



## Now Generate a Submittal Package PDF!

IEC is excited to announce an enhancement to our submittal documents. You can now generate a Submittal Package PDF by combining several of the existing documents into one PDF document with a cover sheet.

*Follow these helpful steps below to generate the Submittal Package PDF:*

**Step 1:** Simply check the documents you want to include in your submittal package and then click the “Generate submittal package” button. EnCompass will begin to generate the document.

**Generate Documents**

<input type="checkbox"/>	Document Type	Format
<input type="checkbox"/>	Transmittal	EXCEL ▾
<input checked="" type="checkbox"/>	Dimensional Drawing	WORD ▾
<input checked="" type="checkbox"/>	Mechanical Specs	WORD ▾
<input checked="" type="checkbox"/>	Ratings Data	PDF ▾
<input checked="" type="checkbox"/>	Product Submittal Cover Sheet	WORD ▾
<input checked="" type="checkbox"/>	Unit Information	EXCEL ▾
<input checked="" type="checkbox"/>	Shipping Specification	PDF ▾
<input checked="" type="checkbox"/>	Valve Package Submittal	PDF ▾
<input checked="" type="checkbox"/>	Electrical Submittal	PDF ▾



**Step 2:** When the document is ready, it will appear in the “Docs” library as *Project Submittal*. You can now download the pdf document to your device.

Document Name	Type
<a href="#">Rating Schedule</a>	Rating Schedule
<a href="#">Project Submittal</a>	• Project Submittal
<a href="#">Unit Information</a>	Unit Information