

# TOP 5

## PROACTIVE BIM HABITS TO HAVE



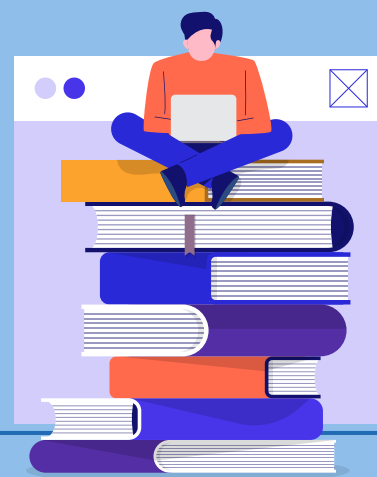
### 1) BEING PROACTIVE

- You must take ownership of your tasks and projects.
- Take pride in your organization, your team, and your work.



### 2) BEGIN WITH THE END IN MIND

- Understand where you want to go in your role, organization, and career path. Think of it in terms of planning and then working on the plan.
- Start small by holding meetings with a specific topic and relevance, such as a meeting about BIM training or support.
- Target the discussion to maximize the value of having the right people together, take notes, and assign time-based tasks. Then from there, go on to putting the next steps into action.



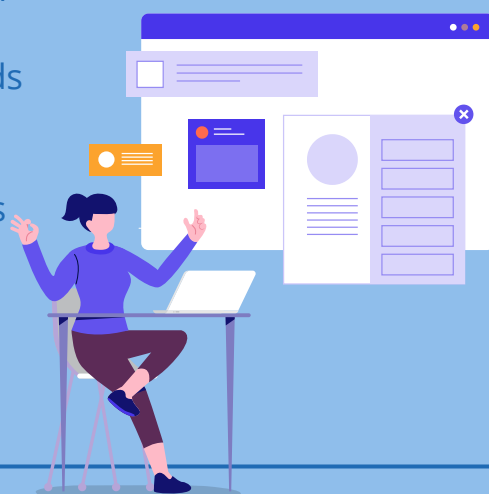
### 3) PUT FIRST THINGS FIRST

- You should manage your time, daily tasks, and BIM projects wisely.
- Some project management tools that could help are Slack, Monday, and Clickup.



### 4) THINK WIN-WIN AND SYNERGIZE

- These two habits go together and have multiple meanings for BIM Managers.
- Think of "win-win" scenarios when you develop BIM standards and procedures (quality assurance) for your firm as well as the implementation (quality control) aspects.
- As you develop these BIM standards, think about the process you will employ to measure compliance with the standards.



### 5) SHARPEN THE SAW

- Be sure to go above and beyond before being recognized with a promotion. Earn a promotion through your actions.
- Could you learn a new BIM software like UNIFI's industry-leading content management platform? Start by understanding how it could save your organization's designers an hour per day per designer and save your organization thousands of dollars per year and then go on to pitch it to your upper management.
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