How Add Models to a Project in Project Analytics
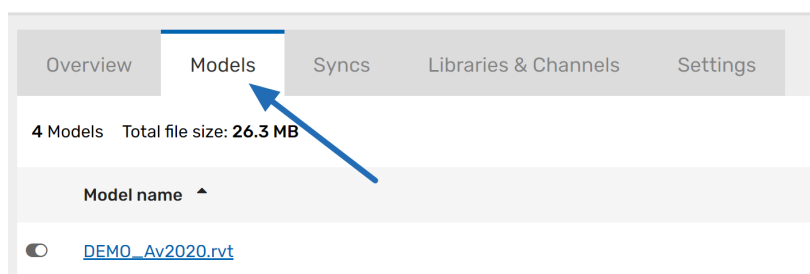
When setting up a project in Project Analytics, there are 4 main steps:

1. Create the project

2. Add models to the project

3. Set up the data collection options
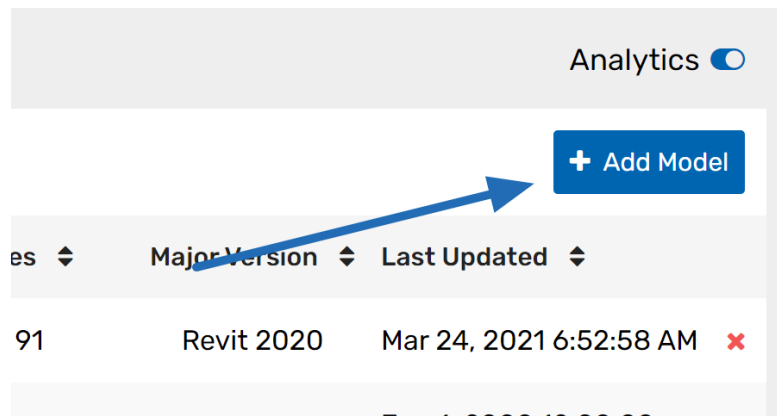
4. Establish company-wide Revit warning categories

In this article, we are going to cover how to add models to a project.

Within your project, click on the **Models tab.**

Click + Add Model in the upper right corner of the screen.

It's a good idea to have the project open within Revit while setting it up within Project Analytics. After UNIFI is installed, it is able to look at the file history to see the models it can access. If you cannot see a model that you *have* synced at least once, it just means that it hasn't been opened since UNIFI has been installed. Simply open the model in Revit, sync it, and then come back to this screen to view it in the list.

Select which models you want to add to your project. You'll notice that the model path is shown to you for each model so that you can ensure that you are selecting the correct one.
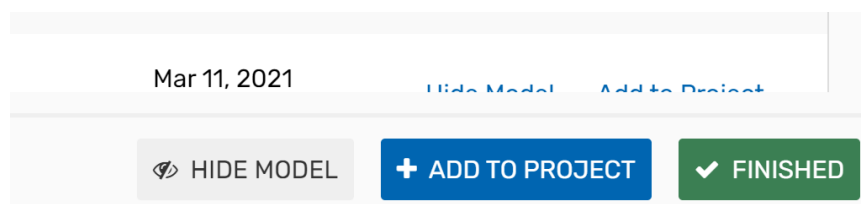

Next, select **+ ADD TO PROJECT** and then **FINISHED** in the bottom right corner of the screen.

Feel free to continue Revit file maintenance procedures of auditing, purging, and recreating your central model. As long as the file path stays the same, the model will continue to gather the data.

Now that your model is added, you can now modify your data collection settings.