

PDF Package Program - Work Flow

Opening Page	Detail	Options			
Start	New Document (automatically name from the information that will be entered in the Project field. Or the option to open an existing project.	New Package Button	Open Existing Package Option		
Document Type	3 Options from pulldown menu	Specification Package	Submittal Package	Record Drawing Package	
Project	Field for Data Entry				
Visionz Reference #	Field for Data Entry				
Date	Date field with automatic date filled in but option for calendar selection.	Date pop-up calendar			
Types and Part #'s	2 Fields for Data Entry, box for drag and drop PDF file, to be added. Button to add new Type to table. As many types as needed, can be added. A new row just keeps appearing below. Types can be added without data being entered in the type or part number field.	Type	Part Number	PDF Drop Box (add Document)	Delete' Type Button at end of each row
Summary Page	Check option, to include a summary page with all the types and part numbers listed.	Check Box			
Create Package	A button allowing a preview of the PDF package. While scrolling through the preview of the package, user can delete any page or pages that they would like to.	Preview and edit button	Create PDF and Save Package Button		

Visionz

PDF Package Creator

Select:

New Package

Open Existing Package

Package Type:

Specifications



Project:

Visionz Reference #

Types

Type

Part Number

Add PDF
(Drag + Drop)

Delete

New Type

Summary: Include summary page

☐

Create Package:

Preview

Create and Save Package