



Swinerton Collaboration Through CMiC

Streamline..Standardize..Simplify

Swinerton invites you to participate in CMiC collaboration!

What does CMiC collaboration allow?

CMiC is an electronic environment accessible by all employees and project partners, including Owners, Architects, Engineers and Subcontractors. Our goal is to provide a better way of doing business by streamlining, standardizing and simplifying Swinerton's business processes, in order to increase productivity, profitability and customer satisfaction. Swinerton's initiative of collaboration currently includes RFIs, Submittals, Meeting Minutes, and other construction administrative related items.

What is collaboration?

Collaborating within CMiC provides an environment where all project partners can work within the same system electronically and efficiently. Collaboration takes projects to the next level of a lean workplace, by reducing the amount of printed documents and by allowing access digitally to the records. By utilizing CMiC, it is in the truest sense of the word "Partnering."

Every collaborator will receive individual training on CMiC tailored to their project. Additionally, a selection of webinars and reference materials are always available. Swinerton also provides dedicated CMiC support representatives to provide ongoing support for all collaborators.

Requirements for Collaborators:

- Internet Explorer 8 or 9, or Internet Explorer 11 in Enterprise Mode or Compatibility Mode, or FireFox 9 or better
- It is recommended that you add <https://cmicweb.swinerton.com> as a "trusted site" in Internet Explorer, or as an exception to your privacy and security settings in Firefox. At a minimum pop-up blockers must be disabled for this site.
- Java 6 Update 45 or Java 7 Update 67
- MS Office 2007 or greater is required to view Word and Excel reports. The Office 2007 adaptor for Office 2003 may be substituted.
- Adobe Acrobat v10 or better, or Bluebeam 10 or better is required to run PDF reports
- Adobe Flash 10.3 or greater is required to view the dashboard on the main page
- An Active Email Address

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IT Troubleshooting for Collaborators

Forgotten Password

If you have forgotten your password, please Email your project team and they will let Business Support know and will get your password reset.

Are you getting this error message when you first log in?



IGNORE IT!!!! and click OK. The dashboards are being worked on and have been turned off at the moment. This is not stopping you from doing anything.

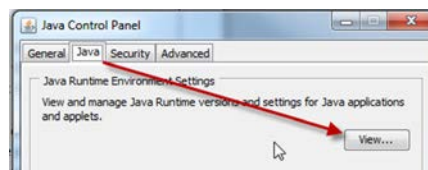
Are you having trouble with Upload Multiple when attaching documents?

This usually has to do with what JAVA you are running. CMiC only works with JAVA 6 or JAVA 7 and a some users are updating to JAVA 8. There are 2 fixes for this.

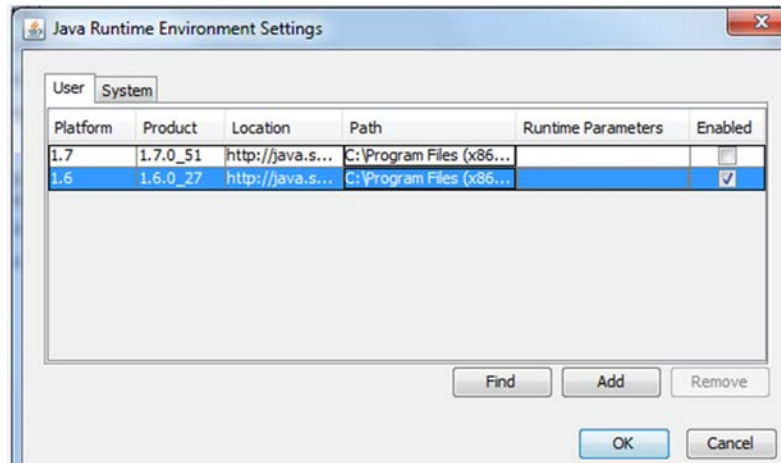
1. Switch from using Upload Multiple to Upload New. This is the easiest fix, but you do have to upload documents one at a time.
2. Talk to your IT dept. and have them make sure you have both JAVA 7 and 8 and just toggle between them.
 - Click your start button
 - Click Control Panel
 - Click Programs
 - Click Java



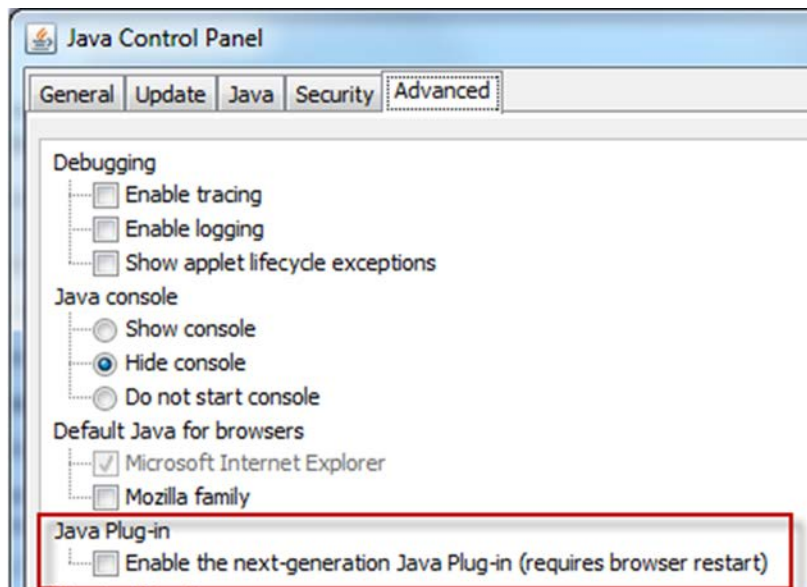
- Click the Java Tab
- Click View



- Click to uncheck the enable button for JAVA 8
- Click to Check the enable button for JAVA 7
- Click ok



- Click the Advanced Tab and make sure the radio button for "Enable the next generation Java Plug-in is unchecked.



- Once you are done with CMiC, then just recheck the JAVA 7 radio button and uncheck the JAVA 6 button and you are back to your default.