StrataMax (Menu)

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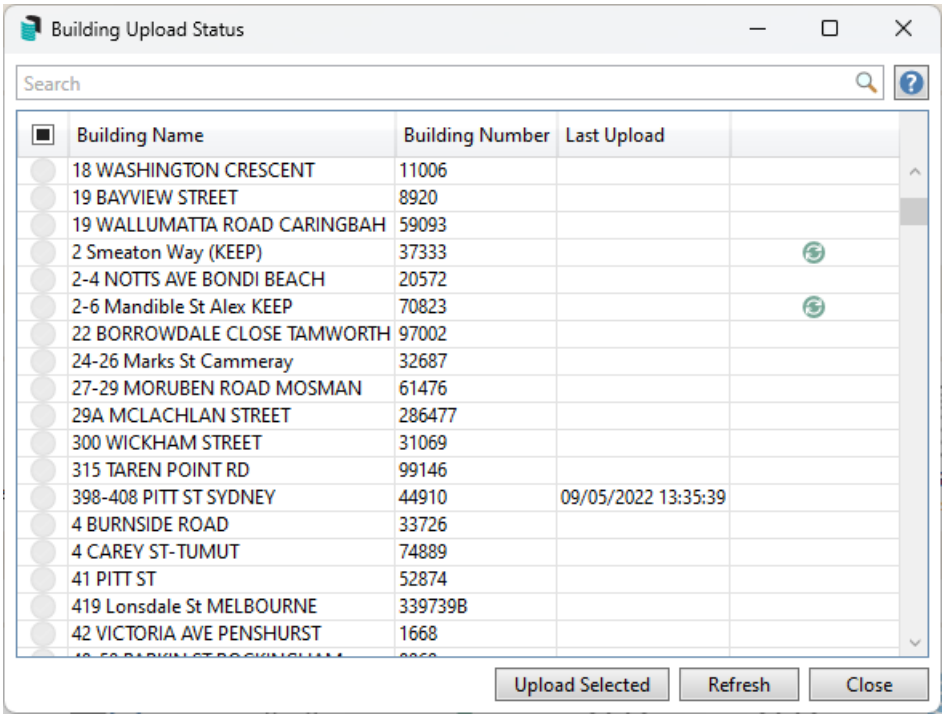
The instructions in this article relate to ***StrataMax (icon).*** The icon may be located on your *StrataMax Desktop* or found using the *StrataMax Search*.

This screen manages the building uploads to the StrataMax servers, including DocMax documents to be uploaded to the StrataMax Portal. A StrataMax intro/welcome letter can also be produced from this menu. For those who do use the StrataMax Online Portal, Lot Owners Roll Submissions are also approved and accepted here.

StrataMax Building Uploads (Upload to Internet)

This button manually uploads building information and documents to the StrataMax servers, including information for ***Meeting Hub***. Updates to the ***Roll***, ***Office Bearers***, and ***Building Information*** will trigger an automatic upload, while changes to levies in ***Levy Management*** will not. This area can be toggled between the legacy and Preview Features.

1. Search or select ***StrataMax***.
2. Tag the required building/s.



3. Click the *Upload to Internet* button.