There needs to be a **project set up** with data to send to the team easier. So this page needs to go ahead and have the following for better program management as an option.

We need FIELDS to be filled out just like an employee profile. This will allow me to email the whole project team verses putting in 1 email at a time.

PROJECT NAME	LOCATION	CLIENT	START DATE	FINISH DATE

PROJECT MANAGER   EMAIL   PHONE NUMBER

ADD MORE   ▼

SUPERINTENDENT   EMAIL   PHONE NUMBER

ADD MORE   ▼

FOREMAN   EMAIL   PHONE NUMBER

ADD MORE.   ▼

SAFETY MANAGEMENT   EMAIL.   PHONE NUMBER

ADD MORE.   ▼

HUMAN RESOURCE   EMAIL.   PHONE NUMBER

ADD MORE.   ▼

MANAGER   EMAIL.   PHONE NUMBER

ADD MORE.   ▼

OTHER   EMAIL.   PHONE NUMBER

ADD MORE.   ▼

Hi, **Usama** =

CITY WIDE MECHANICAL

- Home
- Managers
- Personnel
- Courses
- Course Statistics
- Certificates
- Partner Library
- Resources
- Toolbox Talks
- Add Users
- Departments
- Email templates
- Projects
- FAQ
- Forms
- Your Profile

Toolbox Talks Add New

🗑 testfolder ›

🗑 neww ⌄

users-collection.

5-26-21.pdf

Name	Email	Phone	Department	Gender	D.O.B	Type.o.w
hamza hussainn	hamzahussain911@yahoo.com	03216029947	Mechanics	Female	2021-04-04	emporary Labor
Nawaz Sharif	user@gmail.com	03048518244	Engineering	Male	2021-04-30	Employee
umair bashir	umair@gmail.com	03048518244	Mechanics	Female	2021-04-22	Subcontractor
new farhan	farhanbashir06@gmail.com		Mechanics	Female		
Noor ur rehman	example@gmail.com		Engineering	Female		
hugito trevino	trevinosales@gmail.com		Mechanics	Male		Employee

TO ✕

To

[   ]

Close   Send

Projects   Employee   Manager   Send Mail

🔍 Search...   new project ⇅

Signatures

Signatures

User	Email	Role	view signs	Date/Time
user	user@gmail.com	["User"]		2021-08-03 20:54:11
user	user@gmail.com	["User"]		2021-08-03 20:54:11
user	user@gmail.com	["User"]		2021-08-03 20:54:11
user	user@gmail.com	["User"]		2021-08-03 20:54:11

I need to be able to pull up reports / signatures (Tool Box)
• Per Individual
• Project
• Per Group
• Per Topic
• By Date
• By Month

When I look at last weeks toolbox talks on (JOB A-B or C) I should be able to see all signatures. I should be able to email this to whomever from Manager Role or Admin