Dokumente von Bimplus herunterladen

All members of a project are authorized to download project documents from the Bimplus platform.

To download a document from the Bimplus platform

This is only possible if ...

You are signed in to the **BIMPLUS** web portal (see "Signing in to the **BIMPLUS** web portal") You are a member of the Bimplus project

- 1. Make sure the required project is the current project (see "Selecting the current Bimplus project")
- 2. Select the navigation menu by clicking Show navigation menu on the title bar of the BIMPLUS web portal.
- 3. Click Documents.

You can see the documents of the current project.

4. If **I** con view is selected:

Point to the document that you want to download. Click • Options and then • Download document.

Or

If **Table view** is selected:

Click Download document in the Options column of the document that you want to download.

Or:

On the side menu, open the tree structure and go to the **Document** that you want to download. Click **Options** and then **Download** document.

- 5. A dialog box opens. Decide whether you want to open the document or save it locally on your computer. Then click **OK**.
- If you want to save the document locally: Select the folder and file name and click Save.

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