



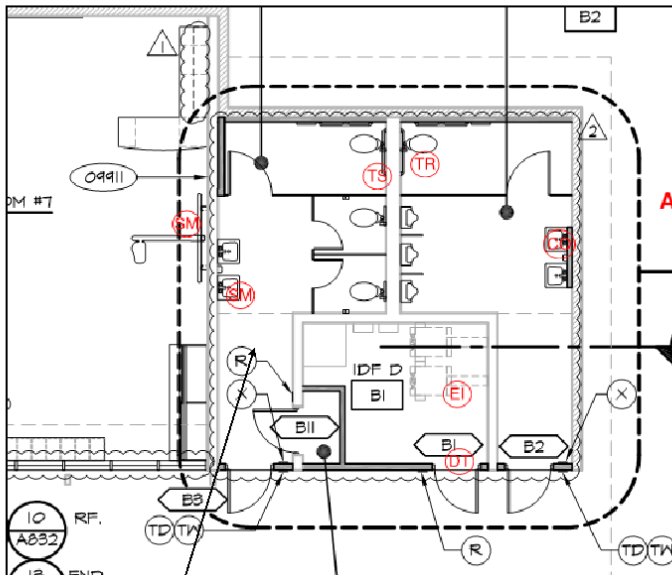
“ TEAMWORK MAKES THE DREAM WORK ”

INTRODUCING:

PAPERLESS PUNCH LIST REPORTING

Don't let your competitors gain the technological edge. Learn about the new way to do a Punch List Walk, Paperless Punch List Reporting. Never again do double the work because you have to re-type what you have written.

What is Paperless Punch List Reporting? Paperless Punch List Reporting uses a mobile device to mark punch list items then sends that information directly into a report that can be sent out to responsible party. Instead of going through with a set of plans and manually writing down information then having to go back and type all of that information up, you can use this process to eliminate steps. Here's how it works. Industry standard or pre-defined mark ups are produced before the Punch List walk. Take your mobile device with you as you walk, and drag mark up to item on plans (or take a picture). When finished you can create a report based on what you have marked and can send this document to responsible party directly from your mobile device. This will save you an enormous amount of time. Track the status of each item being completed by having responsible party enter drawing and update status. This process will improve your workflow as well as save time.



Drag and Drop

Punchkey Plan	Subject	Comment	Label
AT	AT	Access panel: tighten shut, touch up	
CF	CF	Clean foreign substance off surface	
CJ	CJ	Caulk joint: uneven or missing, repair	
CO	CO	Clean paint overspray	
CP	CP	Complete penetration	
DA	DA	Door adjust: does not close well, or not close flush	
DC	DC	Door closer adjust	
DH	DH	Door hardware: missing, install	
DF	DF	Door finish: damaged, repair	
DL	DL	Door lock does not work, repair	

Export to Report

Punch List - Building A & B

Building A-Boys Restroom - A9 (1)

Subject: TR

Space: Building A-Boys Restroom - A9

Page: Page A101

Status: None

Checkmark: Unchecked

Author: Garret Melrose

Date: 10/19/2013 7:02:18 PM

Color: ■

Responsibility: Stone & Tile

Item Type: Punch List Item

Tile chipped, repair

Building A-Classroom #03 - A3 (1)

Subject: CF

Space: Building A-Classroom #03 - A3

Page: Page A101

Status: None

Checkmark: Unchecked

Author: Garret Melrose

Date: 10/19/2013 7:00:13 PM

Color: ■

Responsibility: GC

Item Type: Punch List Item

Clean foreign substance off surface

Building A-Classroom #04 - A5 (2)

Subject: CF

Space: Building A-Classroom #04 - A5

Page: Page A101

Status: None

Checkmark: Unchecked

Author: Garret Melrose

Date: 10/19/2013 7:00:13 PM

Color: ■

Responsibility: GC

Item Type: Punch List Item

Clean foreign substance off surface

Building A-Classroom #04 - A5 (2)

Subject: TJ

Space: Building A-Classroom #04 - A5

Page: Page A101

Status: None

Checkmark: Unchecked

Author: Garret Melrose

Date: 10/19/2013 7:02:18 PM

Color: ■

Responsibility: Painter

Item Type: Punch List Item

Touch up

Building A-Classroom #05 - A6 (4)

Subject: CJ

Space: Building A-Classroom #05 - A6

Page: Page A101

Status: None

Checkmark: Unchecked

Author: Garret Melrose

Date: 10/19/2013 7:00:28 PM

Color: ■

Responsibility: GC

Item Type: Punch List Item

Caulk joint: uneven or missing, repair