



# StarProject

for Notes

business

software

for  
architects  
engineers  
contractors

**StarProject for Notes**, Geac AEC Business Solution's project management software allows you to analyze and update critical job data at the job site and to **link** owners, engineers, architects, subcontractors, job site and main office in a tight **communication** network.



With StarProject for Notes, clients or other approved participants record, store, organize, report or inquire about any part of the project from **any location**. Everybody involved benefits from increased **productivity** in the field and in the office.

Imagine state-of-the-art software that walks you through project management moment by moment. With StarProject for Notes, the full team of experts involved with a project (architects, engineers, clients, general contractors, project managers and others) collaborate over the internet to complete the project.

Construction projects normally involve a highly variable process filled with approvals, paper handoffs and meeting or teleconference notes. The resulting complexity, duplication and rework can all be easily managed with this software.

StarProject for Notes, by Geac AEC Business Solutions, streamlines the management of construction activities. It speeds approvals, manages retention and controls cash flow. It tracks the construction activities of your project the way you want all in a real time, on-line, paperless environment.

## **Integration with Accounting**

StarProject for Notes integrates with StarBuilder, Geac's core job cost accounting and management software. Key information automatically flows where it is needed. This powerful, state-of-the-art application allows you to stay on top of your project status/costs and delivers quality construction projects, on time. It also operates stand-alone or interfaces with your existing system.

## **Everybody Gets Involved**

Architects and engineers approve submittals and RFIs, while clients and general contractors gain increased management control. Insurance representatives can review incident reports, photos and eye witness accounts.

It's easy to use. A browser and approved access to the secure project web site is all that is needed. With StarProject for Notes, participants record, store, organize, report or inquire about any part of the project from any location.

### **System Features**

- Management Control: Maintain control on all aspects of the project
- Reduce Paper Work: Reduce the amount of paper flow; all concerned can see the same information from anywhere
- Standardization: Reduce learning curve with one standard system
- Accountability: Each is accountable for his/her contribution to the project

- Reduce Overhead: Staff concentrates on critical aspects of the job and manages the details easily and more effectively
- Easy to Use: Emulates the traditional administration environment
- Integration: Integrates with StarBuilder and makes information retrieval easy from any location

## **Site Administration**

The Site Management feature allows access to the daily reporting activities, tracks open RFI's and logs all important telecommunications with the construction team. With a digital camera, StarProject for Notes maintains a log of site progress in pictures. The team to schedule activities and monitor them using your favorite scheduling program.

### **Site Administration Features**

- Project Profile
- Expediting
- RFI Tracking
- Daily Diary Reporting
- Photographs
- Telecommunication Logging
- TQM
- Meeting Notes
- Submittal Process
- Transmittals
- Operating Procedures

## **Project Management**

The project management feature gives project managers total control from the pre-bid process through contracts and change orders. This module creates and tracks all prime contracts and issues all subcontracts and purchase contracts. It tracks change bulletins, calculating totals and ensuring that change orders are written and all inclusions and exclusions.

### **Project Management Features**

- Pre-bid Process
- Write Contracts and Change Orders
- Track Contract Status
- Change Order Follow-up
- Change Bulletins

StarProject for Notes creates and **tracks** all prime contracts. It tracks change bulletins, **calculating** totals and ensuring that change orders are written. It issues all subcontracts and purchase contracts and tracks all inclusions and exclusions.

## Cost Control

This feature allows project managers and superintendents to track job costs on their projects. It integrates with StarBuilder and allows the team to view all invoices paid, cost estimates, actual amounts and production figures while calculating projections for every cost item.

### Cost Control Features

- Estimation
- Variances
- Material/Labor
- Production Monitoring
- Forecasting
- Accounting Integration

## Risk Management

Through this module, the organization can reduce its risk. Warning lists show expired insurance certificates for subcontractors that are logged in the field. Incidents on the sites can be reported and resolved in a timely manner. It tracks bonds, litigation and OSHA citations in order to ensure that the job site is a safer place.

### Risk Management Features

- Track Insurance Certificates
- Claims Management
- Incident Reporting
- Coverage Reporting
- Federal State Regulatory Tracking
- Surety Management



3150 Premier Drive  
Suite 128  
Irving, Texas 75063

Phone: 800/851-1115  
Fax: 972/714-9420

[www.aec.geac.com](http://www.aec.geac.com)