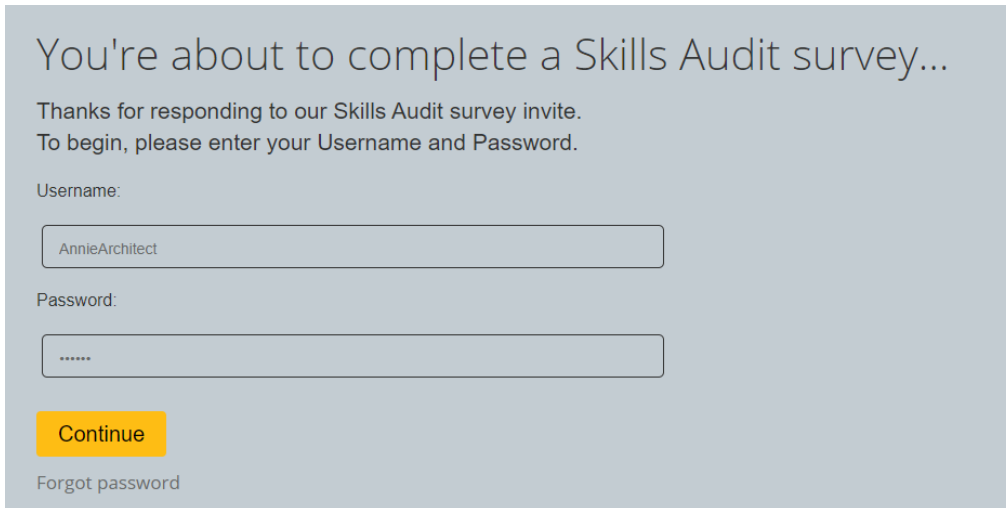# KS SKILLS AUDIT UI

The KS Skills audit user interface (UI) is mobile responsive and works equally well on desktop, tablet, or mobile screens.

To begin, go to the Skills audit start page, enter your Username and Password, then click **Continue**.

Read the Skills audit summary and rating descriptions, then click the **Continue** button.

Enter your Skills ratings by selecting the relevant answer boxes.

Skills Audit name: AEC Process

1. Coordinating Resources
What is your knowledge and experience of the process of coordinating design and trades resources, to ensure that a construction project can be delivered per plan?

1 - No / very basic	2 - Basic	3 - Good	4 - Advanced	5 - Expert

2. Managing Project Budgets
What is your knowledge and experience of the process of of ensuring that a project remains within budget while meeting its scope, quality, and performance requirements through budgeting, forecasting, contracts and change request management?

1 - No / very basic	2 - Basic	3 - Good	4 - Advanced	5 - Expert

3. Cost Estimation
What is your knowledge and experience of the process of estimating project costs, including managing vendor and partner costs, fees, services, expenses, contingency planning and other project-related cost variables?

1 - No / very basic	2 - Basic	3 - Good	4 - Advanced	5 - Expert

4. Project Scheduling
What is your knowledge and experience of managing how a contractor plans to deliver the project scope, including scheduling of work activities, project timescales and sequencing?

1 - No / very basic	2 - Basic	3 - Good	4 - Advanced	5 - Expert

Refer to the bar at the top of the screen to see how many pages of questions will be presented during the Skills audit.

Skills Audit name: AEC Process

Use the buttons at the bottom of the screen to navigate through the Skills audit pages. Click **Previous** to return to previously submitted ratings.

4. Design Collaboration
What is your knowledge and experience of managing different design teams collaborating on the development of a single model, typically using technical software such as Revit, OpenBuildings Designer, or ARCHICAD?

1 - No / very basic	2 - Basic	3 - Good	4 - Advanced	5 - Expert

Previous   Next

Click **Finish** to submit your Skills ratings.

A popup message will display, allowing you to return to the Skills audit and edit your answers, or to complete the Skills audit and submit your ratings data.
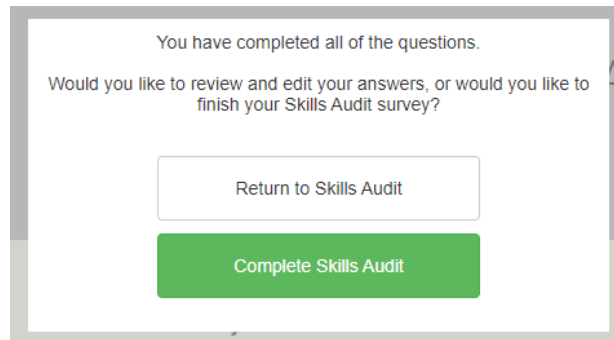
At the end of the Skills audit, a confirmation page displays, with a summary of your Skills ratings data.

Click **Exit Skills Audit** to finish.