

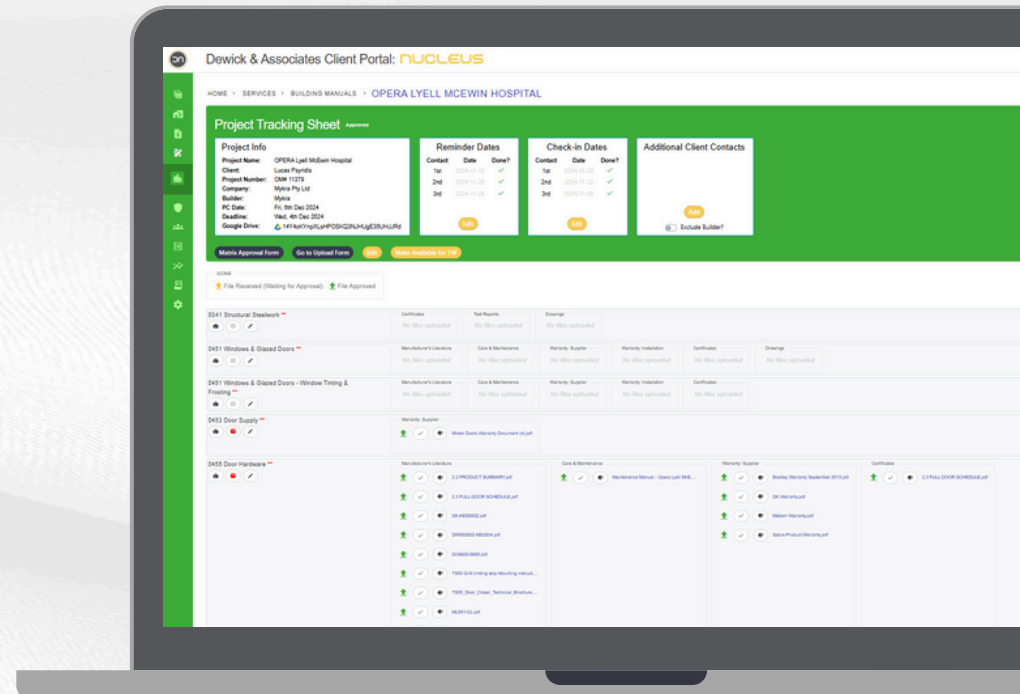


# NUCLEUS: INTRODUCTION

<https://nucleus.dewick.com/login>

## DEWICK & ASSOCIATES CLIENT PORTAL

Our simple and safe platform which enables the collation, tracking and review of your subcontractor project documentation.



**Construction Documentation is in our D'n'A**



# NUCLEUS: PROJECT BRIEFING / SET UP

? **Your Problem**  
Minimal Time

✓ **Our Solution: D&A Project Coordination**

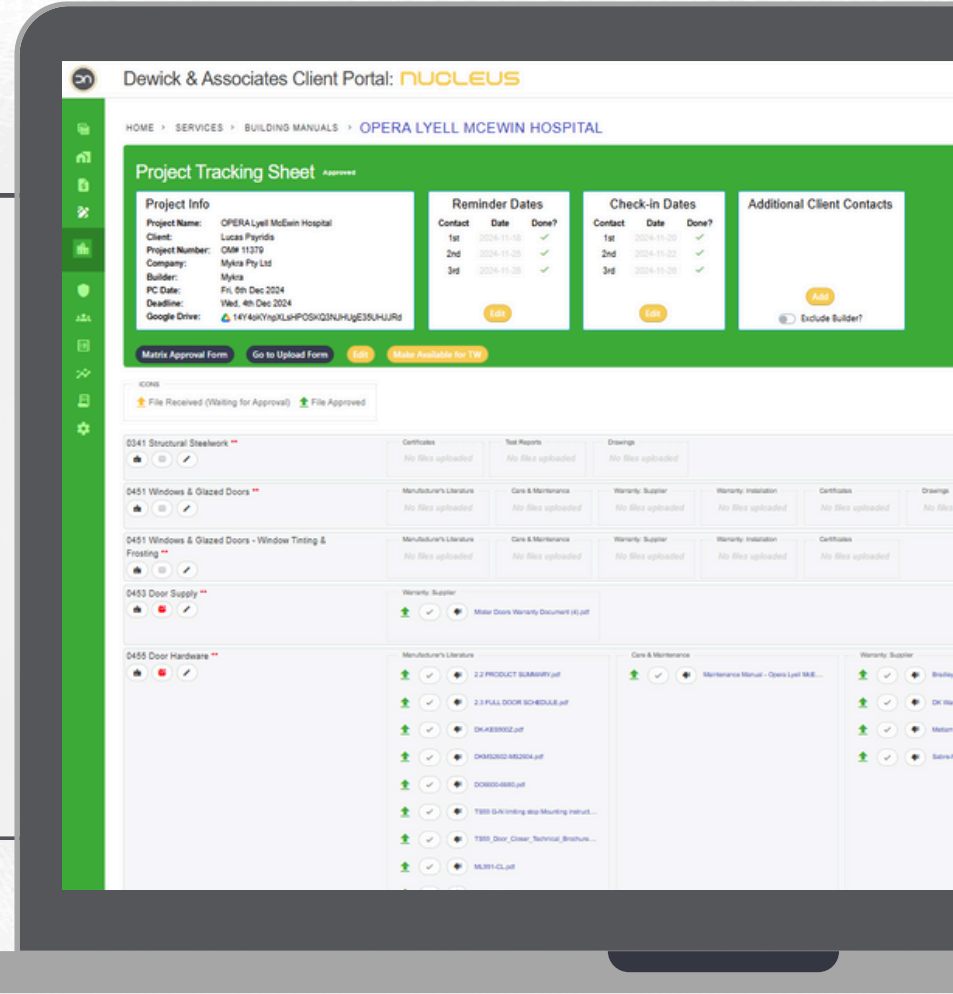
▶ **Minimal Contractor Input**

You provide us with your Subcontractor/Trade Contact List and draft due or project completion dates—we'll handle the rest.

▶ **Project Approval**

Review and approve our trade matrix and document requests ensuring trades provide required project information—minimal additional input required from you.

💡 **We handle the information collation, so you don't have to.**





# NUCLEUS: EMAIL NOTIFICATIONS

## ? Your Problem Tracking Multiple Emails

### ✓ Our Solution:

#### ▶ Individual email notifications

Detailed list of required documents from the trades.

Trades receive automated reminders until all required documentation is uploaded. These reminders automatically update to indicate which documents are still outstanding.



Clear and concise requests for information

We are currently putting together the combined Builders Manual on behalf of Mykra Pty Ltd for the

They are requesting the following information be provided from all trades involved:

- Warranty: Supplier
- Warranty: Installation
- Manufacturer's Literature
- Care & Maintenance

A complete O&M Manual may not be available until after Practical Completion. In the meantime, a version of the O&M Manual is provided, when available, including Certificates, Commissioning Re

NOTE For Services Contractors: Dewick & Associates' in-house technical writers can assist in the

Please upload your documentation to the following project specific portal:

<https://nucleus.dewick.com/upload/7451>

Login: [shayne@kincoatpainting.com.au](mailto:shayne@kincoatpainting.com.au)

Password: 11379

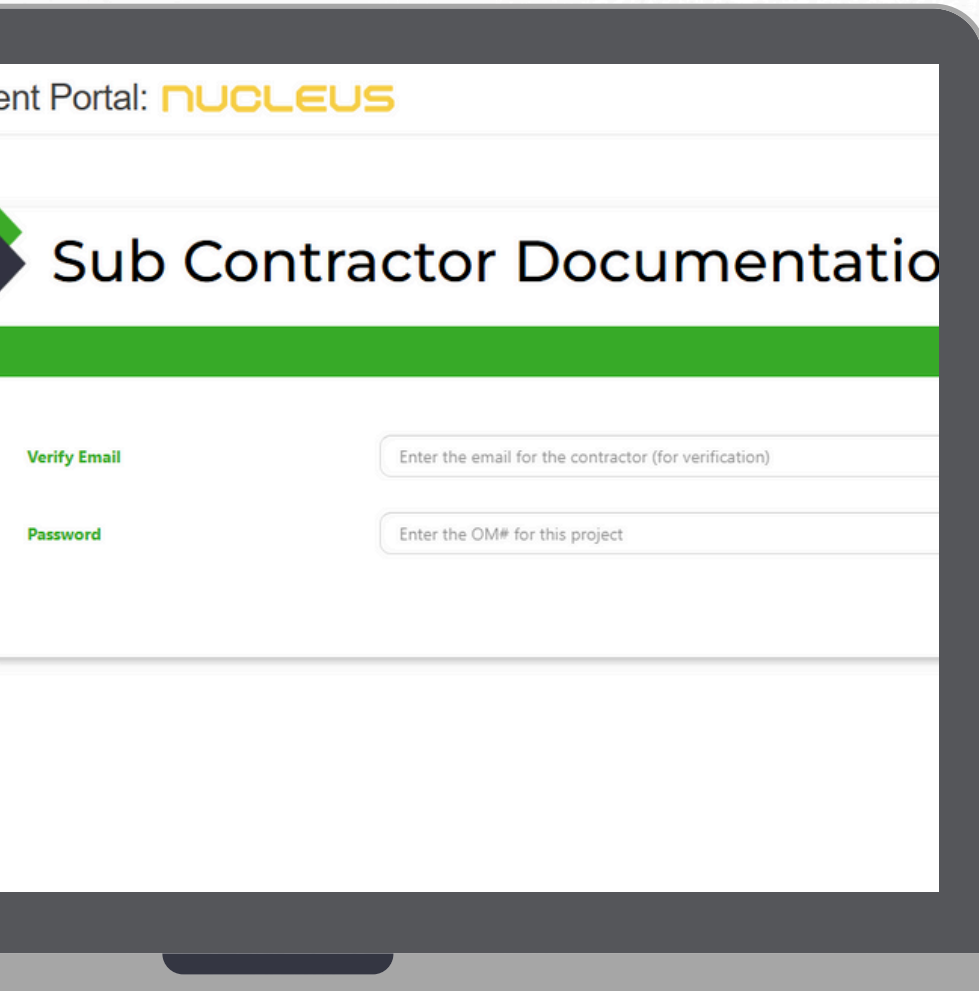
Please provide this information by **Monday, 2 December 2024**, so we can provide the Building Ha

Please let me know if you have any questions or queries on the above.

Thanks,



# NUCLEUS: USER FRIENDLY



## ? Your Problem Confusing IT Systems

### ✓ Our solution:

*We understand subcontractors don't like logging into complex online portals that require creating profiles.*

#### ▶ Simple Log In

No profile needed. Use the provided link, email & password to upload your information.

Direct access to the relevant project only—no need to search through other projects or tasks.



**Tailor-made notifications based on project and trade requirements**




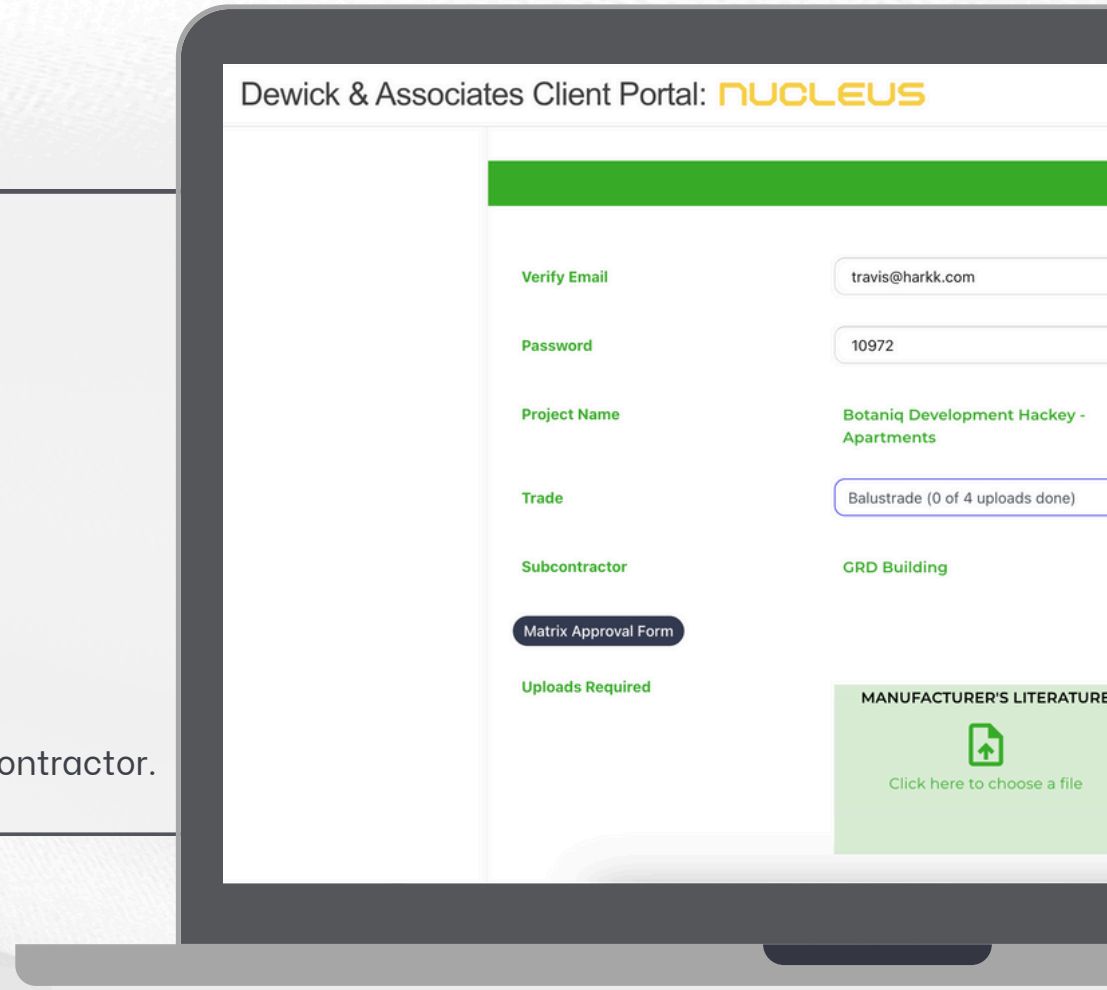
# NUCLEUS: TRADE UPLOAD

## ? Your Problem Lost Documentation

### ✓ Our Solution:

- ▶ All project documents in **one central location**.
- ▶ Full **transparency** throughout the project.
- ▶ **No file size or type restrictions**.
- ▶ **24/7 access** to live, real-time project status.
- ▶ **Drag and drop** for easy uploads.
- ▶ Restricted access to individual trades & project contractor.

 We track all documents uploaded, preventing them from getting lost in inboxes.





# NUCLEUS: PROJECT OVERVIEW

## ? Your Problem Tracking Documentation


### D&A are actively involved in the project:


We understand the requirements, educate the trades, and ensure the documentation is relevant and specific.

### Live tracking sheet:

Monitor trade contact and documentation upload progress.

### Our Technical Writers review all documentation

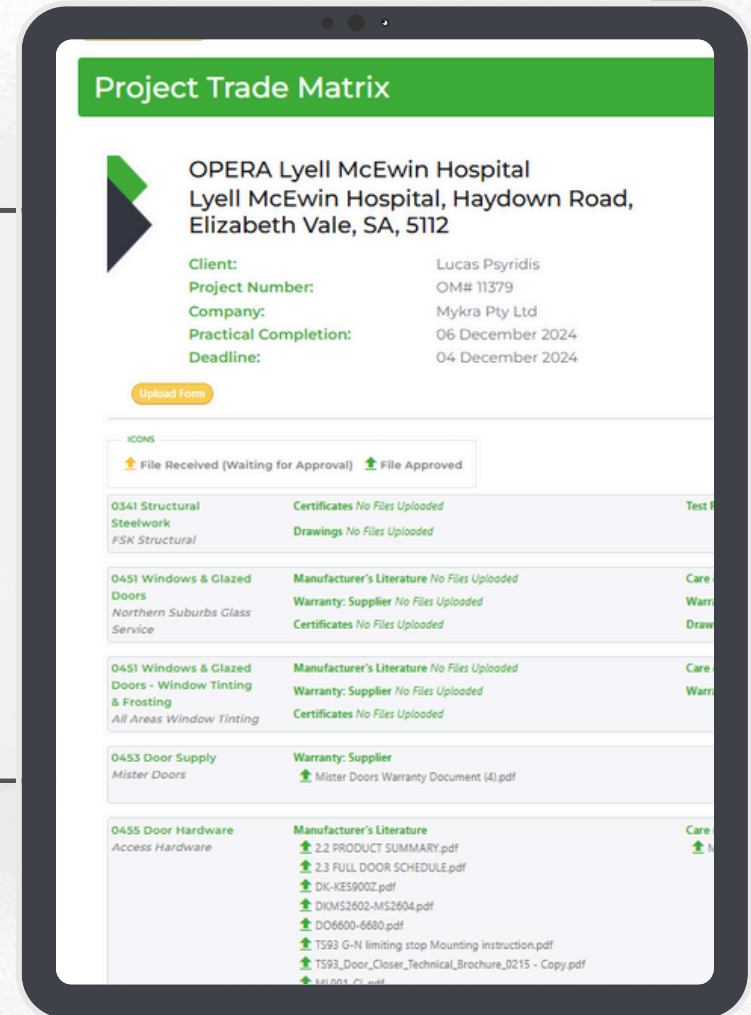
 File received, waiting for review

 File and content approved

*Any rejected information is returned to the trade for review*

## YOUR CLIENT COORDINATOR

If you encounter any issues, your Client Coordinator is available to provide support. They offer the personal touch and expertise that technology can't replace, ensuring your needs are met.





# NUCLEUS: KEY FEATURES



## User-Friendly Interface

**Drag and drop** documents or upload directly from your folders.



## Email Notifications

Receive timely **reminders and updates** on required documents and deadlines.



## Document Tracking

Easily **keep track** of documents provided and outstanding with 24/7 online access.



## Experience and Knowledge

Full project and documentation understanding, our **Technical Writers** review all documentation to ensure relevant and specific.



## Time Saving

Builder is able to **boost productivity** knowing that the documentation part of the project is taken care of.



## Personal Support

Your Client Coordinator is always on hand to provide the **personal touch and expertise** that technology can't replace, ensuring your needs are always met.



# NUCLEUS

Our *simple* and *secure* platform streamlines the *collation*, *tracking*, and *review* of your subcontractor project documentation.

*Construction Documentation is in our D'n'A*

