

# Reviewing, Collaborating and Publishing

EST. 3 MINUTE READING TIME

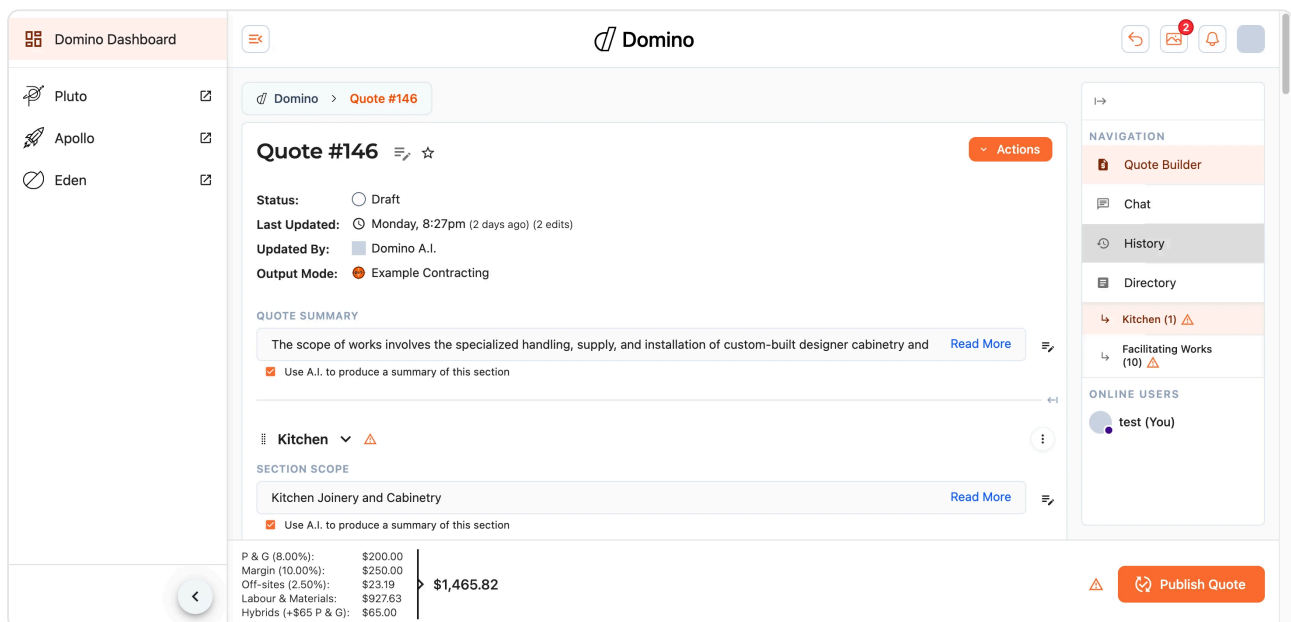
Building the line items is only half the story. *Domino* also helps a quote get checked, talked through, and sent out. This page covers the status workflow, version history, collaboration, the A.I. review, and publishing the finished quote. For building the quote itself, see [building a quote](#).

## Status

Every quote carries a status that tells everyone where it is up to - the same set used on the [dashboard](#): **Draft**, **Pending**, **Approved**, **Rejected**, and **Archived**. Update it from the status row in the header or **Set Quote Status** in the Actions menu. When you change a status you can record a short reason, which is shown alongside it so the history of a decision stays clear.

## History

*Domino* records every change to a quote as you go, so nothing is ever lost. Open **View History** from the Actions menu (or the history controls in the header) to see the full list of edits - who made each one and when - and to roll the quote, or an individual line item, back to an earlier version.



The edit history for a quote.

## Comments and Collaboration

A quote is often worked on by more than one person, and *Domino* is built for that.

- **Comments** can be left on any line item to ask a question or flag something that needs a second look.
- The latest comment surfaces in a banner at the top of the quote; select it to jump into the conversation.
- When others are viewing the same quote, you will see them, so you know who is working alongside you.

**Quote #146**

Status:  Draft

Last Updated: Monday, 8:27pm (2 days ago) (2 edits)

Updated By: Domino A.I.

Output Mode: Example Contracting

**QUOTE SUMMARY**

The scope of works involves the specialized handling, supply, and installation of custom-built designer cabinetry and [Read More](#)

Use A.I. to produce a summary of this section

**Kitchen**

**SECTION SCOPE**

Kitchen Joinery and Cabinetry [Read More](#)

Use A.I. to produce a summary of this section

|                        |          |                   |
|------------------------|----------|-------------------|
| P & G (8.00%):         | \$200.00 |                   |
| Margin (10.00%):       | \$250.00 |                   |
| Off-sites (2.50%):     | \$23.19  |                   |
| Labour & Materials:    | \$927.63 |                   |
| Hybrids (+\$65 P & G): | \$65.00  |                   |
|                        |          | <b>\$1,465.82</b> |

[Publish Quote](#)

## Quote Review

Domino can review a quote for you with its A.I. review system. It compares the quote against others in the system and information from the wider internet, then offers suggestions for improvement and an indication of how likely it is to succeed.



## Domino Dashboard



Pluto

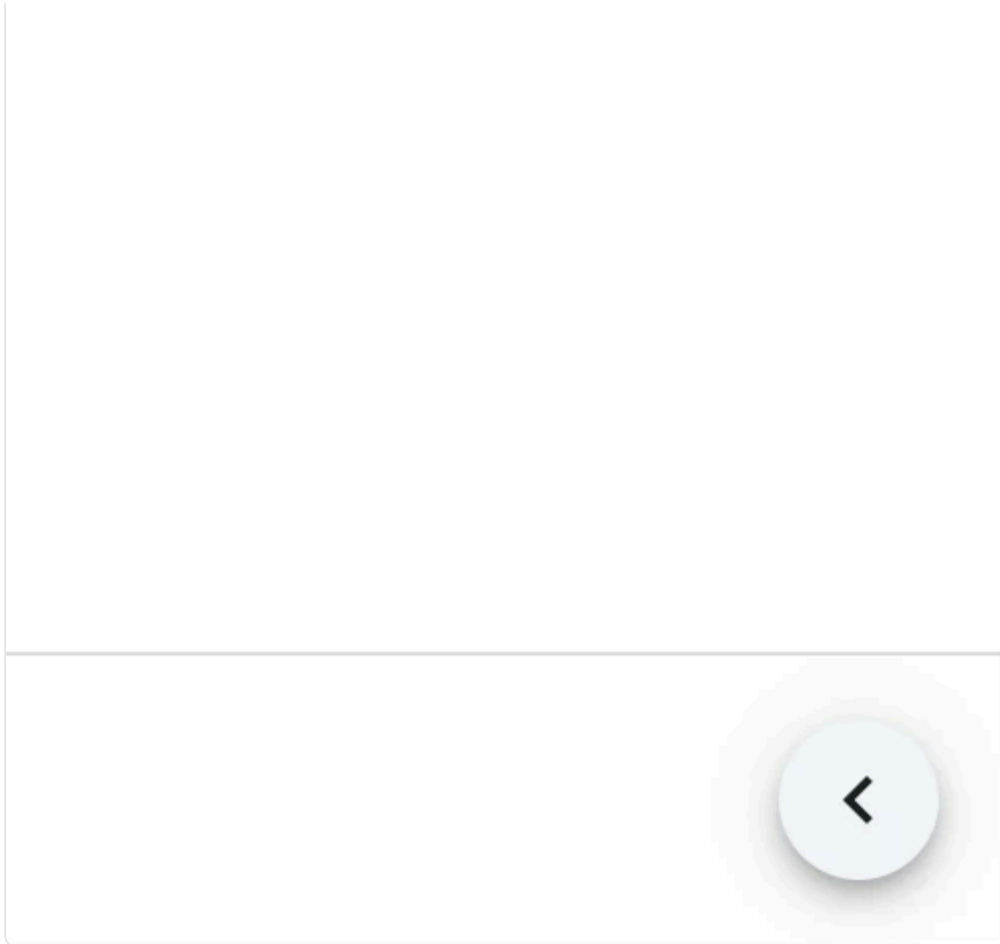


Apollo



Eden

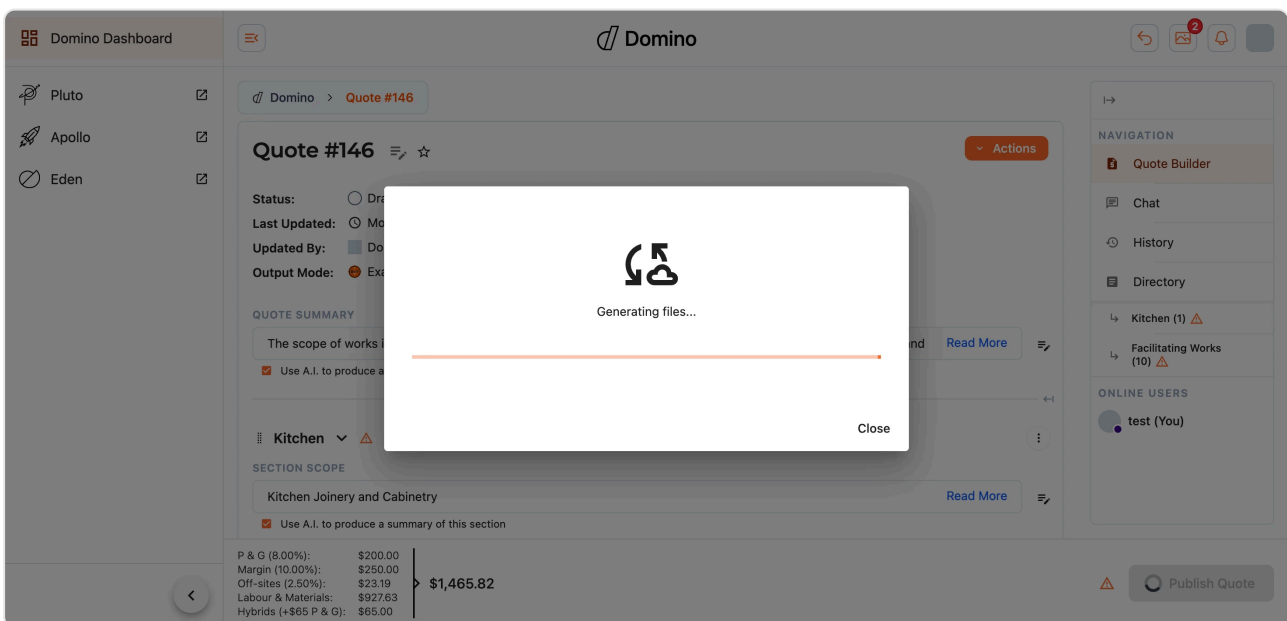




Start one from the **Quote Review** section. A review usually takes five to ten minutes, though a large quote can take fifteen or more, and you can carry on working while it runs. Completed reviews are kept so you can refer back to them.

## Publishing

When the quote is ready, **Publish Quote** produces the finished documents to send out.



Before publishing, *Domino* checks the quote for anything that needs attention and lists any issues for you to resolve - select **Fix** or **Go to section** to jump straight to them. The publish button stays unavailable until the quote is in good shape.

Once published, *Domino* generates the quote document under the chosen output branding and shows you a preview to review before you download or send it. Where the quote is linked to a Fergus job, publishing also feeds the result back through to Fergus.

**Note:** if a published quote does not look right, you can regenerate it after making your changes - publishing is not a one-way door.