CONTRACTOR / FIRST JOB WALKTHROUGH

A saved result you can reopen.

Practice with an approved synthetic job before entering real customer work. This example is a learning scenario, not a system specification or a real bid.

Practice roof	5,000 SF commercial modified-bitumen roof; fictional building and customer.
Estimator selections	ENVIR-O-SIL modified-bitumen system, 15-year option, Roll application, where available. Verify requirements before use on an actual roof.
Success	A permitted job and reviewed estimate revision that reopen with the expected scope and totals.

1 / Access and identify the workspace

Open app.roofmanos.com and select **Sign in**. Confirm your company and permissions. If the company or module is absent, ask your administrator. Do not create a second identity to solve access.

2 / Open the practice job

Use the available project/job navigation. Open your company-approved practice job, or create one only if permitted. Enter the information required by the screen. Save, reopen and confirm the identifying roof/building details.

3 / Enter the estimate inputs

Open **Quick Estimate** if enabled. Select the example system, warranty option and application method; enter **5,000 SF**. Enter only known preparation and scope measurements. Do not invent quantities or change system controls to bypass a requirement.

The standalone estimator is different from the saved-roof calculator. A standalone measured primer-area field is not a yes/no primer switch. Use the documented inputs displayed in your interface.

4 / Calculate and review

Inspect material quantities and the units used. Review current company-approved material rates, labor, applicable tax, equipment and shipping when applicable. Resolve unpriced items. Check installed price and $/SF against your reviewed inputs; do not copy the example PDF price into your job.

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Finish the save. Check the evidence.

5 / Review the customer presentation

Where enabled, choose **Review Estimate**. Check the internal costs, then the customer preview. Confirm customer/building identification, scope, assumptions and displayed total. Internal costs and the customer document are separate views.

6 / Save a reviewed Core revision

Select **Save reviewed Core revision** where enabled. Record the saved revision identifier or confirmation. Reopen the estimate through **Saved Estimates** and compare the selections, quantities and totals. A screenshot or PDF alone does not prove that Core saved the work.

7 / Inspect the PDF and continue

Open the customer PDF if available; verify scope, total and identifying information. Do not send, sign or authorize construction through an unapproved action. Return to the job and follow the enabled workflow. Saving the estimate does not finish every project stage.

Your completion check

Confirm all four: **correct company/job; reviewed inputs and pricing; identified Core revision; reopened scope and totals match.** If estimate saving is not enabled, finish with a saved project record and ask for access before proceeding.

If you get stuck

Missing access: ask your administrator. Missing data or price: supply verified information. Unsure of saving or disconnected: keep the tab open, reconnect and check the existing revision before repeating an action.

Support

Billy Crimmins · billy@roofmanconsulting.com · (918) 381-9883. Send the company, screen, time, expected result, actual result and reproduction steps. Hide sensitive customer information in screenshots; never send passwords.

Features and access are confirmed per company. This guide does not enroll, send or bill.