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Log into Project Dox by entering your E-mail address and password.

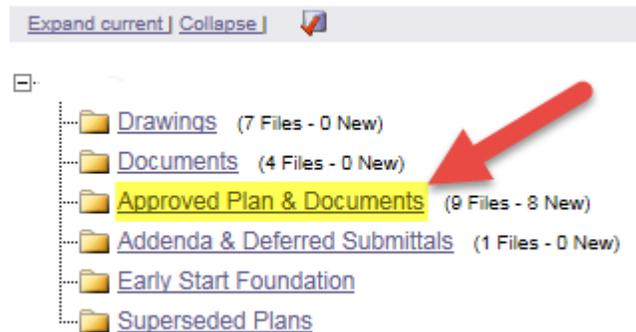


The image shows the Project Dox login interface. On the left is the Great Seal of the State of Idaho. On the right, there is a login form with a header that says "Enter your e-mail address and password to continue." Below this is a scrollable area containing the following text: "IMPORTANT - PLEASE READ CAREFULLY THE TERMS OF USE BELOW. BY USING YOUR E-MAIL ADDRESS AND PASSWORD TO ACCESS THE STATE OF IDAHO DIVISION OF BUILDING SAFETY PROJECTDOX INFORMATION EXCHANGE SITE, YOU INDICATE YOUR ACCEPTANCE OF THE TERMS AND CONDITIONS OF THIS". The form includes fields for "E-mail:" and "Password:", both highlighted in yellow. Below these fields are "Login" and "Forgot your password?" buttons. At the bottom of the form, there are four links: [How to Install Project Dox Components](#), [How to Review Plan Markups](#), [How to Upload into Project Dox](#), and [How to download Approved Plans](#). The footer contains the ProjectDox logo, copyright information for Avolve Software (© 2016), and the Avolve Software logo.

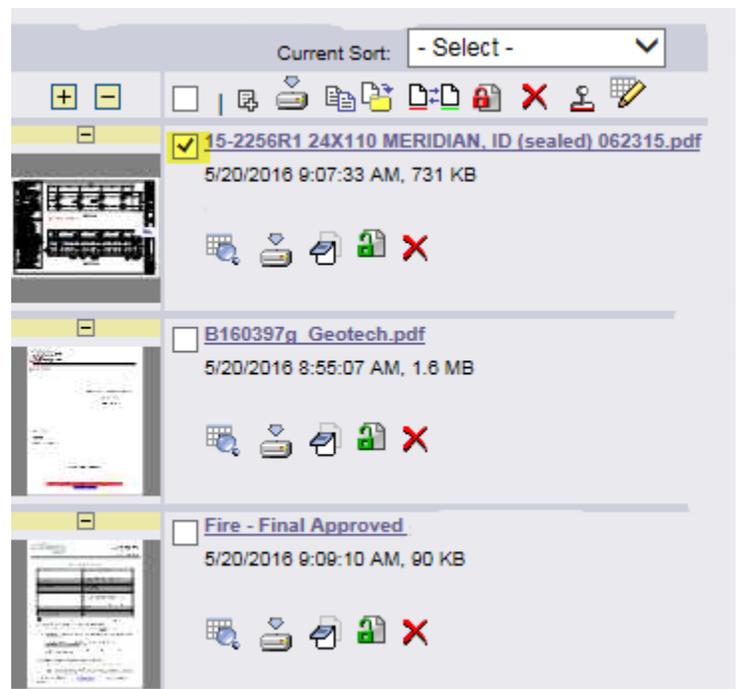
Locate your project by clicking on the “My Projects” button. Or conduct a search by entering the project number or street name in the search bar.



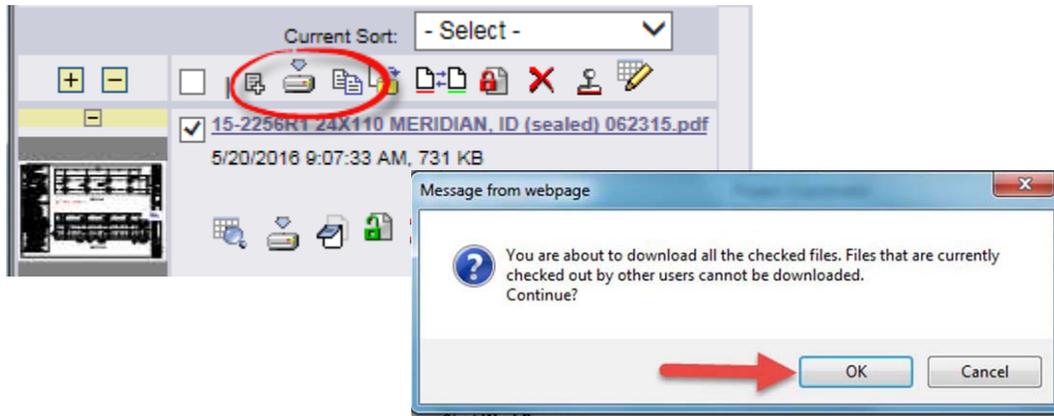
On the left hand side of your screen, click to open the Approved Plan & Documents folder.



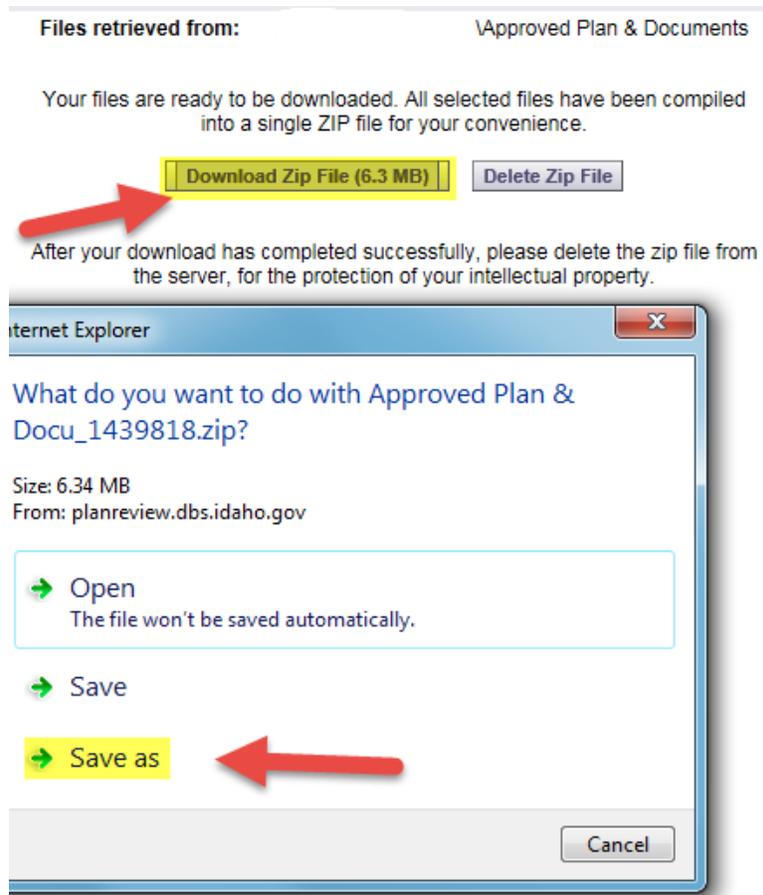
Once inside the Approved Plan & Documents folder, click to enter a checkmark inside the “toggle all checkboxes” box to select files simultaneously, or you may checkmark the files individually.



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