



A Client guide to



WELCOME TO YOUR CLIENT PORTAL



Wunderbuild is your dedicated project hub, built to keep your build clear, organised, and visible.

At J.GRAE, we believe honest communication sits alongside quality workmanship. This portal is how we make that happen.

Through Wunderbuild, you can:

- Track your project progress
- View documents and updates
- Review variations and approvals
- Communicate directly with our team
- Stay informed at every stage of your build



LOGGING IN TO WUNDERBUILD

A Simple Step-by-Step Guide

- Locate the invitation email sent to you by our team
- Click the green link inside that email that says ["https://client.wunderbuild.com"](https://client.wunderbuild.com)
- Enter the login details from the invitation email and select sign in. There is an option to change your password once signed in.
- Head to the **"Projects"** tab on the left to see updates, variations, progress claims and more.

Tip: Bookmark the Wunderbuild login page for easy access.



Client Sign In

Builder Sign In

Email Address

Password

Forgot your password?

☐ Remember Me

Sign In

UNDERSTANDING YOUR DASHBOARD



Project Overview at a Glance

Project Status

Your dashboard shows the overall status of your project, including completion percentages and current phase, so you always know where things stand.

Upcoming Tasks

Stay on top of upcoming tasks and milestones listed on your dashboard, so you always know what's coming next.

Team Updates

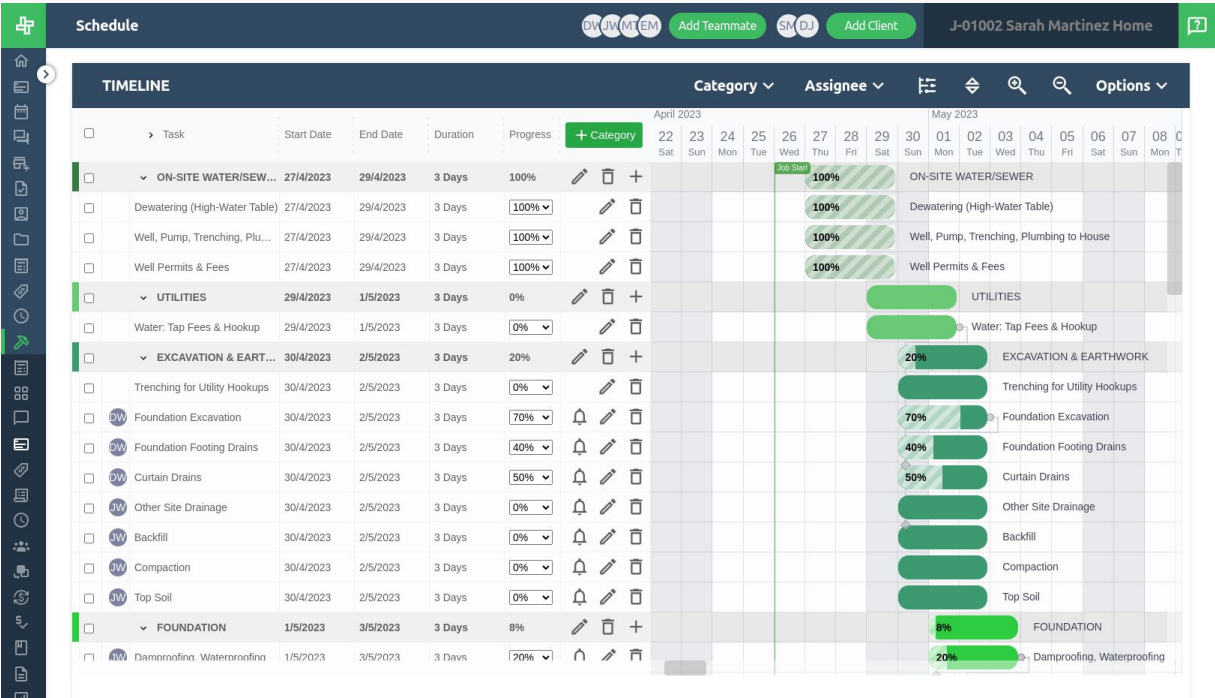
Recent updates from the J.GRAE team appear right on your dashboard, so you're always in the loop.



PROJECT SCHEDULE



Milestones and Timelines for Effective Tracking



Key Milestones

Understanding key milestones helps manage expectations and keep the timeline accurate right through the build.

Estimated Completion

Check estimated completion dates to see when each phase of your project is expected to wrap up.

Schedule Adjustments

Timelines can shift due to things outside our control – J.GRAE will keep you updated throughout the build.

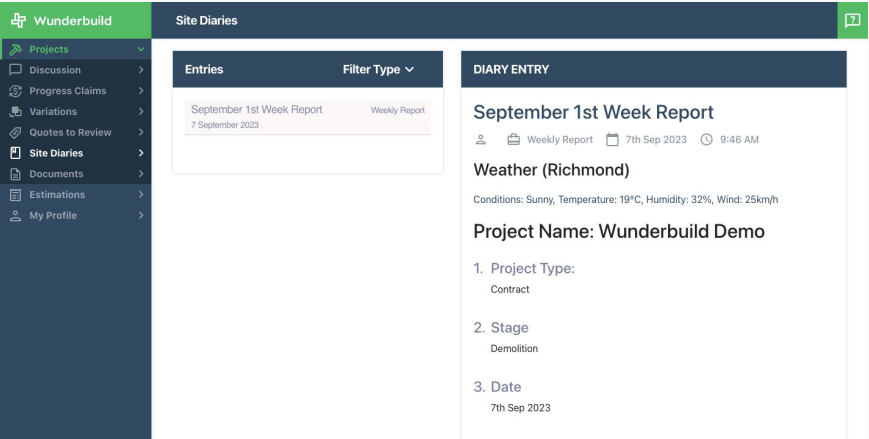
Tip: Project timelines may change due to weather, supplier delays, or site conditions.



VIEWING PHOTOS



Stay Updated with Your Build Progress



Latest Updates

J.GRAE regularly uploads photos of your build or site diary entries, giving you real-time insight into how things are progressing.

Visual Documentation

Browse a collection of site photos documenting each milestone, so you never miss a moment of your build.

Easy Access

View these photos directly in your Wunderbuild account, making it easy to track progress over time.



UPLOADING DOCUMENTS



Sharing Essential Information with the J.GRAE Team



Simple Process

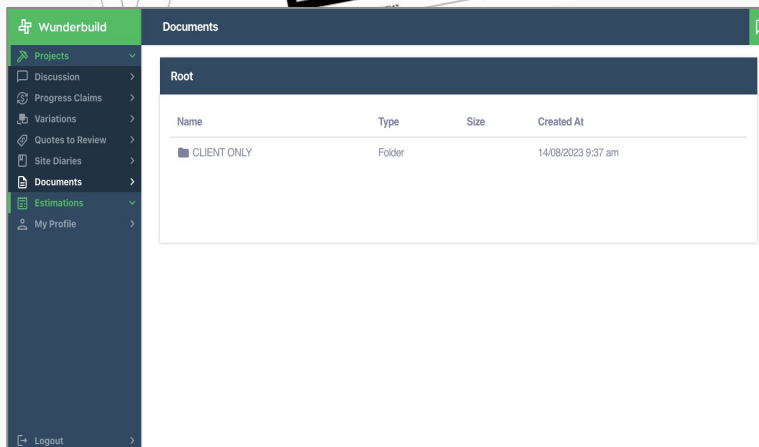
To upload a document, head to the 'Documents' section and click 'Upload file' to get started.

Supported Formats

Wunderbuild accepts PDF, JPG, PNG and DOCX files, so you've got flexibility in what you upload.

Clear Naming

Name your files clearly before uploading so they're easy to find later.



MESSAGING THE J.GRAE TEAM



Direct communication for a seamless building experience

To Send a Message:

- 1.) Open the Messages section and click "New Messages"
- 2.) Type your message
- 3.) Attach files if needed
- 4.) Click Send

Use messaging for:

- Questions
- Clarifications
- Approval discussions
- General communication

Tip: Keep all project communication inside Wunderbuild for easy reference



APPROVING VARIATIONS MADE EASY



Streamlined Process for Selections

Understanding Variations

Variations can cover changes to scope, cost changes, material selections or product approvals. It's worth reviewing these carefully to make sure they match what you're expecting.

Approval Process

- 1.) Open the notification or document
- 2.) Review all details carefully
- 3.) Click approve or accept

To Request Changes:

Leave comments or message your builder directly

Tip: Review variation costs before approving

Wunderbuild

Projects

Discussion

Progress Claims

Variations

Quotes to Review

Site Diaries

Documents

Estimations

My Profile

Variations

V-01021
31 August 2023
Awaiting Client Approval
\$10,000.00

V-01021
Awaiting Client Approval

Options

Accept

Print

Variation Name

Contact Name

Date

Pool Variation

31 August 2023

Item	Quantity	UOM	Cost (ex.)	Client Total (ex.)
1. Pool Subcontractor	1.00	qty	\$10,000.00	\$10,000.00
				\$10,000.00

Notes

Amount

No notes

Subtotal

\$10,000.00

GST

\$1,000.00

Total

\$11,000.00

MOBILE ACCESS MADE EASY



Connect Anytime, Anywhere

Wunderbuild is entirely cloud-based, so you can check your project from any device – desktop, tablet, or phone.

Logging in to the Wunderbuild Client App:

- Once the app is downloaded, please open it and select “Client Login.”
- Please enter the login credentials.

Notifications & Alerts

Get instant notifications and alerts for messages from the J.GRAE team, so nothing sits unanswered – stay informed about any changes to your project timeline, or when items require your approval.



HOW CAN WE HELP YOU?

Your J.GRAE team is here for support

- **Email:** accounts@jgrae.co.nz or Jesse@jgrae.co.nz
- **Phone:** Jesse 022 333 2661
- **In your portal:** Message us directly through Wunderbuild



WUNDERBUILD

JGRAE
BUILDING LTD