# Jarvis platform usage guidelines

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# 1. platform overview

JARVIS BIM cloud platform is developed based on WebGL technology. For your

better experience, Chrome and firefox are recommended, but Safari, 360 and ie are

not recommended. JARVIS BIM cloud platform is centered on BIM, providing a new

collaborative work platform for all parties of the project. In the future, JARVISBIM

cloud platform will provide a big data platform to realize the functions of BIM

information management, deep learning and intelligent analysis based on cloud

computing.

2. The login

2-1. To log in

1. Open the Google browser;

2. Access to jravisbim platform;

3. Enter your account and password and click to log in;

Note: visit address: https://isbim.jarvisbim.com.cn



### 2-2. Forget your password

Click the "forget password" link in the login page, enter the following page and enter the login email, The platform will send mail to your mailbox, and users will follow the corresponding prompts to complete the secret after receiving the mail The reset code.



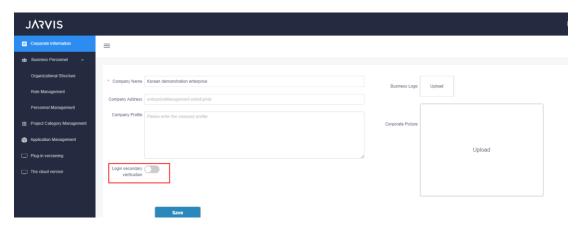
Enter the mailbox, click to find the password link, in the open password reset page,

enter the new password, click submit.



# 2-3. Forget your password

2.3.1 [Settings]-[Enterprise Management] - Enable [Login Second Authentication];



2.3.2 All members of the enterprise will need to pass the second authentication to log in successfully the next time they log in;

# 3. The enterprise management

## 3-1. Enterprise data

3.1.1Click "Settings" - "enterprise management" in the upper right corner to enter the enterprise management interface;

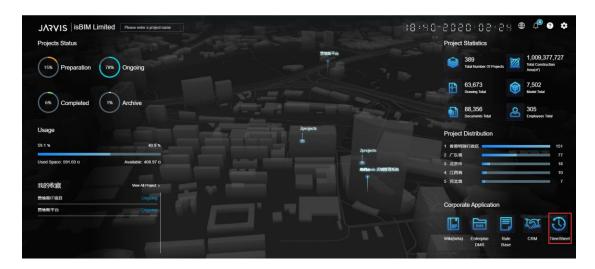




- 1) enterprise information (enterprise name, enterprise address, enterprise profile, enterprise logo and enterprise picture) can be edited;
- 2) enterprise personnel management (organization, role, role group, personnel information);
- 3) project category management (project category management, information panel management, field management, application correlation);
- 4) application management (new project-level application);

# 4. Enterprise application

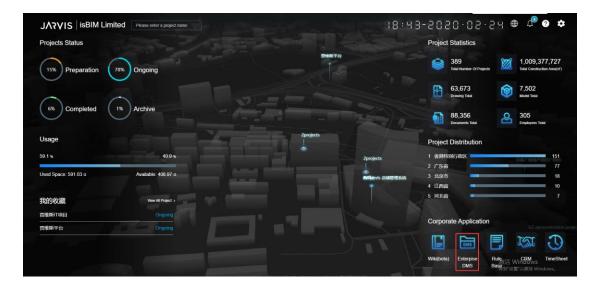
### 4-1. Time Sheet



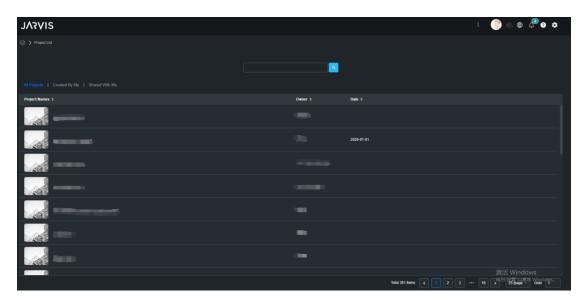
For details, please refer to the manual use guidelines of Jarvisbim platform;

# 4-2. Enterprise DMS

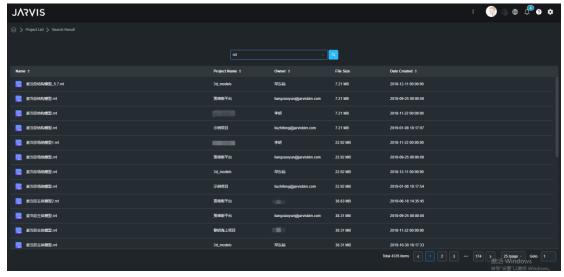
4.2.1. Click the DMS icon to enter the DMS project list interface;



4.2.2 operate in the DMS list interface;



- A. Input retrieval file (obfuscatable);
- B. Recently retrieved records;



After retrieval, the list displays the retrieval result. Click the file name and enter the project document interface of the project.

# 5. The project management

#### 5-1. List of items



a: search the project or project team (search by project name and city)

b: export items (export all items under the current list, filter the export by category when there are multiple item categories)

c: batch import projects

d: create the project team

e: create the project

#### Note:

#### I. export project precautions:

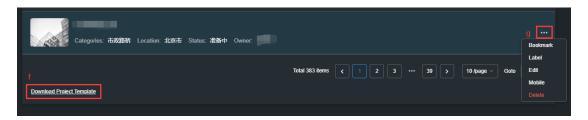
- 1. Export items directly (all fields) when the list has only 1 item category.
- 2. When the list has multiple categories, the item category is selected by popover

and then exported (all fields).

#### Ii. Notes for import project:

Notice whether the items under the current level of import update data or import data.

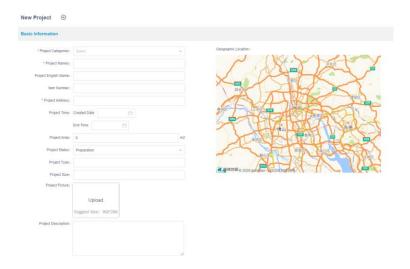
- 1. There is no project name data in the EXCEL table in the current project list interface, so the pop-up window confirms "confirm import of XXX data" twice. Click "ok" to import, and click "cancel" to not import.
- 2. The current project list interface already has the project name data in the EXCEL table, then the pop-up window confirms "confirm to update XXX data" twice, click ok to start the update, and click cancel to not update.
- 3. If the item data in the X EXCEL sheet is in the current item list interface, and the item data in the Y EXCEL sheet is not in the current item list interface, the pop-up window will confirm "are you sure to import the Y data and update the X data?", click ok to start processing, click cancel not processing.



- f: Item drop-down menu (collect, label, edit items, move items to the project team, delete items).
- g: Download project imported templates (filter download templates by project category).

# 5-2. Create the project

Click "create project" in the list of projects, enter the create project interface, fill
in the information and submit as follows:



# 5-4. Project homepage



a: The main information of the project.

b: Project statistics (number of people, number of drawings, number of models ...).

c: Project details (panel and field information).

d: Project recently uploaded files.

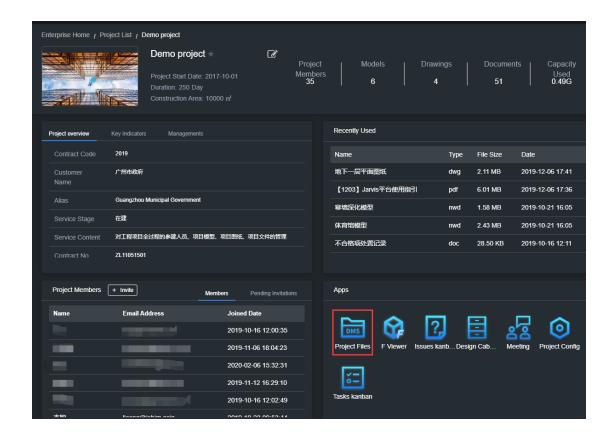
e: Project staff.

f: Application of the project (application corresponding to the project category).

## 5-5. Project application operation

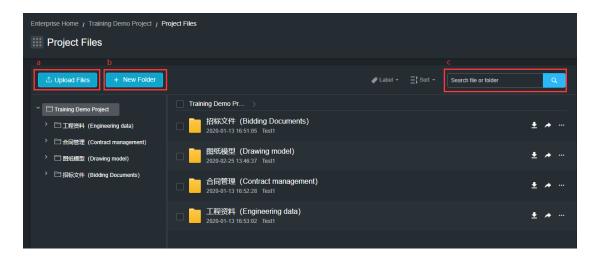
## 5-2-1. Project documentation

1. Project document entry



S

#### 2. Project document function description



a. Support upload (rvt, ifc, dwg, pdf, xls, word, ppt, jpg, gif, jpeg, gif, png, bmp) format files, and you can use the shortcut key shift + multi-select file upload; support upload folder (browser compatible) (Yes: Google, IE, Firefox);

#### b. New file;

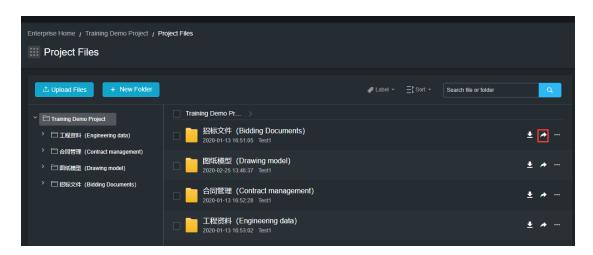
c. Search for files, folders, and file formats

#### 3. File upload



Upload an existing file with the same name and choose (Add, Overwrite, Update)

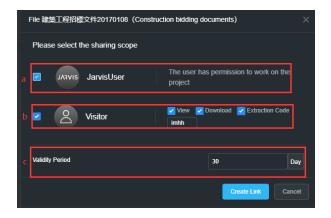
- a. Add: Click to add a file with the same name
- b. Overwrite: Click to overwrite the original file
- c. Update: Click to update the original file and upload a version
- 4. File sharing
- 4.1 Share the entrance to the folder:



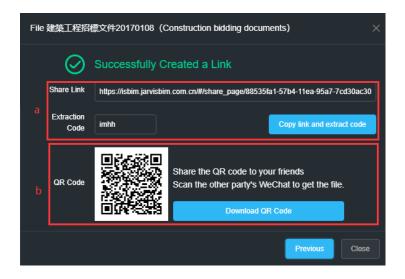
4.2 Entrance to single file sharing:



#### 4.3 Share operation:

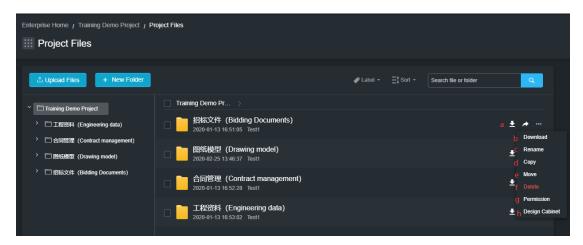


- a. Share to Jarvis: The file / folder's viewing / use permission will follow the Jarvis' permission to the project where the file is located; b. Share to the visitor: The visitor can be set to view, download or extract code view settings;
- c. Validity period: set a valid period for the current file / folder, expired automatically expires;
- 4.4 Sharing Guidelines:



- a. Copy link and extract code: Copy link and extract code at the same time;
- b. Download the QR code: You can download the QR code to your local site, and scan the code on WeChat to get the file;
- 5. Folder operation details

Click [...]to perform the following operations on the corresponding folder



- a. Download the file;
- b. Download the folder;
- c. Rename the folder;
- d. Copy the folder;

- e. Move this folder to another directory;
- f. delete the folder;
- g. For details on data permissions, please refer to the "Jarvis Platform Permission Operation Manual" document;
- h. Attach all files in this folder to the cabinet;
- 6. File operation details
- Click [...] to perform the following operations on the corresponding file



- a. Download the file;
- b. Download the file;
- c. Rename the file;
- d. Copy the file;
- e. Move the file to another directory;
- f. delete the file;
- g. For details of data permissions, please refer to the "Jarvis permission description" document below);

- h. File belongs to a cabinet;
- i. Adding tags;
- j. Update, this file can be selected to upload a new version of the document;

#### 7. Batch operation file

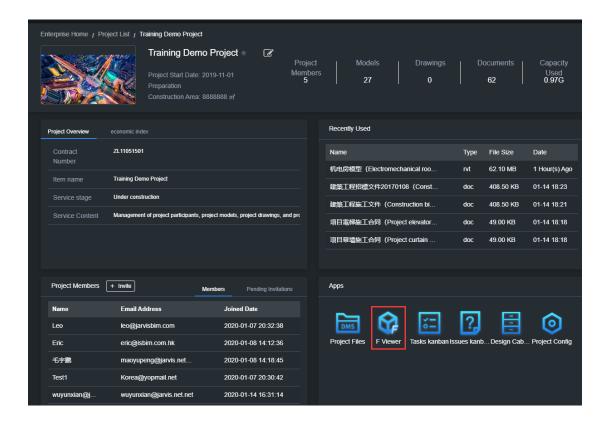


Click on the file / folder to select it, you can perform the following 4 operations on the file

- a ---- Bulk package download;
- b ---- attribution chart cabinet;
- c ---- Move in batches;
- d ---- delete in batches;

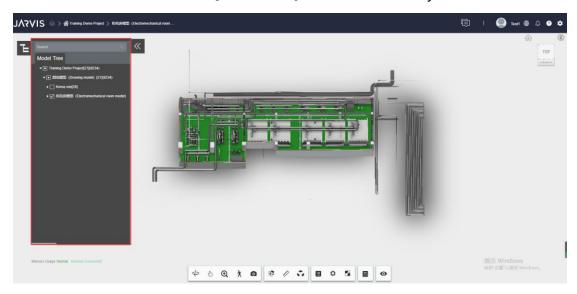
#### 5-2-2. Model collaboration

1. [F Model Browse] Entrance



#### 2. Model assembly

Click the model list under the [Model Tree] for model assembly;



3.F model browsing function description



- a. Dynamic observation: the model can be rotated 360° around the model origin;
- b. Move: Click to switch the move mode, you can move the model to any position;
- c. Zoom: zoom in or out of the current model;
- d. First perspective: browse the model in the first visual mode;
- e. Camera interaction



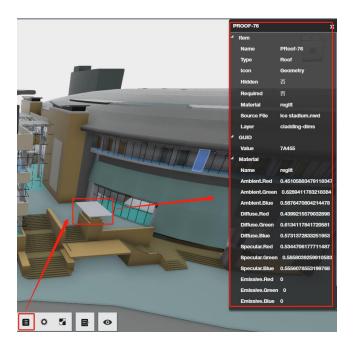
- ① Full view: click to switch to full model display;
- ② Focal length: press ctrl + shift and drag to use;
- 3 Scroll: press ctrl + shift and drag to use;
- f. Screenshot analysis: X angle section, Y section, Z section and other three angle sections can be used;
- g. Measurement: Click to select the measurement distance, angle, calibration and set the measurement unit;



- ① Measuring length;
- ② Measurement angle;
- 3 Delete measurement;
- 4 Measurement settings;

h.Decompose the model: click and drag the scroll bar to view the model components;

i. Features: Click to pop up the display window, and then click a component to display the parameters of the component;



- j. Settings: Click [Settings] to check the pop-up page settings;
- k. Full screen display: click to switch to full screen display;

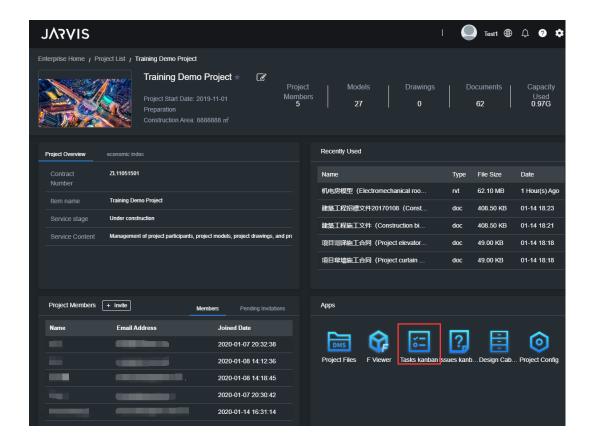
I. Annotation: Click [Annotation] to pop up the operation annotation operation page, and then you can perform frame selection, graffiti and other operations on the view; m. Viewpoint:



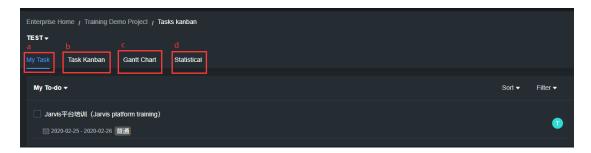
Click on the viewpoint list to switch to the current viewpoint;

### 5-2-3. Work Kanban

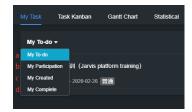
1. Work Kanban entrance



#### 2. Tasks kanban



- a. My tasks: show my to-do tasks by default;
- b .Task Kanban: show all tasks of the project by default;
- c.Gantt chart: use Gantt chart to show tasks;
- d. Statistics: analysis and dashboard display of all mission data;
- 3. my task

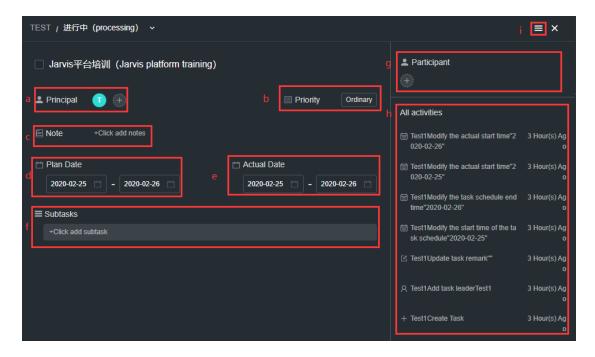


- a .My To Do: Show all the to-do tasks for operating the account;
- b. My participated in: Demonstrate all the tasks involved in operating the account;
- c .My created: show all created tasks of operation account;
- d .My Completed: Shows all completed tasks for operating the account;

#### 4. Task Kanban



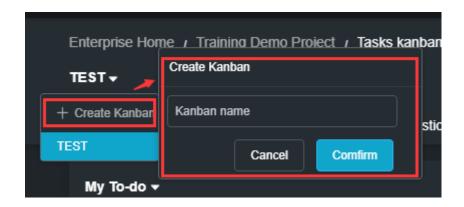
- a. Kanban: Can be switched or created;
- b. Task list: Display the task list of the Kanban board selected by A;
- c. Add a new section: click to add a new section (eg: in preparation);
- 5. Mission details



- a. Person in charge: You can add multiple persons in charge;
- b. Priority: Prioritize by ordinary, urgent, and super-urgent;
- c. Note: text information can be entered;
- d. Planning time: planning start time and planning end time;
- e. Actual time: actual start and planned end time;
- f. Subtasks: You can set up subtasks and record the completion status of the subtasks;
- g. Participants: multiple kanbans can be added;
- h. Dynamic: Show all changes of the task;
- i. Move tasks: move tasks to any kanban and any section;

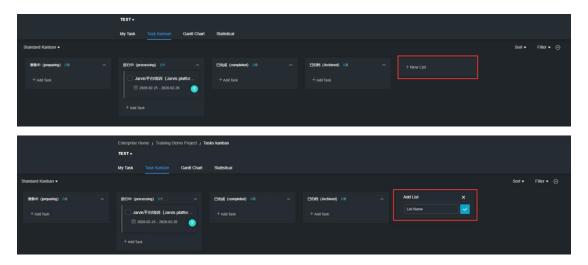
#### 6.New Kanban

6.1 Create kanban: pull down the kanban name, click [create task kanban], enter the kanban name, and click  $\lceil \sqrt{\rceil}$ , the creation is successful;



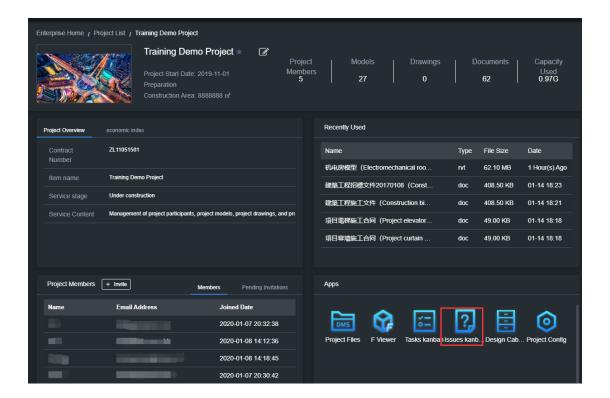
5.2 Click [Add New Section], enter [Section Name], and click  $[\[\sqrt{}\]]$ , the creation is successful;

(The section will be displayed as the default kanban)

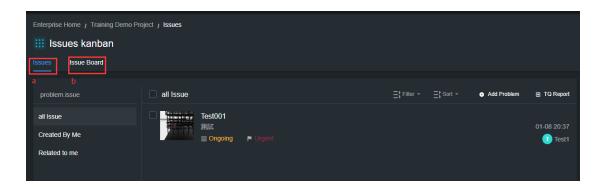


### 5-2-4. Issues board

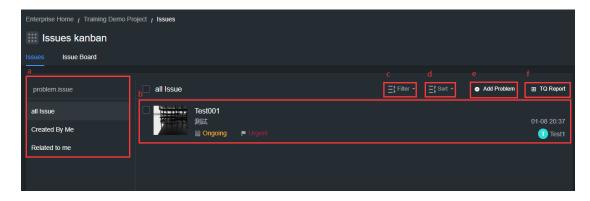
1. Issues management entrance



#### 2.Issues kanban



- a. Issues: the problem management page of the operation account;
- b. Issues Kanban: Show all issues of the current project in Kanban form;
- 3. Issues management:



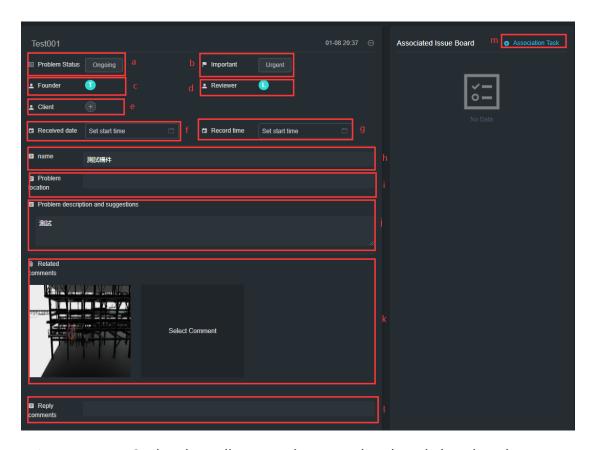
- a. Issues type: Dimension by all Issues, I created, related to me;
- b. Issues type: Dimension by all Issues, I created, related to me;
- c.Filtering: You can filter by all, pending, ongoing, completed, and closed dimensions;



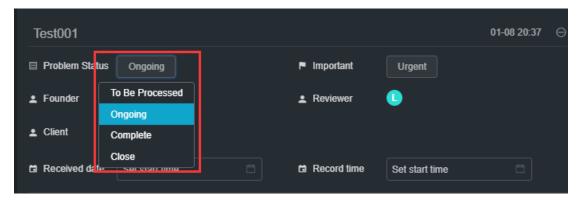
d .Sorting: The Issues list can be sorted by creation time order, reverse creation time, and creator;



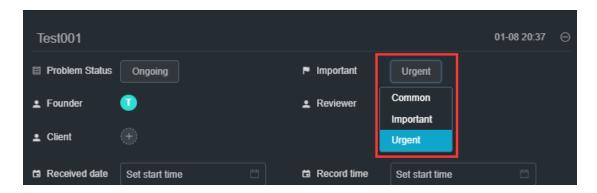
- e. Add Issues: Add a new Issues;
- f.TQ report: Export problems as TQ reports;
- 4. 4. Add / Edit Issues



a. Issues status: Optional pending, ongoing, completed, and closed as the current problem status;



b.Importance: You can choose ordinary, urgent, or super-urgent as the importance of the current issue;



c.creator: automatically record the current Issues to create an account;

d.Reviewer: select any project member as the reviewer of the Issues;

e.Customer: select any project member as a customer;

f. Receiving time: select any time as the receiving time;

g.recording time: select any time as the recording time;

h .component name: text input component name;

i. Issues location: text input Issues location;

j. Issues description and suggestion: text input Issues description and suggestion;

k.related annotations: you can associate the relevant annotations of the model and click to jump to the Issues location;

I.Reply to comments: text input reply comments;

m.related tasks: any task can be selected;

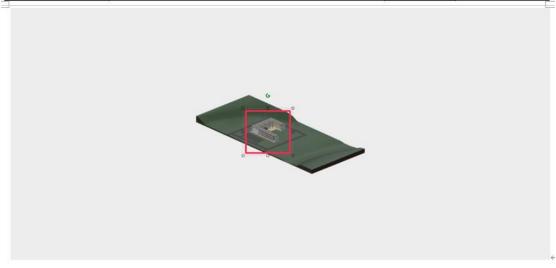
#### 5.TQ report

Select the Issues to be exported and click [TQ Report] to export the TQ report in a fixed format (as shown below);

# TQ 报告。

项目名称: 贾维斯 IT 项目↔

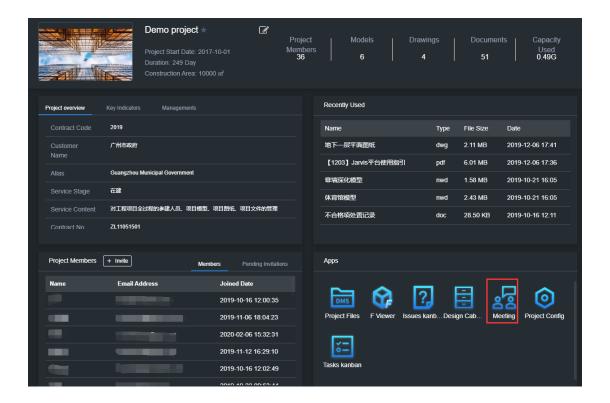
问题编号↩	检查面积中	发起人	Eric⇔
图纸/模型文件名称《	42	发起日期一	2020-01-10 15:51:32↩
问题描述□	43	报告日期日	2020/02/17₽



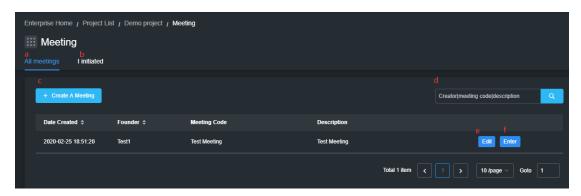
回复←	签章/日期₽	客户名称
ą	43	t)

# 5-2-5. Meeting

1. Meeting

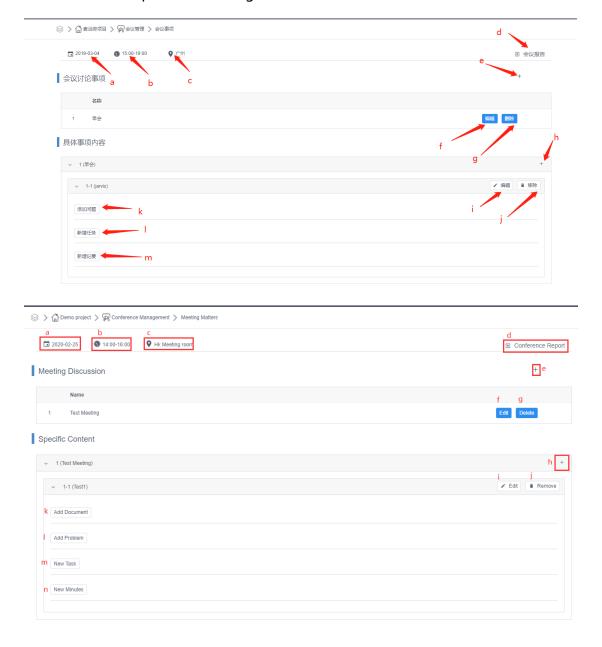


#### 2. Meeting Function



- a. All meetings: tab to all meetings, you will see all relevant general meetings of the project.
- b. I initiated: I switched to tab, and I will see the general conferences I initiated in the project.
- c. Search box: you can enter the creator, meeting code and keywords to search the meeting.
- d. Create a conference: Create a new conference.

- e . Edit: edit the meeting (meeting code, meeting description, label color).
- f . Enter: Enter the meeting event details page of this meeting, create / edit event content, please refer to [Conference Event] below for details.
- 3. Function description of meeting items

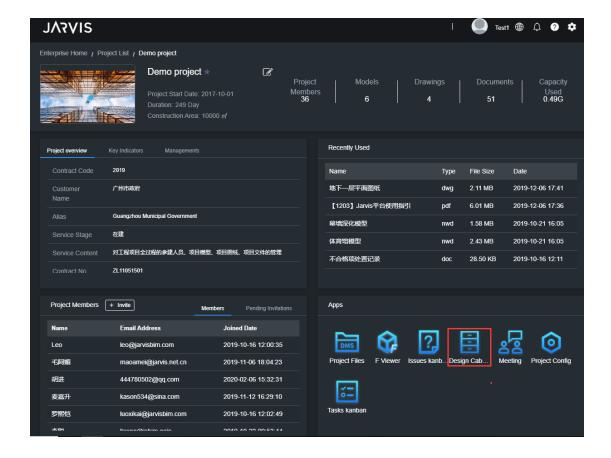


- a. Meeting date: editable meeting year-month-day.
- b. Meeting time: editable meeting time.

- c. Meeting place: editable meeting place.
- d. Meeting report: click to generate a meeting report of the meeting matters.
- e. Create +: Click + to add / add multiple conference discussion topics.
- f. Edit: edit the title of the meeting discussion items.
- g. Delete: delete the meeting discussion items.
- h. Create +: Click + to add / add multiple specific item content titles.
- i. Edit: edit the title of the specific item.
- j. Remove: Clicking will delete the title of the specific event and the content of documents, tasks, and minutes under the specific event.
- k. Add documents: can associate project documents.
- I. Management issues: can manage "problem management" issues.
- m. New task: add task (task summary, start time, performer). After the task is added, a meeting task will be generated. The meeting task can be viewed in [work task] .
- n. New summary: new meeting content.

### 5-2-6. Design cabinet

#### 1. Design cabinet



3. Design cabinet function description



- a. Create a label: create a new cabinet label
- b. Cabinet details: Click the cabinet tab to view the files that have been assigned to the cabinet
- b. Permission: Set the data permissions of this cabinet. For details, please refer to the "Jarvis Permissions" document.
- c. Edit: Edit the label name and color of the cabinet
- d. Delete: only delete the cabinet, but will not delete the files that belong to the

# 5-2-7. Project configuration

#### 1. Project configuration entrance

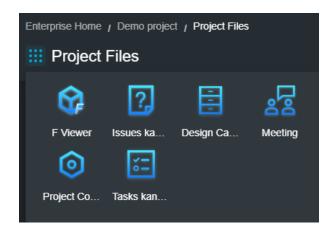


#### 2. Project configuration function description

For details, please refer to the "Jarvis Platform Permission Operation Manual.doc" document

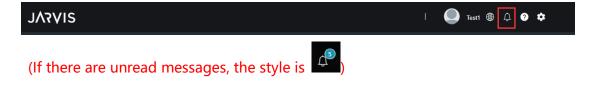
### 5-2-8. Other settings

 Switch applications: Click the application button next to the application name to quickly switch applications;



# 六. Notification system

The notification system is a notification module covering the entire station, and will include task notifications, project notifications, enterprise notifications, system notifications and other reminders;



### 6-1 Task notification

1.通知样式



- a. Sort: Display unread messages in reverse time order;
- b. Can be marked as read with one click (read messages will no longer be displayed in the list);
- c. Click to read, click to open details;

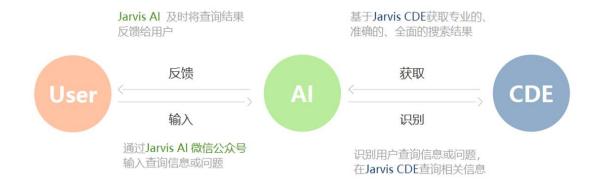
# 七. Jarvis Al

#### 7-1. The relationship between Jarvis AI and Jarvis CDE

#### 7-1-1.Jarvis AI Explanation:

Jarvis AI builds a building business function system based on Jarvis CDE. Users enter the required query content, Jarvis AI accurately identifies and understands requirements, provides CDE high-quality search results, and improves the work efficiency of the construction industry.

#### 7-1-2. Relationship between users, Jarvis AI, Jarvis CDE



### 7-2. System support environment

- 1. The product is used in the mobile WeChat public account.
- 2. The product server supports WeChat public account of IOS \ Android \ PC.
- 3. The database uses Mysql 5.3, Elasticsearch, MongoDB.

#### 7-3. Features

First, you need to use the mobile phone to pay attention to the "Javis AI" WeChat public account. All the following commands are located in this public account to operate.

### 7-3-1. log in

Enter the command "log in" or "help", and a login prompt message will pop up. Click the prompt message and enter the Jarivs platform user name and password to log in. The query data and call command will be related to the account. The commands and query files for different account calls They are different, as shown in Figure 1-1-0.



Ps: Account password: Enter "Trial" in the account, or click the trial application at the bottom right corner of the login interface to apply for a trial account, and customer service will contact you.

If you are not logged in, you will only have the smart chat function.

### 7-3-2. Scene view

Use the help document to quickly guide users to get started with the product.

Enter the command "Scene View" to reply to the guide link, click the guide link, as shown in Figure 1-2-0 below.



图 1-2-0 场景查看

Select the statement you want to query and click Copy. Return to the Jarvis Ai public

account and paste it to get a reply.

# 7-3-3. Information inquiry

Associated with the Jarvis platform, you can query the DMS file system uploaded on the Jarvis platform by entering a specific sentence, and the entered sentence can also be copied in the scene query.

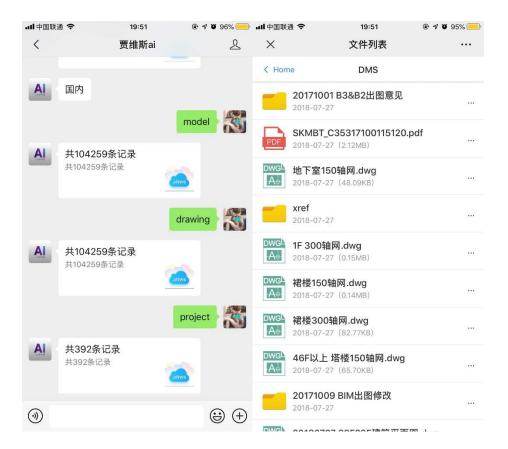
#### 7-3-3-1. Item search

View the file information, you can view the project information under the Javris platform according to the time and region, and enter the command "View Hengbi Project" to display the project information, as shown in the figure below.



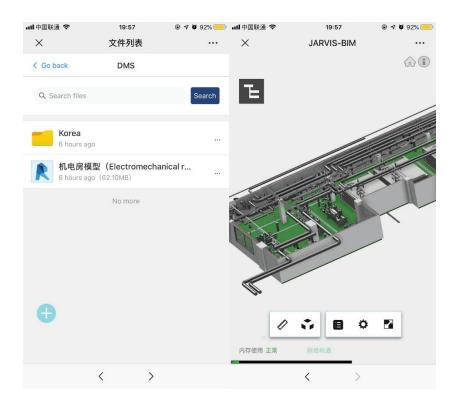
### 7-3-3-2.文件搜索

输入命令,会回复引导的小程序卡片,点击小程序卡片即可跳转.



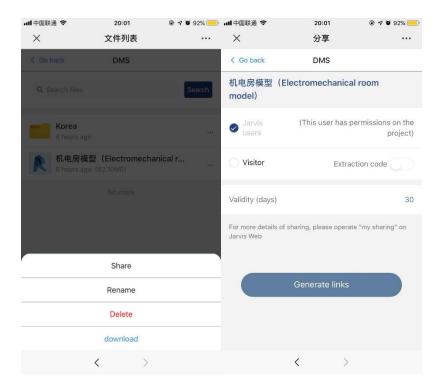
# 7-3-4. File display

The query file can be opened and displayed in the applet. After querying the applet card, click to open the model.



# 7-3-5. File sharing

The inquired files can be shared with friends, which can be shared as links or as applet cards.



If you encounter files that you do not have permission to share, you need to determine whether the sharing permissions are authorized on the Jarvis platform.

### 7-3-6. Building Standard Library

Query the specifications of the standard building database, the data source website of the standard building, enter "Query Bim specifications".



### 7-3-7. Issues Management

It is used to record the problems that may occur during the project. It is synchronized with the Jarvis platform data. The mobile terminal can complete the statistical display in the Jarivs platform after completing the filling. Enter "problem management" to call the applet card, and click to enter according to the applet card. Or enter "New Question" to quickly enter a question record based on the reference link of the reply.



图 1-7-0 问题管理

### 7-3-8.办公室情况

Correlate nail data, you can check the employee's punch card status and the number of employees, enter "view xxx work in that office", you can query the person's work place and punch card status.

