

The Contact Address Book displays companies which have been set up with access to iTWOcx and lists individual users and contacts.

1. Click the Contacts button to display Contacts.
2. Click the arrow to the left of the company name to display the list of contacts.
3. Review the Admin column to identify who the Project and Company Contact Admin are.

The screenshot shows the iTWOcx interface for the 'Aconex Replacement Config Project'. The 'Contacts' page is active, displaying a list of contacts grouped by company. The interface includes a navigation menu on the left, a search bar, and a table of contacts. The table has columns for Photo, Name, Email, Phone, Title, Status, and Admin. The 'Admin' column contains buttons for 'PROJECT ADMIN' and 'COMPANY CONTACT ADMIN'. Three annotations are present: '1' points to the 'Contacts' button in the top right; '2' points to the expand arrow next to the company name 'Accessible Building Solutions'; '3' points to the 'Admin' column dropdown menu.

Photo	Name	Email	Phone	Title	Status	Admin
Access Locksmiths (All CNS staff)						
Accessible Building Solutions (All SUB staff)						
	Debby Leung	debbywkleung@hotmail.com			ACTIVE	
	Ed Lo	edmund.holo@gmail.com			ACTIVE	
	Eddie Low	edmund.holo@icloud.com			ACTIVE	
	Test2 User	abe@mirvac.com		Tester	ACTIVE	PROJECT ADMIN
	User2 Test	abc@gmail.com		Tester	ACTIVE	
	V0099104 User	V0099104@mirvac.com			ACTIVE	
ArchiWorld (All CNS staff)						
	James Brown	jamiebr45678@mail.com			ACTIVE	
	John Architecture	john.valeondis@jiveconnect.com.au		Senior Architect	ACTIVE	PROJECT ADMIN
	Rosie Reid	rosej00002132@mail.com			ACTIVE	COMPANY CONTACT ADMIN
	Sam Smith	rosej00002133@mail.com			ACTIVE	
Axacts Architects (All CNS staff)						
	Andrew Asham	andrew.asham@mailinator.com			ACTIVE	COMPANY CONTACT ADMIN
	Architect User	Architect.User@mailinator.com			ACTIVE	
	George Green	rosej00002134@mail.com			ACTIVE	
Be International (All SUB staff)						
Beveridge Williams & Co Pty Ltd (All SUB staff)						

Search for Admin Users

1. In the **Admin** column heading, click the **Filter** icon.
2. Enter / select the required criteria.
3. Click **Filter**.

Contacts
Find a project contact by filtering on a column. You can also filter the list by company or role.

Group by: A-Z **COMPANY** ▼ **ROLE** ▼

Photo	Name ↑	Email	Phone	Title	Status	Admin
Access Locksmiths (All CNS staff)						
Accessible Building Solutions (All SUB staff)						
	Debby Leung	debbywkleung@hotmail.com			ACTIVE	
	Ed Lo	edmund.holo@gmail.com			ACTIVE	
	Eddie Low	edmund.holo@icloud.com			ACTIVE	
	Test2 User	abe@mirvac.com		Tester	ACTIVE	
	User2 Test	abc@gmail.com		Tester	ACTIVE	

1. Filter icon

2. Search criteria

3. Filter button

The results are displayed.

Contacts
Find a project contact by filtering on a column. You can also filter the list by company or role.

Group by: A-Z **COMPANY** ▼ **ROLE** ▼

Photo	Name ↑	Email	Phone	Title	Status	Admin
Accessible Building Solutions (All SUB staff)						
	Ed Lo	edmund.holo@gmail.com			ACTIVE	COMPANY CONTACT ADMIN
	Eddie Low	edmund.holo@icloud.com			ACTIVE	COMPANY CONTACT ADMIN
JIVE Consulting Group (All HC staff)						
	Data Migration	api@jiveconsultinggroup.com.au			ACTIVE	COMPANY CONTACT ADMIN
	John Valeondis	john.valeondis@jiveconsultinggroup.com.au		Consultant	ACTIVE	COMPANY CONTACT ADMIN
Kylie Test Company (All SUB staff)						
	Kylie Test	grumpsalot@gmail.com			ACTIVE	COMPANY CONTACT ADMIN
Mirvac API (All API staff)						
	Data Migration 1	svc_mtwocxdatamig@mirvac.com		Service Account	ACTIVE	COMPANY CONTACT ADMIN
	Data Migration 2	svc_mtwocxdatamig2@mirvac.com		Service Account	ACTIVE	COMPANY CONTACT ADMIN
	Mathew Feaser	fraserm@mirvac.com			ACTIVE	COMPANY CONTACT ADMIN

Admin dropdown menu

COMPANY CONTACT ADMIN

COMPANY CONTACT ADMIN

COMPANY CONTACT ADMIN

COMPANY CONTACT ADMIN

COMPANY CONTACT ADMIN

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