

# Daily progress reporting

Automatically collects daily progress data from field crews and subcontractors, validates completeness against project schedules, and generates standardized progress reports for stakeholders. Reduces reporting time by 75% while improving project visibility and accountability.

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Get Your Blueprint

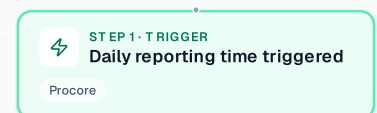


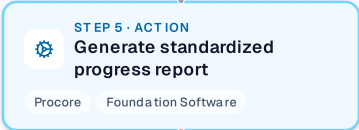
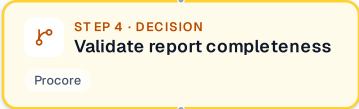
## WORKFLOW TRIGGER

End of workday (5 PM) reaches on active construction project

## Visual Flow

Each node represents an automated step. Connections show how data and decisions move through the workflow.





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## Step-by-Step Breakdown

Detailed explanation of each automated stage in the workflow.

1

⚡ TRIGGER

### Daily reporting time triggered

Workflow initiates at 5 PM on weekdays for all active projects. Pulls current project roster and assigned crews from project management system.

2

 ACTION

### Collect field crew reports

Automatically gathers completed daily report forms from field supervisors and crew leads through mobile app submissions. Captures work completed, materials used, and crew hours.

PlanGrid

Procore

3

 ACTION

### Retrieve subcontractor progress data

Pulls progress updates and completion percentages from subcontractor portals and integrated systems. Includes labor hours, materials consumed, and milestone achievements.

Procore

Sage 300

4

 DECISION

### Validate report completeness

Checks if all required crews and subcontractors have submitted reports and if data meets minimum quality standards. Routes incomplete reports for follow-up or proceeds with complete data.

Procore

5

 ACTION

### Generate standardized progress report

Compiles data into formatted daily progress report with schedule variance analysis, cost tracking, and safety incident summaries. Calculates percentage complete for each work package.

Procure

Foundation Software

6

🕒 OUTPUT

## Distribute reports to stakeholders

Automatically sends completed daily progress reports to project managers, clients, and executives via email and project portal. Updates project dashboards with latest progress metrics.

Procure

Foundation Software



## Outputs

- Daily progress report PDF
- Updated project dashboard metrics
- Schedule variance alerts
- Cost tracking summary



## Key Metrics

- Report submission completion rate

## AI Business OS

Time to generate daily reports

- Schedule variance percentage
- Stakeholder engagement with reports



### Tools & Integrations

- Procore
- PlanGrid
- Sage 300
- Foundation Software

Actionable AI implementation strategies for  
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