

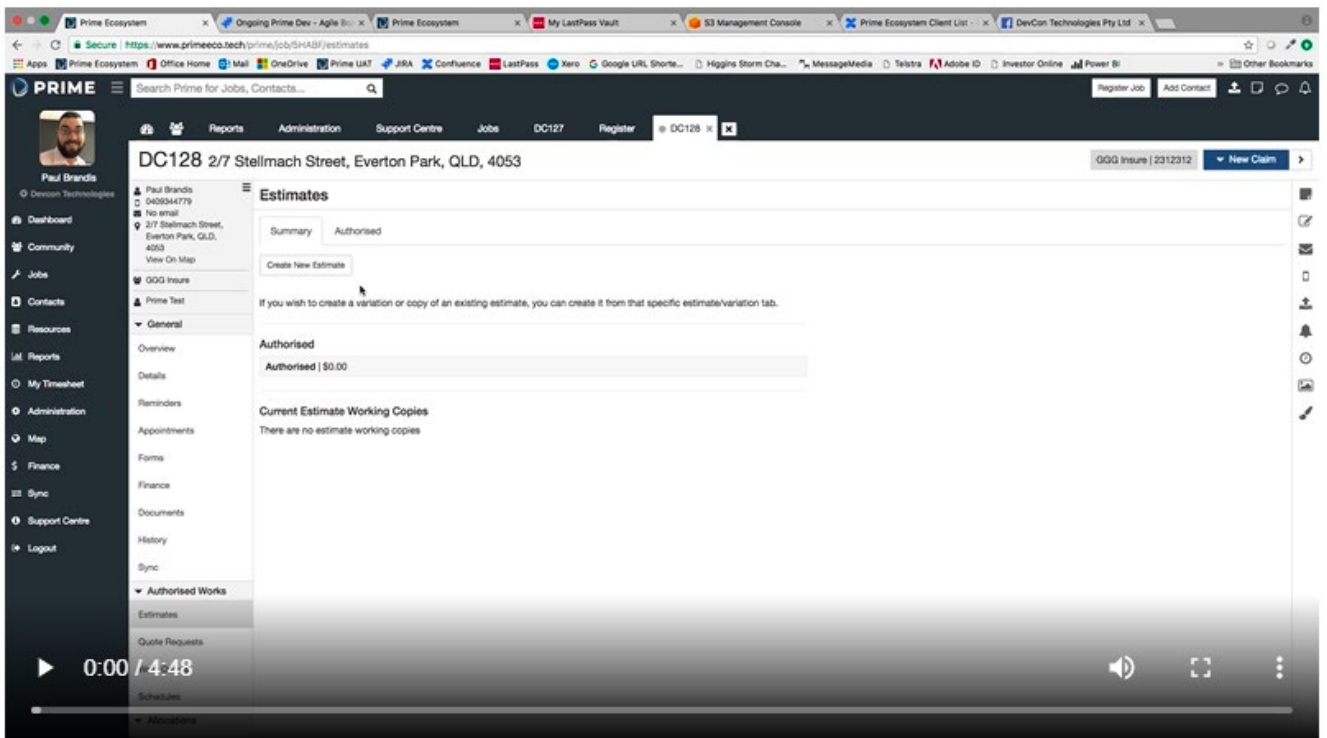


Support Centre Prime Ecosystem

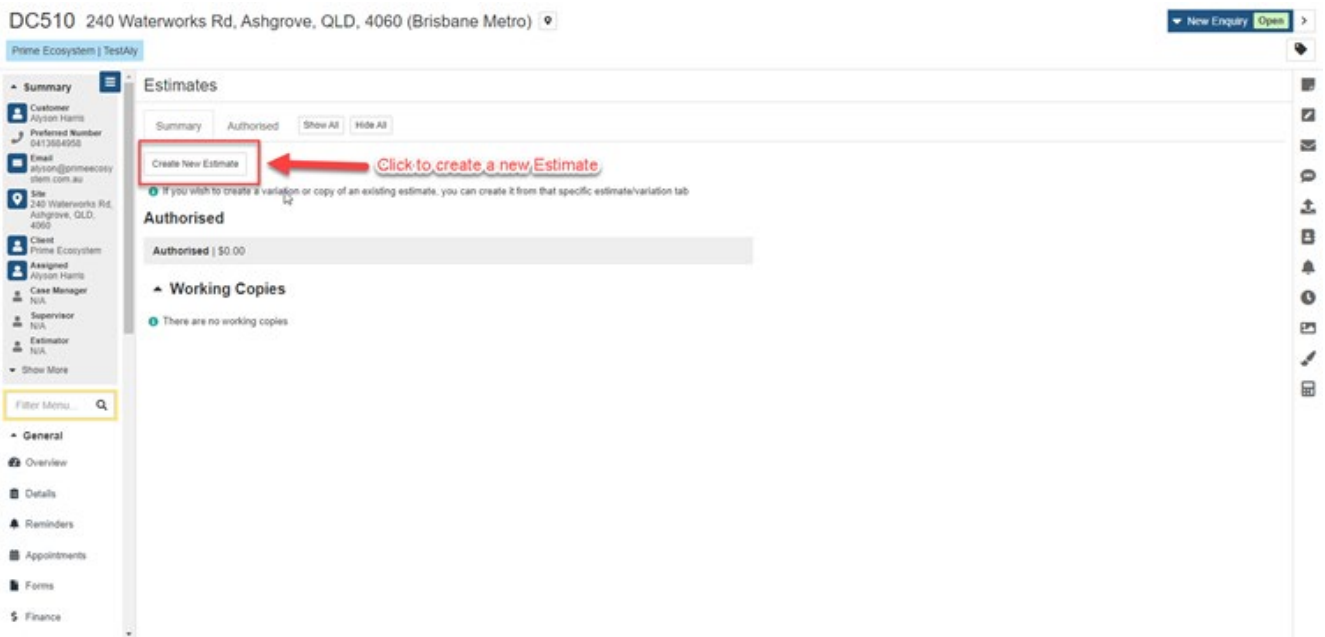
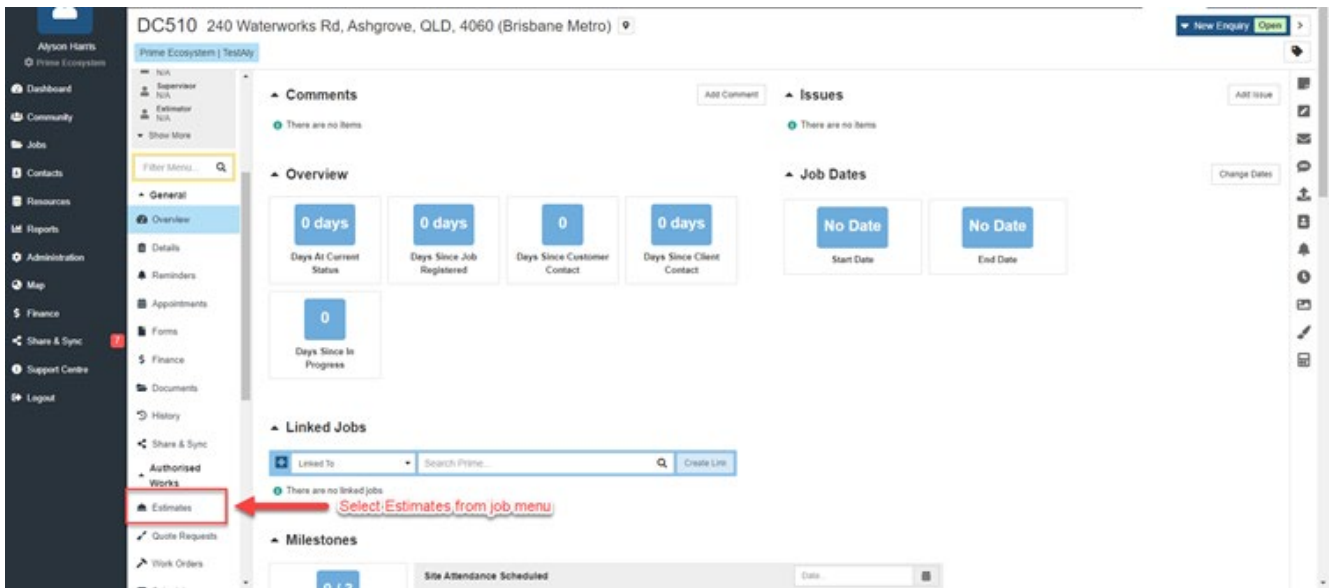
Updated 10.01.23

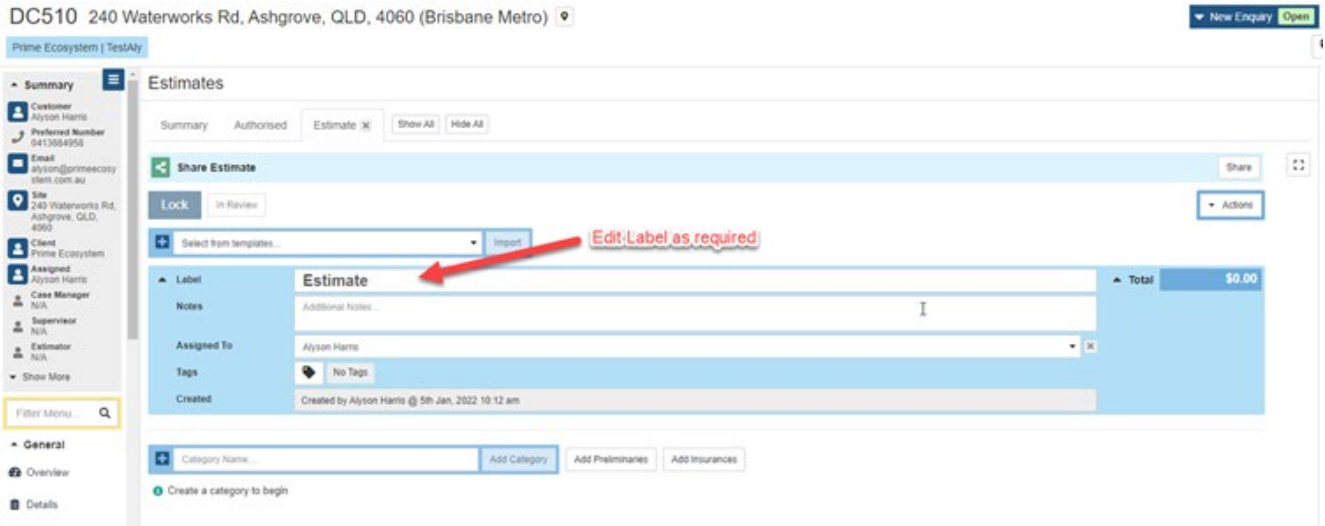
Prime Support Centre – Estimates

Prime Instructions | Estimates – Creating Estimates

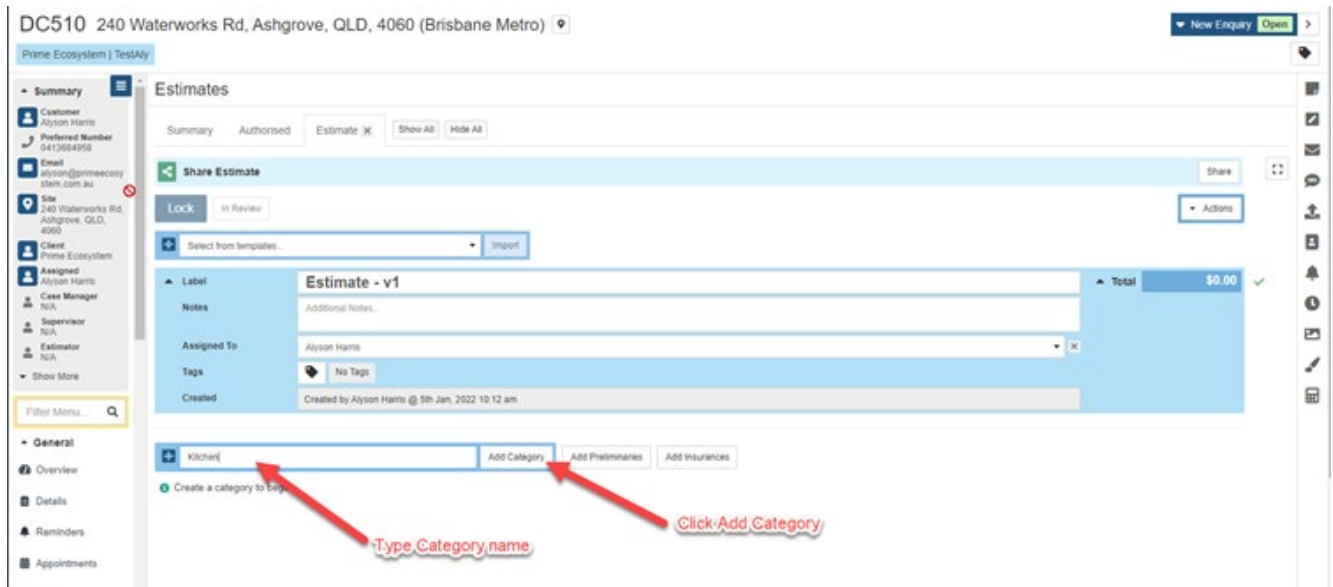


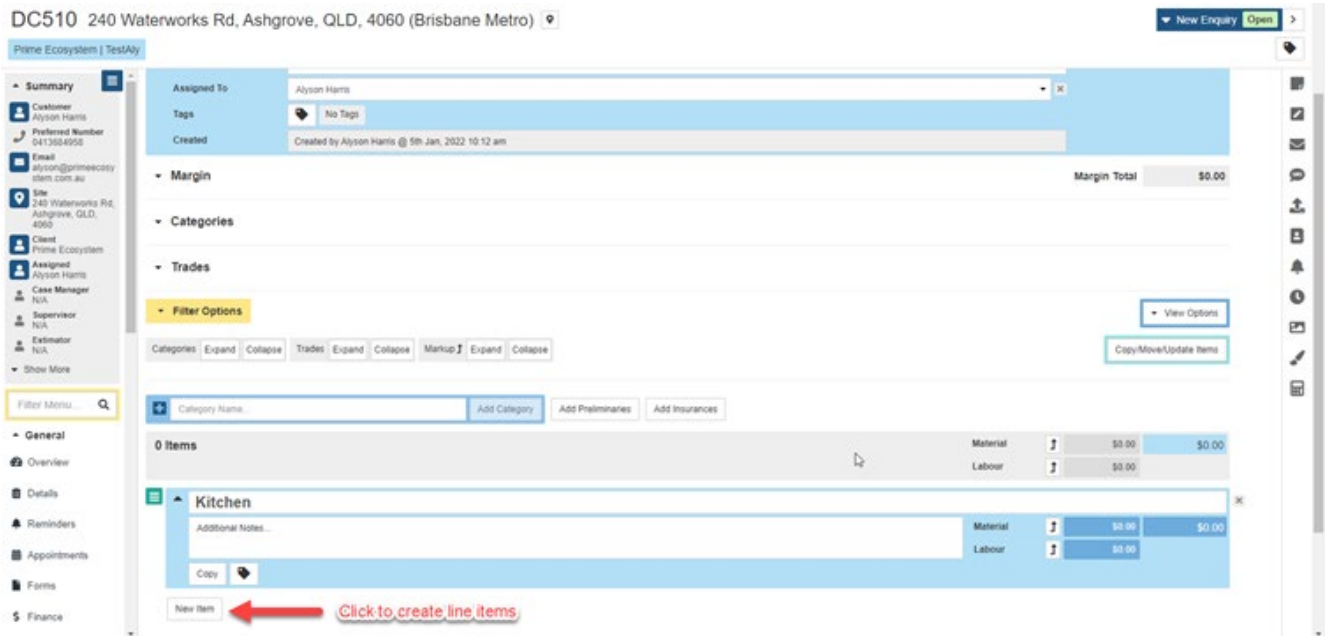
How to Create an Estimate



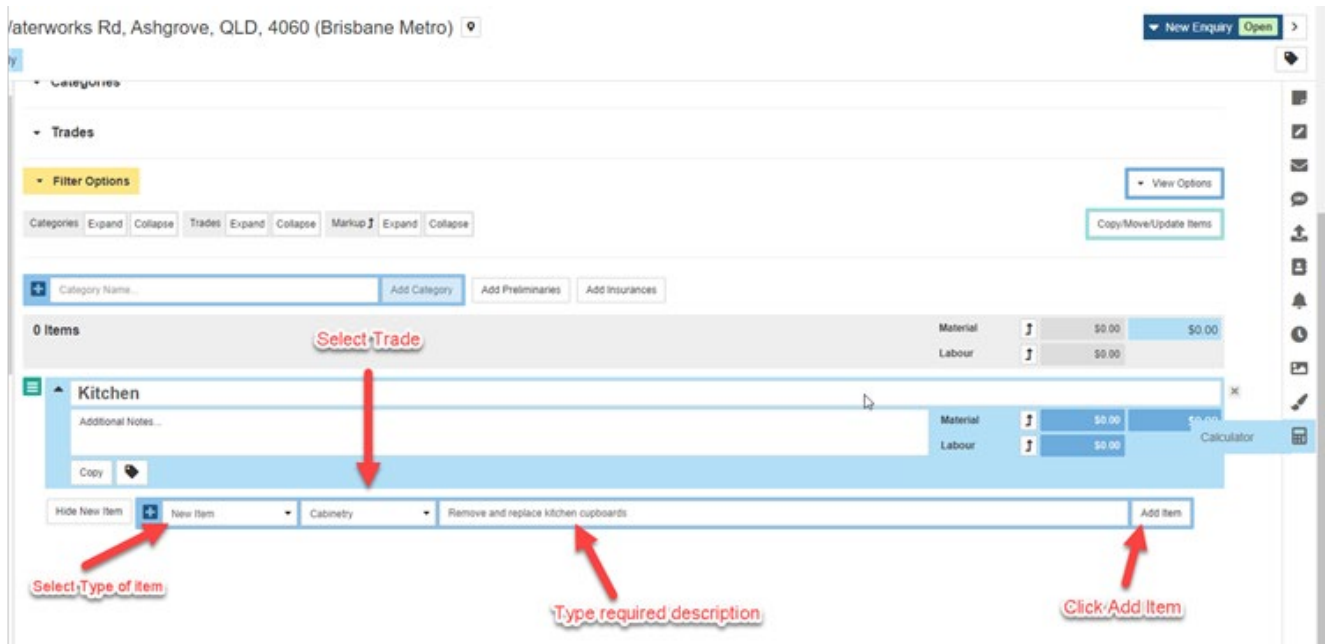


- To begin building your estimate you need to create a Category first. This is usually the area/room of the property ie Kitchen or Bedroom.
Type the category name desired and click Add Category.





6. You have three options when creating your line items
1. New Item – this is a manual type of item where you will choose the Trade conducting the work and then typing out the description as required.
 2. Predefined Items – these are items which have been saved into Prime and have a pre-set Trade, description and cost. Once selected these can be edited as needed.
 3. Recipe – this is a group of predefined items, used for items that are generally completed along side each other, like Plaster and Paint etc. Once the recipe is selected you can remove any line items that are not required or edit the line items.



Filter Options View Options

Categories Expand Collapse Trades Expand Collapse Markup Expand Collapse Copy/Move/Update Items

Category Name... Add Category Add Preliminaries Add Insurances

0 Items

Material	100.00	im	10	\$1,000.00	\$2,500.00
Labour	100.00	hr	15	\$1,500.00	

Kitchen

Additional Notes... Material 100.00 im 10 \$1,000.00 \$2,500.00
Labour 100.00 hr 15 \$1,500.00

Copy

Hide New Item New Item Cabinetry Description... Add Item

Cabinetry ← Trade/Heading

Remove and replace kitchen cupboards ← Line Item

Notes...

Item Type... GST Free

Material	100.00	im	10	\$1,000.00	\$2,500.00
Labour	100.00	hr	15	\$1,500.00	

Adjust Material and Labour fields as required

Line item cost summary

DC510 240 Waterworks Rd, Ashgrove, QLD, 4060 (Brisbane Metro) New Enquiry Open

Prime Ecosystem | TestAly

Summary

- Customer Alyson Harris
- Preferred Number 0417084950
- Email alyson@primeecosytem.com.au
- Site 240 Waterworks Rd, Ashgrove, QLD, 4060
- Client Prime Ecosystem
- Assigned Alyson Harris
- Case Manager N/A
- Supervisor N/A
- Estimator N/A
- Show More

Filter Menu

Filter Options View Options

Categories Expand Collapse Trades Expand Collapse Markup Expand Collapse Copy/Move/Update Items

Bathroom Add Category Add Preliminaries Add Insurances

0 Items

Material	100.00	im	10	\$1,000.00	\$2,500.00
Labour	100.00	hr	15	\$1,500.00	

Kitchen

Additional Notes... Material 100.00 im 10 \$1,000.00 \$2,500.00
Labour 100.00 hr 15 \$1,500.00

Copy

Hide New Item New Item Cabinetry Description... Add Item

Cabinetry

Remove and replace kitchen cupboards

Notes...

Item Type... GST Free

Material	100.00	im	10	\$1,000.00	\$2,500.00
Labour	100.00	hr	15	\$1,500.00	

Select Add Category

Type category name

Prime Ecosystem | TestMy

Summary

- Customer: Alyson Harris
- Preferred Number: 0413584958
- Email: alyson@primeecosystem.com.au
- Site: 240 Waterworks Rd, Ashgrove, QLD, 4060
- Client: Prime Ecosystem
- Assigned: Alyson Harris
- Case Manager: N/A
- Supervisor: N/A
- Estimator: N/A

Filter Menu

General

- Overview
- Details
- Reminders
- Appointments
- Forms
- Finance

1 Item

Material	\$1,000.00	\$2,500.00
Labour	\$1,500.00	

Kitchen

Additional notes...

Material	\$1,000.00	\$2,500.00
Labour	\$1,500.00	

Cabinetry

Remove and replace kitchen cupboards

Notes...

No Item Type GST Free

Material	\$100.00	lm	10	\$1,000.00	\$2,500.00
Labour	\$100.00	hr	15	\$1,500.00	

Bathroom

Additional notes...

Material	\$0.00	\$0.00
Labour	\$0.00	

New Category created

Create line items

10. The estimate will continually save and you can exit the job or Prime system without losing what you've created.