How to Set up a Project in Project Analytics

The Project Analytics platform collects data on all of your projects, allowing you to diagnose and keep an eye on the model health and quality of your Revit projects.
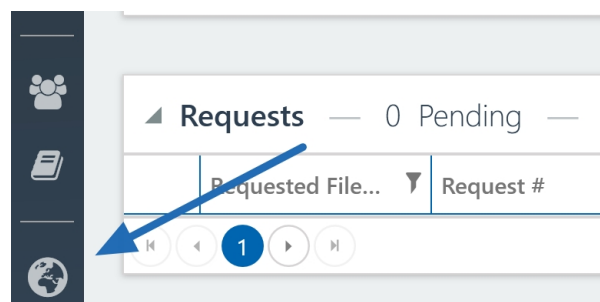
When setting up a project in Project Analytics, there are 4 main steps:

1. Create the project

2. Add models to the project

3. Set up the data collection options

4. Establish company-wide Revit warning categories

In this article, we are going to cover how to create a project in Project Analytics.

First, open a local file of your project in Revit and sync it. Project Analytics will not be able to read a model without it first being opened by a user with UNIFI installed. By syncing your project, Project Analytics will mark the project and record the directory location.
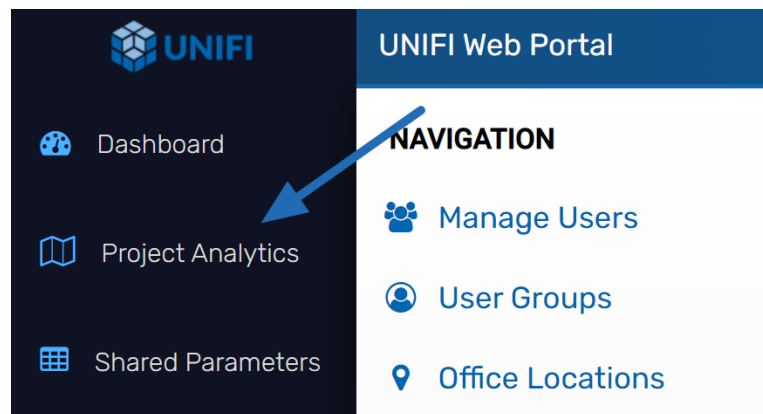
To access the analytics dashboard, click on the globe icon on the left side of the screen in UNIFI.

This is going to take you to the UNIFI web portal where you'll be able to access Project Analytics, as well as other
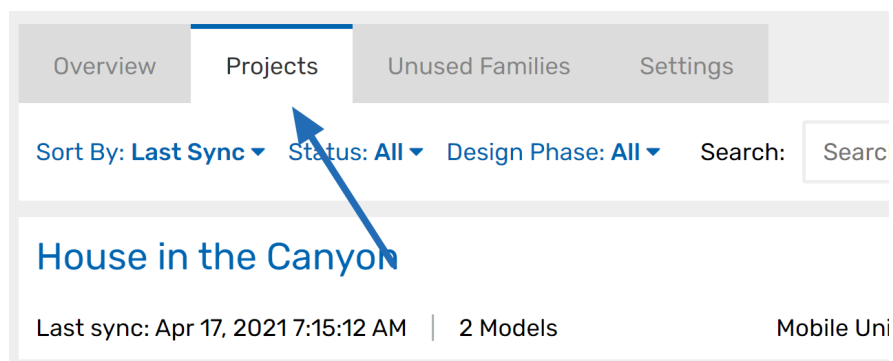
additional UNIFI features.

Click on the **Project Analytics** tab.

Keep in mind that Project Analytics "projects" are not to be confused with Revit projects. The projects in Project Analytics are a way to aggregate data from multiple models.

For example, if you have a larger project broken up into multiple Revit models, then you can view aggregated data from those models as a project in this section.

To create your first project, click on the **Projects** tab.

In the top right corner, select **+ New Project.**

Start by giving the project a name and select the toggle button to opt-in to collecting data on all files that you add to the project. UNIFI won't be collecting your data unless you tell us it's ok, so this step is very important.

In this menu, you have the option to select the project location. This is not required but could provide some additional insight for your company. If you haven't added any locations yet, or if you have a new location to add, select **Create New Location.**

Enter the name of the new location and select **CREATE LOCATION.**

Other options to select are Project Status and Design Phase.

For the Project Status menu, you have three options: Active, On Hold, and Archived. Design Phase options are None, SD, DD, CD, and CA.

You can also copy pinned libraries and channels that you want as content sources for this project.

It's important to note that this will not affect a user's access to other libraries, but this setting will default search libraries within UNIFI to those that are pinned after every search.

Copy pinned libraries and channels:

Do not copy content sources ▼

You're also able to copy health indicator threshold values from any other projects you have in Project Analytics. If you haven't created a project in Project Analytics yet, then the default threshold values will be used here.

Copy health indicator threshold values:

Do not copy alert thresholds ▼

Once you have completed all of the fields, select **CREATE.**

Copy health indicator threshold values:

Do not copy alert thresholds ▼

Copy Data Collection Options:

Inherit from Company Settings ▼

CREATE   CANCEL

Once you create the project, you can then add models to the project. You can also customize your data collection options.