

MBElite Post Contract Training Syllabus (1 Day Course)

Post Contract Properties

- Post Contract Project Properties
- The Post Contract Project Structure

Creating a New Final Account

- Enabling Post Contract

Basic Post Contract

- Screen Layout – Recording Instructions
- Screen Layout – Measuring and Pricing Instructions
- Pricing Instructions
 - Direct Entry
 - Copying from elsewhere using the Project Manager Tree
 - Copying from elsewhere using Search Facility
 - Selecting an Item from the Library
 - Importing part of a previous BQ or Cost Plan from Excel
 - By linking to a Bill Total/ Remeasurement Bills
- Selecting your Post Contract Item order

Reports

- Cost & Final Account Reports

Valuations

- Creating a Valuation

Remeasurement – An Explanation