Welcome to CoConstruct

an online system for managing projects between builders, clients, trade partners, trades, and vendors.

You may not receive access to all of CoConstruct's features right away, but here is a quick guide of what you should know, so CoConstruct can simplify you life, too.

Got Questions?

Either ask your builder or call CoConstruct Support directly for free at 800-213-3392, option 2 and we are happy to help!

Notes

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Get in touch with us

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✉ support@coconstruct.com

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COCONSTRUCT™

Quick-Start Guide for Subs + Vendors

Summary E-Mails

See what you need to do, when, and where, in the next 60 days

One or more mornings a week, you may receive a single email that lists schedule, to-do, and warranty items assigned to you in the next 60 days. You'll see the task description, project address, dates, and a link to confirm any new or updated schedule tasks.

Thanks to this email, CoConstruct helps you stay on top of what you need to do, so you spend less time on admin work in your day.

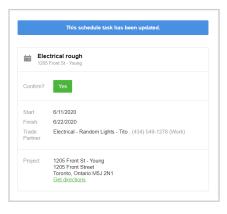If you want this email on different (or more) days, let your builder know, and he can change it in your profile.

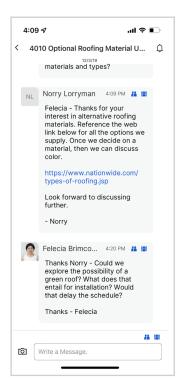## Individual Task Notifications

Get immediate notifications about new and changed tasks via email or text

Your builder may also have you set up to receive an email or text message about specific tasks that are new or that have changed. These updates would then also be reflected in your next Task Summary Email.

Got a question about the task? Need to shift a date? Simply reply to the message.

Whether you're using email or text, CoConstruct will store your message, send it to your builder, and keep the entire paper trail organized for you both. There's no need to fire up a separate email to reply.

Comments

See all of your conversations about an item without hunting through email.

When your builder sends a comment to you, you will receive it via text or email. To respond, press reply, type your response, and hit send. CoConstruct handles the rest to make sure all of the right people are in the loop.

CoConstruct tracks comments on an item-by-item basis. So, for example, your comments about pouring footers will be together, and won't be mixed up with a conversation about lot grading.
If you get these comment alerts via email, you'll also see the entire history of the conversation about that particular item, so you never have to dig back through your email.

Bid/Quote Requests

Get more business by submitting quotes for future projects

When working on an estimate for a new project, your builder may use CoConstruct to send you a bid or quote request. This email will list the items to quote, along with a link to necessary files, such as the plans.

You don't have to respond right away, but there will be a button in the email to click so you can tell your builder if you plan to eventually provide a quote.

To submit your information, reply to the email with your notes and any file attachments you may have. That's it! You don't even have to log in.

Web + Mobile Access

Check files, see selections, and more on your phone and computer

Many of the time-saving items in CoConstruct can be done right over email and text. However, your builder may also choose to give you access to log into the system to see and re-spond to additional items, like the schedule, specs, and other files.

If so, you will receive an invitation email to create your account and set your password. Once you do, you can log in at wwwcoconstruct.com or download the CoConstruct app to get to your informa-tion on-the-go. You don't even have to log in.