JSI AI

ONBOARDING GUIDE

From sign-up to your first sent quote

Professional trade quotes in seconds, priced off your real costs and sent to your client from your phone.

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Read this first

If you only do one thing before quoting, do Section 03. Your rate card is what turns JSI from a nice-looking document generator into pricing you can actually trust.

SECTION 01

What is Just Send It AI?

Just Send It AI (JSI) is a quoting app built for Australian trade contractors, starting with electricians. You describe a job in plain English (typed, spoken, or with photos) and JSI writes a full professional quote in seconds: scope of works, materials, labour, GST and three price options.

Every quote is priced off **your** real business costs, not a guess, and goes straight to the client as a secure link they can accept or decline with one tap. It's built by a licensed NSW electrician for one-person and small crews who are quoting at night after a full day on the tools.

What you get out of it

- A complete, professional quote in about 15 seconds instead of an hour at the kitchen table.
- Pricing built from your true cost per hour, so you stop guessing your margin.
- Three price options on every job, so you can read the client and pick the right number.
- A clean client-facing document that makes a one-van operation look like a real business.
- Every quote tracked in one place. Sent, viewed, accepted or declined.

SECTION 02

Getting started

Five short steps. Allow about ten minutes end to end, including your profile.

1 **Create your account**
Go to **app.justsendit.com.au**, tap **Create account**, and enter your name, email and a password. You can also sign in with Google.

2 **Walk through the welcome screens**
After signing up you'll see a short intro covering how quoting works, why your rate card matters, and how quotes get sent. Swipe through it.

3 **Pay $49 and get started**
After the welcome screens, you'll land on **Get Started**. Pay $49 once, GST inclusive, for 90 days of full access, no plan to pick, no recurring charge, nothing taken automatically. At the end of your 90 days, you choose whether to continue at $99 a month.

4 **Add it to your home screen**
On the login screen (phone or tablet) tap **Add to home screen** so JSI opens like a normal app. Android users can also download the app file directly from the same screen.

5 **Fill in your business profile**
You'll land on your Profile. Add your business name, ABN, licence number, phone, email, logo and service area, this is what appears on every quote your client sees.

SECTION 03

Set up your rate card first

Before you quote anything, spend two minutes in **Settings → Business Cost Calculator**. This is what makes every quote accurate.

JSI takes your real cost per hour and builds every price off it. Get this wrong and every quote you send is wrong, so it's worth doing properly once.

What you enter (all monthly figures)

- **Vehicle**, loan or lease payment, plus fuel, rego and servicing.
- **Insurance**, public liability and workers compensation (annual premium divided by 12).
- **Tools and licensing**, tool replacement budget, licence renewals, CPD and training.
- **Business costs**, phone and data, software subscriptions, marketing and advertising.
- **Your hours**, billable hours per week, plus unbillable hours per month (quoting, admin, running around).
- **Target income**, what you actually want to take home.

Tap **Calculate** and JSI works out the two numbers that drive everything: your **Wage Cost per Hour** (what your time genuinely costs) and your **Overhead Cost per Hour** (what it costs to keep the business running for that hour). Together, they are your real cost per hour.

> **Why this matters**
> Every quote is built as materials + (labour hours × wage cost) + (labour hours × overhead cost), then a margin on top. If your rate card is empty or out of date, the pricing on your quotes is guesswork. Most tradies undercharge because they've never calculated their true break-even rate. Revisit this any time your costs change.

SECTION 04

Creating your first quote

1 **Tap New Quote**
From Home, hit the gold New Quote button, or the lightning icon in the bottom bar.

2 **Pick the trade, location and quote type**
Confirm the trade, enter the job address or suburb, and choose the quote type, this changes the wording and conditions on the finished quote.

3 **Describe the job**
Type it the way you'd say it to your apprentice. For example: *"Install 3 double GPOs in kitchen near island bench, also check switchboard while on site."* More detail gives a better quote.

4 **Add photos, optional, up to five**
Tap **Add photos** and snap the switchboard, the wall, the roof space, whatever helps. JSI reads them as part of the job context.

5 **Or just talk, hold to speak**
Tap and hold the voice button and describe the job out loud while you're still standing in it. JSI transcribes and tidies it up, so you don't have to type on site.

6 **Tap Generate quote**
About 10–15 seconds later you'll be on the Quote Result screen with a full quote ready to review.

SECTION 05

Your three price options

Every quote comes back with three tiers, **Low**, **Mid** and **High**. Same scope of works, different margin.

Mid is marked **Recommended** and is the sensible default for most jobs. Go Low if you're hungry for the work or it's an easy repeat client. Go High if the job is awkward, urgent, or the risk sits with you. Tap the tier you want. That's the price your client sees.

Adjusting the job

The numbers aren't locked. In the **Internal** view you can edit two fields:

- **Materials cost**, what the gear actually costs you at the supplier.
- **Labour hours**, how long the job will really take you.

Change either one and all three tier prices, your cost breakdown and your profit recalculate instantly using your rate card. Your changes save automatically.

Internal view vs Client view

Use the toggle at the top of the Quote Result screen. **Internal** is for your eyes only, cost breakdown, margin and net profit. **Client** is exactly what your customer will see, scope of works, inclusions, exclusions, conditions and the total including GST. Always flick to Client view and read it once before you send.

You can also download either version as a PDF: the **Client Quote PDF** to hand over, or the **Internal Summary PDF** with your costs and profit on it.

SECTION 06

Sending a quote to your client

1. **Tap Send to client**
   It's on the action bar at the bottom of the Quote Result screen.

2. **Enter their name and email**
   If you've quoted them before, pick them from your contacts instead of retyping.

3. **Hit send**
   Your client gets a professional email with a secure link to view the quote, no app and no login needed on their end.

4. **They accept or decline in one tap**
   The quote status updates in **Jobs** automatically, so you always know what's out there, what's won and what's gone cold. JSI also sends polite follow-up reminders on quotes that haven't been actioned.

SECTION 07

CCEW / eCert compliance

Once a client accepts a quote, that job appears under **Settings → CCEW Submissions**. From there you can prepare a Certificate of Compliance for Electrical Work using the job details you've already entered, installation type, work connection and equipment, instead of re-keying everything into a separate portal.

> **Current status**
> CCEW / eCert submission is live inside the app today. Our software is integrated with the BCNSW eCert API, so you can submit your certificate information to the BCNSW eCert Portal straight from JSI. The Portal generates and stores your certificates and remains the system of record. You remain the licensed person responsible for the accuracy and timely lodgement of every certificate.

SECTION 08

Your offer, subscription and support

The offer

- $49 once, GST inclusive, for 90 days of full access. Nothing is charged automatically.
- After 90 days, you choose whether to continue. Opt in within 7 days and your first month is $49, then $99 a month after that. Opt in later and it's $99 a month from the start.
- If you don't opt in, your account goes read only from day 90. You can still view and export every quote you've already made, you just can't create or send new ones until you opt in.
- Cancel any time, from Settings, Manage Subscription.

Nothing you've already created is ever lost, your saved quotes stay viewable and exportable regardless of your current access.

Getting help

Stuck, found a bug, or want something added? Reply to any email from Just Send It, or get in touch at **admin@justsendit.com.au**. There's also a **Feedback** option inside the app, it comes straight to us and it does get read.

> **Quick start, in one line**
> Sign up, pay $49, fill in the Business Cost Calculator, New Quote, describe the job, pick a tier, check the Client view, send.