

## e-Builder 7.8 Upgrade

### Updates to the Processes, Cost, Reports, and Meeting Minutes Module plus Upgraded Capital Planning Capabilities

The more you take advantage of these and all the other e-Builder benefits, the higher your ROI. While some are available immediately, others may need to be 'turned on'.

If you would like to have your account manager contact you, please use the links below to request more information.

#### Processes

1. Update to email notifications from Processes will give you immediate visibility into the detail of any process request so that you can prioritize the request, and know whether immediate action is required.
2. We've streamlined how you attach documents to a process without needing to add a comment, or opening a second window. e-Builder will still maintain an audit trail of who attached a document to a process for audit purposes.
3. New pay application process options give you the flexibility to either pick a company associated with the commitment, or the commitment itself.
4. In RFI processes you can now attach any number of files throughout the entire lifecycle of that process, and keep files attached in a previous process. For example, a subcontractor-generated RFI that became an RFI and eventually a change order would maintain all files attached from start to finish. This improvement applies to all configured processes.

#### Reports

1. More flexibility when creating completion variance reports to hide or show the decimal point values in the Form log reports, making the report easier to read.
2. New reporting options for every summary report type let you show additional fields in the grouping row so you spend less time reconciling what is returned. For example, run an invoice actuals item report, grouped by commitment #, and show not only the sums of the amounts in the grouping row, but also the GL code, vendor invoice #, vendor invoice date, company, and so on.
3. Updated the representation of Over/Under to read Over/(Under) so that it's clear that positive numbers represent over budget and negative numbers represent under budget.

4. Log reports now include a column where you can see what (if any) attachments are part of those forms included in the report; you can then access those files from within the report.

## Cost

1. You can now show how much money remains to be allocated, giving you visibility into how much money may be available to fund other projects, or which will result in cost savings.
2. New cashflow option allows you to set up an inverted bell curve for processes with large cash requirements at the beginning and the end but not in the middle.
3. Improve the accuracy of how you classify changes. When logging changes, you can now update the reason codes when further investigation confirms the initial reason code selected was not the most accurate.
4. Speed the process of entering commitment changes and approving them in processes by seeing all the pertinent information in one screen, such as the vendor association.
5. NEW invoice, commitment, and commitment change approval checks and balances immediately inform you whether your available funds can be disbursed at the time of requesting approval so you **eliminate the risk of over-committing funds**
6. Make sure nothing has been voided by mistake during cost reconciliation with a New field that shows you the history for voided items so you can track its history

## Contacts/Projects

- New options to provide limited access to your contacts records on a project-by-project basis mean you spend less time distributing contact information to project participants.

## Meeting Minutes

- Delegate meeting minute creation responsibilities to different people based on your team's agreed-upon structure, and maintain the flexibility to change who does this from meeting to meeting.
- Quickly group meeting minutes items by Topic for faster printing/distribution.

## Capital Planning Upgrade

- User-friendly capital planning dashboard gives you immediate access to summary information you need to analyze and prioritize new projects, and drill down into more detail information
- Link to active project data gives you a complete picture on evolving cashflow needs
- Integrated with e-Builder's enterprise level cost, schedule, workflow and document management, built in reporting, and third-party integration systems
- One database which takes advantage of historical data you can use to develop more accurate estimates of future projects