REX (**R**evere **EX**tranet)

Giving Customers Access to Project Files 24/7

Your projects are important, and you need to stay abreast of the status of critical elements such as the control systems. Scheduled ship dates, access to drawings, feedback on needed input, and direct channels of communication to your assigned project manager or sales contact are all vital to a smooth-running job. We understand that. And we also understand that the Internet is a perfect medium for providing information access and fluid communications. It reduces the "friction" of doing business.

Because we understand that information is only valuable if you can access it, we are providing you, our customer, with complete, password-protected, Web-based access to data for the jobs we're producing for you. This value added aspect of our service has been designated REX (Revere EXtranet). It is a voracious hunter of data, giving you the ability to view all relative documents for your orders. This includes proposals, correspondence, drawings, photographs, programs, bills of material, submittals, O&M manuals, and more. In essence, we're raising the partnering aspect of our relationship with you by giving you the kind of information access you'd have if you were here on our team.

We are providing you, with complete, password-protected, Web-based access to data for the jobs we're producing for you.

This document will provide you with an overview of the features, information content, and use of REX. Also enclosed is your unique password information and the usage agreement required to give you access to REX.

1. Login

The login page for REX is accessed with your browser at http://rex.reverecontrol.com. The User Name-Password combination assures that each customer is able to view only his/her own jobs and no one else's. This maximizes the ability to keep job data confidential.

2. Job List

Instantly Find and Sort Open and Closed Jobs

After logging in, REX will show you a default job listing screen that displays the first 25 jobs currently on record for your company. You may use REX's selection criteria to find a specific job or group of jobs that are of interest. For example, you may want to know all jobs scheduled to ship in the next month. Or you may want to list all jobs done for a given location. Selection criteria offered by REX include open vs. closed jobs, your SO or PO number, job name or description, the RCS (Revere) assigned job number, scheduled drawing completion dates, or scheduled ship date. Alternatively, you may scroll through the list to find a job or jobs of interest.
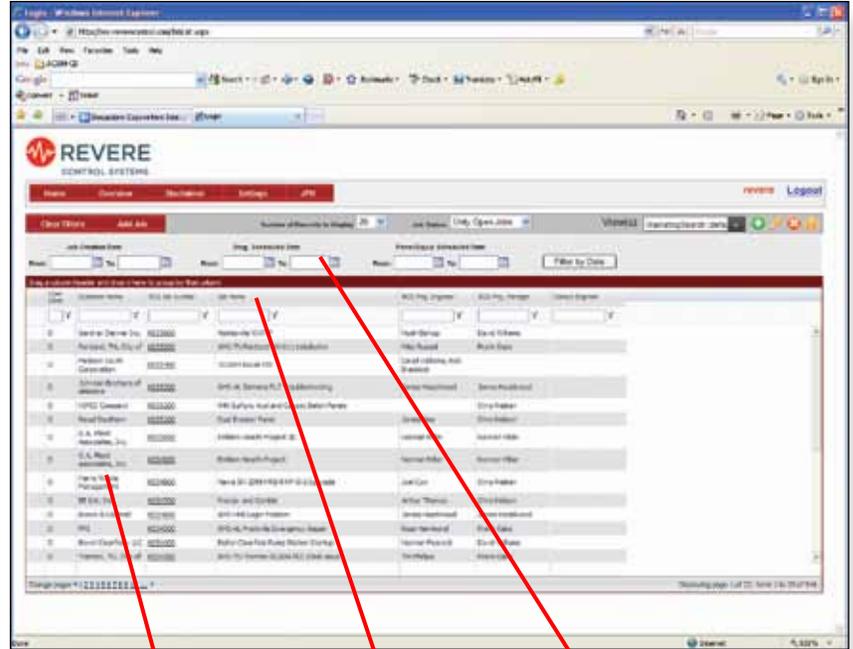
Clicking on the RCS Job Number link will take you to the job detail screen (see Step 3).

A wide variety of search criteria allow you to search for a specific project or a group of projects.

The job list may be ordered in either ascending or descending fashion for any single column by clicking one of the two arrows provided.

3. Job Detail

This page will provide you access to all pertinent information about the selected job. Revere main contacts are listed, as are the relevant milestone dates and any comments that need to be communicated to you about the status of the job.

Clicking on a Revere contact name will send an email to that contact person.

Shipping status is clearly identified

Status-related comments will appear in this space.

The number of files in each folder is displayed

Also shown is the file structure for all documents pertaining to this job. Each folder is identified by name, with the number of documents contained therein specified. Clicking on the folder name will take you to the Folder View (Step 4).
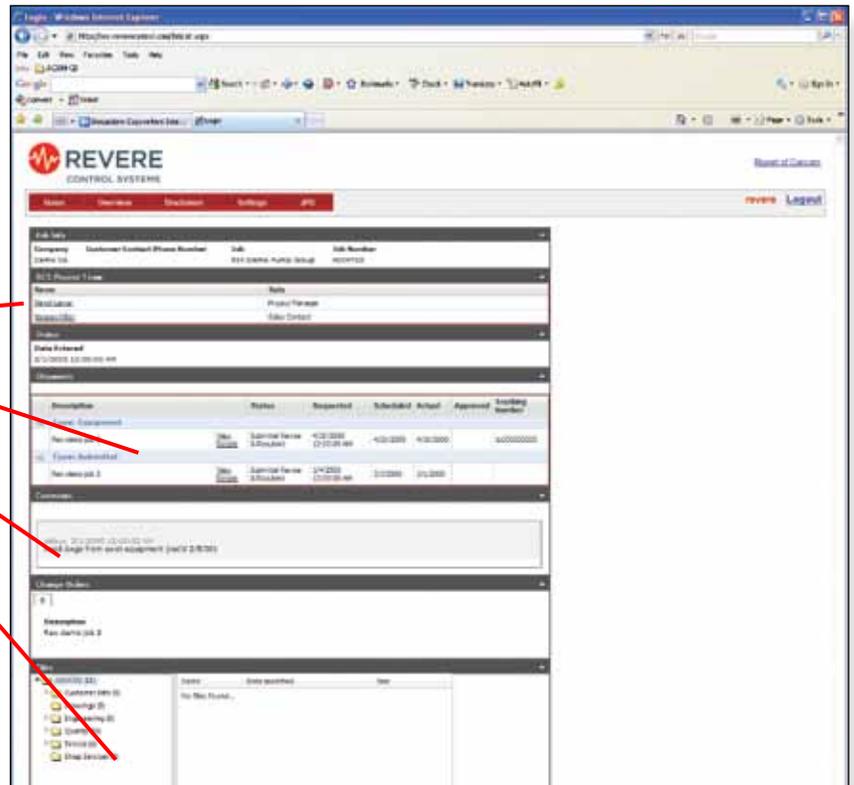
All project data is updated on a daily basis. Depending on when during the cycle you access a project, the information presented will be no more than 24 hours behind.

The security structure for REX is such that all users listed on a job, whether they be owners, consultants, or contractors, will have access to all folders listed for that job. It is each individual's responsibility to keep user/password information confidential to avoid allowing unauthorized individuals from accessing job data.

4. Folder View

Within the selected folder will be a list of the documents available for viewing. You will need an appropriate application resident on your computer in order to open files.

You may download an individual file or an entire folder by selecting the desired item and then clicking on the appropriate download button at the bottom of the screen. Folders will have contents Zipped before downloading.
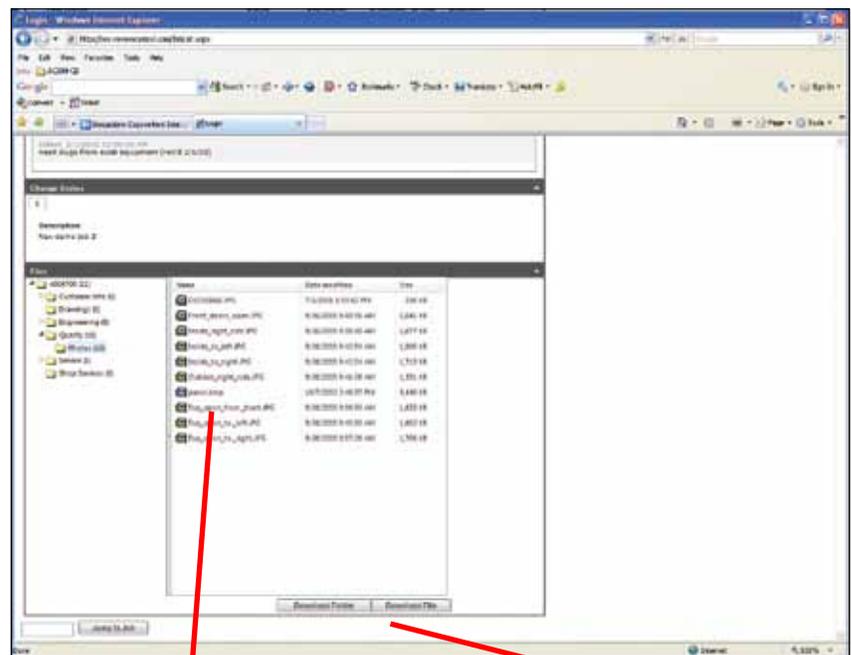
Click on a document name and select Download File; dialog box will allow you to select Save or View.

You may download a document or an entire folder.

Customer Sign-Up

You can request a new user account by going to the Revere Web site, www.reverecontrol.com, and clicking on the REX button in the bottom center color bar. Or you may go directly to http://rex.reverecontrol.com/ to get to the main sign-in page. Click on New User. This will present you with an email form that must be filled out and submitted. Your authorization will be confirmed in a responding email, typically within three working days.

All applicants are asked to read and accept the site's terms of use before authorization is granted. These terms of use are as follows:

> To qualify for access to this site you must agree that you will not divulge your User Name and/or its associated Password information to any party without written consent from Revere Control Systems. All information contained in this site is owned by Revere Control Systems, and any unauthorized use of this information is prohibited. Furthermore, access to this site is granted at the sole discretion of Revere Control Systems and may be terminated or constrained at any time as deemed necessary by Revere Control Systems.
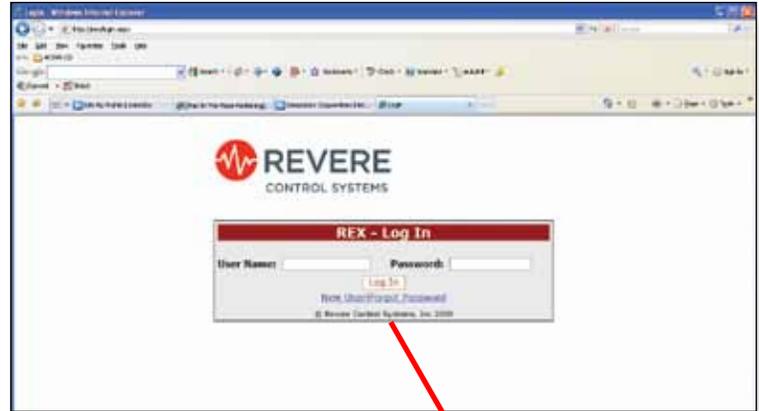
Click on New User to initiate a request for a new account on REX.
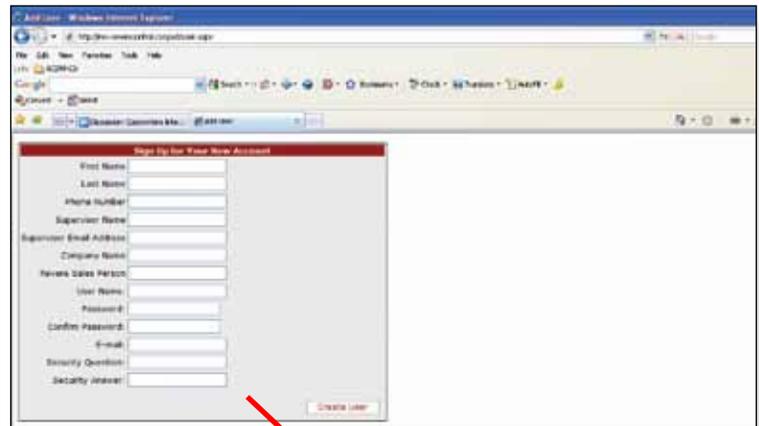
Fill in all blanks and click on the Create User Button

While the most common usage for REX will be to keep up with the status of active jobs, you should also note that REX can give you access to archived data as well. Within our electronic filing cabinets reside copies of all drawings we've ever done for your jobs, as well as all programs. If documentation on your in-place systems is lost or damaged, REX can find the original files for you. In such case, having the original SO#, PO#, or RCS job# will make it a lot easier to locate the data, but even without that information, searching by name/description or original ship date will help in finding the files.

Need Help or Have Questions?
Contact The REX Help Desk at rex@reverecontrol.com or by calling the main number listed below.

REVERE
CONTROL SYSTEMS

2240 ROCKY RIDGE ROAD
BIRMINGHAM, ALABAMA 35216

T 800.536.2525
T 205.824.0004
WWW.REVERECONTROL.COM