



The Manual

Forward

Welcome to eScaff, firstly, this document is a complete tutorial on how to use the software and how to get the most from it for your business. The software itself is simple to use and you can hand this manual to any member of staff and they will quickly begin to understand the logic of how it works.

We also offer FREE Training so contact us if you need this on 07525 648263

Once you integrate eScaff into your Company will be totally organised with jobs, dates, health and safety and the everything is accessible to all office staff so that you can walk into your office or view remotely from anywhere and see exactly where the business is on any given day.

You have the power to add jobs remotely or in the office, inspections can be done on site and update the office instantly.

The system is flexible and can be totally digital and you can run it from a PC, Mac, Tablet, or iPhone/Andriod phones. Or you can also print everything out if you like to keep the paperwork.

You also have a complete vehicle management system that records everything that you need to run a successful scaffolding business and vehicles

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FAQ's

Lets start by looking at how you can get eScaff and take advantage of the 30 days free offer that we are currently running.

1. How to get eScaff

eScaff
SCAFFOLD MANAGEMENT SOFTWARE

What our customer say
"It's a game changer, we signed up to eScaff and within minutes we realised how organized everything was"

Free 30 Days Trial
Existing Customer Sign In
Tutorials

tel: 07525 648263 email: admin@escaff.uk

Click here if you are a new to eScaff and it will direct you to the signup screen.

Here you will be asked for your full name, your email and your desired password, this password will be emailed to you should you forget it.

You will be asked to enter your payment details, once this is done you will have instant access to eScaff but you will not be charged for 30 days, this will give you plenty of time to learn And start to integrate it into your office with ease.

The next time you go to eScaff click the existing customer button and enter the email and password that you initially set up.

Create an Account
Already have an account? [Sign in?](#)

OR

Fullname
Email
Password
Confirm Password

I Agree to the terms and conditions. [Click here](#)

Submit
Cancel

2. Lets set your company up

Firstly we recommend having your company logo already prepared on your desktop, in fact if you create a folder on the desktop and call it eScaff Documents you will know exactly where to find anything that you upload to eScaff. (10. Health and Safety)



Welcome to eScaff lets get started by setting up your company, upload your documents and set up your staff

1 **Customer / Company Name**
Demo Scaffolding

Telephone
07525 648263

Email
jeremy@escaff.uk

Address
Little Lidgey Laity Moor Ponsanooth

Truro

Postcode
TR3 7HR

Upload your company Logo **Select** **Submit**

2 **Upload your company documents**
i.e Insurance, public, Liability , (not health & safety) **Select** **Submit**

3 **Add key members of staff**
Add your key members of staff that will be allocated to jobs, so you can keep track of who is working on what job. **Add staff**

Uploaded Documents

File Name	
Employers Liability.docx	
H&S Policy.docx	
Public Liability.docx	

Follow the numbers on this screen, so 1 is enter all of your company details as these are used throughout the software to keep your customers in touch with you.

Next 2 on the list is to upload your company documents, these are your Employers Liability, Health and Safety Policy and Public Liability. These are currently required by law and your customers will expect to see these. They are not compulsory to use eScaff, but it is wise to have these in place within your company. Once uploaded these are visible to any new clients, so you only do this once.

Finally 3 upload your company logo - this is jpg or png format and we can help you with this if you are experiencing and issues.

So you have now setup your login and set your company up with the address details and email, uploaded your logo and any company documents you want to share with your customers.

The next part of setting eScaff up is to fine tune your prices. The price list is used when you create quotations so lets dive in and show you this next process.

3. The Price list

The price list consists of most everyday items you Hire, but you have the facility to add any item that you want and hire out or sell.

The prices you see are default prices set up by us so you may need to alter these to suit your own business. Simply change the value and click the Save button. Go through this until you are happy with the values of each item, you can always go back to the priceless and alter it at anytime.



- Pending Quotes
- Quotes Approved
- Quotes Declined
- Live Projects

> This is your price list
Please enter your costs per item below or use our default values, these can be changed at anytime.

Item	Cost
Your Linear Meterage cost	£29.00
Saddle Cost	£136.00
Throw-in Cost	£135.00
Hop-Up Cost	£135.00
Hakki/Layher stairs per lift	£135.00
Temporary Roofs	
Temporary Roof per m2	£28.00
Monoflex Per m2	£3.00
Shrinkwrap per m2	£6.00

Towers	Cost	Cost per lift
Cost for 5 foot/1.8 mtr tower	£175.00	£75.00
Cost for 8 foot/2.4 mtr tower	£200.00	£85.00
Cost for 10 foot/3.0 mtr tower	£250.00	£95.00
Cost for 13 foot/4.0 mtr tower	£300.00	£100.00

Other Costs

Scaffolding Inspections per visit
£75.00

Enter the percentage of cost for overhire - for example enter 10% so a 4 week hire is say £1000.00 your overhire will be £100.00 per week added to every week over the initial 4 weeks Initial cost
% 5

Add a new item you sell

Enter item name	Enter item cost
item name : Ladders	item cost : £ 13.00 X
item name : Netting per Roll	item cost : £ 50.00 X
item name : Street Lights	item cost : £ 24.00 X
item name : Foam Tube	item cost : £ 5.00 X

Any items not listed that you want to add to your estimate can simple be added, name them for example, Shute and enter the value of one shute, say £20.00 when you build your estimate you can select this item and enter the number of chutes you need for that job. eScaff does the calculations for VAT, overhire etc.

Once you are happy with your price list click the Save Button and lets move on to adding customers.

4. Adding a new customer/s



Pending Quotes Quotes Approved Quotes Declined Live Projects

Set up your company
Add key staff
Set up your Price List
Scaffolding Inspections

Create a customer
Add a new job
Upload health & safety
Add adaptations
Dismantles
Print Job

Add your vehicle
Vehicle check
Vehicle Inspection
Sign Out

Create new customer

Customer / Company Name:

Address:

Telephone:

PostCode:

Email:

Password:

Save

Customer List

Show 10 entries

Search:

Name	Address	PostCode	Email	Telephone	Action
arham	123	123	i.am.arhamkhan25@gmail.com	arham	Edit Delete
Demo Customer	12 new sterre	Tr23 456	artformwebservice@mac.com	09876 542556	Edit Delete
Foresight Construction	4 Chasewater Road	Truro	for@gmail.com	01326 564331	Edit Delete
John Doe	12 New road	tr5 7ht	johnny@amazonaccess.co.uk	01209 616234	Edit Delete

Showing 1 to 4 of 4 entries

Previous 1 Next



Select Create a New Customer from the menu and simply add their details, you will notice that not only do you add their address but also their email and you add a password, this is important and once you create a customer they receive these login details to access their account, where they can look at your quotations for any jobs you have with them, the customer can approve these quotations and then they are sent back to your live projects area.

We have built eScaff so that you can add all of your customers at once or as and when you need to. Its a good exercise to make sure you have unto date details of your clients as they will be emailed all details including handovers, inspections and RAMS.

We have noticed that eScaff emails may appear in your customers junk folder, so we recommend that an email or call to tell them you have sent them login details is good practice. This is your clients email program and not eScaff.

5. Adding a job to a customer



Pending Quotes | Quotes Approved | Quotes Declined | Live Projects

Set up your company
Add key staff
Set up your Price List
Scaffolding Inspections

Create a customer
Add a new job
Upload health & safety
Add adaptions
Dismantles
Print Job

Add your vehicle
Vehicle check
Vehicle Inspection
Sign Out

←

Add a new job

Select Customer
Job Description

✓ Select Customer
Foresight Construction
John Doe
arham
Demo Customer

submit

Firstly select one of your customers from the drop down menu, then we can add a job to that customer.



Pending Quotes | Quotes Approved | Quotes Declined | Live Projects

Set up your company
Add key staff
Set up your Price List
Scaffolding Inspections

Create a customer
Add a new job
Upload health & safety
Add adaptions
Dismantles
Print Job

Add your vehicle
Vehicle check
Vehicle Inspection
Sign Out

←

Add a new job

Select Customer
Job Description

Foresight Construction

Add New Job Address

Access To Job Details

PostCode

Type of Scaffolding (Please Select)
Select Scaffolding

Add Photo

submit

Fill out all of the details like the address and postcode, this is important for your scaffolders to find the job. Also IMPORTANT is to select the type of scaffolding, is it a temporary roof or a scaffolding job. Finally add any photos to the job by clicking the add photos button. You can have these ready on your desktop. The job description is important as these details are what your scaffolders work from so be specific and it will help them know what has to be done and it will help you build your quotation.

6. Pending quotes



- Set up your company
- Add key staff
- Set up your Price List
- Scaffolding Inspections
- Create a customer
- Add a new job
- Upload health & safety
- Add adaptions
- Dismantles
- Print Job
- Add your vehicle
- Vehicle check
- Vehicle Inspection
- Sign Out

Pending Project Quotes

Show 10 entries

Search:

Job Details	Name	Address	Type	Email	Telephone	Quoted	Action
1	Foresight Construction	1 1	Scaffolding	for@gmail.com	01326 564331	×	
Front elevation with 5 lifts, 45 meters long, side elevation 4 lifts, 25 meters long with a loading bay 3 x 3 x 4 lifts	Foresight Construction	12 High Street Newquay Cornwall	Scaffolding	for@gmail.com	01326 564331	×	
New build timber frame	Foresight Construction	21 New Road Truro Cornwall	Scaffolding	for@gmail.com	01326 564331	×	

Showing 1 to 3 of 3 entries

Previous **1** Next

Pending Adaption Quotes

Show 10 entries

Search:

Job Details	Adaption Details	Name	Address	Type	Email	Telephone	Quoted	Action
-------------	------------------	------	---------	------	-------	-----------	--------	--------

No data available in table

Showing 0 to 0 of 0 entries

Previous Next

Pending quotes are jobs that you have added to a customer on the previous page, you will see a list of jobs here and there is an Action header, in the action area you can delete a job, or quote a job, but you can also see that jobs that have not been quoted have a red cross beside them.

The three jobs in the above illustration have not been quoted for as you can see that they have a red cross, jobs that have been quoted for will display a green tick mark.

Now that we have added a customer, added a job to that customer lets go ahead and click on the quote icon in the action area.

7. Quoting a job.



Pending quotes Live projects Create a new customer Add new job Quotes approved

Create your quotation
create a quotation filling out the details below

Enter a new elevation and name it (example: front elevation or rear elevation)

Select the date of erection
30/05/2023

Enter the number of weeks required
4

Enter the number of standard weeks hire before overhire commence
4

Add a Gantry
Select the elevation the Gantry is going to be erected on
Select Elevation

Gantry length	Gantry Width	Number of lifts
0	0	0

Add a Loading Bay
Select if the elevation the Loading Bay is going to be erected on
Select Elevation

Bay length	Bay width	Number of lifts
0	0	0

Bird Cage/Crash Deck
length Width Number of lifts

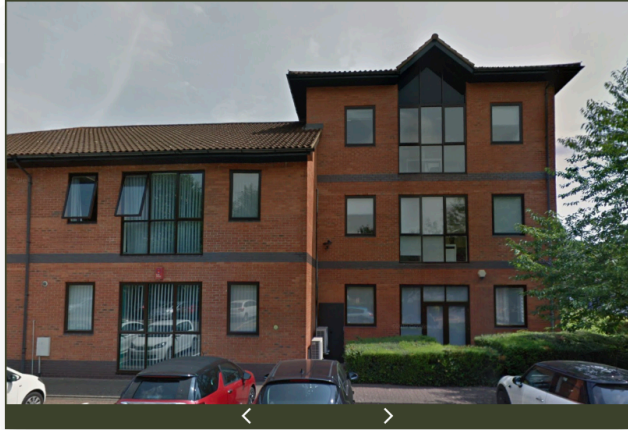
0	0	0
---	---	---

Enter the number of Hop-Ups
0

Enter the number of Saddles
0

Enter the number of Throw-Ins
0

Hakki/Lahyer Stair number of lifts
0



Job Description

Front elevation with 5 lifts, 45 meters long, side elevation 4 lifts, 25 meters long with a loading bay 3 x 3 x 4 lifts

Job Access

Parking at rear

As you can see from the above illustration that the images you have already loaded to the customers job appear inside of the estimator making it easy reference whilst you build your quote. You can click through the images above for each elevation photo.

You will also notice that the detailed description that you entered in the Adding a new job to a customer section appears here below the photo, once you gain experience with eScaff you will learn to be specific with the details as this detail is what your scaffolders work from.

Work your way down the quotation form but firstly adding the elevations. Click on the add button and name your elevation i.e. Front Elevation, then add any other elevations.

As you work your way through the quote you must select the elevation you have added to assign scaffolding to that elevation.

Create your quotation
create a quotation filling out the details below

Enter a new elevation and name it (example: front elevation or rear elevation)

Add

Select elevation

✓ Select Elevation

Front Elevation

Remove

Select the date of erection

30/05/2023

Enter the number of weeks required

Add

Select elevation

Front Elevation

Enter elevation length in meters

0

Enter the number of lifts

0

Remove

Select elevation

Rear Elevation

Enter elevation length in meters

0

Enter the number of lifts

0

Remove

Select the date of erection

Here in this example we have added a front elevation and a rear elevation. This way you can build up a complete quotation of any building of any shape by naming the sections appropriately. Add the length of each elevation and how many lifts.

Select the date of erection from the drop down and the number of weeks the customer requires. We have added another option for overhire here which needs explaining, if your customer want a job for say 20 weeks you can negotiate the number of weeks they have it before overhire kicks in, the estimator software will do all of the calculations for you.

If you want to add items like a gantry or a loading bay you must select the elevation these will be going on and of course their dimensions.

Work your way down the form adding any towers required, if any. until you reach the

bottom, where you can select to have scaffolding inspections, if you select this eScaff tracks the date and notifies you when the next inspection is due.

Enter the street license details, and select the VAT button if VAT will be due, and the amount that VAT is charged at, currently 20%

Weekly Scaffolding Inspections

Enter the Street license Cost

Customer is VAT Registered

External Design Cost

Additional items

Total cost

Hit the calculate button and check the value generated looks correct as its easy to enter a number incorrectly, once you are happy with this click submit.

Hey presto, well done, first job quoted.

Your quotation has been sent directly to your client, for approval. They have already been sent their login details and probably on your first job with eScaff give them a call and ask them to check they have received the quote as it may have ended up in their junk folder, once they adjust their email program to except eScaff emails then it won't happen again. Your customer logs in and checks your quotation, once they approve your quote it then appears on your Live Projects area shown below.



- Pending Quotes
- Quotes Approved
- Quotes Declined
- Live Projects

> Your live projects ●

Show 10 entries

Search:

No. of Weeks	Name	Job Address	Action Date	Job Description	Next Inspection	Progress	Partial Dismantle Details	Dismantle Date	Assign a member of staff	Mark as	Action
5	Demo Customer	test street test road	31-05-2023	new job for testing	not needed	Completed		Invalid date	Select key Staff member	Completed	Dismantle Inspection Handover Quote Delete
8	Foresight Construction	12 New Road Hastings	26-05-2023	New extension the the gable end 12 meters 2 lifts ladder access and gates to each lift	02-06-2023	Completed		Invalid date	Select key Staff member	Completed	Dismantle Inspection Handover Quote Delete
8	Foresight Construction	11 Peterville Square St Agness	20-05-2023	New perimeter Scaffolding 45 meters 1 lift	27-05-2023	In Progress		Invalid date	Select key Staff member	Complete	Dismantle Inspection Handover Quote Delete

Showing 1 to 3 of 3 entries

Previous 1 Next

Your Adaptions ●

Show 10 entries

Search:

No. of Weeks	Name	Job Address	Action Date	Job Description	Next Inspection	Progress	Adaption Details	Assign a member of staff	Marked as	Action
--------------	------	-------------	-------------	-----------------	-----------------	----------	------------------	--------------------------	-----------	--------

No data available in table

Showing 0 to 0 of 0 entries

Previous Next

8. Adding key staff



Pending Quotes Quotes Approved Quotes Declined Live Projects

Set up your company

- Add key staff
- Set up your Price List
- Scaffolding Inspections

Create a customer

- Add a new job
- Upload health & safety
- Add adaptations
- Dismantles
- Print Job

Add your vehicle

- Vehicle check
- Vehicle Inspection
- Sign Out

Add key members of staff

Staff Member Name:

Password:

Telephone:

Email:

Key members of Staff

Show 10 entries

Search:

Name	Email	Telephone	Action
Tim Griffin	tim@gmail.com	01872 572634	<input type="button" value="Edit"/> <input type="button" value="Delete"/>

Showing 1 to 1 of 1 entries

Previous **1** Next

What are key Staff - we have added this feature to eScaff so that you can assign a member of staff to be able to login to the system and back at the office you can assign jobs to any of your key staff - this means that if they are on a mobile they can login and see all of the jobs that are assigned to him and his team. This detail comes from the Admin side when they enter the photos and descriptions, so being specific at the time of adding a job is important as these details are pushed to you key staffs phones.

Alternatively you can print the job out from the menu to a4 sheets for them to take to site. The form is very much like adding a new customer that you have already completed, you will add there email and password - this you can give them whenever you wish as it is stored in the table above. Once the key staff login they can let the office know that they have started and completed the job assigned by clicking a button on their phone, this is really useful as it keeps you Live Projects board up to date.

Alternatively you can mark the job as completed yourself from the Live Projects board.

Sign In To eScaff
New here? Sign up?

Email:


OR

Admin

Customer


✓ Staff

A key member of your staff has logged into their phone and can view all of the details you have entered about the job, this job has the description of where it is located, the elevation details and the list of the equipment sizes that you need to take to site.



SCAFFOLD MANAGEMENT SOFTWARE

My Jobs



< >

Address : 95 New Road North Country Norwich


Description : 6 meters front elevation with 2 lifts, gable elevation 2 lifts plus a hop-up for replacement windows and wall decoration

Access : Parking is roadside

Elevation Name : Front Elevation
Elevation length in meters : 6
Elevation lifts : 2

Elevation Name : Gable Elevation
Elevation length in meters : 7
Elevation lifts : 2

Hop-Ups : 1

 [Open Google maps in a separate window](#)

Back**Status**
PendingStart

Alternatively you can print the details out and provide your scaffolders with a4 sheets.

9. Print out any job



Printer ⚠ No Printer Selected ▾

Presets None ▾

Copies 1 ▾

Pages

All Pages

Range from to

Selection
Select pages from the sidebar

Paper Size A4 210 by 297 mm ▾

Orientation Portrait Landscape

Scaling 100% ▾

Click on the print job menu and it will display all of you active jobs, select the job you want and click on the print menu you normally use on your PC, the software will format the details for A4 sheets

10. Health and Safety

eScaff deals with health and safety in a unique manner and you can push all of the details to your clients area easily, everything is organised, inspections and handovers are also pushed to the client side, so that they have everything they need and you dont have to worry about it.

Lets start by clicking on the Upload Health and Safety Menu, you are presented with the illustration below

Set up your company

- Add key staff
- Set up your Price List
- Scaffolding Inspections

Create a customer

- Add a new job
- Upload health & safety
- Add adaption
- Dismantles
- Print Job

Add your vehicle

- Vehicle check
- Vehicle Inspection
- Sign Out

Health & Safety

Select Customer
Select Customer

Upload your health & safety documents
i.e RAMS, METHOD, STATEMENT, etc

Select Submit

Extra Bonus
Download our ready made documents for you to add your logo edit to suit your use and upload them as your personal company documents

Download

Health And Safety Documents

Show 10 entries

Search:

Customer Name	Document Name	Action
Foresight Construction	Hazardous Substances.docx	Delete
Foresight Construction	Full Body Harness Inspection.docx	Delete
Foresight Construction	Risk Assessment New.docx	Delete

Showing 1 to 3 of 3 entries

Previous 1 Next

You will notice the Extra Bonus button, this will download our bonus documents, these are ready made documents you can use for most of your health and safety on site, just add your logo or print them out and attach to the printouts for your scaffolders to take to site, once signed.

scafflod_mern
5 items

Full Body Harness Inspection.docx

Hazardous Substances.docx

Method Statement.docx

Risk Assessment New.docx

Scaffold Worksheet.docx

So now that you have downloaded these documents you can just save them to a folder on your desktop and upload them to any client you have on the system.

Lets add these to a client on the system.

As you will see on the previous page illustration you select the customer from the dropdown menu and then select which documents you want the customer to have and simply click on the Submit button.

escaff
SCAFFOLD MANAGEMENT SOFTWARE

Pending Quotes | Quotes Approved | Quotes Declined | Live Projects

Set up your company

- Add key staff
- Set up your Price List
- Scaffolding Inspections

Create a customer

- Add a new job
- Upload health & safety
- Add adaption
- Dismantles
- Print Job

Add your vehicle

- Vehicle check
- Vehicle Inspection
- Sign Out

Health & Safety

Select Customer

- ✓ Foresight Construction
- John Doe
- arham
- Demo Customer
- Able Scaffolding
- Damien

Extra Bonus
Download our ready made documents for you to add your logo edit to suit your use and upload them as your personal company documents [Download](#)

Search:

Customer Name	Document Name	Action
Foresight Construction	Hazardous Substances.docx	Delete
Foresight Construction	Full Body Harness Inspection.docx	Delete
Foresight Construction	Risk Assessment New.docx	Delete

Showing 1 to 3 of 3 entries

Previous **1** Next

Here ive selected Foresight Construction and uploaded the Hazardous Substances, Full Body Harness Inspection and the Risk Assessment documents. Simply click on Submit button.

Once the client logs into their account they will see all of your company documents and the Health and Safety documents you have just uploaded, this works for Inspections and handovers also.

escaff
SCAFFOLD MANAGEMENT SOFTWARE

Add new job | Pending quotes | Quotes approved

Due Diligence

- Scaffolding Inspections
- Log Out

Uploaded Documents

File Name	
Employers Liability.docx	View
H&S Policy.docx	View
Public Liability.docx	View

Handover Documents

File Name	
Test Job	View

Health & Safety

File Name	
Hazardous Substances.docx	View
Full Body Harness Inspection.docx	View
Risk Assessment New.docx	View

Adaption Hand Over

File Name	

Demo Scaffolding
jeremy@escaff.uk
07525 648263

11. The Live Projects area



Pending Quotes Quotes Approved Quotes Declined Live Projects

> Your live projects ●
Show 10 entries

Search:

No. of Weeks	Name	Job Address	Action Date	Job Description	Next Inspection	Progress	Partial Dismantle Details	Dismantle Date	Assign a member of staff	Mark as	Action
5	Demo Customer	test street test road	31-05-2023	new job for testing	not needed	Completed		Invalid date	Tim Griffin	Completed	Dismantle Inspection Handover Quote Delet
8	Foresight Construction	12 New Road Hastings	26-05-2023	New extension the the gable end 12 meters 2 lifts ladder access and gates to each lift	02-06-2023	Completed		Invalid date	Select key Staff member	Completed	Dismantle Inspection Handover Quote Delet
8	Foresight Construction	11 Peterville Square St Agness	20-05-2023	New perimeter Scaffolding 45 meters 1 lift	27-05-2023	Completed		Invalid date	Tim Griffin	Completed	Dismantle Inspection Handover Quote Delet
8	Able Scaffolding	95 New Road North Country Norwich	01-06-2023	6 meters front elevation with 2 lifts, gable elevation 2 lifts plus a hop-up for replacement windows and wall decoration	08-06-2023	Completed		Invalid date	Select key Staff member	Completed	Dismantle Inspection Handover Quote Delet

8

7

6

1 2 3 4 5

Previous 1 Next

Your Adaptions ●
Show 10 entries

Search:

No. of Weeks	Name	Job Address	Action Date	Job Description	Next Inspection	Progress	Adaption Details	Assign a member of staff	Marked as	Action
--------------	------	-------------	-------------	-----------------	-----------------	----------	------------------	--------------------------	-----------	--------

No data available in table

Showing 0 to 0 of 0 entries

Previous Next

- 1 Notifies you when a dismantle is due (turns red when its due)
- 2 Notifies you when an inspection is due (turns red when its due)
- 3 Notifies you when a Handover is due (turns red when its due)
- 4 Access the Quotation
- 5 Delete the job
- 6 Assign a Key Member of staff to a job
- 7 Dismantle date if any (if no dismantles then it will display invalid date)
- 8 Next Inspection date (will turn red when the date is reached)

12. Scaffolding Inspections



Pending Quotes | Quotes Approved | Quotes Declined | Live Projects

Your live projects ●
Show 10 entries

No. of Weeks	Name	Job Address	Action Date	Job Description	Next Inspection	Progress	Partial Dismantle Details	Dismantle Date	Assign a member of staff	Mark as	Action
5	Demo Customer	test street test road	31-05-2023	new job for testing	not needed	Completed		Invalid date	Tim Griffin	Completed	Dismantle Inspection Handover Quote Delet
8	Foresight Construction	12 New Road Hastings	26-05-2023	New extension the the gable end 12 meters 2 lifts ladder access and gates to each lift	02-06-2023	Completed		Invalid date	Select key Staff member	Completed	Dismantle Inspection Handover Quote Delet
8	Foresight Construction	11 Peterville Square St Agness	20-05-2023	New perimeter Scaffolding 45 meters 1 lift	27-05-2023	Completed		Invalid date	Tim Griffin	Completed	Dismantle Inspection Handover Quote Delet
8	Able Scaffolding	95 New Road North Country Norwich	01-06-2023	6 meters front elevation with 2 lifts, gable elevation 2 lifts plus a hop-up for replacement windows and wall decoration	08-06-2023	Completed		Invalid date	Select key Staff member	Completed	Dismantle Inspection Handover Quote Delet
12	Foresight Construction	Test Job test road	16-06-2023	front elevation 34 meters, 2 lifts and hop-up	23-06-2023	Completed		20-06-2023	Tim Griffin	Completed	Dismantle Inspection Handover Quote Delet

Showing 1 to 5 of 5 entries

Previous 1 Next

Your Adaptions ●
Show 10 entries

No. of Weeks	Name	Job Address	Action Date	Job Description	Next Inspection	Progress	Adaption Details	Assign a member of staff	Marked as	Action
--------------	------	-------------	-------------	-----------------	-----------------	----------	------------------	--------------------------	-----------	--------

No data available in table
Showing 0 to 0 of 0 entries

Previous Next

You access your scaffolding inspection from your Live Projects Board, eScaff shows your inspections due in red, or you can just click on any one of them and print them out.



Pending Quotes | Quotes Approved | Quotes Declined | Live Projects

Scaffolding Inspections

Customer Name : Foresight Construction
Address: 4 Chasewater Road

Site address Name of person administering this checklist

Are all the sufficient scaffolding components in place and without any defects?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are all base plates in firm contact with mud sills and the frame of the scaffold?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are all scaffold legs braced and braces properly attached to the scaffold?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the scaffold secured to the structure to prevent movement?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are brackets,tubes,planks & accessories properly placed with wedges tightened?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is a toe board properly installed when necessary?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are all scaffolding components and planking in the acceptable condition?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are all planks correctly graded?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is a qualified, competent person in charge of the erection/inspection?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the whole scaffold level and plumb?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are mud sills properly placed adequately sized where ever required?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Were screw jacks used to level and plumb the scaffold whenever required?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has the area around the scaffold been secured and safety signs installed?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are all necessary guard rails in place on all open sides and ends?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has there been a visual check to verify clamps are secured in place?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is there proper access to get on and off the scaffold?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has "Don't Use" tag been placed at all access points where inspection failed?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has the scaffold control tag been signed and approved for this particular use?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do all planks have a minimum of 12" overlap and extend 6" beyond supports?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the ladder secured and in place?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Notes

Notes

Signed Today's Date

You can access your inspection form in 2 ways - via the office, if you want to hand your inspector all of your inspections that you need to be completed or you can access them on site to do live checks with your phone.

Once you select an inspection from the live projects board you will notice that the address is pre-filled in saving you time. You can upload a picture of the scaffolding tag once you have completed your checks.

When you have completed your checks just click submit and this will be stored on your clients login area so they can access all of the inspections that you have done. Making it simple for them to see the checks you have done, also in adverse weather just select any job that needs an additional check and fill out the details.

eScaff offers many ways to do the same job and you will find your way of doing things, but in every case the details are stored and can be retrieved in the future whenever you need it, with a full search facility.

Handovers are dealt with the same as Inspections except you are more likely to do your hangovers from the office and they will be sent directly to your client - but in either case you can print them out.

The screenshot displays the eScaff software interface. At the top left is the eScaff logo with the tagline 'SCAFFOLD MANAGEMENT SOFTWARE'. Navigation tabs include 'Pending Quotes', 'Quotes Approved', 'Quotes Declined', and 'Live Projects'. The main content area is divided into two sections: 'Your live projects' and 'Your Adaptions'.

Your live projects section shows a table with 5 entries. A search bar is located above the table. An arrow points to the 'Action' column header of the table.

No. of Weeks	Name	Job Address	Action Date	Job Description	Next Inspection	Progress	Partial Dismantle Details	Dismantle Date	Assign a member of staff	Mark as	Action
5	Demo Customer	test street test road	31-05-2023	new job for testing	not needed	Completed		Invalid date	Tim Griffin	Completed	Dismantle Inspection Handover Quote Delet
8	Foresight Construction	12 New Road Hastings	26-05-2023	New extension the gable end 12 meters 2 lifts ladder access and gates to each lift	02-06-2023	Completed		Invalid date	Select key Staff member	Completed	Dismantle Inspection Handover Quote Delet
8	Foresight Construction	11 Peterville Square St Agness	20-05-2023	New perimeter Scaffolding 45 meters 1 lift	27-05-2023	Completed		Invalid date	Tim Griffin	Completed	Dismantle Inspection Handover Quote Delet
8	Able Scaffolding	95 New Road North Country Norwich	01-06-2023	6 meters front elevation with 2 lifts, gable elevation 2 lifts plus a hop-up for replacement windows and wall decoration	08-06-2023	Completed		Invalid date	Select key Staff member	Completed	Dismantle Inspection Handover Quote Delet
12	Foresight Construction	Test Job test road	16-06-2023	front elevation 34 meters, 2 lifts and hop-up	23-06-2023	Completed		20-06-2023	Tim Griffin	Completed	Dismantle Inspection Handover Quote Delet

Showing 1 to 5 of 5 entries

Navigation: Previous 1 Next

Your Adaptions section shows a table with 0 entries. A search bar is located above the table.

No. of Weeks	Name	Job Address	Action Date	Job Description	Next Inspection	Progress	Adaption Details	Assign a member of staff	Marked as	Action
No data available in table										

Showing 0 to 0 of 0 entries

Navigation: Previous Next

You can now print out all of your scaffold inspections for all of your live jobs-once you click on Print Inspections it will show all of the inspections to be printed, you will need to adjust your printer options so that these fit on the pages accurately as each printer has different page set-up options that our software can not control - so a couple of test needed here.

Set up your company

- Add key staff
- Set up your Price List
- Scaffolding Inspections

Create a customer

- Add a new job
- Upload health & safety
- Add adaption
- Dismantles
- Print Job**
- Print Inspections**

Add your vehicle

- Vehicle check
- Vehicle Inspection
- Sign Out

Your live projects

Show 10 entries

Job ID	No. of Weeks	Name	Job Address	Action Date	Job Des
1	4	Foresight Construction	Little Lidghey, Laity Moor Ponsanooth	23-06-2023	36 meters
2	4	Foresight Construction	34 Test job newquay cornwall	01-07-2023	4 lifts to fr elevation
4	39	John Doe	Ullamco commodi dolo In lorem dignissimos	22-04-1998	Et quo est
5	41	Marks Job	Accusamus et vero in Aut eos labore nece	26-01-1972	Voluptas c
6	4	Damien	Minima occaecat ut e Et voluptatum laudan	17-06-2023	Nulla esse com
7	4	Marks Job	Odit non itaque sed Quo consequat Id e	22-06-2023	Eum labor
8	15	Marks Job	Adipisci esse dignis Aliqua In itaque qu	13-09-2019	Veniam m
9	4	John Doe	Accusantium ut dolor Placeat	22-06-2023	Dolor acci omni

The print dialogue on a Mac computer prints the inspections at 75% perfectly.

Printer No Printer Selected

Presets Default Settings

Copies 1

Pages

- All 14 Pages
- Range from 1 to 1
- Selection

Select pages from the sidebar

Paper Size A4 210 by 297 mm

Orientation Portrait Landscape

Scaling 75%

Safari

- Print backgrounds
- Print headers and footers

PDF Cancel Print

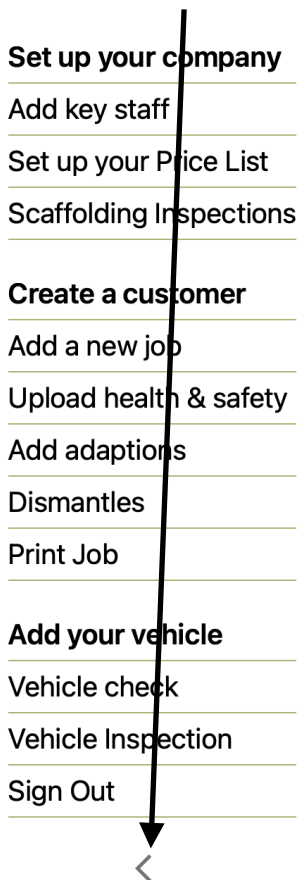
FAQs

Q. We have completed a quote for a customer and they have phoned and changed the job so I need to requote it - How do I do this?

A. If you go to the Live Projects and the Action panel, click on the quote icon, delete the elevations and re-enter them and make your changes - Only the elevations have to be physically removed, any other items can be overtyped. Re-submit your quotation and this will again be sent to the client for approval.

Q. How to hide the side menu?

A. Click on the < icon and the side menu will collapse, click it again and it will expand



Pending Project Quotes

Show 10 entries

Job Details	Name
1	Foresight Construction
Front elevation with 5 lifts, 45 meters long, side elevation 4 lifts, 25 meters long with a loading bay 3 x 3 x 4 lifts	Foresight Construction
New build timber frame	Foresight Construction

Showing 1 to 3 of 3 entries

Pending Adaption Quotes

Show 10 entries

Job Details	Adaption Details
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No data available in table

Showing 0 to 0 of 0 entries

Q. How do I get to the Health and Safety documents?

A. Click on the Upload Health & Safety in the Side Menu and where it says Extra Bonus, click the download button, this will download new documents for you to fill in and give to your scaffolders to take to site. You also have the facility to upload these direct to your customer, as these documents are site specific it is difficult to cover every project type, so we suggest downloading them, adding your logo and filling them out and then upload them to your client.

Q. I want to archive some of my pending quotes in case the customer decides later that they want to go ahead with the job after all.

A. Go to the pending quotes and click on the Archive icon in the Action Pallet, this will move it to the Archive Quotes Tab for future reference.

The screenshot displays two sections of a software interface. The top section, titled 'Pending Quotes', features a navigation bar with tabs for 'Archive Quotes', 'Pending Quotes' (which is selected), 'Quotes Approved', 'Quotes Declined', and 'Live Projects'. Below this is a table with columns: Details, Name, Address, Type, Email, Telephone, Quoted, and Action. The 'Action' column contains icons for 'Quote', 'Archive', and 'Delete'. An arrow points to the 'Archive' icon for the first row. The bottom section, titled 'Action Quotes', has a similar table structure with columns: Details, Adaption Details, Name, Address, Type, Email, Telephone, Quoted, and Action. The 'Action' column also contains 'Quote', 'Archive', and 'Delete' icons.

Details	Name	Address	Type	Email	Telephone	Quoted	Action
	Foresight Construction	14 14	Scaffolding	for@gmail.com	01326 564331	×	Quote Archive Delete
	Able Scaffolding	test test	Scaffolding	ablexyz1959@gmail.com	01209 612567	×	Quote Archive Delete

Previous 1 Next

Details	Adaption Details	Name	Address	Type	Email	Telephone	Quoted	Action
as dolores ull	Nihil rerum voluptat	Marks Job	Accusamus et vero in Aut eos labore nece	Temporery Roof	test@gmil.com	01209 876345	×	Quote Archive Delete

Previous 1 Next

Please send us an email of any Questions you may have and we can include them in the list for other users to benefit - send to admin@email.uk