

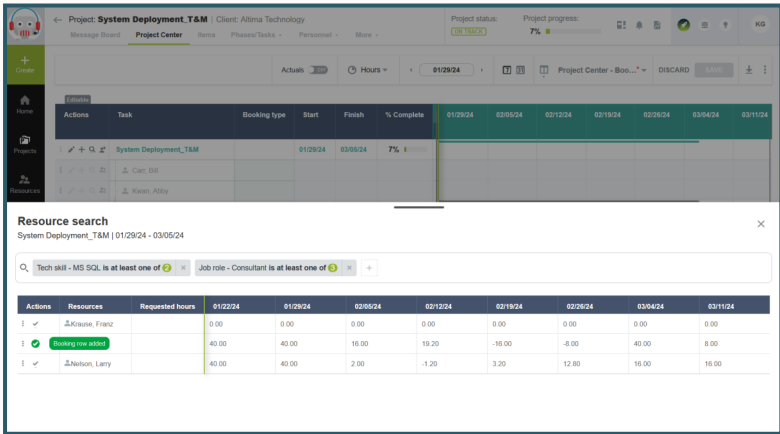


## Projects

### Project Center

- Find the best staffing fit for your projects. Search for resources matching your profile, job code and availability criteria, and review other projects these resources are booked to directly from the project center.
- Scroll horizontally to navigate easily through your project timeline.

The Project Center feature lets you manage your project schedule and staff your project from a single screen. To enable this feature, contact OpenAir Customer Support.

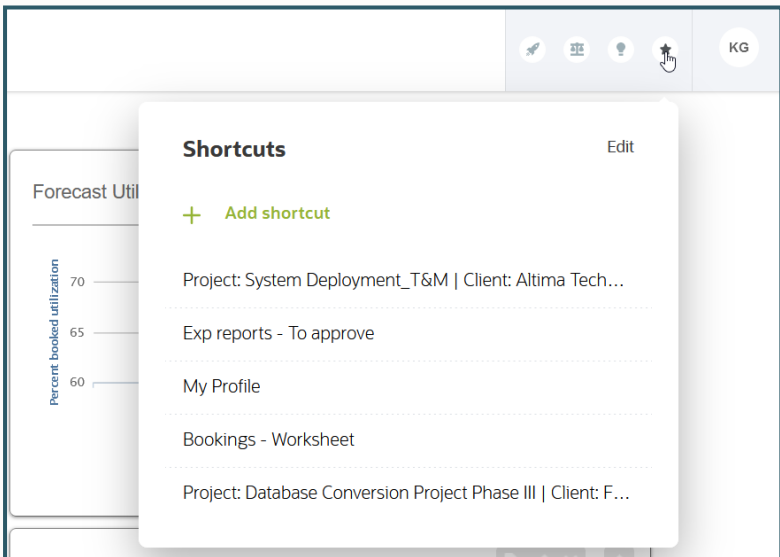


## User Experience

### Shortcuts

Spend less time navigating and more time getting things done with navigation shortcuts.

- Go to your favorite pages in and outside OpenAir from anywhere in OpenAir.
- Add shortcuts to any page in OpenAir including new record forms and specific tabs on specific records.
- Add URL links to external pages.
- Access and organize shortcuts from any page in OpenAir.



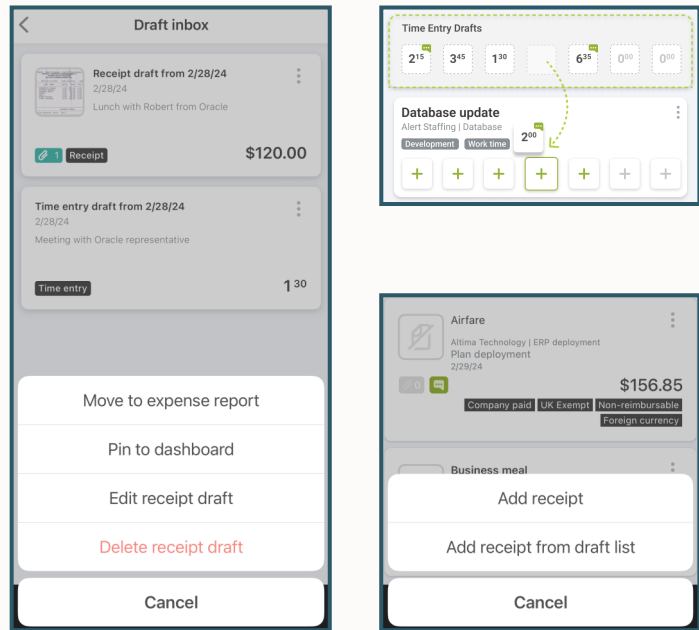


## OpenAir Mobile 5.1

### Time Entry and Receipt Drafts

- Jot down your time and expenses as you go in your draft inbox, even when your mobile is not connected to the internet.
- Pull your time entry or receipt drafts when you're ready to complete your timesheet or expense report.
- Drag time entry drafts to your time cards or add receipt drafts to your expense reports.

OpenAir Mobile 5.1 will be released for iOS and Android devices in April 2024. Users will be informed of the new release through the App store (iOS) and Google Play store (Android).



## Security

### Two-Factor Authentication

- Add more security to OpenAir with an extra verification step during sign-in.
- Verify your identity using a time-based one-time password from an authenticator app.
- Control who must use two-factor authentication to enter OpenAir.

