



## PRZM Dashboard – Access Projects

Following are the steps to access projects within the PRZM system. If you need additional information, please refer to the *Using PRZM* Reference Guide.

Step	Task
1.	Navigate to the UOCP&RES website: <a href="http://www.uocpres.uillinois.edu">www.uocpres.uillinois.edu</a> .
2.	Land on the <b>Applications</b> tab on the menu bar.
3.	Land on <b>Vendors</b> from the drop-down.
4.	Click <b>PRZM</b> from the menu options.
5.	Enter your <b>User ID</b> and <b>Password</b> ; click <b>Login</b> .
6.	From the Dashboard, click the drop-down next to <b>My Projects</b> . <ul style="list-style-type: none"> <li>a. Note the <b>Event</b> links; click a link to go directly to the related view.</li> </ul>
7.	Click the <b>Project</b> from the list.
8.	Click the link next to <b>Project Link(s)</b> . <ul style="list-style-type: none"> <li>• For 1.9.1 projects, select the project <b>Phase</b> (e.g., <b>Conceptualization, A/E Selection</b>). The step to access 1.9.1 projects is not illustrated in this job aid.</li> </ul>

University Office of Capital Programs and Real Estate Services

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Vendors PRZM VSA Registration CAPS & VSA Dashboard

Announcements

Board of Trustees on Thursday, March 12, 2015  
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### Vendor Application Login

Enter your User ID and Password:

User ID:

Password:

Login

**ATTENTION: FIRST-TIME USERS**  
of UI Vendor applications! You must create your User ID by registering before you can use the applications.

Register

**Change Your Password**

- If you know your password, but would like to change it.

**Forgot Your Password?**

- Type in your User ID then [click here to reset your password](#)

Architect01 Training | Dashboard | Profile | Help | Logout

PRZM Main | Reference Documents

My Action Items | Project Chooser: -- My Projects --

6.a. → **Event**

Request for Proposal Response

Project # U13908

7. → KD Test Project

6. →

Event	Project	Project #	Recipients
Request for Proposal Response	Construction Training 2	U13908	Architect07 Training, Architect01 Training

Chris-PRZM Presenation CWA  
CM Testing Project  
Construction Training 1  
Construction Training 2  
Construction Training 3  
Deering Building  
KD Test Project  
Lara Test Project  
Nelson Building  
PSC Training 1  
PSC Training 7  
Q-Testing  
Renovation of Job Aids  
Test Project - Contractor Payment Export  
Training Building 14.2  
Training Building  
Vendor Update

Architect01 Training | Dashboard | Profile | Help | Logout

PRZM Main | Reference Documents

My Action Items | Project Chooser: KD Test Project

Project #: U13123

Project Link(s) KD Test Project

8. →

No documents found

Event	Days Lapsed	Description	Recipients
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