

**CUBICOST  
SOFTWARE  
INSTALLATION  
HANDBOOK**



## PRODUCT DESCRIPTION



### **CUBICOST TAKEOFF FOR ARCHITECTURE AND STRUCTURE**

TAS is BIM-based quantity takeoff software for architecture and structure, Which has successfully passed the building SMART certification.

1. Quick Modelling & BIM-Based Quantity Takeoff
2. Professional, Accurate & Easy to Check
3. Model Sharing & Data Collaboration
4. High Efficiency Through Teamwork



### **CUBICOST TAKEOFF FOR REBAR**

TRB is BIM-based quantity takeoff software for rebar.

1. Quick Modelling & BIM-Based Quantity Takeoff
2. Professional, Accurate & Easy to Check
3. Various Quantity Reports
4. Bar Bending Schedules



### **CUBICOST TAKEOFF FOR MECHANICAL AND ELECTRICAL**

TME is BIM-based quantity takeoff software for MEP.

1. Quick Modelling & BIM-Based Quantity Takeoff
2. Professional, Accurate & Easy to Check
3. Various Quantity Reports
4. Complete Built-In Calculation Rules










### **CUBICOST TBQ**

TBQ is innovative and easy-to-use cost estimating software, improving the efficiency of tendering.

1. Efficient Tendering
2. Supplier Management
3. Data Management
4. Cost Analysis

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**1**

**SOFTWARE  
INSTALLATION**

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**OPERATION STEPS:**

**CUBICOST MANAGER**

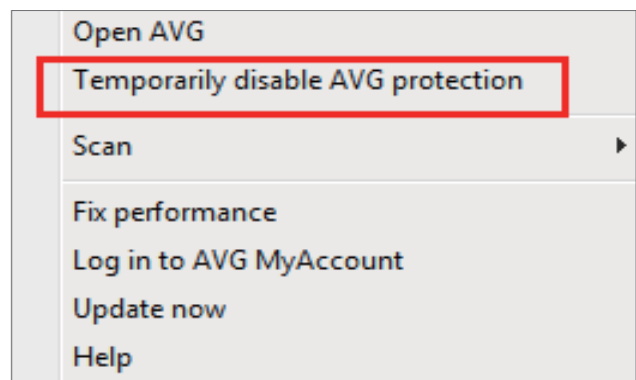
User able to receive notification on Cubicost software New Version Updates

**STEP 1** 

To ensure smooth Cubicost software installation:

Strongly recommended to close any running software.

Disable any antivirus software temporarily.



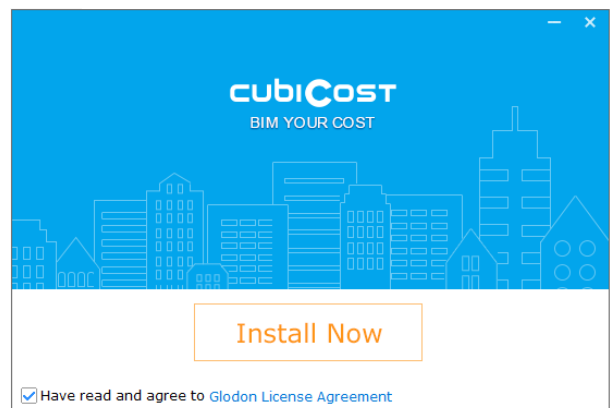
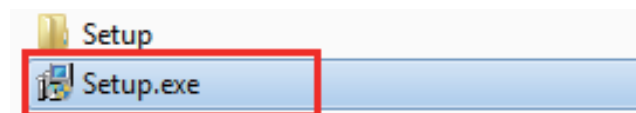
**STEP 2**

Open the software folder.

Click on "Setup.exe".

Tick on "Have read and agreed to Glodon License Agreement".

Click on "Install Now"



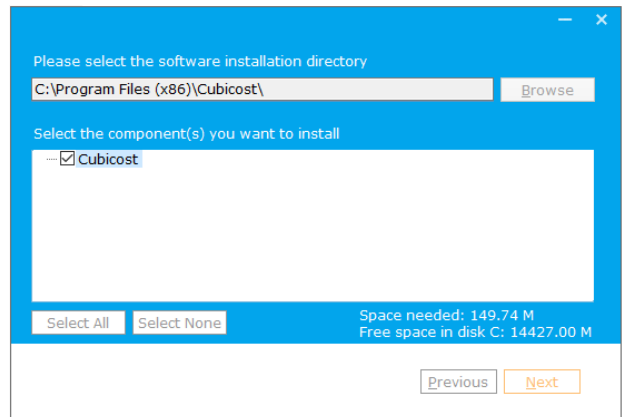
STEP 3

Note that the default installation directory is C:\Program Files (x86)\Cubicost\.

Click on "Browse" to change software installation directory.

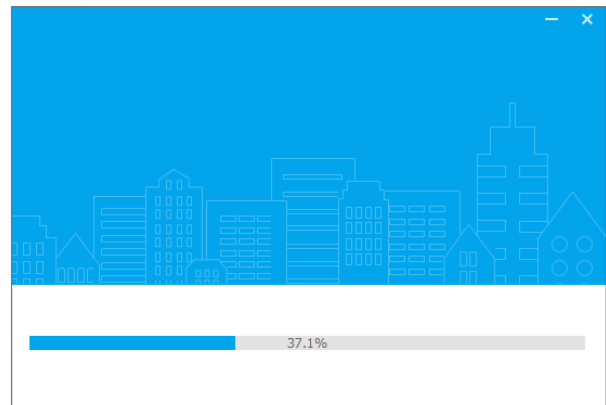
Select the components to install.

Click "Next" to confirm installation.



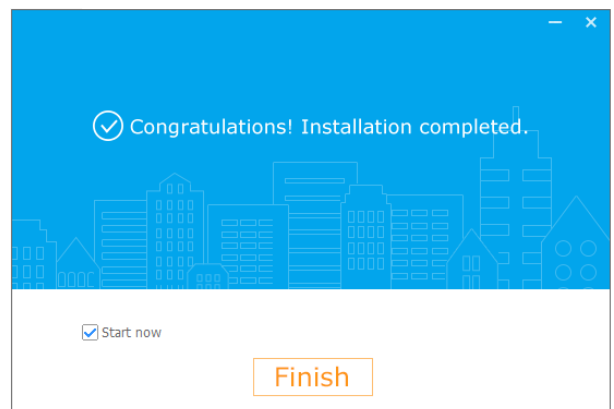
STEP 4

Installation will proceed as shown.



STEP 5

Click "Finish" to complete software installation.



**OPERATION STEPS:**

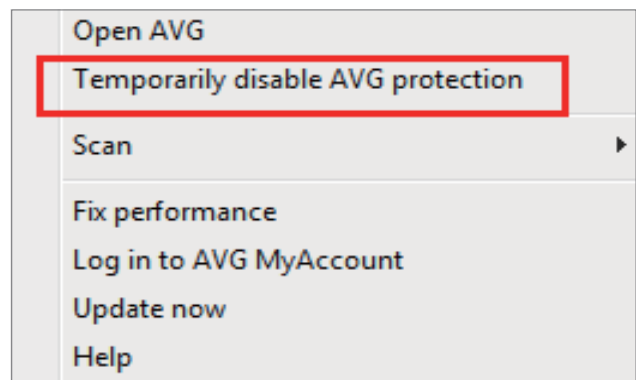
**TAS C & TRB C**

**STEP 1** 

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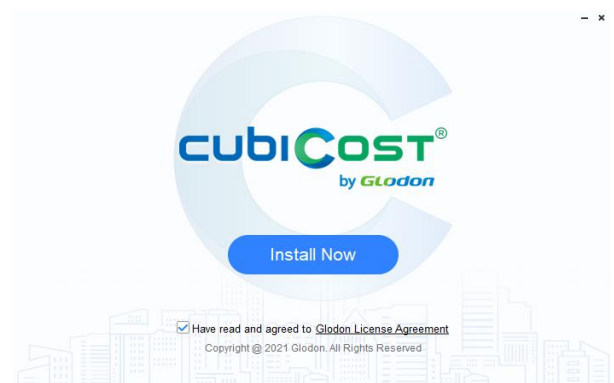
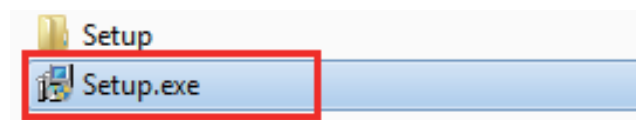
**STEP 2**

Open the software folder.

Click on "Setup.exe".

Tick on "Have read and agreed to Glodon License Agreement".

Click on "Install Now"



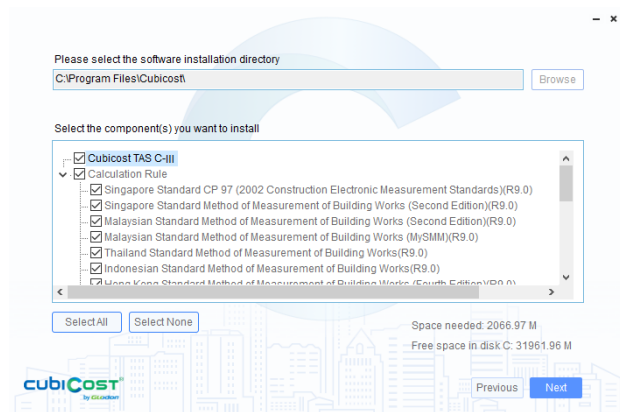
## STEP 3

Note that the default installation directory is C:\Program Files\Cubicost\.

Click on "Browse" to change software installation directory.

Select the components to install.

Click "Next" to confirm installation.



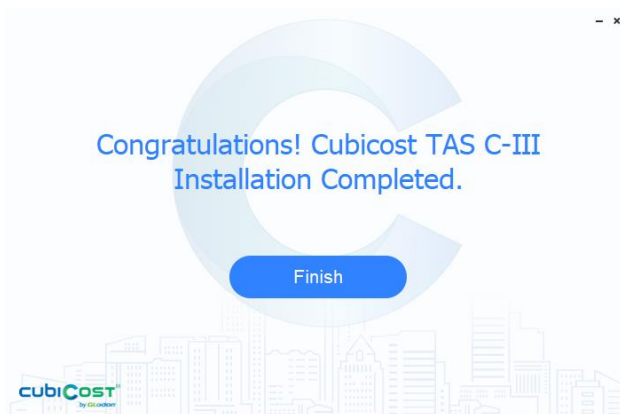
## STEP 4

Installation will proceed as shown.



## STEP 5

Click "Finish" to complete software installation.





## OPERATION STEPS:

### TBQ C – SERVER & CLIENT

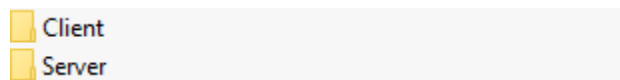
TBQ Server - One company to setup one TBQ Server which to be connected by end users

TBQ Client - Each end user needs to install TBQ Client and log in via indicated TBQ Server's IP Address

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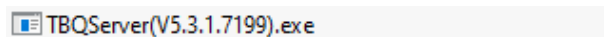
#### STEP 1

Open the TBQ Installer Folder.



Click on "Setup.exe".

Click on Server.exe.

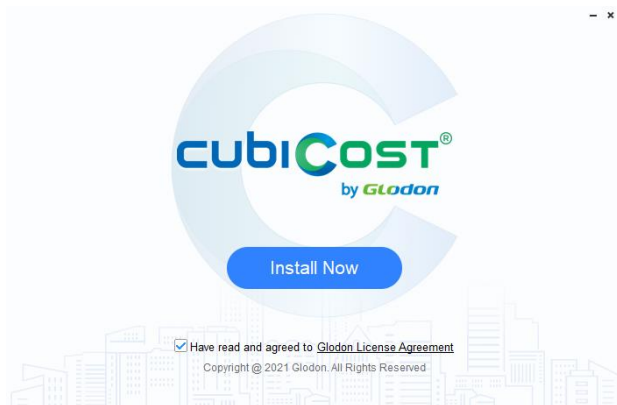


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#### STEP 2

Tick on "Have read and agreed to Glodon License Agreement".

Click on "Install Now"



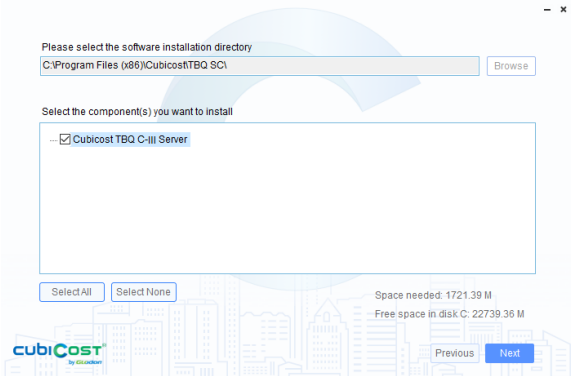
STEP 3

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Click on "Browse" to change software installation directory.

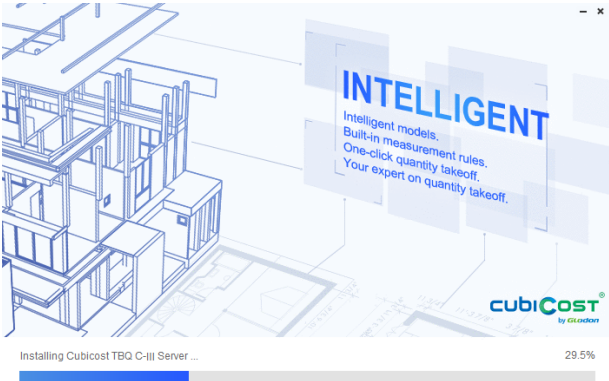
Select the components to install.

Click "Next" to confirm installation.



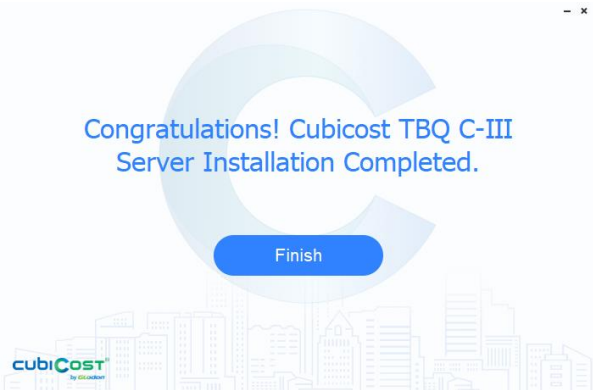
STEP 4

Installation will proceed as shown.



STEP 5

Click "Finish" to complete software installation.

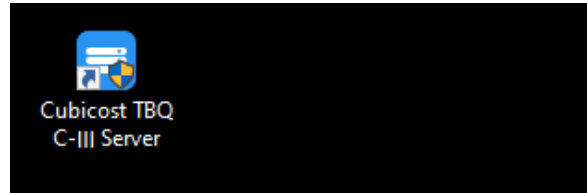


**OPERATION STEPS:**

How to bind TBQ C Server with Company Account

STEP 1

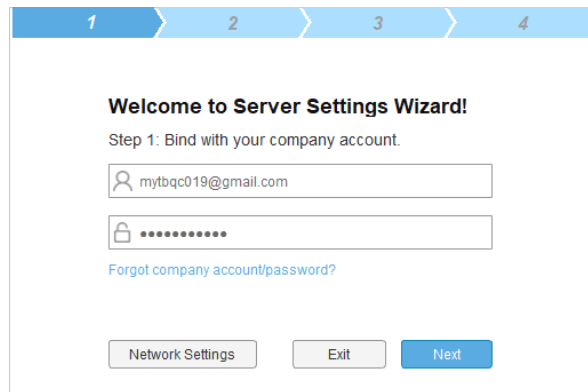
Click on "Cubicost TBQ C-III Server"



STEP 2

Insert Company Account & Password details

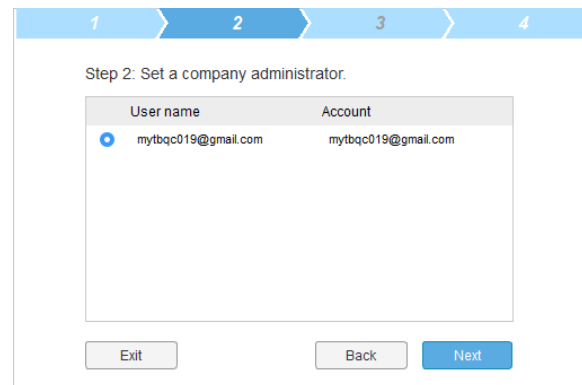
Click "Next"



STEP 3

Select username to set a company administrator

Click "Next"

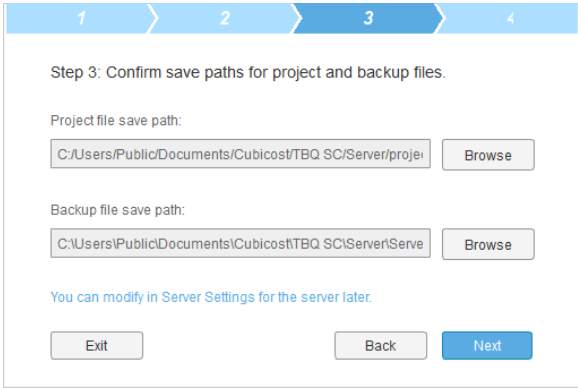


STEP 4

Confirm save paths for project and backup files.

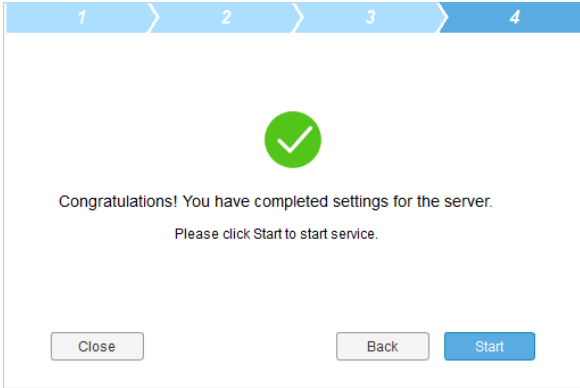
Click "Browse" to change the file path.

Click "Next"



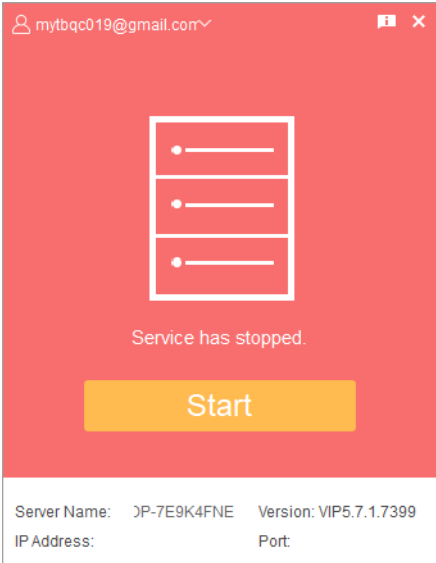
STEP 5

Click "Start" to start the service



STEP 6

Click "Start" to start the service

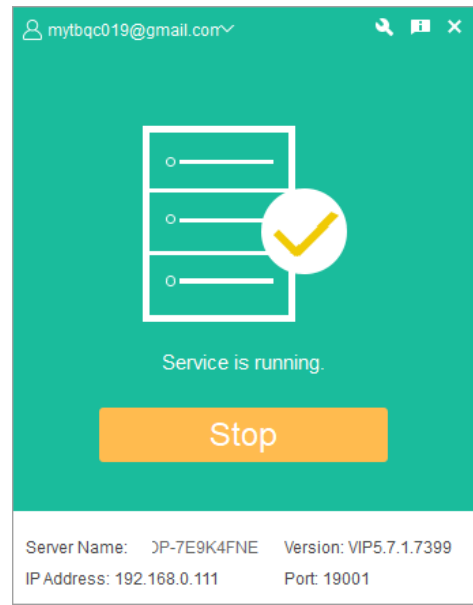


**OPERATION STEPS:**

How to unbind TBQ C Server and save backup file for server migration

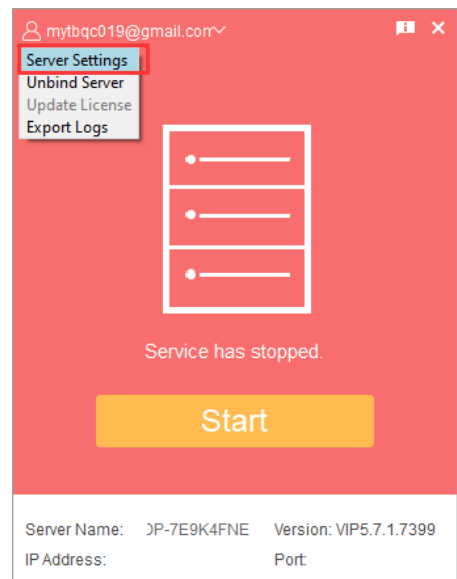
**STEP 1**

Click "Stop" to stop the service



**STEP 2**

Click "Server Settings"



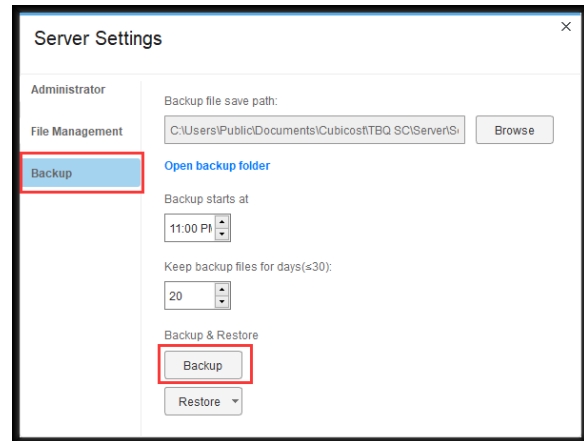
STEP 3

At Backup, click "Backup" to backup all project files

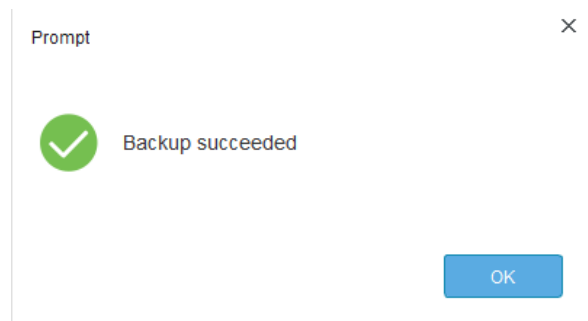
Select destination path to save the backup file

It may take few minutes to backup

Copy the backup file to new PC

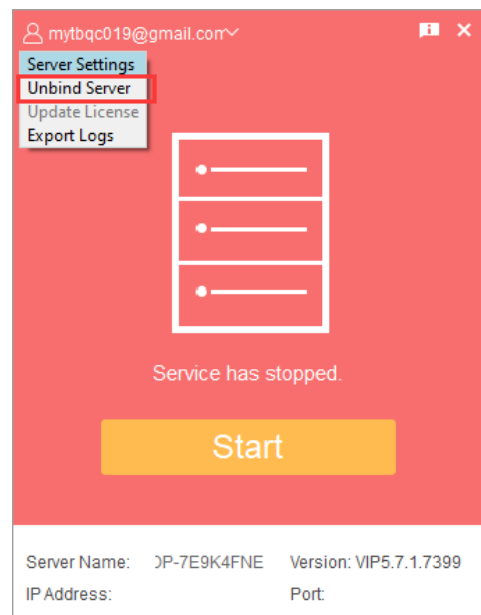


Click "OK" once backup succeeded prompted



STEP 4

Click "Unbind Server" to unbind TBQ C Server from the old PC



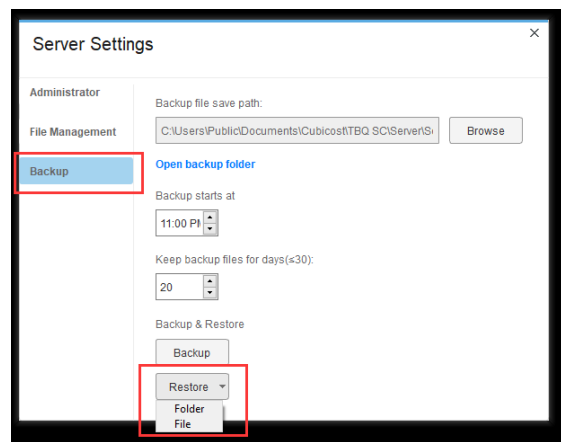
STEP 5

At new PC, repeat operation steps:  
"How to bind TBQ C Server with  
Company Account"

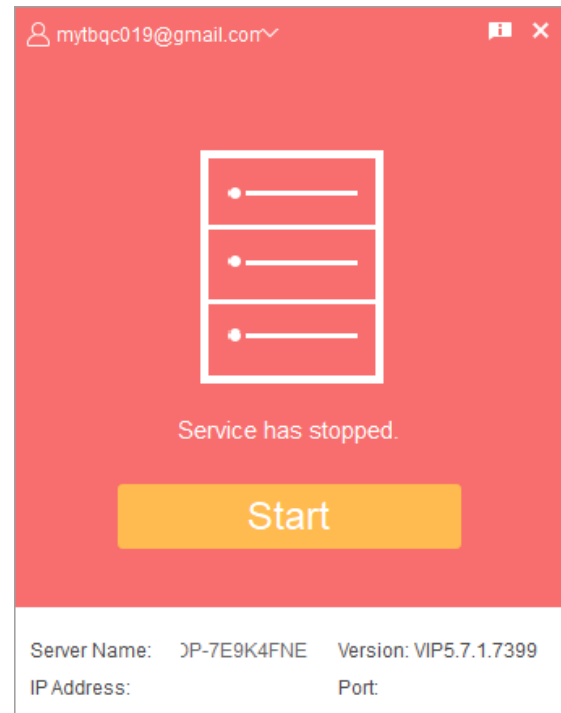
Paste the backup file from old PC to new  
PC

STEP 6

At Backup, click "Restore" to select by  
Folder or File method



Click on "Start" to start the service



**2**

**DONGLE  
INSTALLATION**

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**OPERATION STEPS:**

**DONGLE INSTALLER**

<https://mega.nz/file/8FwWVByJ#Zdf7NtQtvikgXTd9gIRm7K3AQnOd5ZQ9VUnyXOYz9nA>

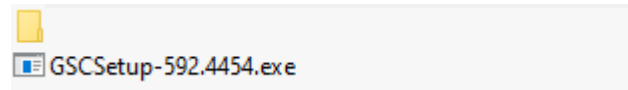
**STEP 1**

Open the dongle folder.

Click on "Setup.exe".

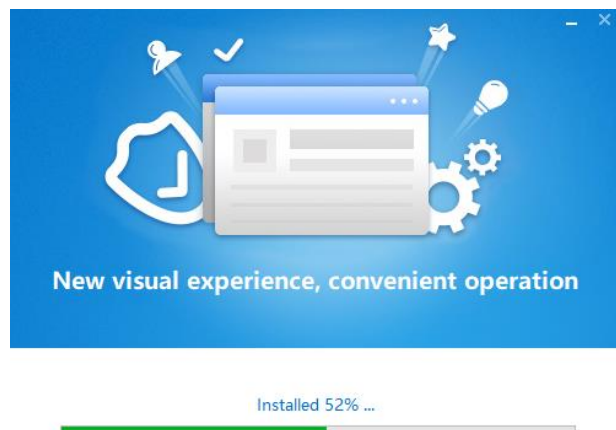
Tick on "Read and agree License Agreement & User Privacy".

Click on "Install Immediately".



**STEP 2**

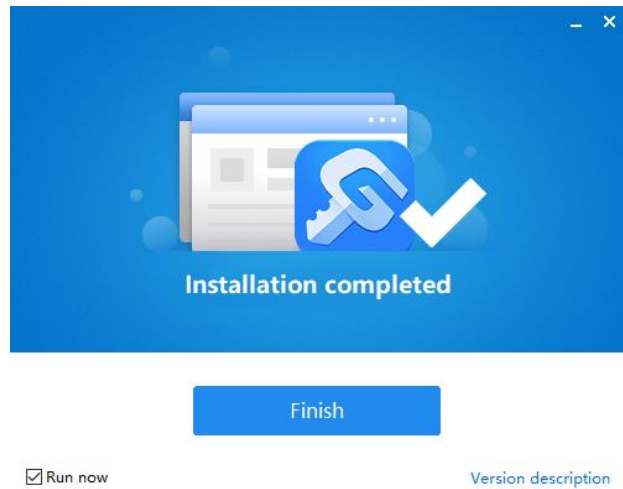
Installation will proceed as shown.



## STEP 3

Tick "Run Now".

Click "Finish" to complete dongle installation.



## STEP 4

Congratulations.

The dongle is successfully installed and ready to be used.



### Note!

Dongle is normally automatically installed during other Cubicost software installation, may not need to separate dongle installation.

For Cloud License / Certificate License User, please refer to Chapter 3.

For Key License User, please refer to Chapter 4.

**3**

**LICENSE  
MANAGEMENT**

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**OPERATION STEPS:**

**STEP 1 CREATE NEW GLODON ACCOUNT**

Register new Glodon Account via:  
<https://account.global.glodon.com/register/email>

Insert your Email & Password.

Tick on "I have read and accepted Glodon Account Agreement and Privacy Policy."

Click "Sign Up Now"

Click "Log in my email" for verification

Check your email Inbox / Spam for Glodon Complete Registration email.

Click "Complete Registration"

**OPERATION STEPS:**

**STEP 1 CREATE NEW GLODON ACCOUNT (CONT'D)**

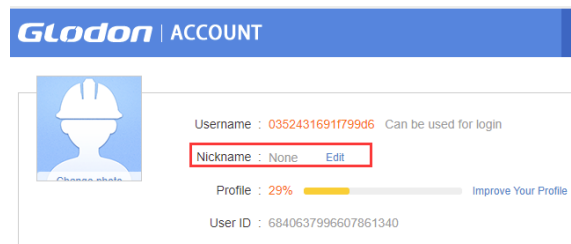
Click "Complete registration"



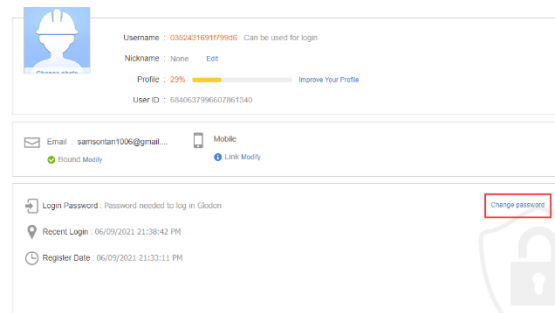
Success, your Glodon account is confirmed



Edit "Nickname" as per your preferred name



Change password for security purpose



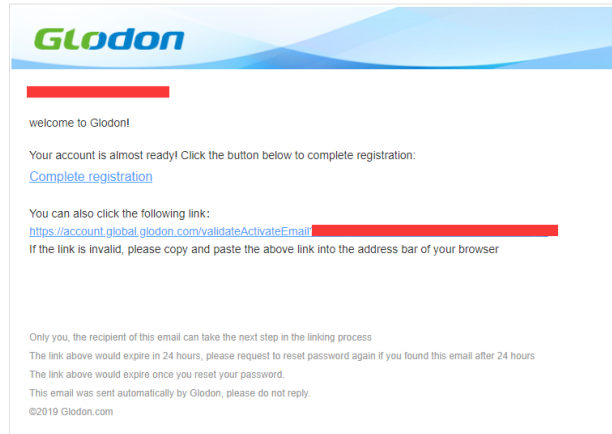
**OPERATION STEPS:**

**STEP 2 ACTIVATE GLODON ACCOUNT**

An email with activation code will be sent to your mailbox (Inbox / Spam) after first time register Glodon account.

Click "Complete Registration" to activate your account.

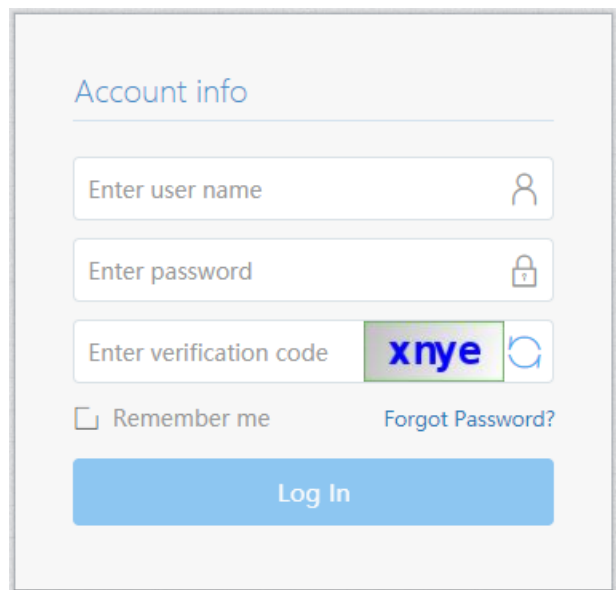
After the account is activated successfully, you can log in to Glodon License Management Center.



\*Please visit <https://account.global.glodon.com/forgetInit> if you forget the password.

**STEP 3 LOG IN TO GLODON LICENSE MANAGEMENT CENTER**

Please visit <https://cloud.global.glodon.com/#/login> to log in to Glodon License Management Center with your Glodon account (email address) and password.



STEP 4 ASSIGN LICENSE AND PRODUCTS

- **ADD / BATCH IMPORT USER**

Necessary to input user information in Employee Management before assigning license.

1. Add single user (Add Employee):  
Click "Add User"

Enter necessary information, then click "Ok".

Add Employee ✕

For the convenience of using the product, the system will invite the employee account to become the account of Glodon.

\*Glodon account

\*First name \*Last name

Department

Position

Phone

Cancel
OK

OR

2. Add multiple users (Batch Import):  
Click "Batch Import)

Download Excel Template.

Enter necessary information of all users based on the template.

Click "Import" and select the excel file.

Batch Import ✕

For the convenience of using the product, the system will invite the employee account to become the account of Glodon.

- Please first [download Excel template](#), and then organize the employee info according to the template.
- Please upload the Excel file.

Select file

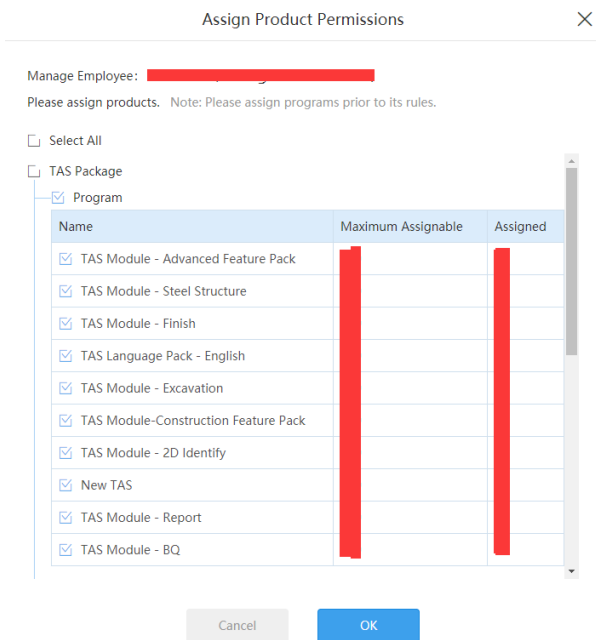
Cancel
Import

\*Please note that an email address can only be added once in the Glodon License Management Center.

STEP 4 ASSIGN LICENSE AND PRODUCTS (Cont'd)

- **ASSIGN PRODUCT LICENSE TO USER**

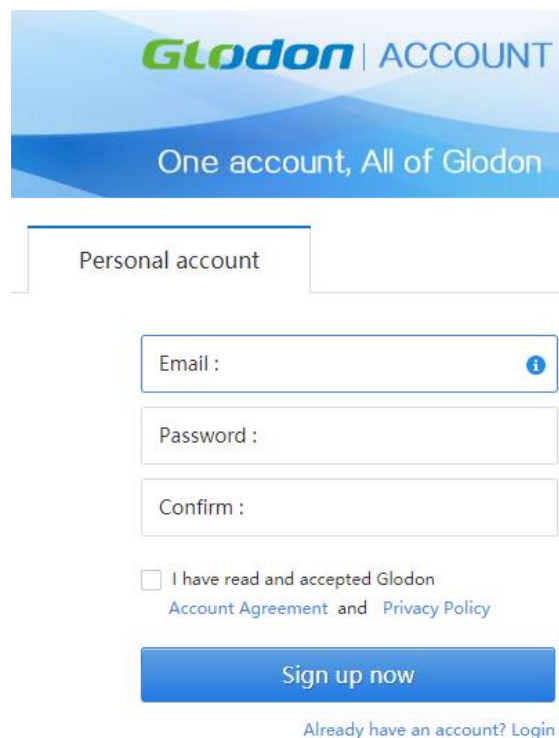
1. Click "Assign Permission" to assign license to each user.
2. Select products to be assigned to user.
3. You can see the Maximum Assignable & Assigned No.



**Method 1: Cloud License**

Employee use product by logging in Email Address & Password and requires network connection.

Email Address & Password to be set in <https://account.global.glodon.com/login>



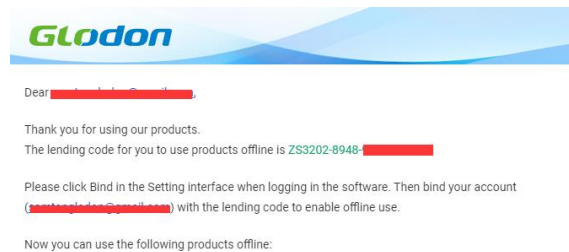
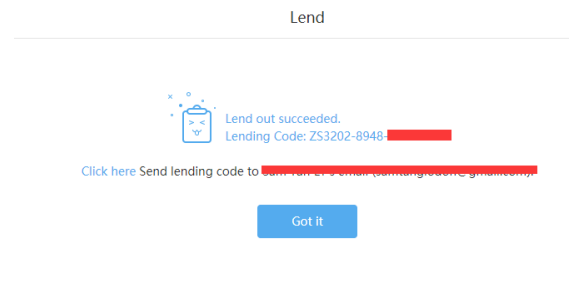
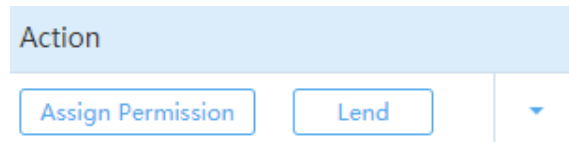


STEP 4 ASSIGN LICENSE AND PRODUCTS (Cont'd)

**Method 2: Certificate License / Lending Code**

Employee use product by binding with PC using the Email Address and Lending Code and network connection is not required.

1. Click "Lend" after assign product permission.
2. Please select the product to lend, click "Ok".
3. Click "Click Here" to send Lending Code to user's email mailbox.
4. Each user will receive an email with the Lending Code.



STEP 4 ASSIGN LICENSE AND PRODUCTS (Cont'd)

- Product Status

**Method 1: Cloud License**

Administrator can view the status of cloud license assigned to employee.

Glodon account	Name	Email	Phone
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

If employee is logged in using Cloud License, product status will be showing "Used Via Network".

Permission	Product Status
TRB... 4 Products	Used Via Network

Administrator not able to revoke the Cloud License, unless by the employee him/herself to close the software.

**Method 2: Certificate License / Lending Code**

If employee is logged in using Certificate License, product status will be showing "Used Via Lending Code".

Permission	Product Status
TAS Module - Advanced Feature Pack... 16 Products	Used Via Lending Code

Administrator able to revoke Certificate License/ Lending Code by clicking "Retrieve".

Product Status	Action
Used Via Lending Code	<input type="button" value="Retrieve"/> <input type="button" value="Lend"/>

**Note!**

When the user's PC is offline, the retrieve license operation will be unsuccessful until the binding becomes invalid automatically (7 days after successful binding).

STEP 4 ASSIGN LICENSE AND PRODUCTS (CONT'D)

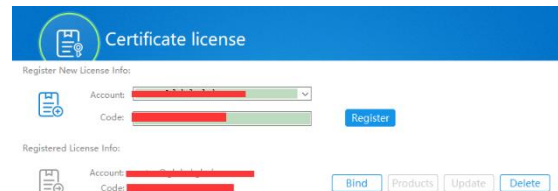
- LENDING CODE METHOD

After assigning product license to user, user need to:

Search "Certificate License" & enter.

Input necessary details:  
 Account – (Email Address)  
 Code – (Lending Code)

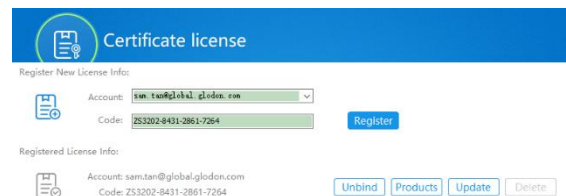
Click "Register".



Click "Bind" to bind license to user's PC.

Click "Products" to check on what are the products bring assigned to the user.

Click "Update" to refresh manually if Company Administrator change the license information and user's pc do not update automatically.



Administrator able to view which PC Name & PC IP Address binding the Lending Code.



## STEP 5 CHANGE ASSIGNED PRODUCTS

- **ASSIGN NEW PRODUCTS**

Administrator can assign new products to user regardless of the Product Status of Lending Code, i.e., "Used Via Lending Code".

Email	Phone	Permission	Product Status
samtanglodon@gmail.com		TAS Module - Advanced Feature Pack.. 16 Products	Used Via Lending Code

When the Product Status is in the status of "Waiting for Unbind", meaning it is force revoked by Administrator and cannot change the products assigned to user any longer.

- **REVOKE ASSIGNED PRODUCTS**

If license is not bind to a PC, meaning the corresponding product is not used. Administrator can retrieve the product assigned to the user.

**Action**

Retrieve

Lend

▼

Click "Retrieve" to retrieve the corresponding product.

If license is bound to a PC, meaning the corresponding product is used. Administrator cannot separately retrieve the assigned product.

Email	Phone	Permission	Product Status
samtanglodon@gmail.com		TAS Module - Advanced Feature Pack.. 16 Products	To Be Retrieved

To adjust assigned products, Administrator should:

1. Contact the user to unbind the license, rebind it after Administrator make changes.
2. Force retrieve will become invalid.

**4**

**USB  
DONGLE**

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**OPERATION STEPS:**

**STEP 1**

Plug in USB Dongle at PC A.

Click on Activate at Dongle Setting.

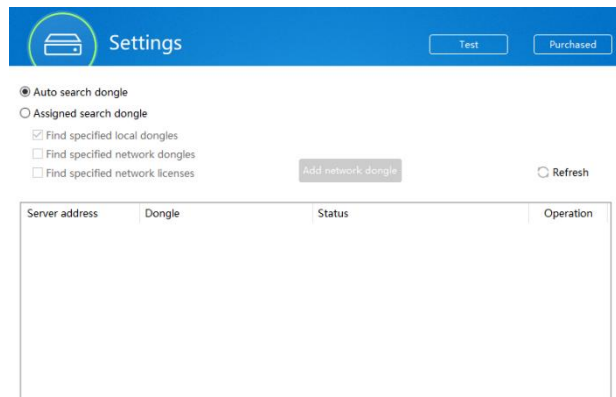


**STEP 2**

At PC B, make sure same network connection with PC A.

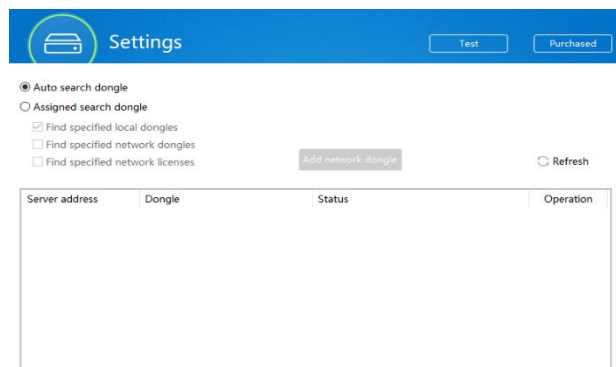
Open Dongle Setting.

Tick "Auto Search Dongle".



**STEP 3**

Click "Purchased" to view the licensed products.



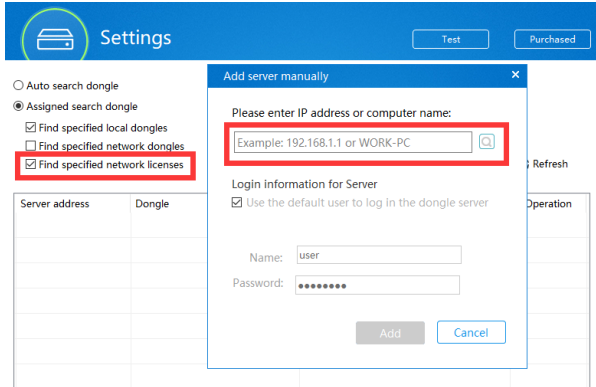
**OPERATION STEPS:**

**STEP 4**

If the user PF fails to detect dongle, user can:

Tick "Find Specified Network Licenses"

Input IP Address of PC which plugged in dongle.



**STEP 5**

Click "Save" and repeat Step 2.

**STEP 6**

After that, launch product on user's PC.

It should be able to run normally without the prompt.

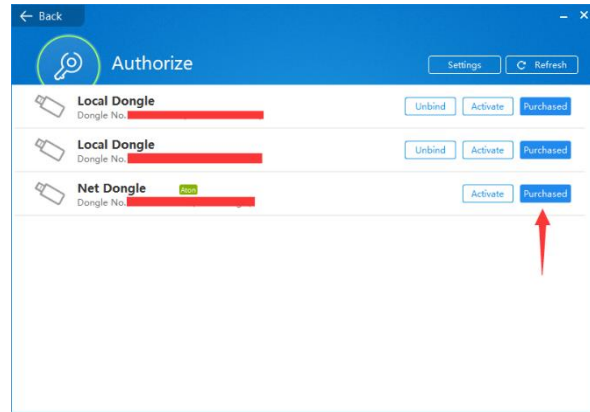
**OPERATION STEPS:**

How to Update Products

STEP 1

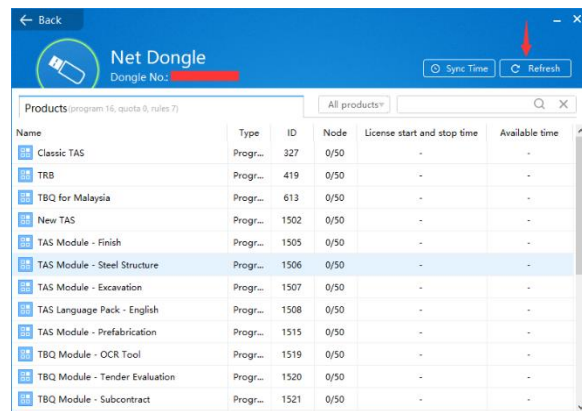
At Dongle Setting, user need to:

1. Click on "Authorise"
2. Click on Purchased.



STEP 2

Click "Refresh" to update products under USB Dongle.





**5**

**SOFTWARE  
UNINSTALLATION**

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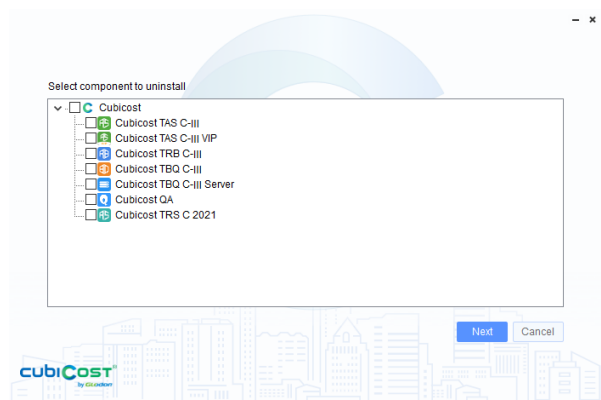
**OPERATION STEPS:**

**STEP 1**

At Start Menu, search  
"Cubicost Uninstall Tool".

**STEP 2**

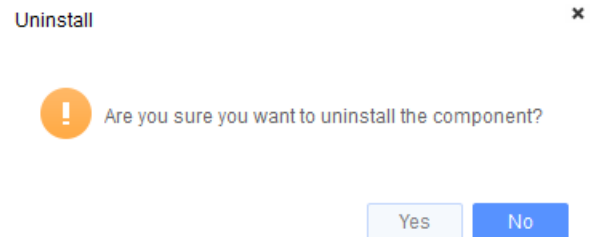
Select related product to uninstall, then  
click "Next".



**STEP 3**

Click "Yes" to confirm uninstallation.

Click "Ok" after uninstallation is  
completed.



**6**

**TRAINING GUIDELINE**

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## TRAINING GUIDELINE:

### LIVE LEARNING / LEARNING ON-DEMAND

Sign up on our available Glodon E-Learning Platform:

<https://glodon-trainings.teachable.com/p/my>



#### LIVE LEARNING

Click on "Register Now" to join our live monthly events which include trainings, workshops as well as coaching, will be hosted live by our expert trainer.



#### Live Learning

Are you equipped to be part of the ever growing trend of digital transformation? Equip yourself and stay ahead with Glodon Malaysia monthly events.

[Register now](#) to join our live monthly events which include **trainings, workshops**, as well as **coaching**, will be hosted **live by our expert trainer**.

#### LEARNING ON-DEMAND

Click on "Learning On-Demand courses which available 24 hours for you to learn the moves anytime, anywhere at your own self-paced.



#### Learning On-Demand

Not able to commit yourself to join for live courses? Do not worry about scheduling conflicts.

You can always opt to join for [Learning On-demand courses](#) which available 24 hours for you to learn the moves **anytime, anywhere, at your own self-paced**.

**7**

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**GLODON E-LEARNING /  
GLODON E-COMMUNITY/  
SOCIAL MEDIA**

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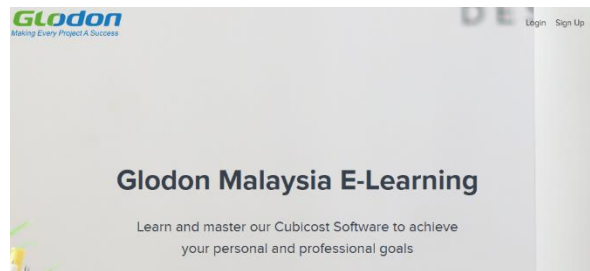
## GLODON E-LEARNING PLATFORM / GLODON E-COMMUNITY:

Learn and master our Cubicost Software to achieve your personal and professional goals.

Sign up on our available social media & platform to know more.

### Glodon E-Learning Platform:

<https://glodon-trainings.teachable.com/p/my>



### Glodon E-Community:

<https://community.glodon.com/>



## GLODON E-LEARNING PLATFORM / GLODON E-COMMUNITY (CONT'D):

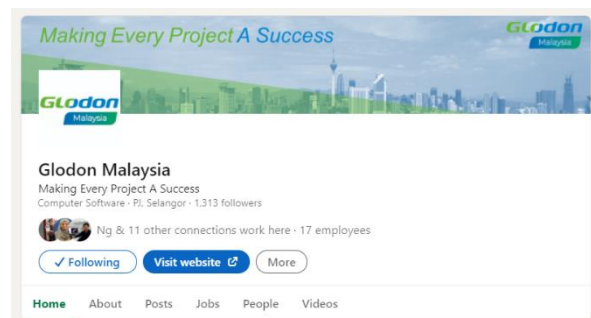
Learn and master our Cubicost Software to achieve your personal and professional goals.

Sign up on our available social media & platform to know more.

**Facebook – TRB Community Group:**  
<https://www.facebook.com/groups/cubicosttrbcommunityglodonmalaysia>



**LinkedIn – Glodon Malaysia:**  
<https://www.linkedin.com/company/glodonmy/>



## GLODON E-LEARNING PLATFORM / GLODON E-COMMUNITY (CONT'D):

Learn and master our Cubicost Software to achieve your personal and professional goals.

Sign up on our available social media & platform to know more.

**Youtube – Glodon Malaysia:**  
<https://www.youtube.com/c/glodonmalaysia>

