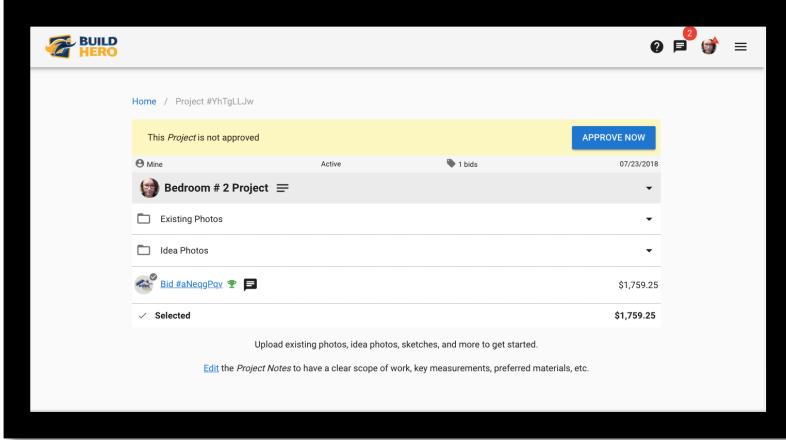


Approve Now:

The “**approve now**” button is always listed on the project page (as seen below). The “**approve now**” button will appear after at least one bid has been requested. The button will stay from that point forward and will also serve as the “**approve now**” button for changes to the selected/approved bid. In our example in this training section, we are only utilizing one bid.



Approve Now:

This feature allows for customers or contractors to approve the bid or change orders for the bid.

Features of Approve Now:

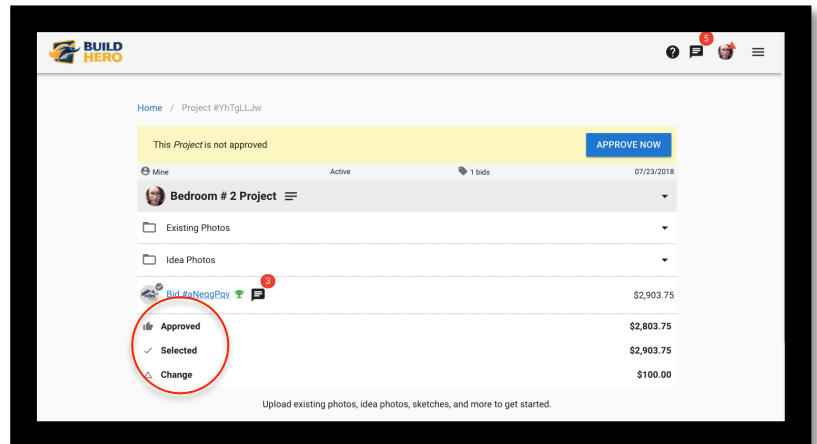
- **On Project Page:** The “**approve now**” button is always on the project page. It will only appear after one contractor is invited or bids on the project.
- **Force Approving:** Contractors can force approve a bid. This is generally done for customers whom do not wish to utilize the software piece of Build Hero.
- **Time Stamps:** Date & time stamps are placed in the main level discussion.

Approve Now:

The discussion feature allows for multiple users to discuss the project as a whole or simply an individual piece of the project.

Features of Discussions:

- **Approved / Selected / Change:** In this area the total are easily seen.
- **Approved:** Shows what has currently been approved.
- **Selected:** Shows what item(s) are on.
- **Change:** Shows the change amount to the original approval (change order).



Take Note:

Users on the Project / Bid: Any user on the project / bid will be notified when a bid gets approved. (Subs, suppliers, contractors, etc.)