

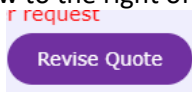
How to Revise an Estimate:

1. Log on to your site.

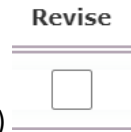
2. Click on the blue arrow to the right of the estimate



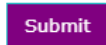
3. Click on Revise Quote



4. Select the room you want to revise (you have all rooms on one quote)



5. Click Submit



6. Click on the purple pen to the right of the estimate



7. Go to the fabric description and enter the name of the new fabric and any details

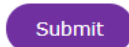
Fabric Description

abc

8. Select "Yes" for railroad.

RR?
Yes

9. Click Submit



10. Click yes that you want to submit the quote.

