

Primavera Contract Management R14

Creating the Company Directory

- Adding a New Company
- Copying Contacts

Creating a Project

- Defining the Project

Managing Drawings

- Adding a Document
- Recording Revisions
- Using Transmittals

Logging and Tracking Submittals

- Creating a Submittal
- Defining Workflow
- Tracking Approvals

Recording Project Communication

- Daily Reports
- Meeting Minutes

Managing Costs

- Using the Cost Worksheet
- Defining Cost Codes

Managing Contracts

- Budgeted and Committed Contracts
- Creating a Purchase Order
- Creating a Trend Document

Using Change Management

- Documenting Quotes
- Completing Negotiations

Managing Payment Requisitions

- Schedule of Values
- Retainage
- Updating and Certifying a Requisition

Using the Safety Module

- Recording a Violation
- Generating an Injury or Illness Report

Connecting to a P6 Schedule

- Linking to P6
- Documents and P6 Dates