Great Builder News

Announcing Webmail - Your Email ... Anywhere!

Ashton Woods is pleased to announce a new product to make you more productive. With Webmail, you can access to your email from the internet... Anywhere. Plus with webmail, you can even setup your own vacation/out of office messages.

Now with any internet browser, you can log into your Ashton Woods email.

You get instant access to all of your email from anywhere in the world.
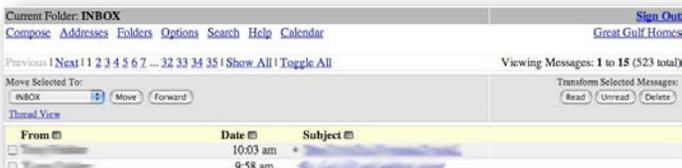
Simply log into:

http://webmail.ashtonwoodshomes.com

You will be prompted for your email and password. If you don't have these, contact your systems administrator.

Once logged in, you will see the following screen:

You can read email by clicking the subject, or compose email by clicking the COMPOSE link.

In Compose, the current Ashton Woods Address book is searchable by clicking **Addresses**

Note, if you use Outlook, Outlook Express or other mail reader, and have your mail set to "delete mail from server immediately", you will only see unread messages on your webmail. If you leave the office, and have your Outlook still logged in, and automatically set to retrieve new emails, you will not be able to see your new emails in the

webmail screen, since they will be downloaded to your office PC.

Instructions on how to change these settings can be found in MS Outlook section of the Help website (help.ashtonwoodshomes.com).

When you use WEBMAIL, any emails you compose will not be put in your "SENT" folder on your office PC. Also, if you delete an email with the webmail program, you will not see it on your desktop.

To setup an out of office/Vacation auto-responder, click on Options, and then Vacation Message.

Searching for a LOT ID just got easier...

Now it's even easier to find a LOT ID in the Dynamic Builder system. At any screen that prompts you for a LOT ID, you always have the option of clicking **Lookup**.

Search by Lot Pointer: HU2,34

You'll see the following additional field on the lookup screen:

Here you can do a "D3 Style" lookup by entering the project, and lot #. If the criteria matches only one lot, then your LOT ID will be automatically returned to your search field. If your criteria matches more than one lot, you will be presented with a drop down of matching lots to select from.

Any questions, please contact
windows_support@greatbuildersolutions.com