



Training Packages & Fee Proposals

BuildXact

NJF Estimating Pty Ltd

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BuildXact Training Package – Basic Overview

Package Summary

The Basic BuildXact Training Package is designed for individuals or teams seeking an introductory-level understanding of the BuildXact estimating and project management software. This session provides a structured overview of the platform's core functions, perfect for those new to the system or exploring whether BuildXact is the right fit for their business.

Training Objectives

By the end of this session, participants will:

- Understand the general layout and navigation of the BuildXact interface
- Gain familiarity with key features including project setup, take-offs, estimating tools, and cost management
- Learn how BuildXact can support smoother estimating processes and more streamlined project workflows
- Have the confidence to independently explore the platform and begin implementing basic estimating tasks

What's Included

This package delivers a clear, concise introduction to BuildXact through:

- A live, guided walkthrough of the software's dashboard and menu structure
- Demonstrations of essential estimating functions such as creating projects, adding materials and labour, and interpreting cost breakdowns
- An explanation of where to find key tools within the software and how to navigate between modules
- An opportunity for participants to ask questions regarding general functionality and software usability
- Create custom quote layouts with branding and imaging

Who This Package Is Ideal For

- Builders or tradespeople new to BuildXact
- Business owners wanting to understand the platform before committing to deeper training
- Office or estimating staff needing a high-level introduction to everyday use
- Anyone exploring digital estimating solutions for the first time

Outcome

Participants will finish the session with a fundamental understanding of BuildXact, its purpose, and its capabilities. While this training does not cover advanced estimating techniques or in-depth project setup, it provides the groundwork needed to begin navigating the software confidently and consider future training in more detail.

BuildXact Program & Template Set-Up

Summary

This hourly-rate package delivers a customised BuildXact setup designed to streamline your estimating workflow and improve the accuracy of your quoting. Using a combination of your supplier and subcontractor pricing alongside NJF Estimating's pre-set price lists, we create fully structured programs, templates, and recipes tailored to the specific needs of your business.

Our goal is to ensure that your BuildXact system is not only organised, but practical, fast to use, and reflective of your real project costs—giving you a strong foundation for efficient estimating from day one.

Deliverables

This package includes the setup and configuration of the following:

- **Custom Templates**
Development of project templates that suit your typical job structure, ensuring your estimates follow a consistent and logical format.
- **Programs & Cost Structures**
Setup of key programs and cost groupings within BuildXact, aligned with your trades, scopes of work, and project types.
- **Recipes (Costed Assemblies)**
Creation of detailed recipes for common building components—incorporating your labour rates, materials, and subcontractor costs to automate calculations and improve accuracy.
- **Price List Integration**
Upload and integration of your supplier/subcontractor pricing, combined with NJF Estimating's pre-set price lists where required, ensuring a complete and reliable cost library.
- **Library Organisation**
Structuring your BuildXact libraries for easy navigation, including categories, trade groups, and default settings.
- **Quality Check & Review**
A final review to ensure all templates, programs, and recipes function correctly and align with your business processes.

Outcome

You will receive a fully configured BuildXact environment tailored to your business, enabling you to prepare estimates quickly, confidently, and with consistent formatting. By combining your real pricing with NJF Estimating's professional cost structures, this package sets you up with a robust, reliable estimating workflow

BuildXact Tailored Training (Hourly Training)

Basic Training of BuildXact required prior to Hourly Training

Summary

This training service offers flexible, hourly coaching designed to meet the specific needs of your business and your team. Rather than following a fixed structure, each session is customised to focus on the BuildXact functions, workflows, and estimating processes most relevant to your operations. Whether you require help with estimating, job management, templates, libraries, or integrations, the training is fully tailored to your goals and skill level.

Customised Training Content

Each session is shaped around your priorities, which may include:

- Navigating the BuildXact platform with confidence
- Creating, editing, and managing estimates
- Setting up templates, price lists, and recipes
- Using take-off tools and plan measurement functions
- Understanding job management features such as scheduling, budgets, and cost tracking
- Generating professional quotes and client-facing documents
- Reviewing integrations such as Xero, QuickBooks, or supplier price feeds
- Troubleshooting challenges specific to your current projects or workflows

Outcome

By choosing hourly tailored training, you maintain full control over what we focus on and how fast we progress. You'll receive personalised guidance addressing your exact challenges, helping you gain confidence, efficiency, and accuracy in BuildXact. Each session delivers immediate value, allowing your team to apply what they learn straight away.

Pricing

Service/Package	Fees
BuildXact Basic Training Package <i>Brisbane Based Location</i>	\$350.00 + GST for 2 hours training. Each additional hour is an additional \$150.00 + GST/hour.
BuildXact Basic Training Package <i>Outside Brisbane Location</i>	\$1,250.00 + GST for 8 hours of training as a minimum. Each additional hour is an additional \$150.00 + GST/hour.
BuildXact Program & Template Set-Up	\$120 + GST/hour.
BuildXact Tailored Training (Hourly Training)	Must have completed the Basic Training prior to completing tailored hourly training. \$150.00 + GST/hour.

Please note the above prices do not include any travel expenses that may be incurred for travel to training locations. These will be quoted as a separate fee.