

# Working with the Basic Properties Tab

The *Basic Tab* is one of four tabs that are shown in the *Properties Pane* on the right side of the *SmartBuild* window when you are in *3D Mode*, *Job Review Mode*, or *Drawings Mode*. (See Figure 1 below.) The *Basic Tab* contains job properties that have been identified as among the highest priority for quick review by our customers.

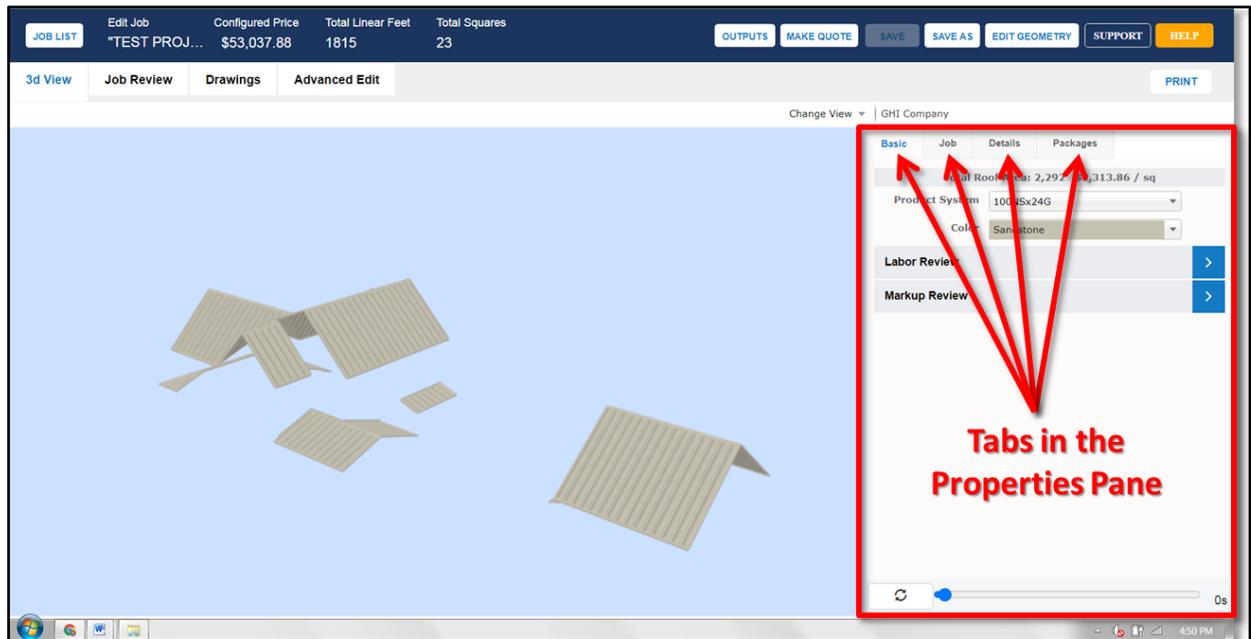
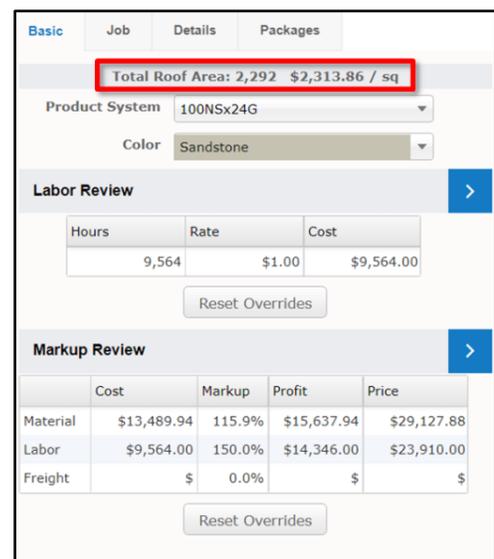


Figure 1: The four tabs of the *Properties Pane* shown, with the *Basic Tab* open.

At the very top of the *Basic Tab*, you will find a read-only display of the Total Square Feet and the Price per Square Foot for the open job. Below this information, are the following important fields:

- **Product System** – This field displays the metal type, gauge, and preferred length (a.k.a. “Product System”) to be used on your roof. The *Product System* was initially selected by Roofing Passport at the time your model was generated, according to your organization’s predefined framing rules. If you would like to change the *Product System* for this job, click on the drop-down arrow to make your selection. Be sure to click on the *Save* button to keep your changes.
- **Color** – This field provides a drop-down list of all the colors in which the currently selected *Product System* is available. Any change made here will be applied to all panels and trim for this job. Click on the *Save* button to keep your changes.



- **Labor Review** – The *Labor Review* section provides editable fields for controlling the Hours, Rate, and Cost associated with the labor for this job. Be sure to click on the Save button to keep any changes.
- **Markup Review** – The Markup Review table allows you to view and edit your Cost, Markup, Profit, and Price associated with the Material, Labor, and Freight required for this job. Click on the Save button to keep any changes.