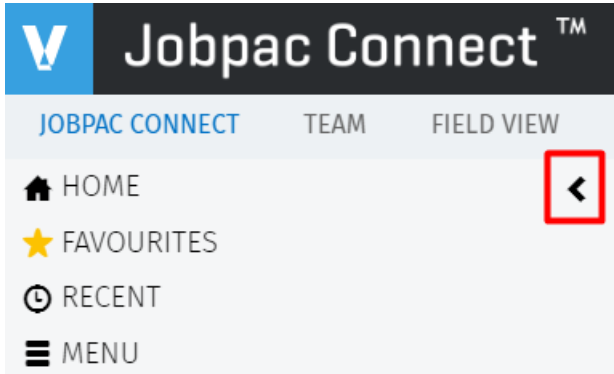


Operation of Recents

- Click on the 'Clock' to open the Recents
- Only unique menu options are tracked so you won't see 5 of the same item.
- Recently accessed functions will be remembered after signing off.

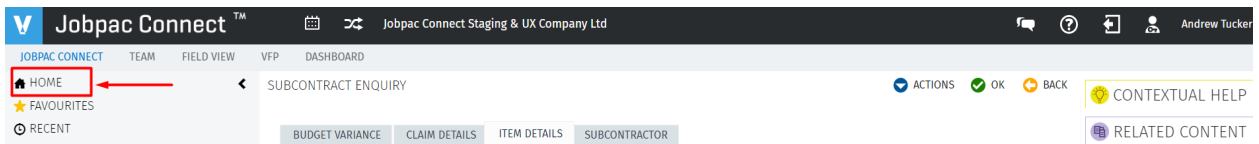
Folding the Menu Away

Click on the 'Less Than' symbol (aka Left Chevron) as shown below, to close the left navigation pane and give you more screen space. Click on any Menu Icon to open it again, right back to where you left off.



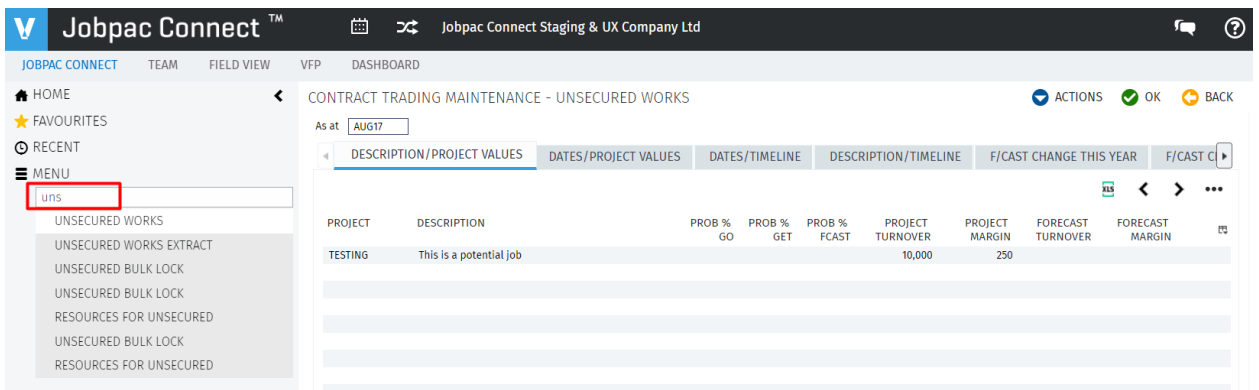
Home

'Fast Exit' has been moved due to popular demand in the suggestion box. You will no longer see Fast Exit on any Jobpac Connect screen but instead you can click on Home any time to return to the landing page.



Dynamic Menu Search

Dynamic Search has not changed but don't forget to use this handy way to find menu options. As you type past 3 characters, all menu options with those 3 characters will be shown. Continue to type and the list of options will narrow down. You can then use single click to navigate to one of the filtered options. Note, you may see multiple entries in the list if the menu option can be found in multiple places on your customisable menu.



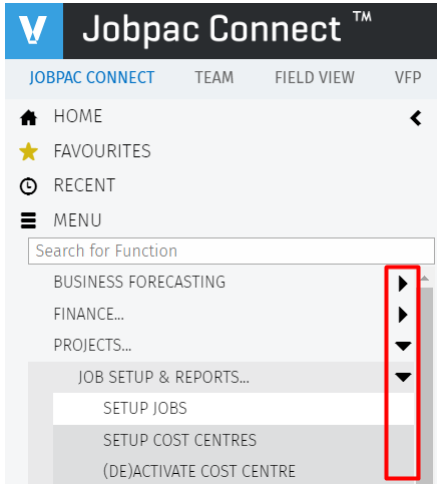
Navigating Jobpac Menu folders

We have improved visibility and button size in the menu navigation pane and you will note the old 'Folder' Icons have been replaced with more recognisable drop down Icons consistent with our other Viewpoint One solutions. You will note the Drop Down Icons 'drop down' if the menu has been

expanded with a single click, and ‘fold up’ if the menu has been collapsed, also with a single click. Page jumping on menu selection has also been resolved.

Single click to select a function and the program will open in the centre of the screen to replace the dashboard. The selected function will remain white so that you can easily remember where you are.

Collapse all menus by clicking on the main menu hamburger.



Accelerator Commands

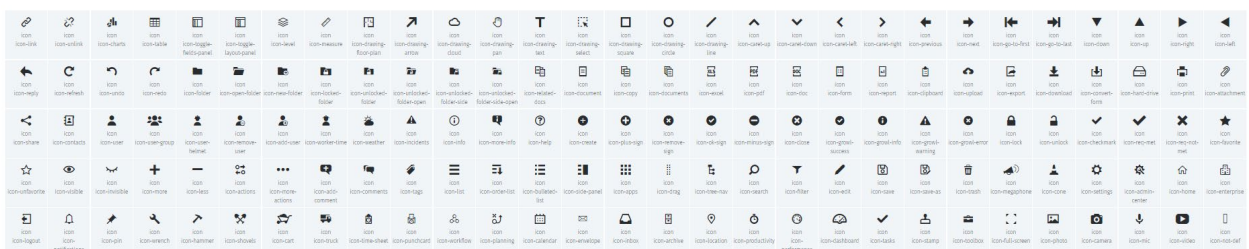
The old Accelerator Commands, aka Tasks, previously accessible from the Classic landing page, is being phased out over time in the WUI version of Jobpac Connect. You may recall this was used for shortcuts in the GUI for things like Changing Password (CPW) and Checking Rollover submissions or running queries. But we know that some of our customers will still need some accelerator commands and so the list of commands can still be accessed using F4 from the landing page.

Jobpac Connect Operational Experience Changes

New Viewpoint One Styling

Viewpoint One Style

Jobpac Connect now uses the same style guides as our latest Viewpoint products creating an integrated and familiar experience for users as they navigate between our Viewpoint One construction solutions. Iconography, colours, font are now unified and easily recognizable no matter which Viewpoint One solution you are working in. Jobpac Connect, Viewpoint Team, Viewpoint Field View are integrated in their look and feel.



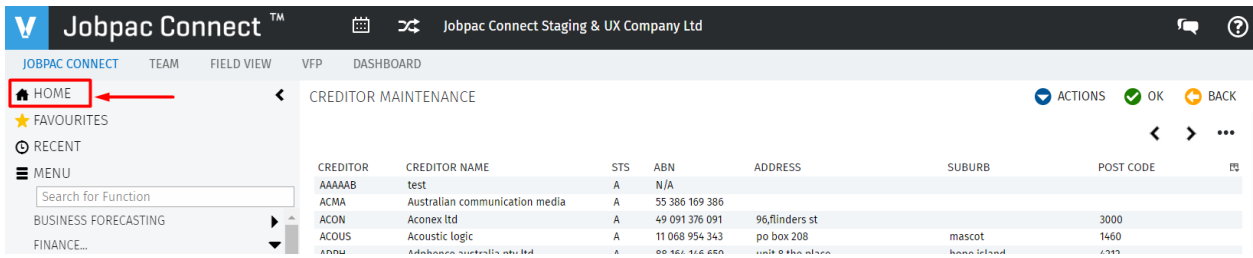
Simplification

During this User Experience uplift we worked really hard on simplification to the eye, removing clutter creating a cleaner, fresher more focused operating environment.

In-Program Navigation Changes

Fast Exit has moved

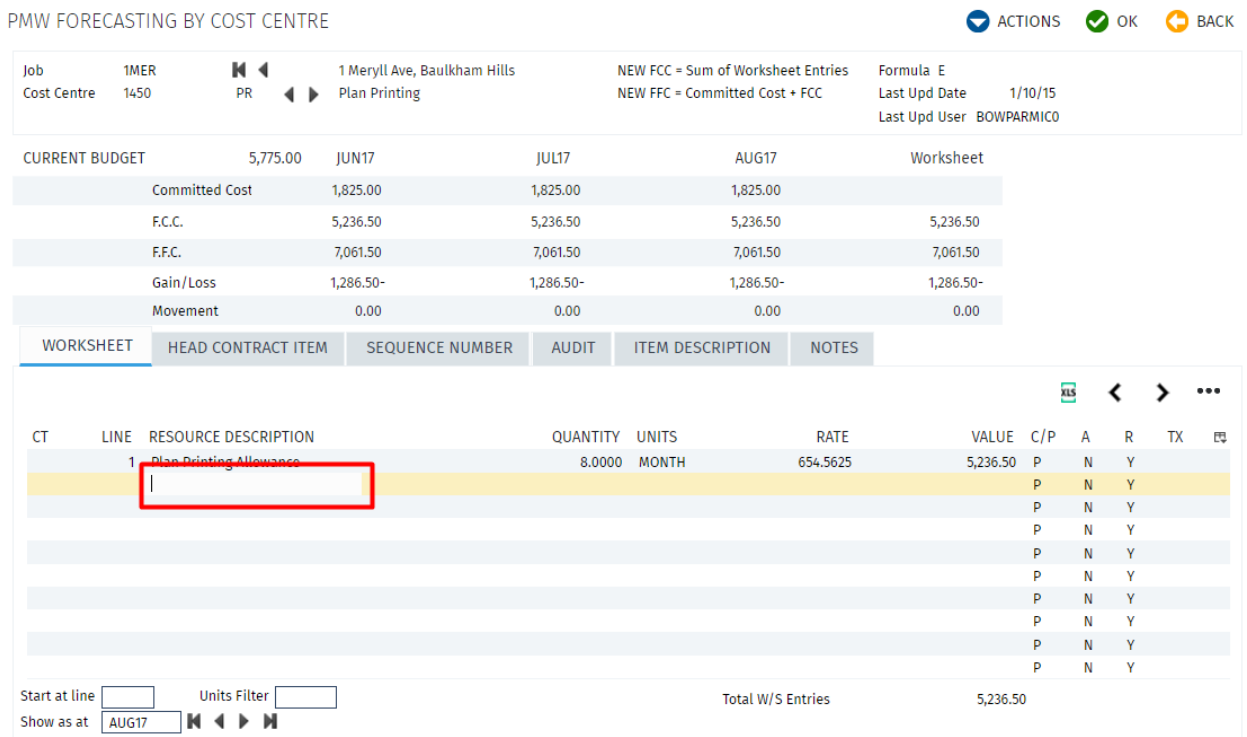
Fast Exit has been moved due to popular demand in the suggestion box. You will no longer see 'Fast Exit' on any Jobpac Connect screen but instead you can click on Home any time to return to the landing page as shown in the screen shot below.



Single Click Edit on Grid !

Previously it was necessary to double click on fields in editable grids to activate the edit capability of a field. This has been changed to single click for edit. Removing clicks where possible has been a focus of the UX Uplift.

As an example see the PMW screenshot below. To edit in the grid you can simply **single click** on the field you wish to edit. And don't forget that you can use the Tab key to navigate directly to the next editable field.



Consistency in Pop Ups, Filter, Select, Ok & Close

We have put more consistency into the buttons you will see on Pop Up windows making pop up screens more intuitive to navigate. Button iconography and button position is consistent.

- Most Pop Ups will have a Filter Button on the left to apply filters.
- Most Pop Ups will have a Select Button for one click operation. This means you can select from a scan using either Double Click, or Right Click and Select, or Single click to focus on the list item and then click the Select button to make the selection.
- Most Pop Ups will have a Close Button on the right hand side
- The OK button if it shows will allow you to accept changes if the pop up allows that, such as editing a version description in AP Payment Schedule Printing.

Creditor Alpha Search Window

| CREDITOR | WKID | NAME | SUBURB | STATUS | ABN |
|----------|------|--------------------------------|-------------|--------|----------------|
| AAAAAB | 10 | test | | A | N/A |
| ACMA | 10 | Australian communication media | | A | 55 386 169 386 |
| ACON | 10 | Aconex ltd | | A | 49 091 376 091 |
| ACOUS | 10 | Acoustic logic | mascot | A | 11 068 954 343 |
| ADPH | 10 | Adphence australia pty ltd | hope island | A | 88 164 146 650 |
| ADRBUI | 10 | Adrisa Builders Pty Ltd | Mortdale | A | 43 096 636 663 |
| ADRI | 10 | Adrian Bank | sydney | A | |
| AFFOFF | 10 | Affordable Office Furniture | Castle Hill | A | 91 065 025 327 |
| ALLHIL | 10 | Allhills Fencing | Toongabbie | A | 56 069 785 600 |
| ALLHIR | 10 | All Sweeper Hire Pty Ltd | Hoxton Park | A | 76 103 970 001 |

Search Name Containing

Active

Inactive

CREDSLAN01

Multi Line Text Entry now with Spell Check

Where multi line text entry exists in Jobpac Connect you may note that an automatic spell checker is now included.

PURCHASE ORDER MAINTENANCE

| | | | | |
|----------|--|---------------------------|--------|----------|
| Supplier | RASAND0 | Anders Industries | Amount | 3,210.00 |
| Order No | 1MER0092 | Order with multiple Lines | | |
| Type | <input type="radio"/> Cartnote <input checked="" type="radio"/> Special Instructions | | | |

I made a spelling mistak

Upload Workflow

Upload workflow has been streamlined and simplified to a clear 3 step or 2 step process. Simply follow the prompts. In all uploads a blank upload template is available as the first step or you can skip the first step if you have an existing template stored locally.

Upload - Bulk PMW Upload

1 2 3

OPEN TEMPLATE
Click here to open a new template then populate with your new data and save locally. Or, skip this step if you have a template already prepared.

UPLOAD TO SERVER
Click here to locate your excel file and upload it to the Jobpac Connect Cloud.

VALIDATE AND INSERT
Check additional upload options if you see any below, then click here to validate and insert the uploaded data into your database.

Clear worksheet entries before upload

X CLOSE

PMWEXUPL

We hope you enjoy the new Jobpac Connect User experience!