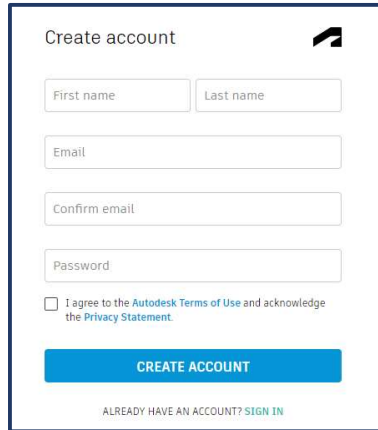


STEP BY STEP GUIDE – ACCESSING YOUR BIM BUNDLE ON BIM 360

1. Fill in BIM360 Access Request Form. If you have an Autodesk account, please provide the email used to sign in with on the form. If you do not have an Autodesk account, you can create one for free here:

<https://accounts.autodesk.com/register>



Create account

First name Last name

Email

Confirm email

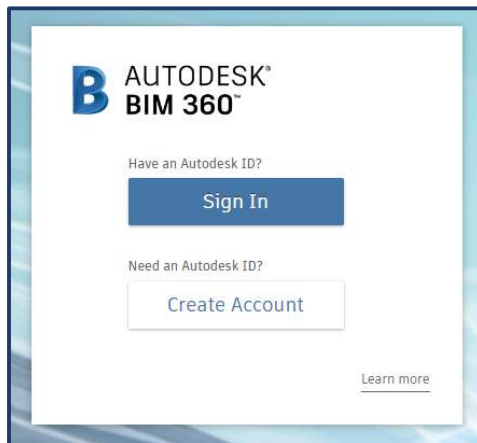
Password

☐ I agree to the Autodesk Terms of Use and acknowledge the Privacy Statement.

CREATE ACCOUNT

ALREADY HAVE AN ACCOUNT? SIGN IN

2. Once your form has been completed, we will grant you access. You should receive an automatic email with a link from Autodesk to access BIM360. If you do not receive an email, you can log into BIM360 here: https://admin.b360.autodesk.com/login?hq_return_url=%2Faccounts%2Fhtml_index



AUTODESK®
BIM 360™

Have an Autodesk ID?

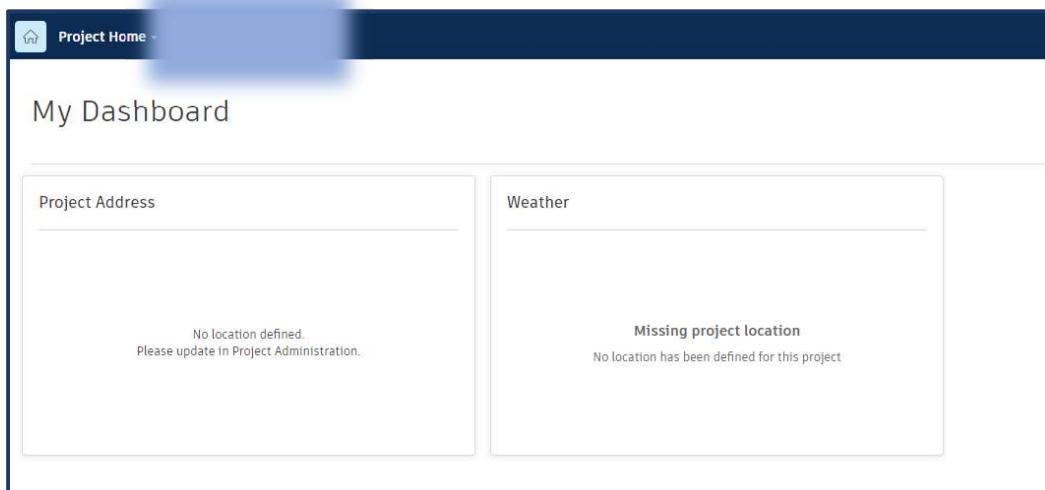
Sign In

Need an Autodesk ID?

Create Account

[Learn more](#)

3. When you access BIM360, either by signing in or clicking the Autodesk link in your email, you will be brought to a similar page to the below:



Project Home

My Dashboard

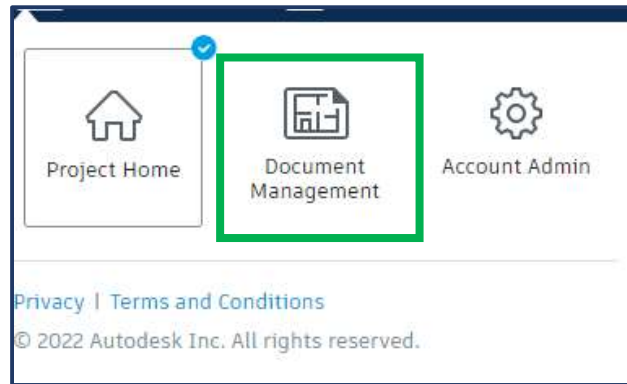
Project Address

No location defined.
Please update in Project Administration.

Weather

Missing project location
No location has been defined for this project.

4. You will notice at first that there is no content available in the folder destination. Click on the drop down next to **PROJECT HOME** in the top left of your screen and click on **DOCUMENT MANAGEMENT**



5. This will give you access to the **PUBLISHED FOLDER** of the Business you have requested content from. Here you can view and download all the content that has been developed, thus far, in PDF format
6. A business representative will have contacted you after you submitted your access form. They will ask for further info regarding the product(s) you require and the project(s) they will be used on. This is to ensure all Revit content issued via BIM Bundles, contains the most recent product data, and is tailored specifically for your project.
7. When your BIM Bundle is ready to view and download. The Paroc representative will send you a follow up email, containing a link to your project specific BIM Bundle
8. If you require additional BIM Bundles or changes to an existing BIM Bundle, or any Revit related queries, please contact the person/people who issued the original Bundle
9. To download your BIM Bundle, click on the files you wish to download and click on the icon highlighted in the red box below (**Download Source File**):

