

e-Builder Training Sessions Overview

Design Review Training - *Occurs prior to design start for project*

Attendees - Design Professional

Topics covered – drawing and specification submittals, review process, invoicing

Duration – 2 Hours

Format – Classroom* or Webinar

Construction Project Team System Training – *Occurs prior to preconstruction/ construction start for project*

Attendees - Design Professional, Construction Professional

Topics covered – construction processes: change orders, payments, submittals, RFI's, etc.

Duration – 2 Days

Format - Classroom*

Using Agency Training – *Occurs prior to preconstruction/ construction start for project*

Attendees - Using Agency

Topics covered – general overview and navigation, allotments, reports

Duration – 4 Hours

Format - Classroom* or Webinar

Construction Project Team Closeout Training - *Occurs prior to construction project closeout*

Attendees - Design Professional, Construction Professional

Topics covered – final inspection, retainage release, closeout documentation, punchlist

Duration – 4 Hours

Format - Classroom* or Webinar

Procurement Training – *Occurs prior to project bid (Intended for potential contract bidders)*

Attendees - Design Professional, Construction Professional

Topics covered – bidding guidance

Duration – 1 Hour

Format - Webinar

- * *Classroom trainings are generally held at 270 Washington Street in Atlanta. In certain cases, training may be held at or near the jobsite - contingent on availability of space and distance of project from Atlanta.*