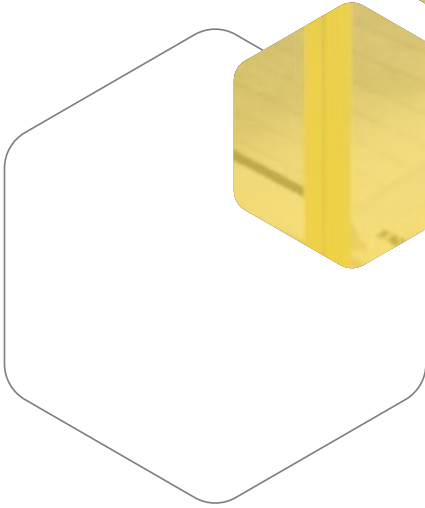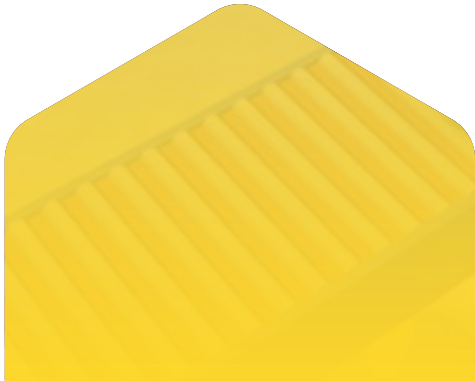# USER HANDBOOK

Getting started with
Material Handling

CONFIGURA

GETTING STARTED

Welcome! We are delighted to extend a warm welcome to you on behalf of the entire Configura team! We are thrilled that you have chosen to partner with us, and we are excited to embark on this journey together.

WHAT'S INSIDE

CONFIGURA

Who is Configura?

Configura is a globally operating company with headquarters in Linköping, Sweden and commercial operations in Berlin, Germany; Grand Rapids, Michigan, USA; Cincinnati, Ohio, USA; Kuala Lumpur, Malaysia; and Tokyo, Japan. Configura creates Parametric Graphical Configuration (PGC) software solutions for leading, international companies. The technology is perfectly suited for industries that deal in configurable, complex products requiring space planning. As Configura's software solutions become the standard for space planning, the scalability of our development platform offers new opportunities for partnering.
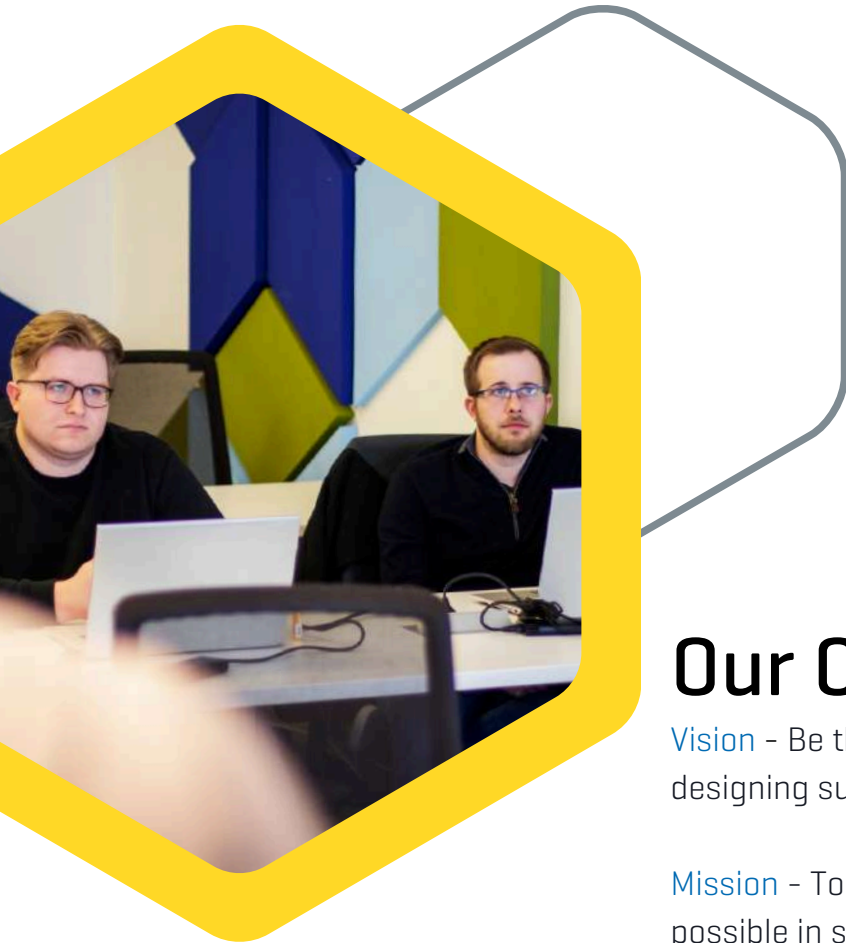
Our Commitment to You

Vision - Be the world's most intelligent platform for designing sustainable, efficient, and beautiful spaces.

Mission - Together, we push the boundaries of what's possible in space design by making the complex easy, eliminating errors, and imagining the new.

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ONBOARDING CHECKLIST

This guide is packed with helpful information to set you up for success. Whether you're just getting started or looking for tips to enhance your workflow, you'll find everything you need to navigate with ease and confidence. Let's get started on this exciting journey!

1 Create a MyConfigura Account

2 Navigate the Help Center –
Getting Started with MyConfigura

3 Navigate MyConfigura

4 Navigate the Academy and sign up for
your first training

5 Sign up for the Configura Blogs to stay
up to date on information

Ⓒ CONFIGURA

NAVIGATING CONFIGURA

Useful Resources

	DEFINITION
MyConfigura	MyConfigura is Configura's main communication channel for updates and information, such as Release Notes and tips...
Dashboard	The Dashboard in MyConfigura is where you will go to find the resources available to you. The Briefcase tab and the Forum in the Support tab are two great places to connect you to other users and manufacturers in the community.
Marketplace	The Marketplace is where you go to purchase licenses and download Extensions. There are also many tools available to maximize your experience with CET.
Help Center	The Help Center (located in the Support tab) is a great place to start if you need an answer to something. Search for your question through help pages, or chat with a live person.
User Support	Our User Support has the option to chat, call, email or browse forums for answers. This is where you will want to go for questions around using CET. If you aren't sure where to go, this is a great start.
The Academy	Our Academy (Located in the Support Tab) is full of resources to learn how to use our software, from free webinars to paid trainings for your team. We offer trainings for CET, Twinmotion and more. If you want to learn something that is not offered, there is a form to contact the training team directly.

TRAINING –
Introduction to CET Material Handling

In this course you'll learn how to customize CET to your preferences, so you are prepared to begin drawing. Topics introduced will allow you to become familiar with the interface and learn foundational skills within CET Material Handling.

Format	Price	Timeframe	Seats	Participant Guide	Scheduling Info
Self-Paced	$150/person	4 Hours	-	✔	Academy
Private Virtual	$1,200	4 Hours	20	✔	training@configura.com
Private In-Person	$2,200	1/2 Day	20	✔	training@configura.com

Pricing is subject to change

Course Outline

- MyConfigura
- Extension and updating
- Pin Tabs
- Control Panel
- CET Technology
- Views & Navigation
- Placing Objects
- Utility Extensions

Notes:
Active license[s] required for participation
Invoices Must be paid prior to participation
Private Training dates are subject to availability

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TRAINING –
CET Material Handling Fundamentals

In this course you'll learn the basic functions of CET, which will allow you to complete simple projects using CET exclusively for drawing, specifying and rendering.

Format	Price	Timeframe	Seats	Participant Guide	Scheduling Info
Self-Paced	$350/person	10 Hours	-	✓	Academy
Private Virtual	$3,000	5 days, 2 hours per day	20	✓	training@configura.com
Private In-Person	$5,000	2 Days	20	✓	training@configura.com

Pricing is subject to change

Course Outline

- Basic Navigation
- File Info
- Reusable Files
- Placing Symbols
- Manipulating Symbols
- Tools Tab
- PDF & AutoCAD Import

- Wall Drawing Tab
- Mezzanines
- Schemes & Properties
- 2D & 3D Toolbars
- Part Tagging
- Calculations
- Paper View

- Elevation View
- Favorites
- Material Explorer
- Photo Lab
- Print Reports
- AutoCAD Export

Notes:
Active license(s) required for participation   Pricing is subject to change

Invoices Must be paid prior to participation
Private Training dates are subject to availability

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TRAINING –
Essential Pallet Racking

Expand your understanding of the Essential Pallet Racking Extension and gain familiarity with the Pallet Racking tools in CET Material Handling.

Format	Price	Timeframe	Seats	Participant Guide	Scheduling Info
Self-Paced	$50/person	4 Hours	-	✓	Academy
Private Virtual	$500*	4 Hours	20	✓	training@configura.com
Private In-Person	$1000*	1/2 Day	20	✓	training@configura.com

Pricing is subject to change

Course Outline

- Unit Load Editor
- Pre Configurator
- Drawing Master Rack
- Adjusting the System
- Bay Editor

- Frame Editor
- Main Components
- Spread Tools
- Accessories
- Tool & Excel Reports

- View Modes
- Calculations
- Essential Deep Racking

Notes:
Active license(s) required for participation
Invoices Must be paid prior to participation
Private Training dates are subject to availability
Price is per module
*Must be added onto CET Material Handling Fundamentals

Pricing is subject to change

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TRAINING –

Essential Conveyors

Expand your understanding of the Essential Conveyors Extension and gain familiarity with the Conveyor tools in CET Material Handling

Format	Price	Timeframe	Seats	Participant Guide	Scheduling Info
Self-Paced	$50/person	4 Hours	-	✓	Academy
Private Virtual	$500*	4 Hours	20	✓	training@configura.com
Private In-Person	$1000*	1/2 Day	20	✓	training@configura.com

Pricing is subject to change

Course Outline

- Conveyor Units
- Additional Units
- Settings Catalogues & Schemes
- Supporting & Guarding
- Polyline & Point-to-point insert
- Tools, Spiff Up & Excel Reports

Notes:
Active license[s] required for participation
Invoices Must be paid prior to participation
Private Training dates are subject to availability
Price is per module
*Must be added onto CET Material Handling Fundamentals

Pricing is subject to change

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TRAINING –

Essential Shelving

Expand your understanding of the Essential Shelving Extension and gain familiarity with the Conveyor tools in CET Material Handling

Format	Price	Timeframe	Seats	Participant Guide	Scheduling Info
Self-Paced	$50/person	4 Hours	-	✓	Academy
Private Virtual	$500*	4 Hours	20	✓	training@configura.com
Private In-Person	$1000*	1/2 Day	20	✓	training@configura.com

Pricing is subject to change

Course Outline

- Pre Configurator
- Drawing Shelving Rows
- Adjusting the System
- Bay Editor
- Frame Editor

- Main Components
- Accessories & Protectors
- Tools
- View Modes
- Calculations

Notes:
Active license(s) required for participation
Invoices Must be paid prior to participation
Private Training dates are subject to availability
Price is per module
*Must be added onto CET Material Handling Fundamentals

Pricing is subject to change

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TRAINING –
Introduction to Twinmotion for CET

In this hands-on workshop, you'll learn best practices for setting up your CET drawing for Twinmotion as well as some basic features within Twinmotion to take your deliverables to the next level. This workshop is applicable to all editions of CET.

Format	Price	Timeframe	Seats	Participant Guide	Scheduling Info
Private Virtual	$500*	4 Hours	20	✔	training@configura.com
Private In-Person	$1000*	1/2 Day	20	✔	training@configura.com

Pricing is subject to change

Course Outline

- Setting Up Your Drawing in CET
- Twinmotion for CET Extension
- Twinmotion Media Tab
  - Creating Images
  - Creating Videos
  - Creating Penoramas
- Exporting media

Notes:
Active license[s] required for participation
Invoices Must be paid prior to participation
Private Training dates are subject to availability

Pricing is subject to change

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TRAINING – Webinars and Q&A

Webinars are sessions focused on a single topic, delivered in a lecture format. Q&A's are Interactive sessions that allow participants to ask questions and get real-time answers

Format	Price	Timeframe	Seats	Participant Guide	Scheduling Info
Virtual	Free	1 Hour	300	-	Academy
Private Virtual	$100/Hour	1-2 Hours	300	-	training@configura.com

Pricing is subject to change

Webinars

- Getting Started With CET Material Handling
- Monthly Webinar
  - (rotating topics)
- What's new in in CET Material Handling
  - Release Updates

Notes:
Active license(s) required for participation
Invoices Must be paid prior to participation
Private Training dates are subject to availability

Pricing is subject to change

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TRAINING –
Custom

Create a customized training by selecting your preferred topics. This training can be Virtual or In-Person, and includes a custom participant guide.

Format	Price	Timeframe	Seats	Participant Guide	Scheduling Info
Private Virtual	$5,000	5, 2-hour days*	20	✓	training@configura.com
Private In-Person	$7,000	2 days*	20	✓	training@configura.com

Pricing is subject to change

Extension-specific requires a Beta Release (minimum) or full release (preferred), with training from the Extension Developer to the Training Specialist.

Notes:

Active license(s) required for participation

Invoices Must be paid prior to participation

Private Training dates are subject to availability

*Price Includes 10 hours.

Extension-specific requires a Beta Release (minimum) or full release (preferred), with training from the Extension Developer to the Training Specialist.

Pricing is subject to change

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EXPERIENCE

Experience is Configura's annual user community conference. Held in-person in different locations each year, the event includes a wide range of learning sessions, ample networking opportunities and inspiring keynote presentations, plus an optional third day to fill with additional workshops.

Experience began in 2008 as a way to bring our growing user community together to explore new ideas, connect like-minded people and get inspired. Today, the annual event has grown into a global conference that attracts hundreds of attendees from around the world.

2025 Dates

October 7-10, 2025
Orlando, FL

CREATE TOGETHER.
CREATE THE FUTURE.

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ADDING EXTENSIONS

To add an Extension in CET, you will do this from the Marketplace. First make sure you're signed into your MyConfigura account. Scroll through the Extensions and click install on any you wish to use.
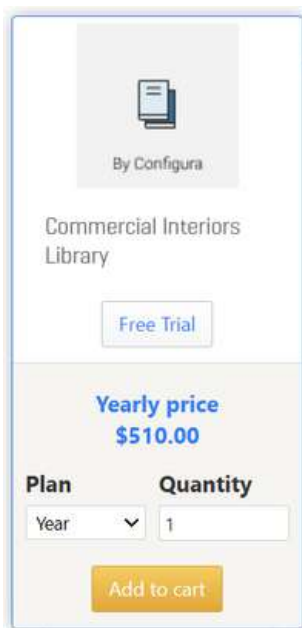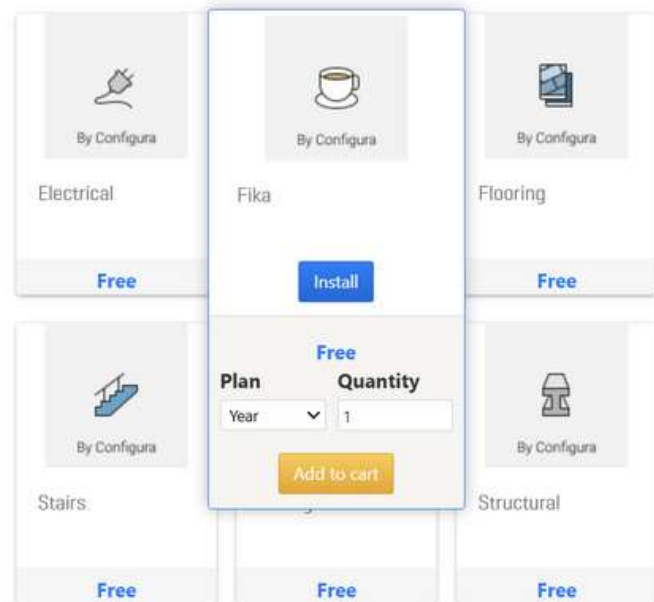

To purchase an extension that is not free, select Add to cart and checkout as you would to purchase CET. After you click Install, a pop-up message will direct you to update CET, Now to download that extension. When downloading manufacturer extensions, you may want to select just a couple at a time as some downloads are larger than others.
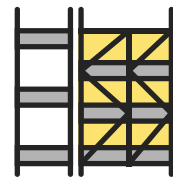
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ADDITIONAL ADD-ONS

Developed for 3PLs, integrators, consultants, smaller manufacturers and warehouse managers, these free CET Essentials for Material Handling allow users to easily lay out warehouse and storage spaces without manufacturer-specific content.
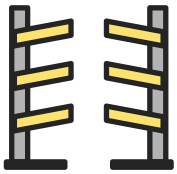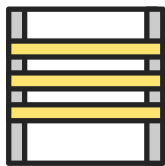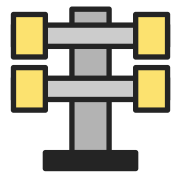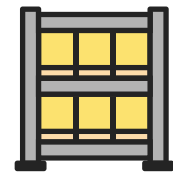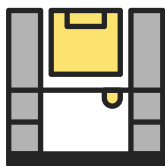
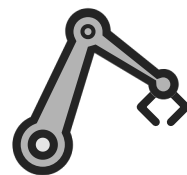Cantilever Racking
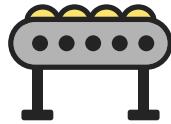
Conveyors

Deep Racking

Shelving

Guarding

Pallet Racking

AS/RS

Mezzanine

Industrial Equiptment

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Material Handing Library

The Material Handling Library is a powerful addition to CET, offering access to products from over 15 manufacturers. This Library allows you to incorporate products from manufacturers that don't offer their own dedicated Extensions, ensuring you can complete your designs seamlessly without limitations.

Products in the Material Handling Library are designed with fixed dimensions, rather than using Parametric Graphical Configuration (PGC). While they don't stretch dynamically, they still include all the key details required for precise planning and specification.

With this Library, you can expand your design options and confidently complete your projects by adding products that include essential details like product options and pricing.

We're committed to continually enhancing the Library by bringing in new manufacturers. Check back often to discover the latest additions and keep your design tools updated with the most comprehensive range of products available

ADDITIONAL PRODUCTS

Check out some of our additional products to Optimize CET:

Twinmotion

YULIO VR

The Twinmotion for CET Extension makes it easy for you to send a CET drawing directly to Twinmotion. When you have completed space planning and finished all your material selections in CET, you can sync your drawing with Twinmotion, which is a separate program users can purchase and install to create hyper-realistic renderings. You can modify lighting, add weather effects and insert people who can walk around in the design. If you later decide to make changes to your CET drawing, you can update the drawing in Twinmotion and retain changes you've made in Twinmotion.

Yulio lets you create and share your vision in immersive Virtual Reality (VR). Immerse your clients in your renderings like never before, to create greater understanding and get faster decisions.
New in CET Designer, turn Cubemap renderings into VR experiences or with a Yulio Jump License, render in more photo-realistic 360 with a few clicks direct from CET Designer. Easily share your project in person, via email, on your website and social media.
Compatible with all browsers and popular mobile headsets including Oculus Go, Quest and more.

Renderings and videos are old news, send your clients a complete 3D view and let them turn around and zoom in and out of your drawing to see every detail without using CET. The 3D PDF Extension lets you save your drawings and send them to your clients as 3D PDFs that can be opened and viewed in Adobe Reader version 8 or later, one of the most common, free 3D viewers.

CollabPro enables multiple users to work on different sections of a CET drawing simultaneously. Real-time collaboration gives users and manufacturers a competitive edge that contributes to a streamlined workflow by allowing for better information access, increased tracking and transparency, and increased efficiency and productivity. This comes in a free and a paid version.

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SYSTEM RECOMMENDATIONS

Recommended for typical single-floor office designs or small to medium-sized warehouses:

OS1	Windows 11
Processor	CPU with a single thread Benchmark score of 2500 or higher
Graphics card2 3	8+ GB dedicated memory Nvidia brand graphics card with a Benchmark score of 15 000 or higher
Disk type & Space4	SSD, 2+ TB
Memory	16+ GB RAM
Monitor resolution	1920 x 1080 or higher
Online Connection	Broadband Connection
Peripheral	Mouse with a scroll wheel

For a complete list of recommendations and requirements, please visit our help center page here: https://support.configura.com/hc/en-us/sections/360011991593-System-Requirements-and-Recommendations

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COMMUNICATION

Where to find the most up to date information around Configura and CET.

Blog Posts

Keep up with Product Announcements, Community Highlights, Newsroom articles and Developmer news by signing up for Blog Posts. These are located under the Company tab on Configura's website or by clicking this link: https://www.configura.com/blog

Release Notes

We do two major releases every year (March and November), and post the Release Notes in our Help Center. This is where you can read about new features and bug fixes so you are always aware of any changes to CET or Spec.

CET Release Notes are located: Here

Briefcases

Briefcases are closed groups where members can keep conversations, gather and share information, collect materials, and backup their work. All information in a Briefcase is presented in chronological order, with the latest information at the top. An update in a Briefcase will automatically generate an email to all members. Configura will communicate information through the CET Commercial Interiors and CET Developers briefcases. (You will automatically be signed up for these briefcases when purchasing a CET or Developers license).

Monthly Webinars

The Academy offers a monthly webinar with a rotating subject. Each month covers a new and unique topic, providing a variety of insights across different areas.

Experience Conference

Experience is a user focused conference with sponsorship opportunities to help get your brand in front of hundreds of users.

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