

Questions?

Email us at: support@cadground.com

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Posting a Project at CAD Ground – www.cadground.com

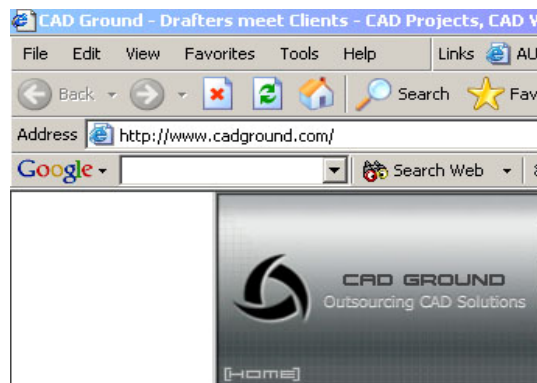
CAD Ground is a rapidly developing B2B online platform for professional CAD solutions. It brings together clients with CAD needs with professional drafters from all over the world.

CadGround.com free services allow clients to post their CAD projects and receive competitive proposals from drafters. Posting project is a very easy and straightforward process that takes no more than 5 minutes off your valuable time, but it saves you all the hassle of hunting down drafters and finding the most appropriate professional for your task.

The step-by-step guidelines provided below are designed to help you post your project at CadGround.com.

Post Your Project

Visit <http://www.cadground.com>



On the main page, click **[“Post a Project”](#)**

Clients Love Cad Ground



Fill out the provided form when prompted. Please try to be as specific as possible: it will help drafters to better understand your project.

Filling out the form:

Part I – General Information

The screenshot shows a web form with a progress bar at the top. The progress bar has two segments: 'FILL IN THE FORM' (which is highlighted in green) and 'CONFIRM'. Below the progress bar is a tab labeled 'PART I - GENERAL INFORMATION'. The form contains the following fields:

- * Project Title**: A text input field.
- * Project Description**: A large text area for a detailed description.
- * Upload Files**: A section with a green [help!](#) link and a button labeled 'UPLOAD FILES'.
- * Estimated Budget**: A dropdown menu with the text '-- Please Select --' and a green [help!](#) link.
- * Project Start Date**: A text input field with the format '(mm/dd/yyyy)' and a green [help!](#) link.
- * Project End Date**: A text input field with the format '(mm/dd/yyyy)' and a green [help!](#) link.

Project Title

It's best to list a simple, straightforward title, since drafters will see the project title before they see any other information. Titles such as "Paper to CAD" and "3D design" grab the drafter's attention and tell them exactly what the project involves.

Project Description

This is the most important part of your project posting. Here is the place to list and describe all details of your project. Make sure to include information on the kind of work that is needed, some background information on your organization, your reason to post this project, as well as the project size, e.g. "Complete construction documents package: paper to CAD - a total of 15 drawings".

Upload Files Relevant to Project

If you have any attachments you feel will help the drafters understand your project and enable them to generate a more detailed and concise proposal, upload them here. The maximum size of all attached files is 500K.

Estimated Project Budget

Enter your estimated budget for the project.

Project Start Date

Enter the desired project start date in the following format: mm/dd/yyyy

Project End Date

Enter the desired project end date in the following format: mm/dd/yyyy

Part II – Skills Needed

PART II – SKILLS NEEDED

* **Software (main)**
Choose Software

* **Software(additional)**
Choose Software

* **Area of Expertise**
Choose an area

* **Other skills**

Software Needed (main)

Select the main software that most closely matches the type of drafter you are seeking. For example, if you are seeking someone to do a 3D design, then you may choose to enter 3D Studio Max software.

"Add-on" Skills Needed

These "add-on" skills will help to further define your project need and refine the drafters who can apply. For example, if you are seeking someone with a primary skill in 3D Studio Max, you may also choose to select Autodesk Civil 3D.

Area of Expertise

If you prefer a drafter who has project experience within a certain industry, select an industry from the drop-down menu.

Other Skills Needed

Use this space to list any additional skills you require that are not already listed. Please separate all skills with a comma.

Part III – Location Info

PART III – LOCATION INFO

None Required

* **Country**
Choose a Country

Drafters can be recruited globally, nationally, regionally, or locally. If you need the drafter to work at your location or participate in project meetings, it might be best to search for a drafter in your area. If you have a project that can be completed remotely and allows for e-mail and telephone communication, you may also want to consider global pros.

No location requirements

Click "None required" to source drafters from all over the world.

Select by Country

Click "Country" to locate drafters in a specific country. From the drop-down menu, select the desired country.

Part IV – Contact Info

You will need to fill out your contact information. It is important that you enter correct information. Otherwise, drafters will not be able to contact you and make proposals for your project.

PART IV - CONTACT INFO

* **Company Name**

* **Contact Person**

* **Address**

* **City**

* **State/Province**

* **Zip/Postal Code**

* **Country**

* **Contact phone**

Part V – Miscellaneous

PART V - MISC

* **Years of Experience**

* **Payment Type**

Cash Credit Card Wire Transfer
 eCheck Money Order Check
 Bank Check Western Union

You can enter the desired number of years of experience that the drafter should possess. Please note that our system only allows entering digits in the “Years of Expertise” field. Any entry containing characters different from digits, such as “Min. 3,” will generate an error when posting your project.

Also, you have the option to indicate your preferred means of payment for the completed project.

Confirm Project Details

Your project will be listed in the Project Section as appears on this screen. Please make sure all provided information is correct

A horizontal bar containing two buttons: "BACK TO FORM" on the left and "POST PROJECT" on the right.

If you need to edit your entry, you can do so by hitting the “Back to Form” button at the bottom of the project form. If all information is correct, please proceed by clicking “Post Project.”

Sign in or Register

At this stage you will need to either sign in (if you already have a client account), or register a new account. Registration is free of charge.

A login and registration form. On the left, there are input fields for "EMAIL" and "PASSWORD", with links for "forgot pass" and "register" below the password field, and a "LOGIN" button. On the right, a box titled "Login to get the following advantages" lists three benefits: "Easy project posting", "Wide availability of projects", and "Availability of professional drafters".

Your project will be posted immediately after you log in. Once inside our Members’ area, you can go to My Projects, and view your project.

A grid of six navigation boxes for members. The boxes are: "Quick Start" (Update Contact Info, Post new project, Find Drafter), "Projects" (Post Project, My Projects), "Find Drafter" (Search for a Drafter), "My Info" (User Info, Personal Profile), "Help" (My Cad Mail, Submit a Ticket, Help), and "Feedback" (Rate a Drafter, Rate CAD Ground, View Rating).

For more information, you can visit our [Help Center Online](#)

If you need assistance in posting your projects, our team will be happy to help you.

Please do not hesitate to contact us at support@cadground.com