



MANUFACTURER HANDBOOK

*Getting started with your
Library*



GETTING STARTED

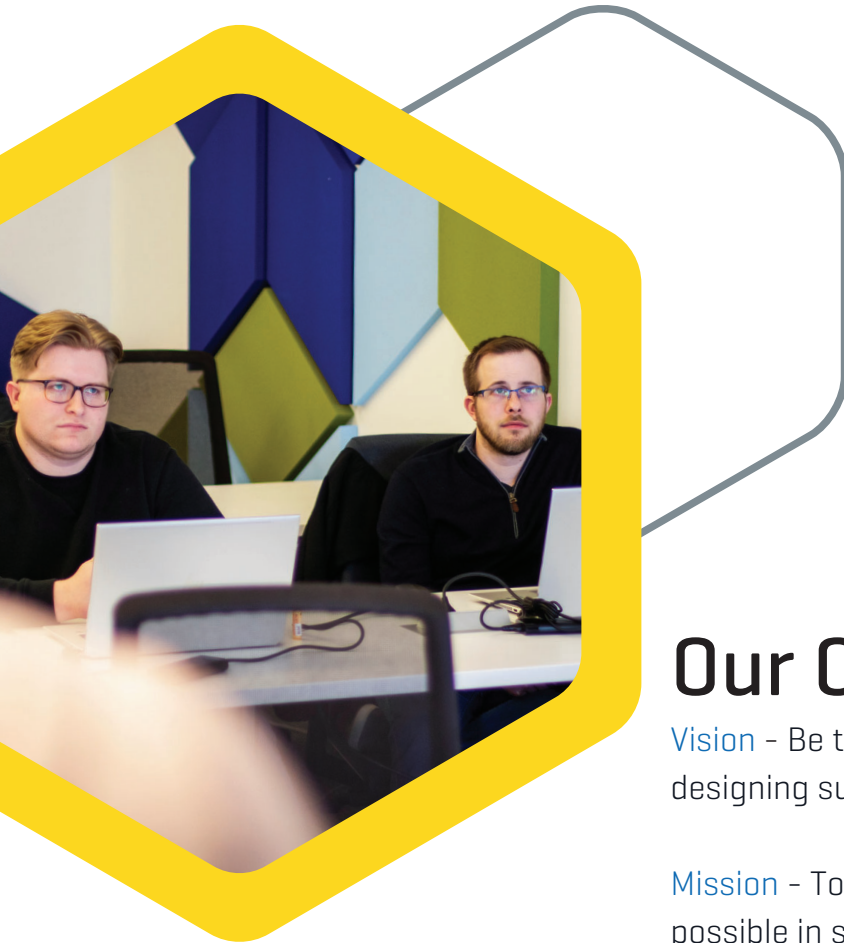
Welcome! We are delighted to extend a warm welcome to you on behalf of the entire Configura team! We are thrilled that you have chosen to partner with us, and we are excited to embark on this journey together.

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Who is Configura?

Configura is a globally operating company with headquarters in Linköping, Sweden and commercial operations in Berlin, Germany; Grand Rapids, Michigan, USA; Cincinnati, Ohio, USA; Kuala Lumpur, Malaysia; Shenzhen, China and Tokyo, Japan. Configura creates [Parametric Graphical Configuration](#) (PGC) software solutions for leading, international companies. The technology is perfectly suited for industries that deal in configurable, complex products requiring space planning. As Configura's software solutions become the standard for space planning, the scalability of our development platform offers new opportunities for partnering.



Our Commitment to You

Vision - Be the world's most intelligent platform for designing sustainable, efficient, and beautiful spaces.

Mission - Together, we push the boundaries of what's possible in space design by making the complex easy, eliminating errors, and imagining the new.

ONBOARDING CHECKLIST

This list will help set you up for success.

Sign the CPDLA? Agreement	
Create a MyConfigura Account	
Purchase CET Material Handling, and Material Handling Libraries Extension	
Navigate the Help Center - Getting Started with MyConfigura	
Navigate the Academy and sign up for a free Webinar	
Sign up for Momentum/Pace Checks	
Review Material Handling Library Policy	
Review CAD standards document	
Review Best Practices document	
Initial Catalogue is provided to the Developer Support Channel	
Catalogue has been tested and verified by Manufacturer	
Manufacturer has approved catalogue for publication	

NAVIGATING CONFIGURA

MyConfigura

	DEFINITION
MyConfigura	MyConfigura is Configura's main communication channel for updates and information, such as Release Notes and tips. This is also where you will navigate your Extension and manage licenses.
Briefcases	Briefcases are closed groups where members can keep conversations, gather and share information, collect materials, and backup their work. You can also set up a briefcase for your company to pass information to your users.
Projects	On the Projects page of MyConfigura, manufacturers can create and handle Extensions for CET. The Projects page is accessed from the top menu in MyConfigura.
Supervisor	The Supervisor page is where you will go to approve or deny users. You will also have a log of the users on your extension.
Licenses	This is your License Administrator page where you control all purchased licenses.

MYCONFIGURA

MyConfigura is used to assign users to our CET Software.

CET Licenses can be accessed through www.myconfigura.com

You will use license manager to:

- Download CET and MHL
- Assign licenses
- Manage Licenses

We have [Help Pages](#) available to help you get started, including a section on [License Administration](#).

If you need help with the MyConfigura, you can reach out to our [User Support](#) and they can help. If you use the chat option, they can remote onto your computer to assist also.

If you need to purchase additional licenses, these can be purchased through the [Marketplace](#).

NAVIGATING CONFIGURA

Support Channels

We have an incredible support team that is available to help with any software issues you run into along the way.

	DEFINITION
Help Center	The Help Center is a great place to start if you need an answer to something. Search for your question through help pages, or chat with a live person.
User Support	Our User Support has the option to chat, call, email or browse forums for answers. This is where you will want to go for questions around using CET. If you aren't sure where to go, this is a great start.
Developer Support	Our Developer Support is where you want to go for Extension, Catalogue Creator, and MyConfigura related questions. We provide a Support Portal*, forums and a weekly Open Office hours. *Note that the Support Portal is a paid service.
The Academy	Our Academy is full of resources to learn how to use our software, from free webinars to paid trainings for your team. We offer trainings for CET, Catalogue Creator and Developer Training. If you want to learn something that is not offered, there is a form to contact the training team directly.

NAVIGATING CONFIGURA

Recommended Trainings

Our [Academy](#) has many trainings available to get you started with our software.

If you are interested in a private course for your team you can reach out to training@configura.com

	DEFINITION
Getting Started with CET Material Handling	This free Webinar is a great place to get a high level overview of CET Material Handling and learn what makes it so unique. We have two options for this Webinar, Virtual or Self-Paced.
Introduction to CET Material Handling	In this Self Paced training, you will learn how to customize your preferences so you are prepared to begin drawing when you move onto our beginner CET.
CET Beginner / Intermediate / Advanced	Become fully proficient in CET. In these trainings you will learn how to draw, specify and render with all functionality and real world scenarios. We have two options for this training, Virtual or Self-Paced.
Essential Pallet Racking	Enhance your knowledge of the Essential Pallet Racking Extension in CET Material Handling by selecting this module.
Essential Conveyors	Enhance your knowledge of the Essential Conveyors Extension in CET Material Handling by selecting this module.
Catalogue Creator	This is a full course on catalogue making process, where you will learn on how to use Catalogue Creator, and other tools (Model Lab, Material Lab, Catalogue Browser) to create catalogues from the initial to the final stage.

CONFIGURA CALENDAR

Notable events and reminders for the Calendar year

March/April

Momentum

June

Virtual Pace Check

October

CET Experience

September

Virtual Pace Check

December

Virtual Pace Check

Once per year*

Catalogue Update

*All catalogues must be updated once a year



CONFIGURA MOMENTUM

Momentum is Configura's premier annual in-person conference, designed exclusively for our manufacturing customers, dedicated service providers, and valued development partners. This unique gathering serves as an unparalleled environment, deliberately curated to foster innovation, encourage collaboration, facilitate continuous learning, and ignite the exchange of invaluable insights that collectively influence the future trajectory of our platform.

2024 Dates

North America:
March 21st

Europe:
April 16th

Pace Checks:
June 5th
September 4th
December 4th

CET EXPERIENCE



CET Experience is Configura's annual user community conference. Held in-person in different locations each year, the event includes a wide range of learning sessions, ample networking opportunities and inspiring keynote presentations, plus an optional third day to fill with additional workshops.

CET Experience began in 2008 as a way to bring our growing user community together to explore new ideas, connect like-minded people and get inspired. Today, the annual event has grown into a global conference that attracts hundreds of attendees from around the world.

2024 Dates

October 7-8, 2024
Grand Rapids, MI

**CREATE TOGETHER.
CREATE THE FUTURE.**



LICENSES

Types of Licenses:

- CET Material Handling
- Material Handling Library
- CET Essentials
- CET Developer
- Catalogue Creator

For yearly renewals, you will receive an email 60 days prior to the renewal date as a reminder. At this time, [you will have 30 days to make any changes](#), such as adding or removing licenses.

You will receive a second reminder at 30 days, which is the final day to make changes. The next time you will be able to make changes is the following year's renewal window.

If you have questions around your licenses or need to make changes, please reach out to economy@configura.com.

ADDITIONAL PRODUCTS

Check out some of our additional products to Optimize CET:



The [Twinmotion](#) for CET Extension makes it easy for you to send a CET drawing directly to Twinmotion. When you have completed space planning and finished all your material selections in CET, you can sync your drawing with Twinmotion, which is a separate program users can purchase and install to create hyper-realistic renderings. You can modify lighting, add weather effects and insert people who can walk around in the design. If you later decide to make changes to your CET drawing, you can update the drawing in Twinmotion and retain changes you've made in Twinmotion.



Renderings and videos are old news, send your clients a complete 3D view and let them turn around and zoom in and out of your drawing to see every detail without using CET. The [3D PDF](#) Extension lets you save your drawings and send them to your clients as 3D PDFs that can be opened and viewed in [Adobe Reader](#) version 8 or later, one of the most common, free 3D viewers.



[Yulio](#) lets you create and share your vision in immersive Virtual Reality [VR]. Immerse your clients in your renderings like never before, to create greater understanding and get faster decisions.

New in CET Designer, turn Cubemap renderings into VR experiences or with a Yulio Jump License, render in more photo-realistic 360 with a few clicks direct from CET Designer. Easily share your project in person, via email, on your website and social media. Compatible with all browsers and popular mobile headsets including Oculus Go, Quest and more.



[CollabPro](#) enables multiple users to work on different sections of a CET drawing simultaneously. Real-time collaboration gives users and manufacturers a competitive edge that contributes to a streamlined workflow by allowing for better information access, increased tracking and transparency, and increased efficiency and productivity. This comes in a free and a paid version.

ADDITIONAL ADD-ONS

Developed for 3PLs, integrators, consultants, smaller manufacturers and warehouse managers, these free CET Essentials for Material Handling allow users to easily lay out warehouse and storage spaces without manufacturer-specific content.



Cantilever
Racking



Conveyors



Deep Racking



Shelving



Guarding



Guarding



Industrial
Equipment



Storage



Structural

ADDITIONAL RESOURCES

Here are some additional resources that will help you as you begin your partnership with Configura.

	DEFINITION
Agreements	You can search through all Configura Agreements on the Resources tab under Services on Configura.com
Service and Development Partners	Development Partners develop content and custom functionality for Configura products. Service Partners deliver services to our community, aiding with know-how in the usage of Configura products. These Partners are listed on the Services tab on configura.com.
Case Studies	You can search through our Case Studies on the Case Studies tab under Services on configura.com.
CET Awards	The CET Awards honor talented individuals who have created outstanding and innovative spaces using CET. Award winners are announced at CETX every year. Awards are given for renderings, fly through videos, 360 panoramas, innovative extensions and more. Find these on configura.com on the Academy page under CET Awards.

COMMUNICATION

Where to find the most up to date information around Configura and CET.

Blog Posts

Keep up with Product Announcements, Community Highlights, Newsroom articles and Developer news by signing up for [Blog Posts](#). These are located under the Company tab on Configura's website or by clicking this link: <https://www.configura.com/blog>

Briefcases

[Briefcases](#) are closed groups where members can keep conversations, gather and share information, collect materials, and backup their work. All information in a Briefcase is presented in chronological order, with the latest information at the top. An update in a Briefcase will automatically generate an email to all members. Configura will communicate information through the CET Commercial Interiors and CET Developers briefcases. [You will automatically be signed up for these briefcases when purchasing a CET or Developers license].

Release Notes

We do two major releases every year (March and November), and post the [Release Notes](#) in our Help Center. This is where you can read about new features and bug fixes so you are always aware of any changes to CET or Spec.

CET Release Notes are located: [Here](#)
Spec Release Notes are located: [Here](#)

Conferences

Configura hosts two in person [Conferences](#) every year.

[Momentum](#) is a Manufacturer focused conference where we make key announcements, host learning sessions and workshops.

[CET Experience](#) is a user focused conference with sponsorship opportunities to help get your brand in front of hundreds of users.

DRAWING INTEGRATIONS

Drawing Import filetypes	Drawing Export Filetypes
<ul style="list-style-type: none">-.dwg-.dxf-.pdf-.obj-.step-.stp-.gltf-.skp-.fbx-.stl-.cmml-.cm3d-.cmsym-.3ds-.ifc-.rfa	<ul style="list-style-type: none">.dwg.dxf.dxb.fbx.glb.gltf.ifc.ifczip.obj.pdf.skp.stp.datasmith.rfa



4 TIPS FOR SUCCESS

ESTABLISHING A PRIMARY INTERNAL CONTACT

01

Ensure that you designate a primary internal contact within your company who can serve as the main point of contact.

KEEP DATA ALIGNMENT TOP OF MIND

02

Maintaining alignment in CAD quality is crucial to ensure seamless Functionality across various layouts, preventing slowdowns cause by file size.

INVEST IN TRAINING

03

Knowing how to use our software provides a high level of value when working with your users.

STAY AGILE

04

Consider the long-term perspective when developing your Material Handling Library product offerings., focusing on meeting the ongoing needs and desires of users.