



# Introducing

...a new tool for Unifier users...

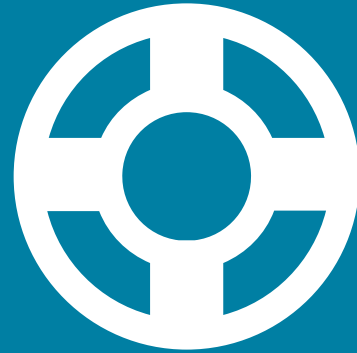
Providing in application learning for all!

**Whatfix**

**Experience the new era of training  
with features like...**



**TASK LIST**



**SELF HELP**



**SMART TIPS**



# TASK LIST

Click the icon in the lower-right corner

The list will disappear after you've completed each task

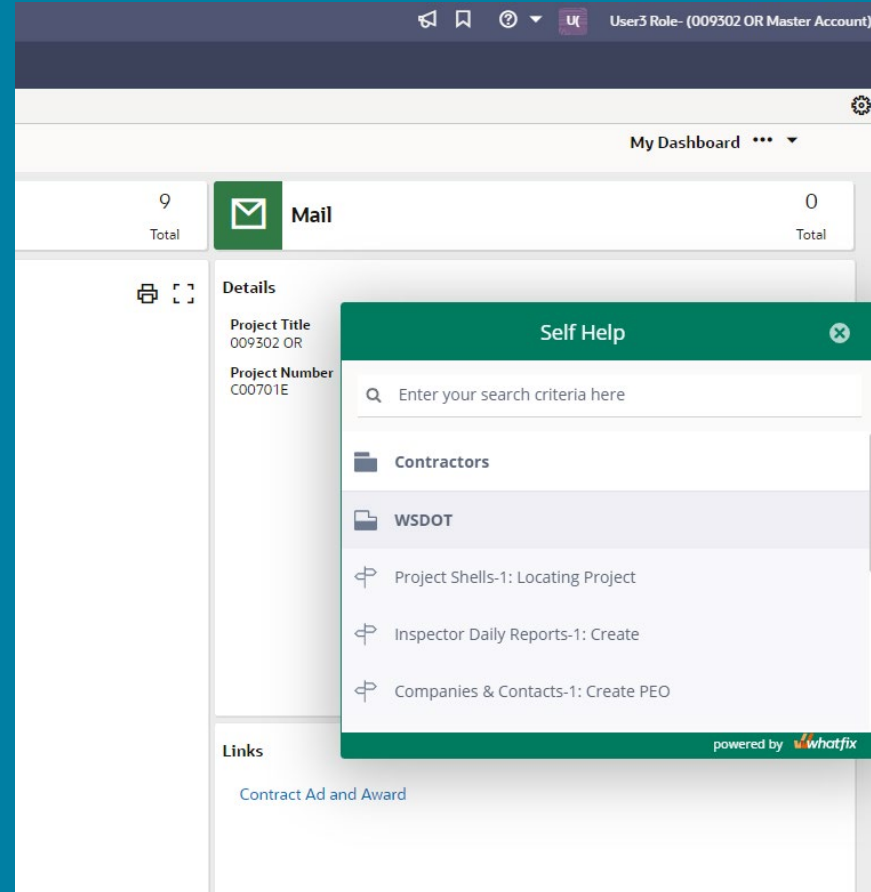
Consider it a "to-do" list for training activities

The screenshot displays the Oracle Primavera Unifier (train) interface. The top navigation bar shows 'Company Workspace' and '009302 OR'. The main content area is titled '009302 OR - Home' and includes a sidebar with navigation options: Alerts, Notifications, Action Items, Task Manager, Information, Document Manager, Cost Management, and Communication. The main content area shows 'All Projects > Olympic > 009302 OR' and a 'Tasks' section. A 'Task List' overlay is visible in the foreground, showing a progress bar and a list of tasks: 'Home Page-1: Overview', 'Project Shells-1: Locating Project', and 'Project Shells - 2: Project Tasks'. The overlay indicates '1 Task pending'.

# SELF HELP

Always accessible on the right-hand side of the screen

Access to job aids, videos, links, and more



The screenshot displays a web application interface. At the top, there is a browser address bar showing "User3 Role- (009302 OR Master Account)". Below the browser bar, the application header includes "My Dashboard" with a dropdown menu. A notification bar shows "9 Total" for "Mail" and "0 Total" for another category. The main content area is divided into sections: "Details" for a project (Project Title: 009302 OR, Project Number: C00701E), "Links" (Contract Ad and Award), and a "Self Help" panel on the right. The "Self Help" panel is green and contains a search bar with the placeholder "Enter your search criteria here", a "Contractors" section, a "WSDOT" section, and a list of links: "Project Shells-1: Locating Project", "Inspector Daily Reports-1: Create", and "Companies & Contacts-1: Create PEO". The bottom right of the panel is labeled "powered by whatfix".

# SMART TIPS

Provide support and context for a field or form element

Access by hovering over the icon 


Create New Companies & Contacts

Company Details    Contacts

▼ **Company Details**


TIP - If the Company is Prime Contractor or associated with an Agreement then use Ver

Vendor

Type a Vendor Name... 

Company Name \*

Required

Project Office 

**Project Office**  
If the company you are creating is a **Project Office**, check this box.

Let's not forget about

# FLOWS

Flows provide step-by-step instructions  
guiding us through certain tasks





# You can launch FLOWS...

The screenshot shows the Oracle Primavera Unifier interface. At the top, the breadcrumb navigation includes 'Company Workspace', '009302 OR', and '009302 OR'. The left sidebar contains a navigation menu with '009302 OR - Home' highlighted in red. The main content area shows a 'Tasks' widget with '49 Active' items, a 'Notifications' widget with '9 Total' items, and a 'Mail' widget with '0 Total' items. A 'Self Help' library is open on the right, showing a list of links, with 'Home Page-1: Overview' highlighted in red. Three green callout boxes provide instructions: one points to the '009302 OR - Home' link, another points to the '009302 OR' breadcrumb, and a third points to the 'Home Page-1: Overview' link in the Self Help library.

ORACLE Primavera Unifier (train) User3 Role- (009302 OR Master Account)

Company Workspace 009302 OR 009302 OR

009302 OR - Home

Alerts Notifications Action Items Task Manager Information Document Manager Cost Management Communication Companies & Contacts Requests for Informa... Transmittals Document Review Meeting Minutes Submittals Group Cat 01 Group Cat 02 Group Cat 03-99 Reports Inspector Daily Reports Field Incident Reports

All Projects > Olympic > 009302 OR

Summary Workspaces

Tasks 49 Active Notifications 9 Total Mail 0 Total

Details

Project Title 009302 OR

Project Number C00701E

Self Help

Contractors

WSDOT

Project Shells-2: Project Tasks

Home Page-1: Overview

Transmittals: Create

Links

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...of a project shell


from the Home Page....

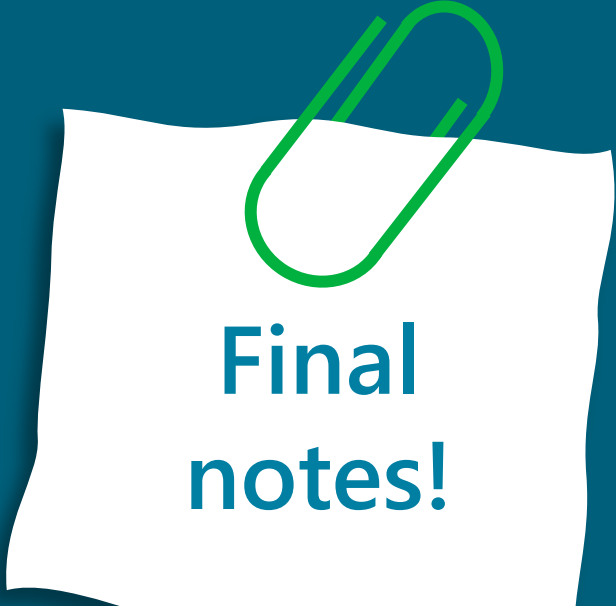
...from the Self-Help Library

Self Help ✕


Q companies & cd ✕

-  Companies & Contacts-1: Create PEO **Job-Aid Link**
-  Companies & Contacts-3: Create Subcontractor
-  Companies & Contacts-2: Create Prime
-  Companies & Contacts-1: Create PEO **Flow**
-  Companies Contacts-4 Add New Contact to an Existing Company

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Final  
notes!

 Download Job-Aids or visit external webpages

 For step-by-step instructions



**Whatfix**

**Unifier**

Accessible, on-demand training right at your fingertips.

Enjoy!

