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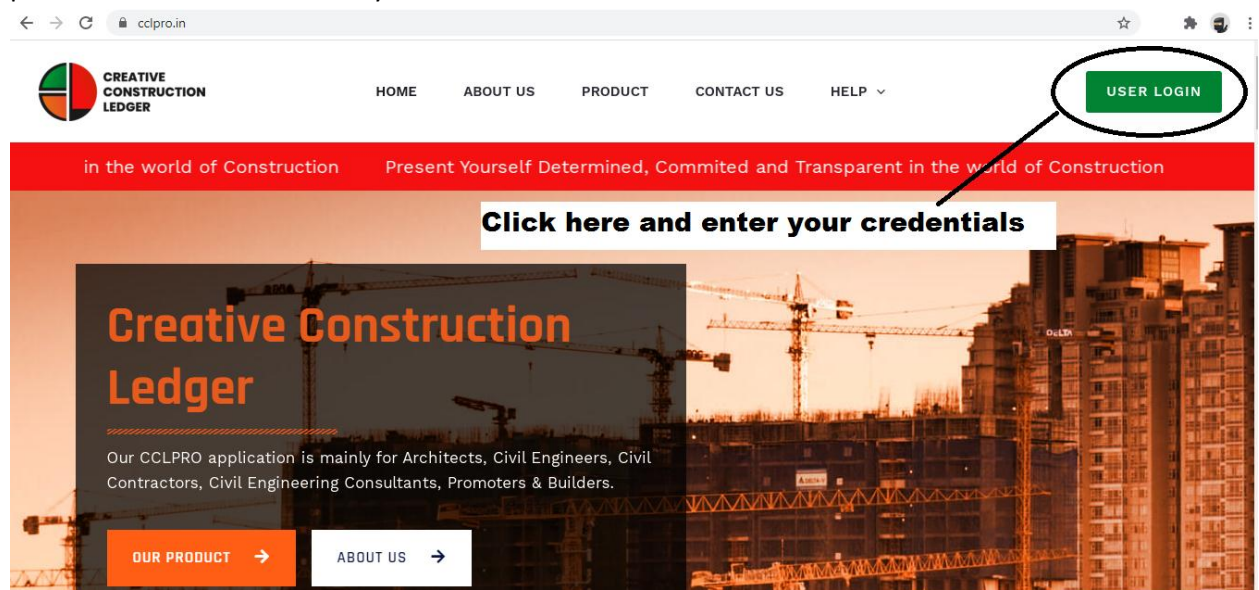
Website – www.cclpro.in

USER MANUAL FOR CCLPRO SOFTWARE APPLICATION

The following steps will help you understand our software and its use

1. Logging in to our cloud based software

Enter www.cclpro.in in your browser and click “User login” and enter your username and password. This will redirect to your Dashboard.



2. Edit profile details

If a user desires to change their password and/or other profile details, and/or upload a profile picture, click on Profile tab at top right corner of the page and edit the details.

The image shows two screenshots of the Creative Construction Ledger (CCL) web application. The top screenshot is the dashboard, and the bottom screenshot is the user profile page.

Dashboard Screenshot:

- Header: Welcome, Send Feedback, and a user profile icon circled with a callout "Click here to update your profile".
- Left Sidebar: Creative Construction Ledger logo, user profile, and a menu with items: Dashboard, Category List, Item Code List, Project, B.O.Q, Report, Summary, Reconciliation, and Buy Subscription.
- Main Content: "Dashboard" title, a message "Please add your GST number in profile details. [Click here details](#)", and four project status cards: Total Project (0), Completed Project (0), Running Project (0), and Proposed Project (0).
- Active Subscription Details Table:

ACTIVE SUBSCRIPTION DETAILS	
Subscription Name	Free Trial
Price	₹0
Expiring On	25th of January 2022
Invoice & Payment Receipt	DOWNLOAD
- Addon Details: A yellow box stating "You dont have any addon."
- Footer: Copyright © 2021 Creative Construction Ledger (CCL). | All rights reserved.

User Profile Screenshot:

- Header: Welcome, Send Feedback, and a user profile icon circled with a callout "Click here to update your profile picture".
- Left Sidebar: Same as the dashboard.
- Main Content: "My Profile" title, a user profile picture, and a status "Active".
- My Details Section: A tabbed interface with "My Details" selected. It contains two sub-tabs: "Update Picture" and "Change Password".
- Form Fields: Name, Email, Username, Password, and Phone, each with a corresponding input field.
- Footer: Copyright © 2021 Creative Construction Ledger (CCL). | All rights reserved.

3. Category and Item description

If the user wishes to view the Category description and Item description, visit “Category list” and “Item code list” in the menu bar at left.

Category List

S. No	Category Name	Description	Item Code(From)	Item Code(To)
1	Earthwork (WERW)	Earthwork in excavation and filling	WERW 01	WERW 29
2	Plain Cement Concrete Work (WPCC)	Plain cement concrete work in all position & of all grades.	WPCC 01	WPCC 35

4. Project Menu

- Click on Projects in the menu bar at left, it will display “Add Project” and “Project list”. Click on “Add Project” to add a new project and click on “Project List” to view/edit saved project data.

Add Project

Click here to add project and project details

Project Name *

Project Leader *

Status

BOQ Type

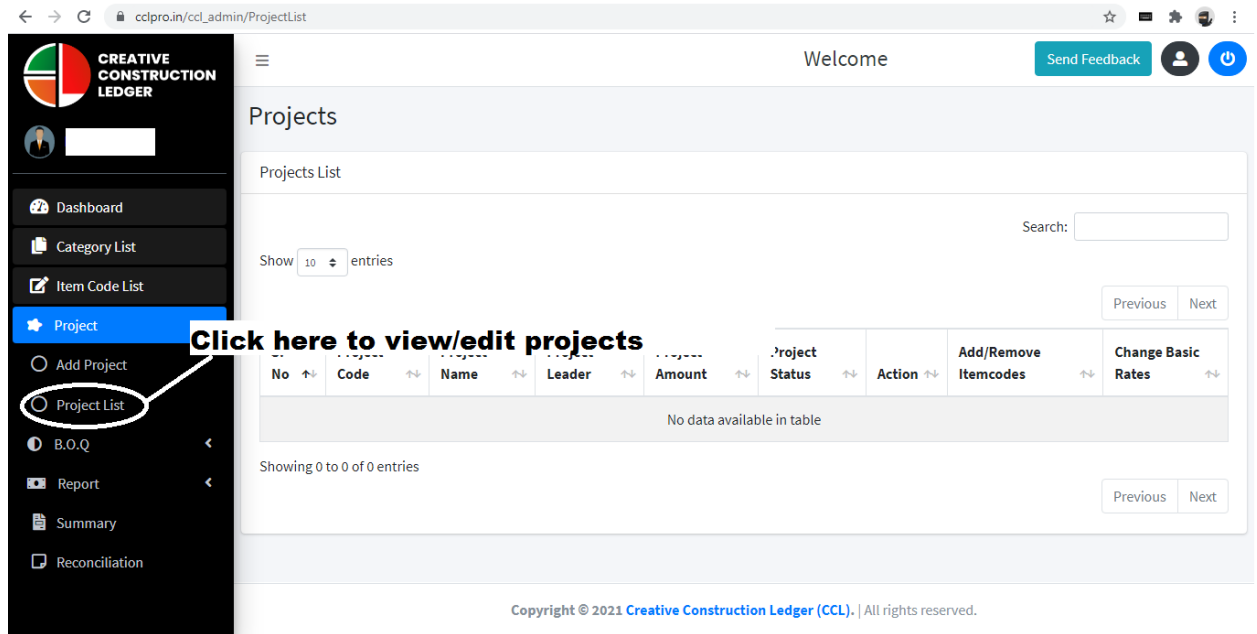
Category *

Item Code *

Estimated budget(Project Amount)



Estimated project duration

Project Description












- Whenever users click on “Add Project”, the user will be able to add details like Project Name, Project Leader/Project Manager, Project Code (user defined), Project Status, , Save as, BOQ type, Estimated Project Cost/ Duration.
- The user will have to select Category of items for example earthwork, plain cement concrete, wood work, etc. The user can select multiple items as per the project requirement.
- Once the user selects category, the user will be able to select Items with respect to the category list which the user have selected (equivalent to users BOQ Items) of selected categories displayed. By putting cursor on displayed default item codes, the software displays item code description in pop-up for the ease of user.
- Once the user have saved first project, the user can then use the template of the first project by saving the further project in the “Save as” column. User can use the template and do the changes as required.
- There is also an option of selecting type of BOQ. Normal or Cumulative (when user wants to add projects phase wise, then the user can use cumulative BOQ)
- After selecting the category and item codes, the user will have to save the project by clicking on the SAVE button. The software will redirect to the BASIC RATES TABLE page.
- Basic rates table provides you with the list of required raw materials, category wise labor and hiring of machineries with their default unit rates (item codes with green background are default rates) for the Project. The users have to edit default rates as per his/her own analysis/discretion/market survey and also have to edit percentage for water charges and CPOH(Contractor’s Profit and Overhead). By saving this, the software redirects to CREATE BOQ TABLE.

← → ↻ cclpro.in/ccl_admin/User_changerate/12

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Hire Charges, Labour, Materials Rates

Basic Rates

Project Code: xx

Project Name: xyz

Project Status: Proposed Project

Water Charges (%) **Contractor's Profit & Overheads (CPOH)(%)**



1 15

Code	Description	Unit	Rate
MOIL 05	Diesel(hsd)	Liter	75
LUWR 02	Bhisti	Day	360
LUWR 03	Chowkidar	Day	300
LUWR 04	Beldar (male labour)	Day	400
LUWR	Coolie (female labour)	Day	200


5. BOQ Menu










- The CREATE BOQ TABLE will display all selected items with their default description. The user has to edit item code quantity as per his/her project BOQ. User may also add here his/her BOQ description of equivalent item codes. Once the user saves CREATE BOQ TABLE after editing, the software will redirect to PROJECT BOQ TABLE.
- The user also has an option of adding or deducting the quantity from the BOQ which can be very useful during the project execution phase.

← → ↻ cclpro.in/ccl_admin/User_New_boq/78

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Create New B.O.Q

Project Code - CCL 03

Project Name - CCL 03

Project Status - Proposed Project

S.No.	CCL Item Code	User's BOQ Item No.	CCL Item Code Default Description	Add User's BOQ Description	Unit	Quantity	Add Quantity	Deduct Quantity
1	WPCC 01		Providing & laying in position		Cum	1		
2	WCEN 09		Centering and shuttering		Sqm	1		
3	WBRK 04		Brick work with common burnt		Cum	1		
4	WBRK 34		Brick work with calcium silicate		Cum	1		

- PROJECT BOQ TABLE will display the TOTAL PROJECT COST calculated as per user's input. The software will calculate the rates of each item code for the unit of measurement of

the item code (For eg. The user will be able to calculate the rate of earthwork item **per cum**). If the user wants to change item quantity, the user will be able to edit the quantity by clicking the edit icon on the right side of the amount column. The user can also change the BOQ description as per his requirement.

- The user can view the rate analysis of any/each item by clicking on the view icon in CCL Item Code Column.

The screenshot shows the 'Project Status - Proposed Project' table. The table has columns: S.No., CCL Item Code, User's BOQ Item No., CCL Item Code Default Description, User's BOQ Item Description, Unit, Quantity, Rate(INR), Amount (INR), Add Quantity, Add Amount (INR), Deduct Quantity, Deduct Amount (INR), and Edit. The first row (S.No. 1) shows item 'WPCC' with a description 'Providing & laying in position cement concrete of specified grade excluding the cost of centering & shuttering- all work up to plinth level, 1:1:2 (1 cement, 1 coarse sand, 2 graded stone)'. The 'CCL Item Code' column for 'WPCC' has a view icon (an eye inside a square) circled in red.

Note: The User can edit Rate Analysis Templates for DESIGN MIX CONCRETE (Editable) as per their lab reports here by clicking on edit icon in CCL Item Code column. Once the user saves the changes, the rate will automatically update in the Project BOQ.

The screenshot shows the 'Project B.O.Q View' table. The table has columns: S.No., CCL Item Code, User's BOQ Item No., CCL Item Code Default Description, User's BOQ Item Description, Unit, Quantity, Rate(INR), Amount (INR), Add Quantity, Add Amount (INR), Deduct Quantity, and Deduct Amount (INR). The first row (S.No. 1) shows item 'WRCC-M-25D' with a description 'Providing and laying in position design mix concrete m-25 above plinth up to floor five level (horizontal/vertical fins, chajjas, eaves boards, etc.), excluding'. The 'CCL Item Code' column for 'WRCC-M-25D' has an edit icon (a pencil inside a square) circled in red.

CREATIVE CONSTRUCTION LEDGER

Rate Analysis Template

User can edit the quantity based on mix design

Providing and laying in position design mix Concrete M-20 above puntn up to floor five level, horizontal/vertical rns, Lnjags, eaves boards, etc., excluding centering & shuttering, finishing and reinforcement, all complete.

S.No.	Code	Description	Unit	Quantity	Rate(₹)	Amount(₹)
1	MCEM 45	OPC cement	Tonne	0.34	7500	2550.00
2	MCEM 45B	Plasticize material	Kg	2.38	47	111.86
3	MCEM 47 C	Fly Ash	Tonne	0	470	0.00
4	MSAG 05 A	Graded stone aggregate 20 mm nominal size.	Tonne	0.667	735	490.25
5	MSAG 06 A	Graded stone aggregate 10 mm nominal size.	Tonne	0.445	750	333.75
6	MSAG 07 A	Graded stone aggregate 6 mm nominal size.	Tonne	0	690	0.00
7	MSAG 08 A	Crusher Sand (Dust)	Tonne	0	950	0.00
8	MSND 43 B	Coarse Sand (Zone-3)	Tonne	0.775	650	503.75
9	MSND 44 B	Fine Sand (Zone-4)	Tonne	0	1185	0.00

Rs) Amount (Rs) Edit

4 247.54

75 7755.75

Total: 8003.29

- The user can create cumulative BOQ by selecting multiple projects already added by the user. This will help user when the user have different phases of projects starting at different time. User can then be able to add up the BOQ from different projects and analyze the same rather than creating a master BOQ.

CREATIVE CONSTRUCTION LEDGER

Welcome

Create Cumulative BOQ

☐ I Want to Create New Project.

Note- (1) User should have to take care that rates of individual items are same in all boq's which are to be included in Cumulative BOQ.
 (2) If user made any changes in selected projects for already generated cumulative project, it is mandatory to recreate cumulative project to revise it.

Create cumulative BOQ of already created project

For which project do you want to create cumulative BOQ?*

CCL 02

Select the projects you want to be included in the cumulative BOQ*

Select Projects (Multiple)

CCL 03

CCL 02

CCL 01

6. Report Menu

After all the inputs and selection of items, the user can check total quantity/ cost of required material, labour and duration for required tools/plants/machineries (considering 8 hours of working in a day) for the Project as well as for individual Items, by clicking on "Report" in Menu Bar.

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 - Project Report
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WERW 02	Earthwork in rough excavation, banking excavated earth in layers not exceeding 20 cm in depth, breaking clods, watering, compacting each layer by 1/2 ton roller or wooden/steel rammer, and rolling every third & top most layer with power roller of minimum 8 ton and dressing up in embankments of road, flood banks, marginal banks and guide banks, or filling depressions of ground, lead up to 50.00 m & lift up to 1.5 m. (All kinds of soil)							
Item Unit	Item Quantity	Code	Description	Unit	Quantity	Basic Rate	Amount	Coefficient (%)
(a) Materials-								
Cum	1	MOIL 05	Diesel(HSD)	Liter	0.01	75	1.08	0.30
							Sub Total--	1.08
(b) Labours-								
Cum	1	LUWR 02	Bhisti	Day	0.04	360	14.40	3.99
Cum	1	LUWR 03	Chowkidar	Day	0.00	300	0.24	0.07
Cum	1	LUWR 04	Beldar (Male labour)	Day	0.59	400	236.00	65.35
Cum	1	LUWR 05	Coolie (Female Labour)	Day	0.36	300	108.00	29.91
							Sub Total--	358.64
(c) Hirecharges-								
Cum	1	HRLR 01	Hire charges for diesel roller 8 to 10 ton capacity	Day	0.00	1750	1.40	0.39

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Code	Description	Unit	Quantity	Actual Rate	Amount	Coefficient (%)
(a) Material						
MOIL 05	Diesel(HSD)	Liter	0.03	75	2.16	0.38
					Sub Total--	2.16
(b) Labour						
LUWR 02	Bhisti	Day	0.08	360	28.80	5.02
LUWR 03	Chowkidar	Day	0.00	300	0.48	0.08
LUWR 04	Beldar (Male labour)	Day	0.81	400	324.00	56.42
LUWR 05	Coolie (Female Labour)	Day	0.72	300	216.00	37.61
					Sub Total--	569.28
(c) Hirecharges						
HRLR 01	Hire charges for diesel roller 8 to 10 ton capacity	Day	0.00	1750	2.80	0.49
					Sub Total--	2.80
					Grand Total--	574.24

7. Reconciliation

Now the user may reconcile the project by entering the actual quantity of item codes up to date, software will display theoretical consumption of the resources. The user has to input actual consumption of the resources up to date. The reconciliation can be done for the project at any stage by clicking on reconciliation.

← → ↻ cclpro.in/ccd_admin/reconciliation

CREATIVE CONSTRUCTION LEDGER

Dashboard Category List Item Code List Project B.O.Q Report Summary **Reconciliation**

Welcome Send Feedback

Edit Item Quantity Save Reconciliation

Code	Description	Unit	Theoretical Consumption	Actual Consumption	Saving(+)/Loss(-) Consumption	Basic Rate	Saving(+)/Loss(-) (Rs)
(a) Material-							
MOIL 05	Diesel(HSD)	Liter	0.03		0.03	75	2.25
(b) Labour-							
LUWR 02	Bhisti	Day	0.08		0.08	360	28.80
LUWR 03	Chowkidar	Day	0.00		0.00	300	0.00
LUWR 04	Beldar (Male labour)	Day	0.81		0.81	400	324.00
LUWR 05	Coolie (Female Labour)	Day	0.72		0.72	300	216.00
(c) Hirecharges-							
HRLR 01	Hire charges for diesel roller 8 to 10 ton capacity	Day	0.00		0.00	1750	0.00
Grand Total--							571.05

Note: To revise/change, go to Project List, and repeat the process.

8. Summary Menu

By clicking on Summary in the menu bar, the user will get total cost of required raw materials, manpower, hiring cost of machineries, cost for Water Charges and CPOH and Total Project Cost for the selected project.

← → ↻ cclpro.in/ccd_admin/Users_project_summery

CREATIVE CONSTRUCTION LEDGER

Dashboard Category List Item Code List Project B.O.Q Report Summary **Summary** Reconciliation

Welcome Send Feedback

SUMMARY
Project Code: xx
Project Name: xyz
Project Status: Proposed Project

Note:- The amount may differ up to maximum 0.0002%, due to rounding off after decimal at several calculations.

Project Cost	665.00	
Material Cost	2.16	
Labour Cost	569.28	
Hirecharges & Machinaries Cost	2.80	
Water Charges	5.74	1 %
Contractor's Profit & Overheads (CPOH)(%)	86.85	15 %

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9. User templates

If the user is unable to find desired item code in the list, the user can email us the item details the user is looking for and we can add it to your login. Once the new item is generated by us, the user can select “My rate analysis” from the category list.

Note: the new item generated by us shall be visible only to the user for whom it is generated.

The screenshot shows the 'Add Project' form in the Creative Construction Ledger software. The form is titled 'Project' and includes the following fields:

- Project Name ***: Text input field with 'abc' entered.
- Project Code ***: Text input field with 'a' entered.
- Project Leader ***: Text input field with 'abc' entered.
- Status**: Dropdown menu with 'Proposed Project' selected.
- Item Code ***: Text input field with 'Select Item Codes' as a placeholder.
- Estimated project duration**: Text input field with 'Estimated project duration' as a placeholder.

A dropdown menu for 'Category' is open, showing a list of categories. The category 'MY RATE ANALYSIS TEMPLATES (MRAT)' is highlighted in blue. The 'Add Project' button is circled in red.

10. Project Status

There are project status as Proposed, Running, Unsuccessful Bid and Completed. The functions changes with the project status as follows:

- **Proposed Project / Running project** – The user can edit/change percentage for Water Charges/CPOH, basic rates for revised calculations, can add/remove/change item codes, can change item code quantity, can change their BOQ item number/description, can use reconciliation report, etc.
- **Unsuccessful Bid/ Completed Project** – By selecting this options from “Project list” under “Project” Menu tab, the software will freeze all the data and functionality for the project. These data will be used as a referral for the upcoming projects.