

# Floor Plan Requests



**Facilities & Services**

UNIVERSITY OF ILLINOIS URBANA-CHAMPAIGN

# Floor Plans

- As of January 1, 2024 all floor plan requests should be submitted through Archibus Web Central
  - Requests are tracked and can be reported on
- All user roles can make a floor plan request
- Enter any important information
  - Project number/Work Order
  - Contact if needed for field check. NetID will be used as contact if not otherwise specified



**Practice creating a floor plan  
request in our Training Environment**

<https://archibustrain.fs.illinois.edu/archibus/login.axvw>

