

# 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  **Icon 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**.
6. If you want to save the document locally:  
Select the folder and file name and click **Save**.

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