

## Section 6

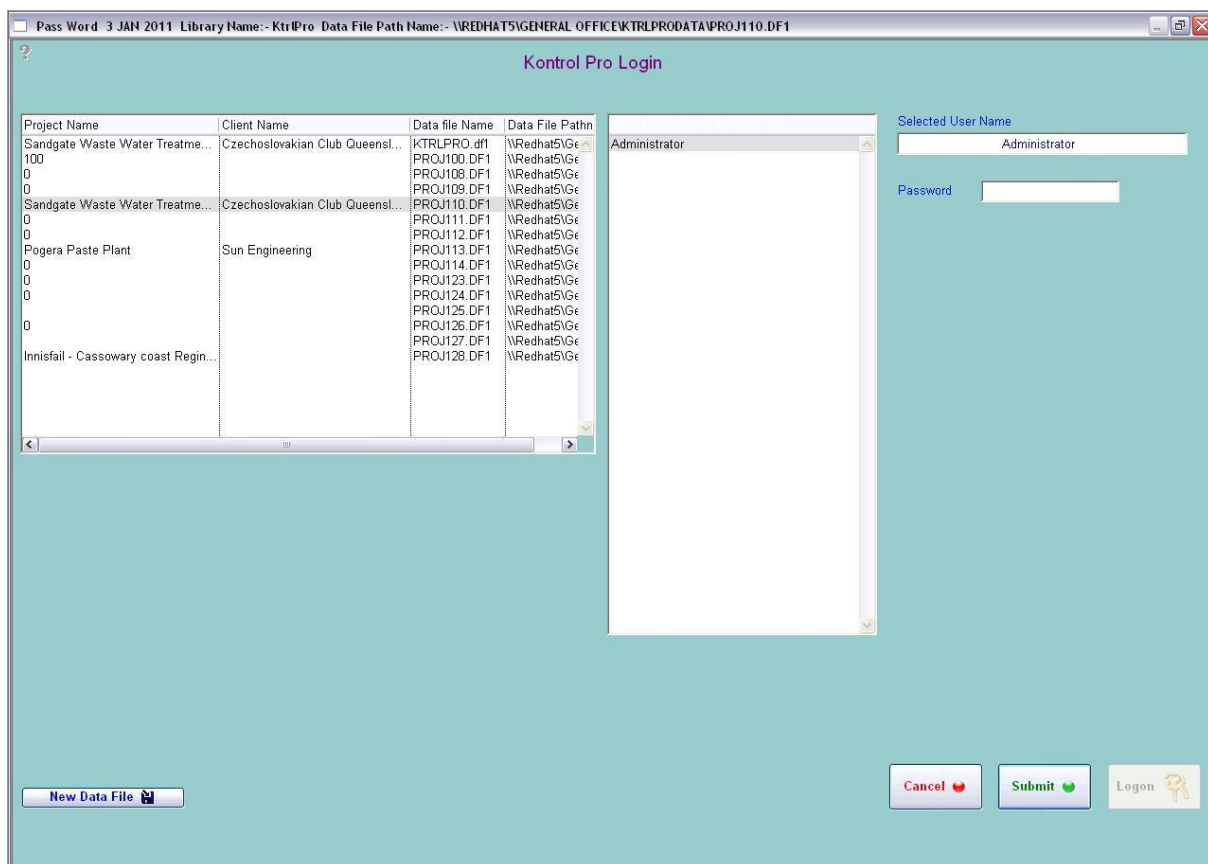
### Getting Started

#### 6.1 Security

Kontrol Pro has a security system to keep restricted people from entering into areas of the program where they view information that they are not permitted to, or modify.

Kontrol Pro is set up on a project basis, so each project will have to be set up individually.

When starting a new project by clicking on the word “Administrator” shown below, you will be prompted for the administration password.



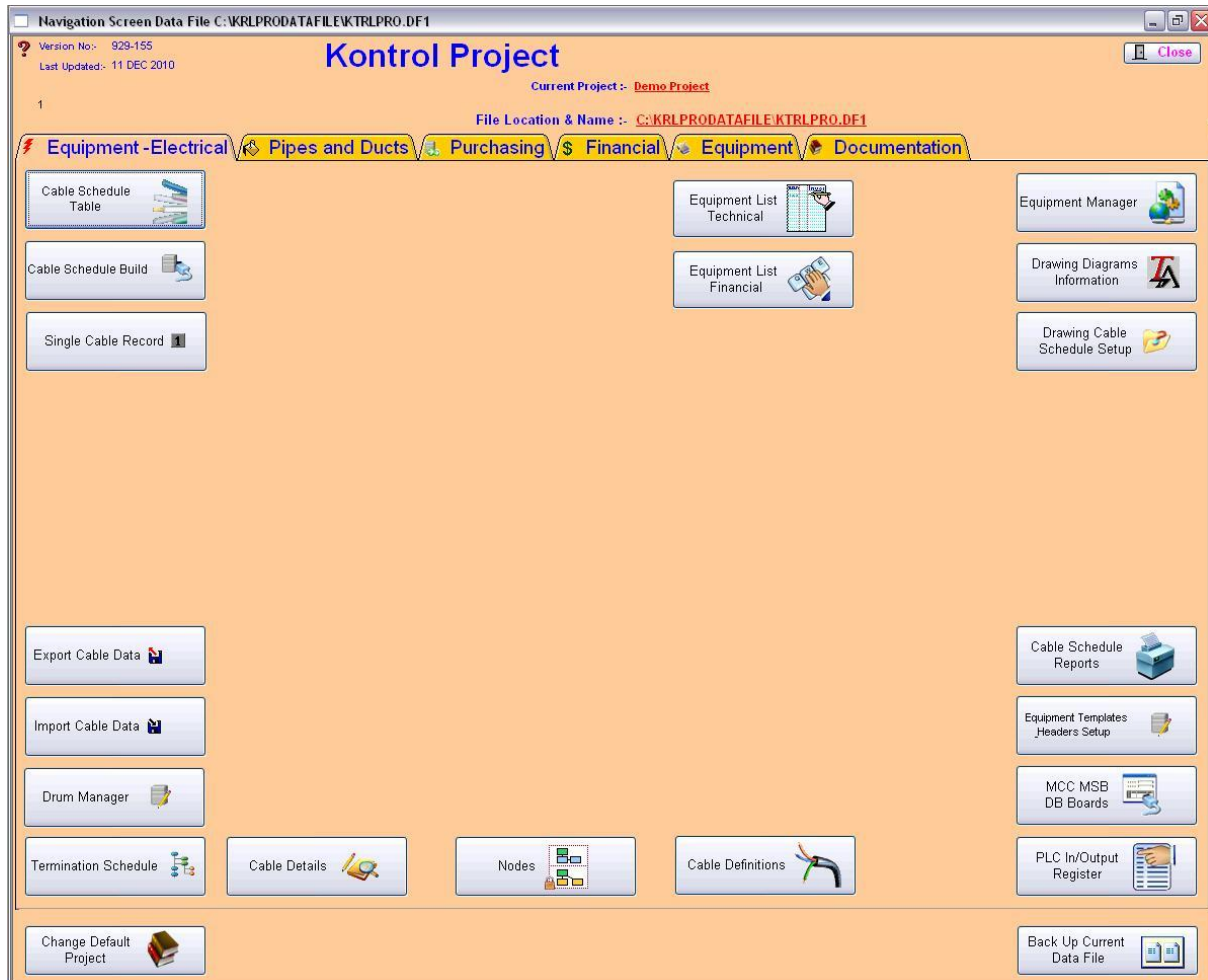
The Administrator must first setup profiles, once they are setup users can be assigned to the profiles (Refer to Program Category 6.13 “Profiles and Passwords”).

To get to the Navigation Window, you need to choose one of project name in the first table that you want to working on. Then the proper user names will show on the second table. Click your user name, the selected user name will automatically show on the third table and lastly put your password into the last table and click “Submit”. If the password is correct, you can now click the “Logon” button.

With correct password, the system allows you to get to navigation window which is shown category 6.2 “The Navigation Screen”.

## 6.2 The Navigation Screen

The Navigation Screen displays the current file location and name for easy access to path location. When you change Projects the file location and name will change. The “Kontrol Pro” Navigation Screen displays modules for specific functions. These modules allow you to move around the program in an easy to use format.



The navigation contains the access to most windows in the system and most efficient way of restricting use to the Kontrol Pro System.

It is important to set up the functions correctly once the program has been installed. Proceed through this Section to ensure that all steps are completed.

## 6.3 Current Project

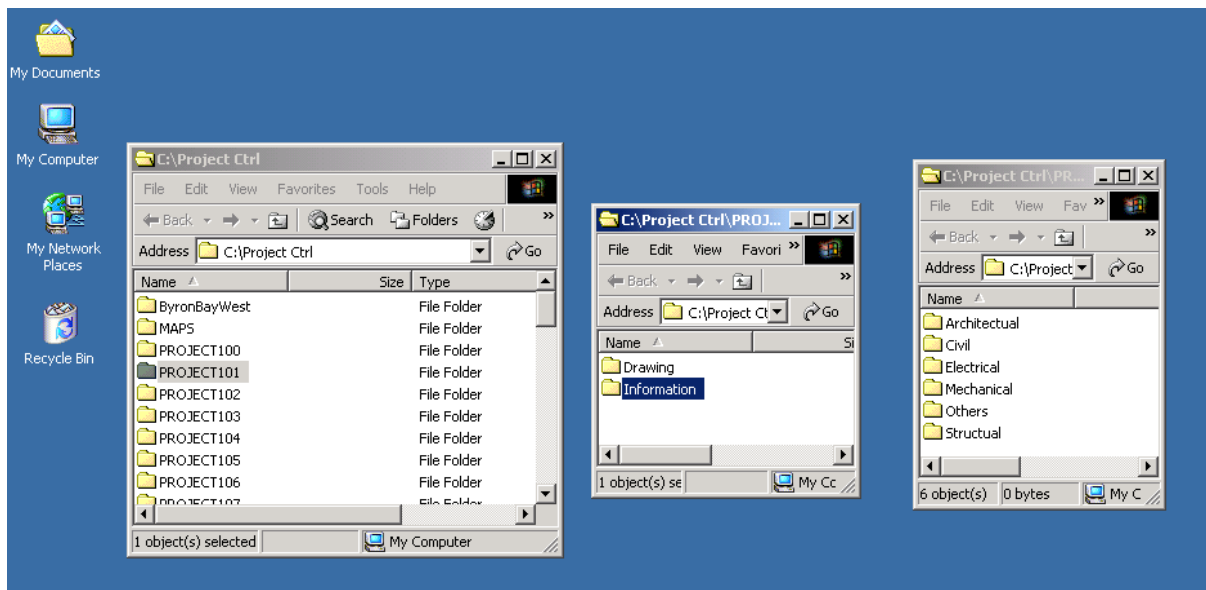
The Navigation Screen displays the current project at the top left hand side of the window. To set up a project go to “Change Default Project” window.

## 6.4 Change Default Project

Refer to Category 7.1 of the manual

**6.5 File Location & Name**

When you create a Project Management File the system will automatically create the next available Project Folder and it will appear as “Proj1XX”. When you open the folder a “Drawing” and “Information” Folder will have been created.



The “Drawing” folder has automatically created several folders where electronic drawings can be stored. The following folders are listed under the “Drawing” Folder:

- Architectural
- Civil
- Electrical
- Mechanical
- Others
- Structural

**Notes**