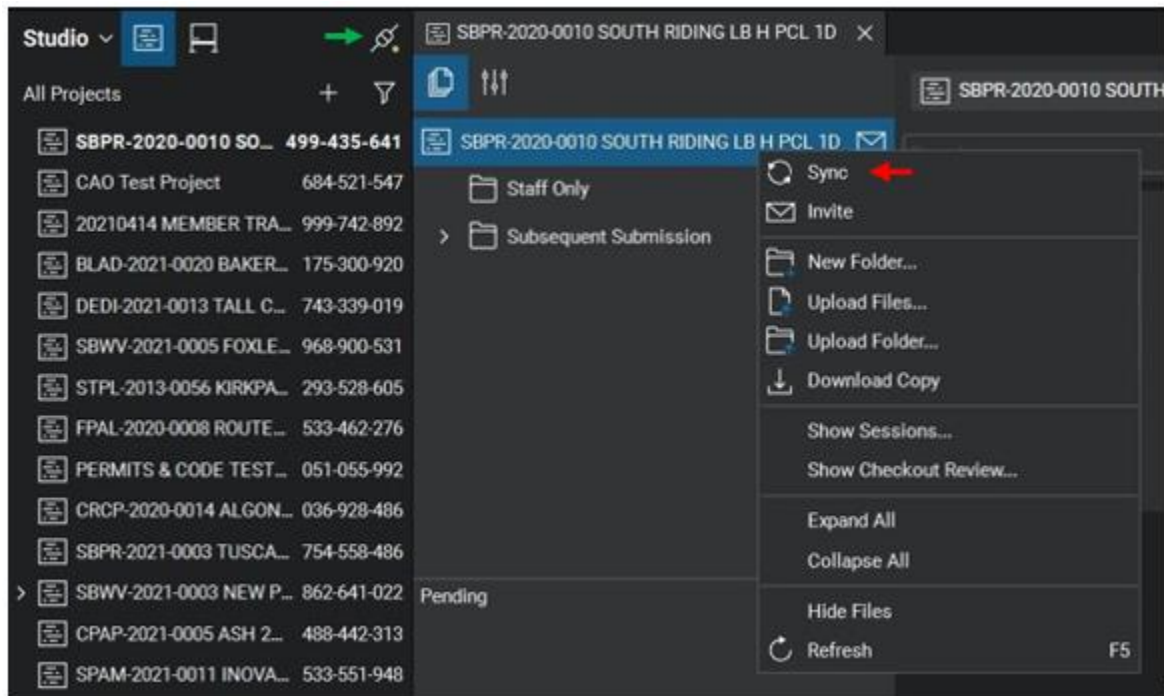# How to Update/Sync a Project

When updates are made within a Project sometimes it is necessary to "Sync" to make sure you are viewing the most up to date information.

To "Sync" the project first select the project name (highlighted in blue below), then right click your mouse, and select "Sync" (red arrow) from the dropdown menu.

You should also double check to make sure that your connected to the Bluebeam network. If you are offline, your project will not update. You can confirm your connection by clicking the "Connected" icon above (green arrow).