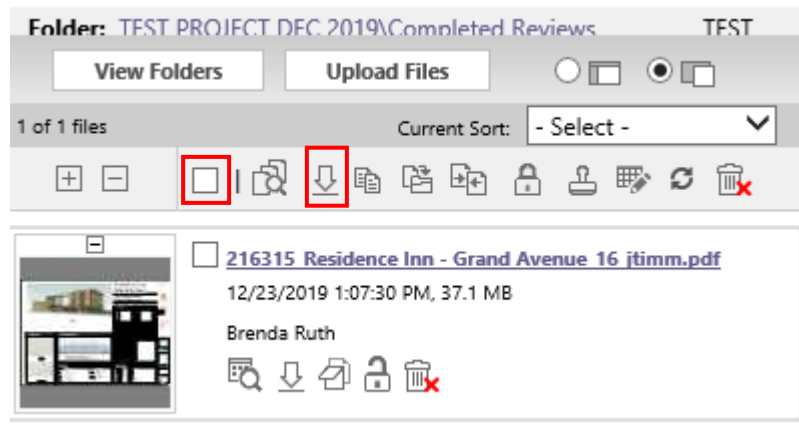# Download Approved Plans Quick Reference

1) Log in to Electronic Plan Review

2) Click on the Projects Tab on the Main Page

   NOTE: Recent Projects display by default: If you have accessed the project it should be visible. If it is not visible, click on the All Projects button in the upper right corner.

3) Click on the Project name

4) The stamped plans are available in the Completed Reviews folder – click on the folder to view the stamped pages

5) Click on the white square at the top of the column to select all files

6) Click on the Down Arrow (to the right of the square) to download the selected files

7) Select the location to save the files to and name the file

8) Print the files from the downloaded location and have the stamped plans available on the jobsite