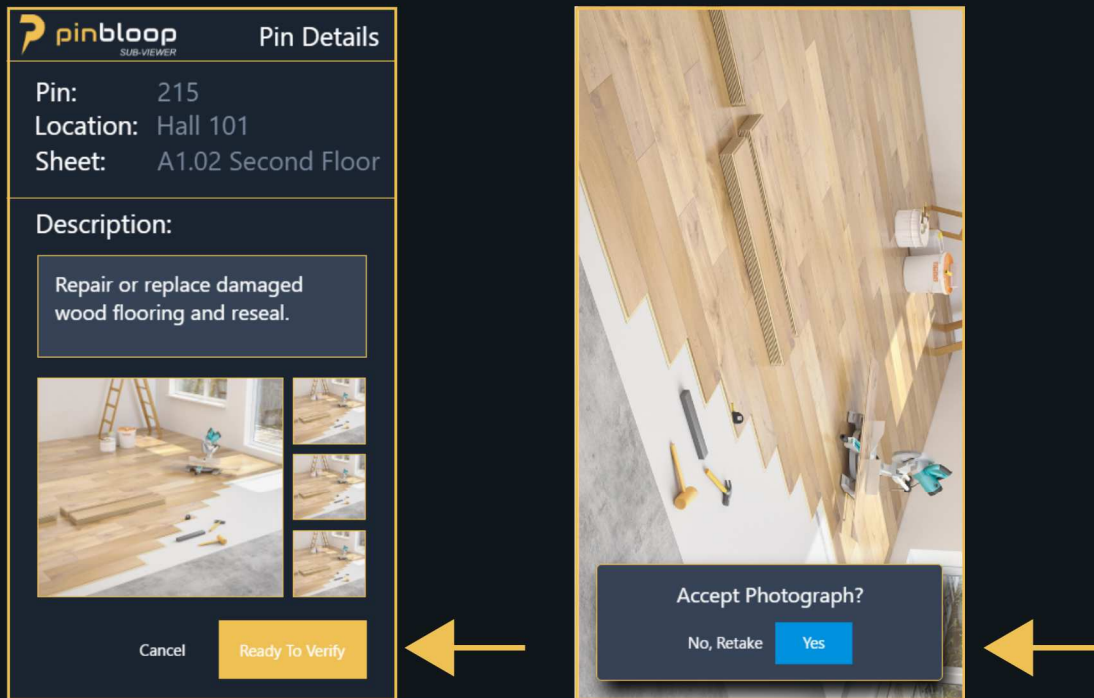# How To PDF Guide - Phone App

Change Pin Status & Mark Ready
How to Change Pin Status & Mark Ready in Sub-Viewer

pinbloop PUNCHLIST

Step 1:
Click on any Pin to open the Pin Details. Verify Pin Details and Review Photos
Complete work and Mark Item "Ready to Verify". Take Photo of Completed Work

Step 2:
Pins Marked "Ready to Verify" will change status and be shown in yellow on the drawing sheet. Blue Pins are Items which remain in"Open" status