ACCA	SOFTWARE	

usBIM.sync

User Manual



1

1

TABLE OF CONTENTS

1	USB	BIM.SY	/NC	4
	1.1	BEFOR	RE STARTING	4
	1.2	START	T SYNC	5
	1.2.	1.	Sync to this PC	5
	1.2.	2	Upload and sync to this PC	6
	1.3		DLDER SELECTION	
	1.4	Synch	HRONIZATION STATUS LEGEND	9
	1.5	CLOUI	D SYNC	9
	1.6	DISAB	BLE SYNCING1	D
	1.7	usBIN	M.SYNC DESKTOP APPLICATION	1
	1.7.	1	File Synchronization Status Update1	1



INDEX OF FIGURES

Figure 1. Direct Access to usBIM.sync	4
Figure 2. Message alerting you to the possibility to download the software	
Figure 3. ACCA webpage where you can download usBIM.sync	
Figure 4. Sync to this PC	
Figure 5. Upload and sync to this PC	7
Figure 6. Folder Selection	8
Figure 7. Symbol identifying files that are synchronized	8
Figure 8. Synchronization icons displayed in the cloud	10
Figure 9. Disable Syncing	11
Figure 10. UsBIM.sync Desktop Application Window	12



1 usBIM.sync

usBIM.sync is an advanced service offered by **ACCA Software** that allows the user to choose which files to synchronize on their PC by choosing from all the files stored in the **cloud**. Thanks to this feature, users can always have an up-to-date copy of their documents without the need to manually download files. Synchronization is bidirectional and the choice of content to be synchronized takes place both through the **usBIM** platform and through a dedicated application installed locally. This application manages the bidirectional update process, ensuring that any changes made to the cloud or local device are immediately reported and the user can align local content to and from the cloud. This system ensures a smooth and continuous workflow, optimizing collaboration and data sharing within project teams.

1.1 Before starting

Before starting with the synchronization you need to download the desktop application and install it on your PC. In case the desktop software is already installed on your PC, you will need to start it.

To start the software or download it, you can use the usBIM.sync **command** on the lower right side of the screen (*Arrow 1 Figure 1*).

# m		8 B 9 P 4 0 1
I miei documenti	C see	Q I 7 🗏 🖬 🕷
0	Name	Data KB VRS
	1001 - How to design a two-room apartment 1001 - More o design a two-room apartment//c	03/10/2024 20 8 0 🗹 🗄
	Carico Incendio Carico Incendio docri	24/09/2024 10:59 364 10 @ [2] :
6 Sincronizzazione	Esemple_Computo Esemple_Computo Esemple_Computo Esemple	26/09/2024 1525 27 0 2
BIM Object Library	terrela constata terrela constata terrela constata	18/09/2024 4188 1 @ T
로 편 편) Condivisi con me _ ACCA software		exattink.cyre
Cestino		

Figure 1. Direct Access to usBIM.sync

In case the software has not already been installed, a message will appear as per Figure 2.

		Ed.	1
	usBIM.sync – User Manual	Rev.	1
ACCA SOFTWARE		Date	17/10/2024

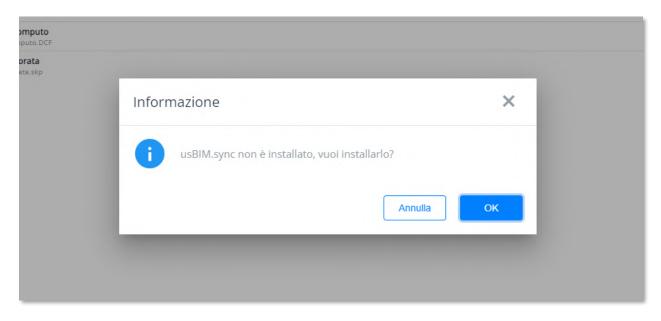


Figure 2. Message alerting you to the possibility to download the software

Clicking on "OK" will open the page of the ACCA site where you can download the software (Figure 3).

ACCA SOFTWARE		Softwo	are 🗸	Assistenza	Formazione 🗸	Azienda 🗸	Q
Software > Freev	vare > usBIM_sync						
sync	Carcetto integralmente le condizioni e i termini di uso. Carcica gratis Versione: 10.0.9 Stearna Operativ: Windows 84 bit Dimensione Jacottet: 38 Mbyte Dimensione Jacottet: 38 Mbyte			siti di sistem			
			-		~		_

Figure 3. ACCA webpage where you can download usBIM.sync

As soon as the software is installed and/or started, you can continue with the synchronization.

1.2 Start Sync

Synchronization takes place directly on usBIM in two different ways.

		Ed.	1
	usBIM.sync – User Manual	Rev.	1
ACCA SOFTWARE		Date	17/10/2024

1.2.1 Sync to this PC

This mode is intended to start the synchronization of a file that is already present on usBIM (it has been uploaded directly by the interested party in the past, it has been shared by a colleague, etc.). Then, to proceed, you need to first select the file of interest and click on the "**Sync to this PC**" command.

This command can be used from two different points:

- in the context menu (Arrow 1 *Figure 4*)
- in the information screen on the right (Arrow 2 Figure 4)

An important thing to specify is that the this previously seen function is the only one that you can use when synchronizing multiple files.

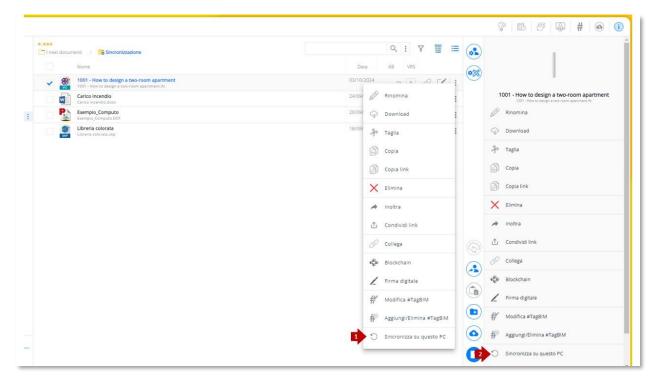


Figure 4. Sync to this PC

1.2.2 Upload and sync to this PC

This second method is intended to speed up the synchronization of a file that is not yet present in the cloud. In fact, instead of first uploading the file to the cloud from your PC and starting the synchronization later, you can perform the two operations simultaneously.

		Ed.	1
	usBIM.sync – User Manual	Rev.	1
ACCA SOFTWARE		Date	17/10/2024

To proceed with this functionality, you must first click on the "Upload file" command (Arrow 1 *Figure 5*) and then choose the "Upload and sync to this PC" item (Arrow 2 *Figure 5*)

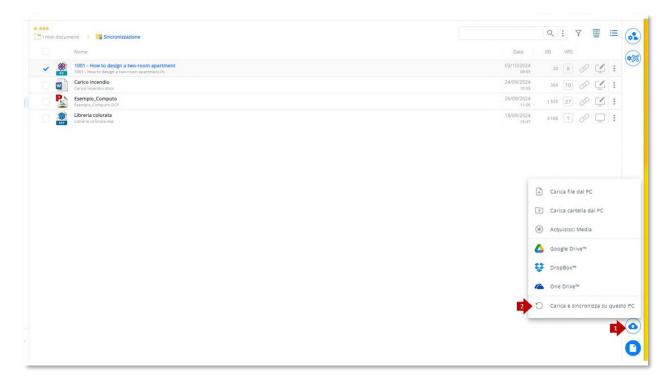


Figure 5. Upload and sync to this PC

1.3 PC folder selection

Regardless of the procedure adopted at this point, you must declare the folder on your PC where the synchronized files will be placed (*Figure 6*). On this screen it is also possible to create a new folder and use it for synchronization (Arrow 1 *Figure 6*).

		Ed.	1
	usBIM.sync – User Manual	Rev.	1
ACCA SOFTWARE		Date	17/10/2024

← → · ↑ 🦲 > Questo PC >	OS (C:) > ACCA	> usBIMsync > Test sincronizzazio	ne > Nuova cartella > TEST >			v Ö	Cerca in TEST		9	VRS
Organizza 👻 Nuova cartella	1							B== •	0	8
PerfLogs	^	Nome	Ultima modifica	Тіро	Dimensione					
Programmi			03/10/2024 09:55	Cartella di file						10
Programmi (x86)										27
QUARANTINE Recovery										
SHARED										1
SSFac										
Temp									- 1	
Utenti									- 1	
Windows									- 1	
DATA (D:)									- 1	
rete									- 1	
EROS2									- 1	
GOIDO-SI	~									
Cartella:										

Figure 6. Folder Selection

At the end of the process, it is possible to verify that the synchronization operation has been successful thanks to the presence of a symbol (a green dot) that appears on the right side of the screen on the same line as the file (Arrow 1 of *Figure 7*).

□ # □		V B 0 4 0	0
Timiei documenti		Q : Y = : Decs x8 V65 03/10/2024 ess9 24 24/09/2024 24/09/2024 24/09/2024 24/09/2024 24/09/2024 24/09/2024 24/09/2024 24/10 & : 24/09/2024 24/10 & : 24/10 &	** ***
Sincronizzatione :	Exemple, Compute Imple, Imple, Compute Imple,	2608/2224 1132 1100 1100 1100 1100 1100 1100 1100]
Condivisi con me Condivisi con me Condivisi con me Condivisi con me Conditional Condition			© •

Figure 7. Symbol identifying files that are synchronized



1.4 Synchronization status legend

In relation to the operations that are carried out and the state of synchronization, different similar ones can be displayed as those listed below.

	Files are synchronized	The active version of the file in usBIM coincides with the file on the PC.
↓	File in the most up-to-date usBIM	The active version in usBIM is more up-to-date than the file on the PC . In this case, you can continue with the download by clicking directly on the icon. This allows the alignment of the two files and, therefore, the updating of the file on the PC.
1	File on the most up-to-date PC	The file on the PC is more up-to-date than the active version in usBIM . In this case, you can continue with the download by clicking directly on the icon. This allows the alignment of the two files and the creation of a new version.
¢	New version of the file both in usBIM and on the PC	The file has a new version both in usBIM and on the PC . In this case, the PC version will be uploaded and, consequently, in usBIM you will have a new active version.
	Cloud file is in draft	The modification of the file in the cloud is active and, therefore, it is "in draft". In this case it is not possible to download or upload a new version of this file.
•	File no longer present	The synchronized file has been deleted, renamed or moved to another folder in usBIM and/or on the PC. This only allows the deactivation of the synchronization with the consequent deletion from the list of the usBIM.sync desktop software

1.5 Cloud Sync

When a file has undergone changes and has an icon as per the previous table, you can start certain operations directly from usBIM.

- 1. when the symbols as in Arrow 2, 3 and 4 and 6 are present *Figure 10*, it is possible to perform the operations by clicking directly on the icons;
- 2. in the event that the file in usBIM is in the draft state (Arrow 1 *Figure 10*) or is synchronized correctly (Arrow 2 *Figure 10*), no synchronization actions are foreseen.

		Ed.	1
	usBIM.sync – User Manual	Rev.	1
ACCA SOFTWARE		Date	17/10/2024

		E	9	A	#	0	()
I miei documenti	Triel documenti 3 5 Sincronizzatione		٩	: '	7		
	Nome	Data	KB	VRS			**
	1001 - How to design a two-room apartment	09/10/2024	20	8		•	
🗖 prosector e la constante	Carico Incendio Carico Incendio doce	24/09/2024 10:59	364	10	Ø	2	t
Sincronizzazione	Computo edificio Computo edificio DCP	14/10/2024 11:30	901	2		B) :	
BIM Object Library	Esemplo_Computo Esemplo_Comput	09/10/2024	1.541	31		•	1
	Libreria colorata Libreria colorata.skp	18/09/2024 15:47	4188	1		6	
20 20 20 20 20 20 20 20 20 20 20 20 20 2	Relatione tentra Resource evolutions	11/10/2024	0 KB	1	00	6	•
Condivisi con me ACCA software							
Cestino							
Il tuo spazio di archiviazione							
2.86 GB di 30.00 GB di spasio utilizzato							

Figure 8. Synchronization icons displayed in the cloud

1.6 Disable Syncing

Similarly to what happens for synchronization, in case you want to disable synchronization, you need to first select the file of interest and then click on the "Disable synchronization" command.

The command can be displayed:

- in the context menu (Arrow 1 *Figure 9*)
- in the information screen on the right (Arrow 2 Figure 9)

It is necessary to specify that also in this case it is possible to operate simultaneously on several files by deactivating the synchronization after making a multiple selection.

		Ed.	1
	usBIM.sync – User Manual	Rev.	1
ACCA SOFTWARE		Date	17/10/2024

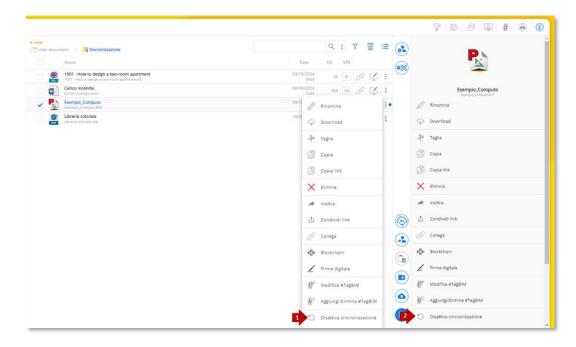


Figure 9. Disable Syncing

1.7 usBIM.sync desktop application

The usBIM.sync desktop application can be defined as a control window that makes it possible to view the change of the different synchronization states. In addition to this you can also start the synchronization of one or more files at the same time, in a similar way as described above.

1.7.1 File Synchronization Status Update

When a file has an update, the icons indicated in paragraph "*Synchronization status legend*" are displayed. Similarly to what happens in usBIM, in the desktop software, different operations can be carried out, or not, as follows:

- when the symbols as in Arrow 2, 3, 4 and 6 are present *Figure 10*, it is possible to perform the operations directly on the software, by clicking on the icons that appear on the right side of the window (at the file of interest). As for the symbols at Arrow 2 and 4, multiple synchronization can be carried out. In fact, you can select the files to be synchronized and then click on the "Sync" command (Arrow 7 *Figure 10*);
- in the event that the file in usBIM is in the draft state (Arrow 1 *Figure 10*) or is synchronized correctly (Arrow 2 *Figure 10*), no synchronization actions are foreseen.

		Ed.	1
	usBIM.sync – User Manual	Rev.	1
ACCA SOFTWARE		Date	17/10/2024

US	38	M.sync	
		Nome	Data KB Stato
	88	1001 - How to design a two-room apartment.ifc	03/10/2024
	WC.	C:\ACCA\usBIMsync\Test sincronizzazione\Nuova cartella\TEST\	09:59 1
	W	Carico incendio.docx C:\ACCA\usBIMsync\Test sincronizzazione\Nuova cartella\TEST\	16.17
	P	Computo edificio.DCF	14/10/2024
	DCF	C:\ACCA\usBIMsync\Test sincronizzazione\Nuova cartella\TEST\	11:30
_	P	Esemplo_Computo.DCF	09/10/2024
	DCF	C:\ACCA\usBIMsync\Test sincronizzazione\Nuova cartella\TEST\	15:13
	3	Libreria colorata.skp	17/09/2024
	SKP	C:\ACCA\usBIMsync\Test sincronizzazione\Nuova cartella\TEST\	11:06
	w	Relazione tecnica.docx	11/10/2024
	w	C:\ACCA\usBIMsync\Test sincronizzazione\Nuova cartella\TEST\	12:07
			4

Figure 10. UsBIM.sync Desktop Application Window