

Identify & Report Professional

Identify & Report Professional 2.05i User Manual



Home & Property Inspection Software

SOFTWARE CREATED BY INSPECTORS FOR INSPECTORS

Home Inspection Software for iPad, Mac Pc's
No Internet or Wi-Fi Access Required



IF You Have any Questions
Phone: 760.650.1255
or Email:
Support@InspectionSoftware.com

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Introduction
The Process



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Starting an Inspection from the Computer,

1. Client calls on the phone,
2. Click Start New Inspection icon, Enter New Inspection ID# (**See Chapter 2 Creating a New Inspection**)
3. Select Continue with Default Report or Select form Template List. (**See Chapter 7 Select a Template**)

This will put you on the Order Form. Enter as much information as possible on the Order Form. As you complete the Order Form, in the lower right Corner you see the Print Icon

Select Print Contract. This will print the Contract, Standards of Practice and the Invoice. You may print to a PDF and e-mail it or print a hard copy to take with you to the inspection and have review with the Client.

If you are Using a iPad SEE Chapter 8 on how to Copy Inspection Files to Ipad or iPhone Instructions From Computer after Scheduling on computer below.

If you are entering the inspection information on the Computer, Select To Current Inspection icon in the upper right corner of the Order Form.
Now you see the Report Menu.

To import the photos into Identify & Report Select the Photos icon(**see Chapter 4 Managing Photo's**), You will see the Photos Thumbnail screen, Select the Auto Load icon (you will need to copy all your inspection photos into a folder "C:\Photos IdentifyReport Upload Only" to auto load) or Select the Folder where you have the Photos. All the Photos will be loaded into. Now Select the photo Hold down the left Mouse button and Drag the Photo to the correct Category (sample all Plumbing photos to the Plumbing category) Select the category for your comment, button. You will see the Photos on the bottom of each inspection category.

Select the Category (see **Chapter 3 Select Report Category**) of the area to be inspected, Enter the Report Identifiers, then Select the Sub Category from the tabs across the top of the screen, Select the Click to View Comment Selection Box this will open the a list of Comment Descriptions. Select from list the list then Click Copy To Report button. You may edit the comment at any time. You can also Select the Recommendations icon at any time and Select Copy To Report to make it part of the report.

After you have entered all Report Comments Select the Copy Comments to Summary icon on the lower right of the Category screen. To proof the Summary Select the Summary icon.

Select the Print icon (**see Chapter 5 Print an Inspection Report**) Select PDF Factory Select of, you will see the report, save to a PDF or print.

Copy Inspection (see **Chapter 8 Transferring Files Computer to iPad, iPad to Computer**)
Files to Ipad or iPhone Instructions From Computer after Scheduling on computer.

On your iPad Start Identify & Repot from the Main Menu Select the Backup icon, Select Auto Backup. Then Select EXIT

To Replace current Inspection files on Your Ipad, with the Files On the Computer.(this will copy over the files on the iPad so do your Backup) (see **Chapter 8 Transferring Files Computer to iPad, iPad to Computer**) Plug in your iPad, Start iTunes, Select your iPad Device, Select Apps form the top of your iTunes screen. Scroll down to the bottom of the screen, Select Filemaker Go v11 icon. A list of Files will display. Select the ADD button, Select the Folder C:\Identify Report v12.

Select the Files Inspection Controls, isdcNarrative and isdcNarrative Photos. If you have added any New Report Comments Select the ISDC Lookup file . If you hold down the Control key you may Select them all at the same time. Let up on the Control key. Then Select the OPEN button. Select Copy over all when prompted.

You will see the copy bar across the top

After Your Inspection you will need to Copy Files Back to the Computer

On your Computer Start Identify & Repot from the Main Menu Select the Backup icon, Select Auto Backup. Then Select EXIT

To Replace current Inspection files on Your Computer, with the Files On the iPad.(**this will copy over the files on the iPad so do your Backup**) Plug in your iPad, Start iTunes, Select your iPad Device, Select Apps form the top of your iTunes screen. Scroll down to the bottom of the screen, Select Filemaker Go v11 icon. A list of Files will display.

Select the Files Inspection Controls, isdcNarrative and isdcNarrative Photos. If you have added any New Report Comments Select the ISDC Lookup file . If you hold down the Control key you may Select them all at the same time. Let up on the Control key. Then Select the SAVE TO button. Select Copy over all when prompted.

You will see the copy bar across the top

If you need to start a inspection on the iPad in the filed that is Ok. Just remember you will copy over any thing you have entered on the computer after you copied last files to your iPad.

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Chapter 1 Identify Report Pro Install US



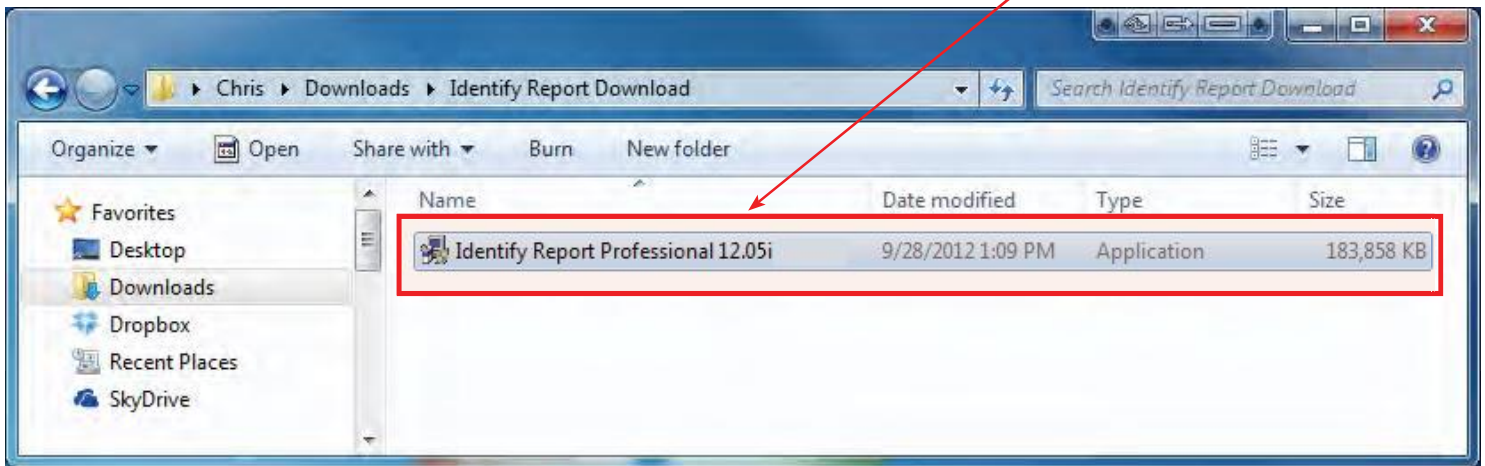
IF You Have any Questions
Phone: 760.650.1255
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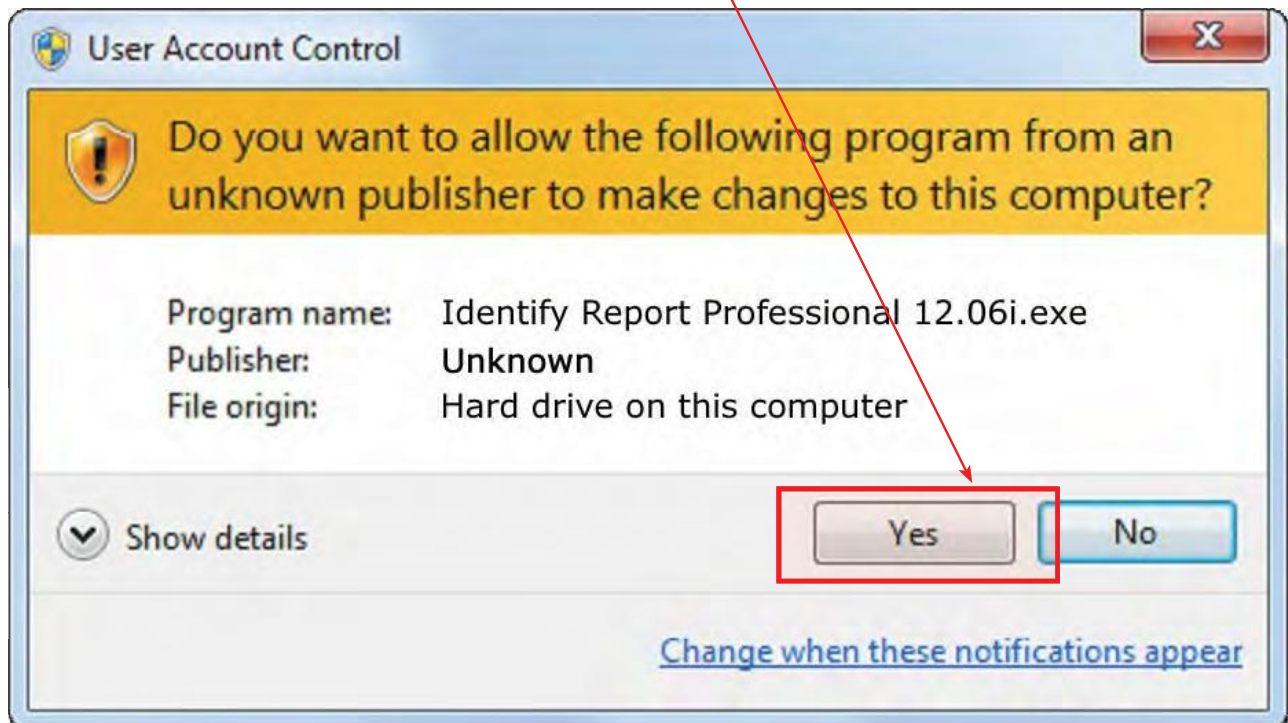
Identify & Report Professional

Installing Identify & Report

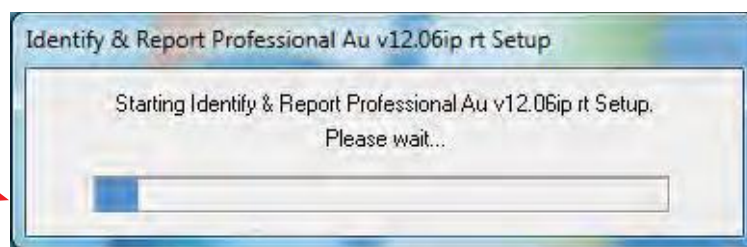
After downloading “Identify & Report Professional” remember where you downloaded it.



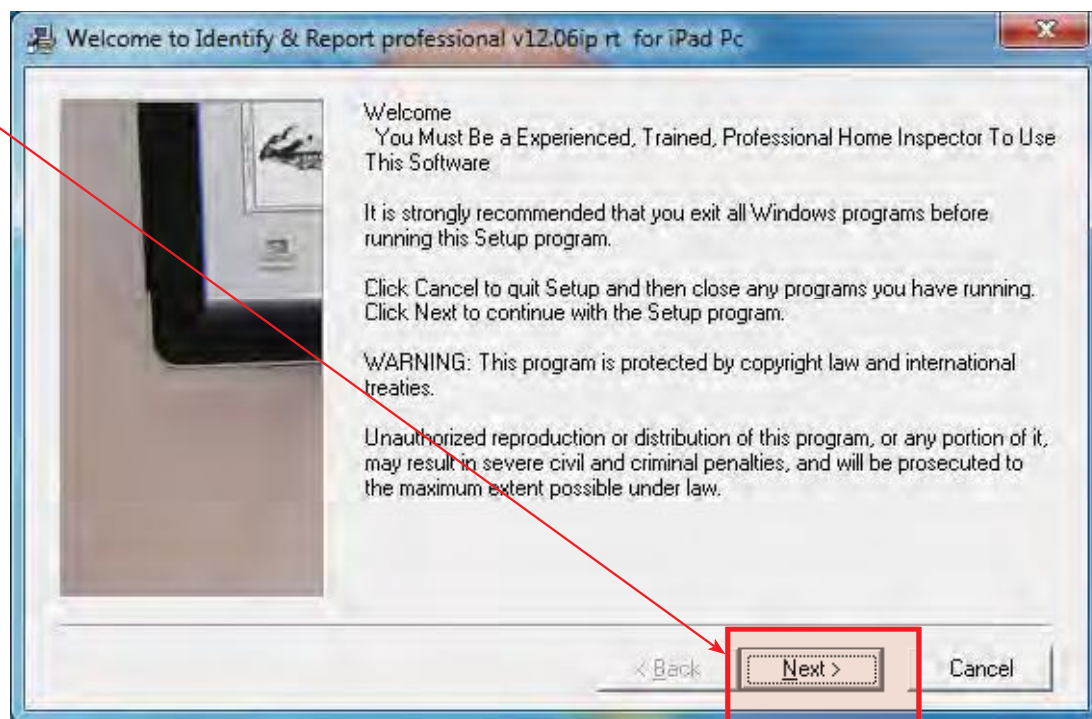
The “User Account Control” Security Warning opens Select Yes.



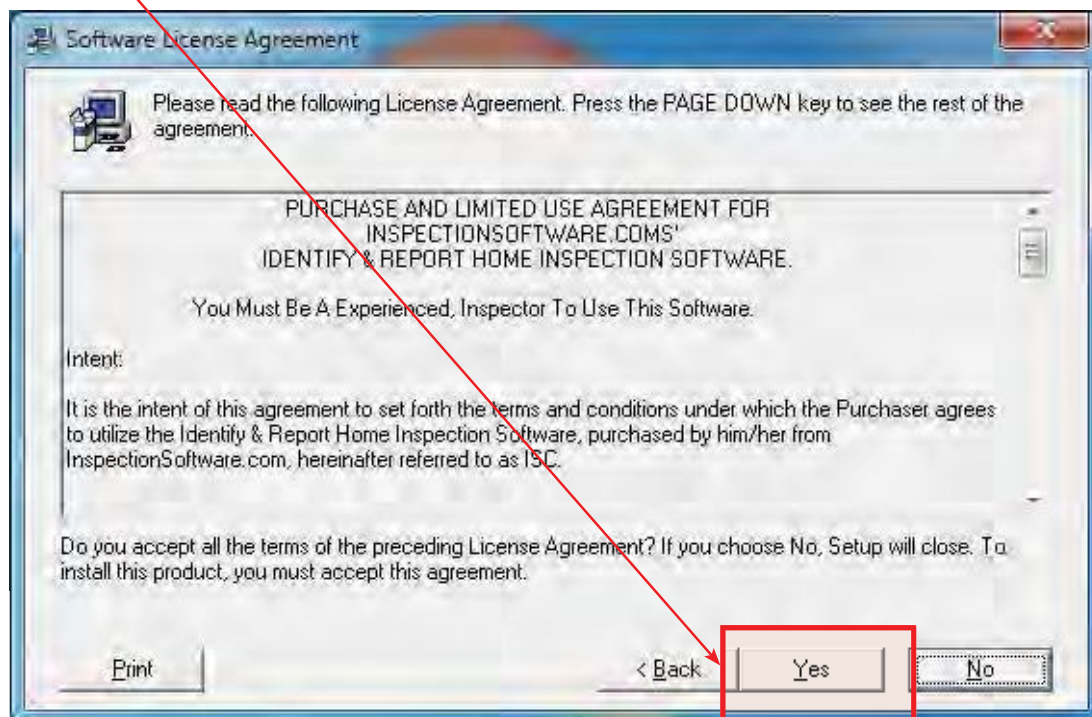
The “User Account Control” Security Warning opens
Select Yes.



Select Next



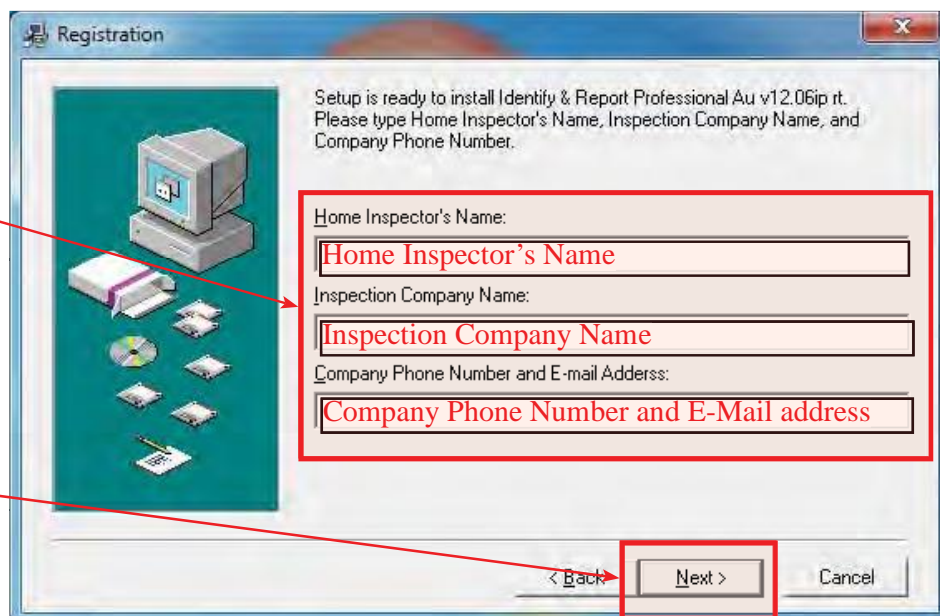
Software License Agreement Select Yes



Fill in Information.

Then

Registration form Fill in Select Next.



Registration

Setup is ready to install Identify & Report Professional Au v12.06ip rt. Please type Home Inspector's Name, Inspection Company Name, and Company Phone Number.

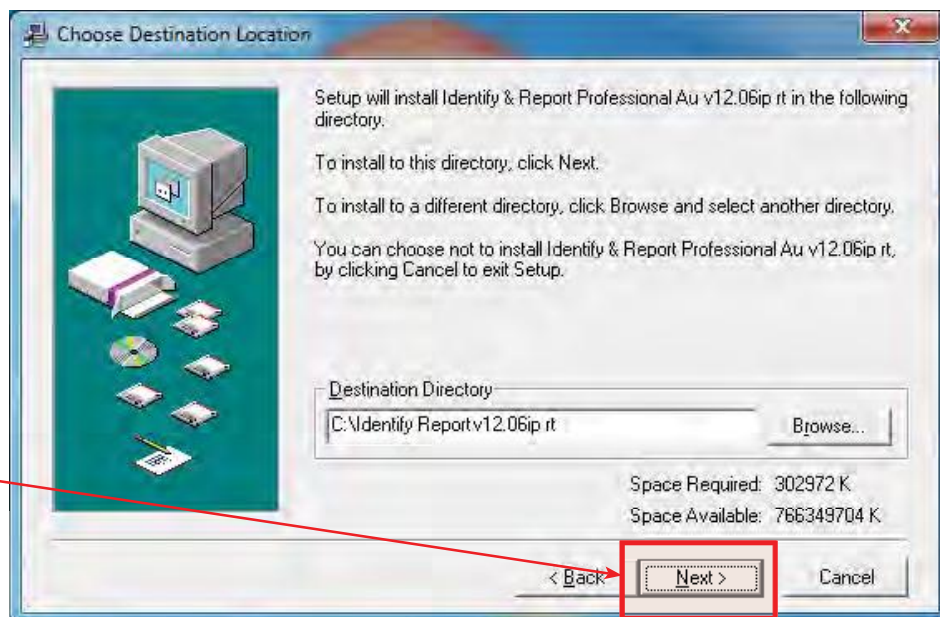
Home Inspector's Name:

Inspection Company Name:

Company Phone Number and E-mail Address:

< Back **Next >** Cancel

Destination Directory doesn't change.
Select Next



Choose Destination Location

Setup will install Identify & Report Professional Au v12.06ip rt in the following directory.

To install to this directory, click Next.

To install to a different directory, click Browse and select another directory.

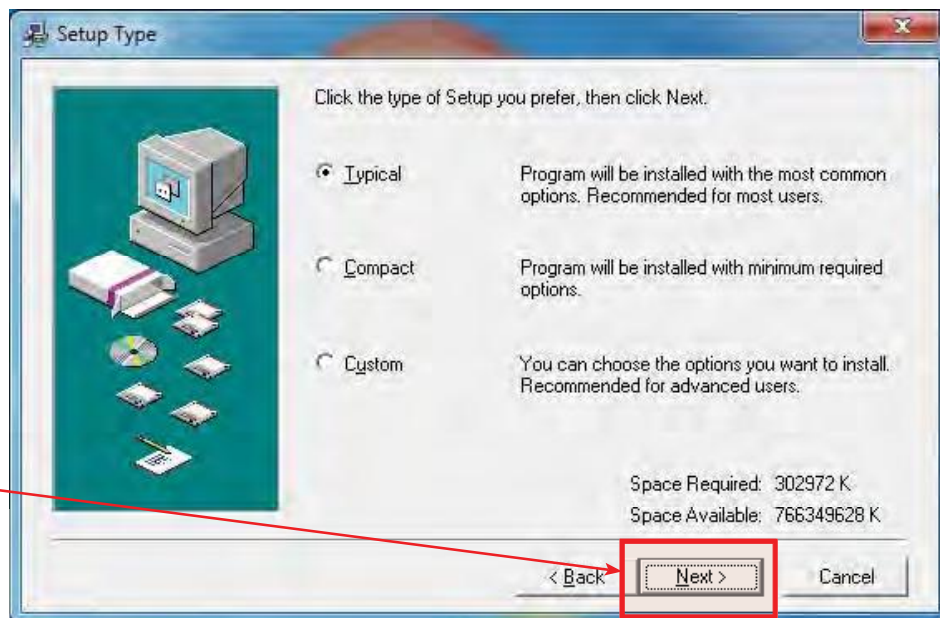
You can choose not to install Identify & Report Professional Au v12.06ip rt, by clicking Cancel to exit Setup.

Destination Directory:
 Browse...

Space Required: 302972 K.
Space Available: 766349704 K.

< Back **Next >** Cancel

Don't change install typical.
Select Next



Setup Type

Click the type of Setup you prefer, then click Next.

☒ **Typical** Program will be installed with the most common options. Recommended for most users.

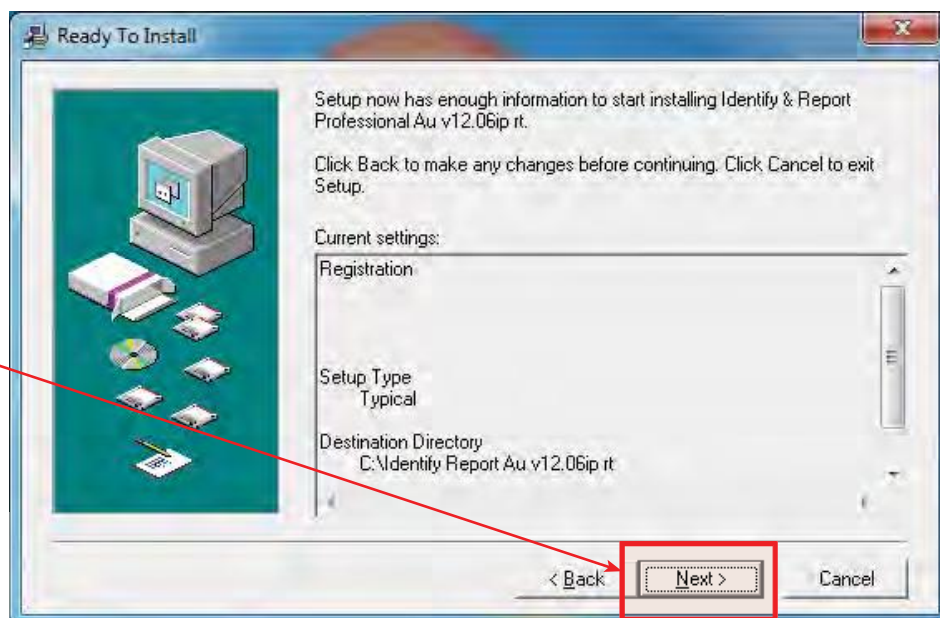
☐ Compact Program will be installed with minimum required options.

☐ Custom You can choose the options you want to install. Recommended for advanced users.

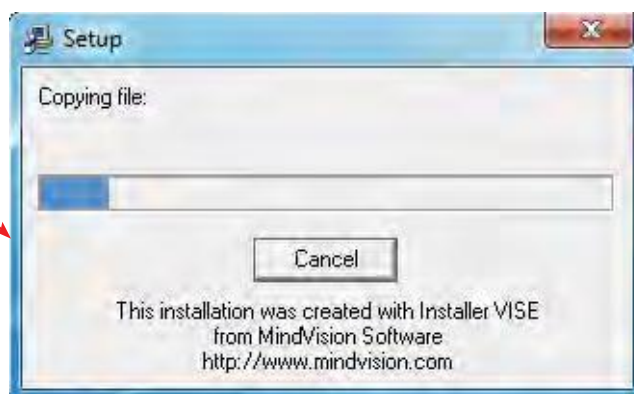
Space Required: 302972 K.
Space Available: 766349628 K.

< Back **Next >** Cancel

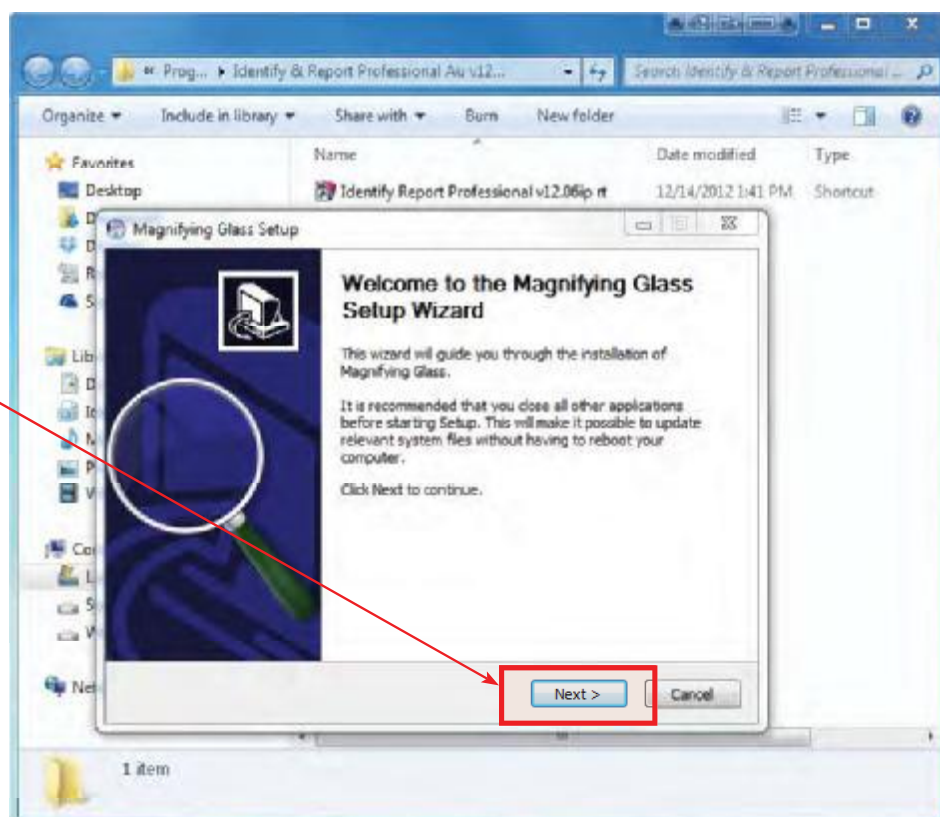
Ready to install. Select Next



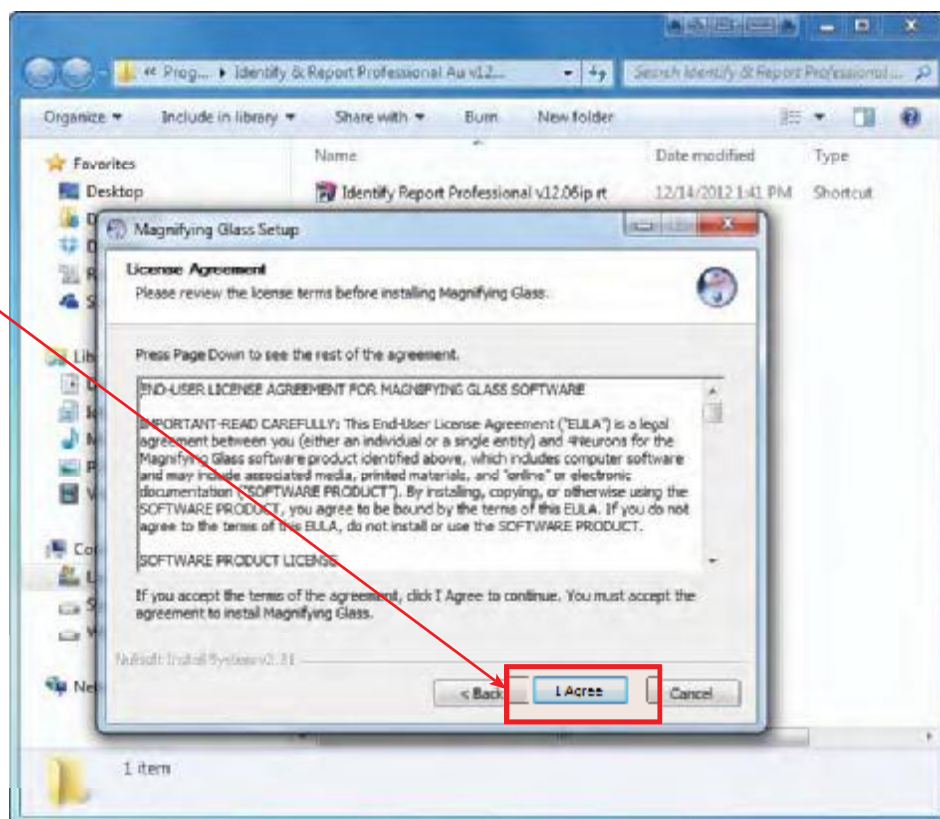
Setup Progress Window Opens. Do nothing



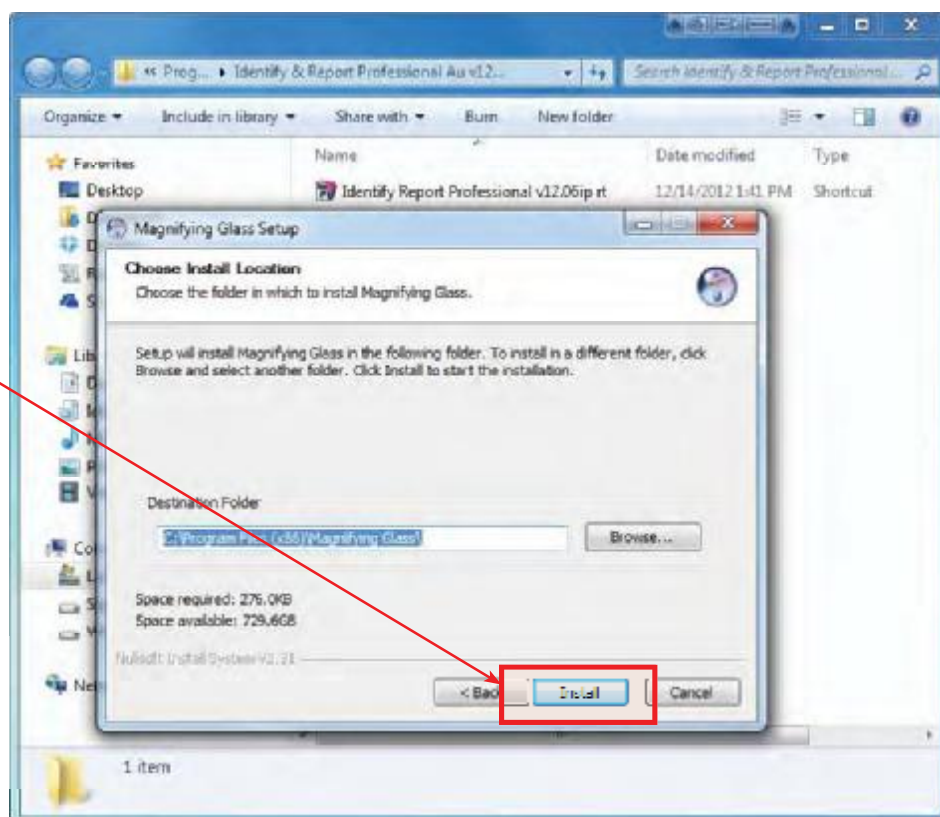
Select Next.



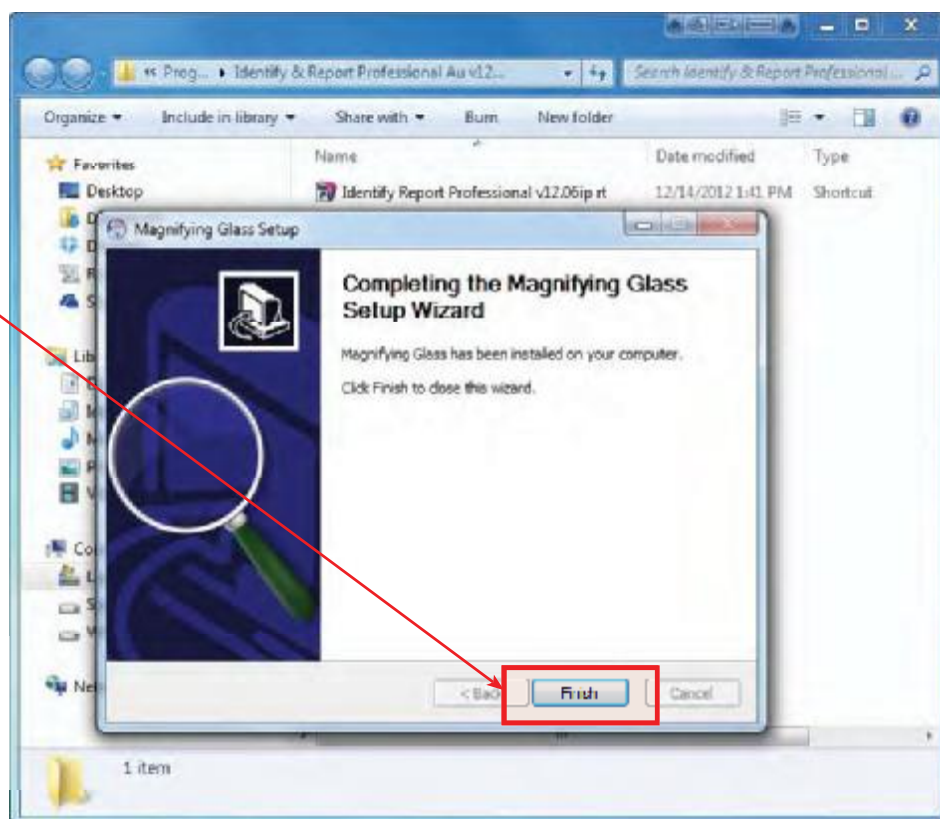
Magnifying Glass License Agreement
Select I Agree



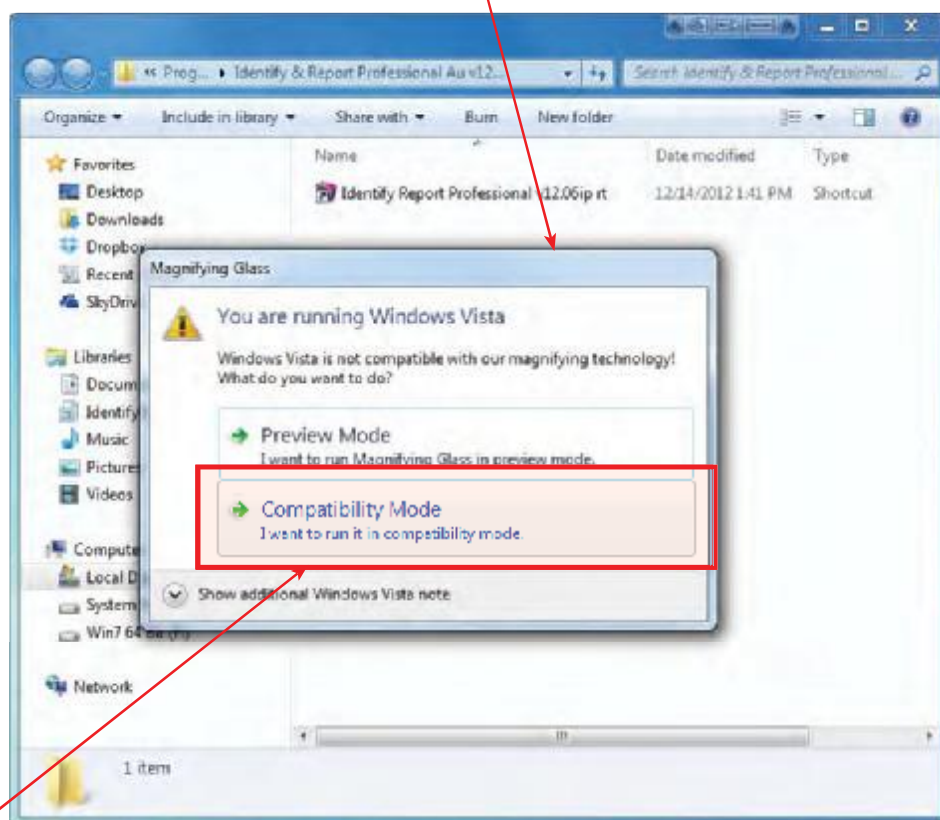
Destination Directory don't change.
Select Next



Magnifying Glass Setup Completed.
Select Finish

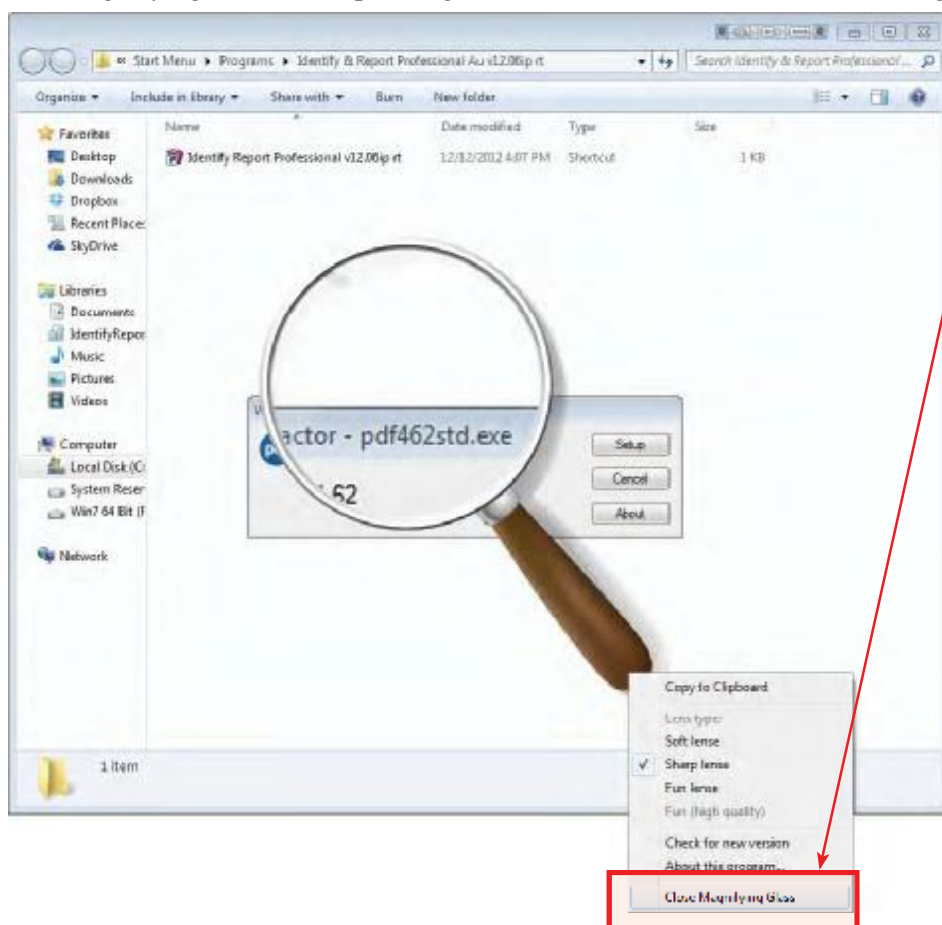


If you are running Windows XP this window will not appear.

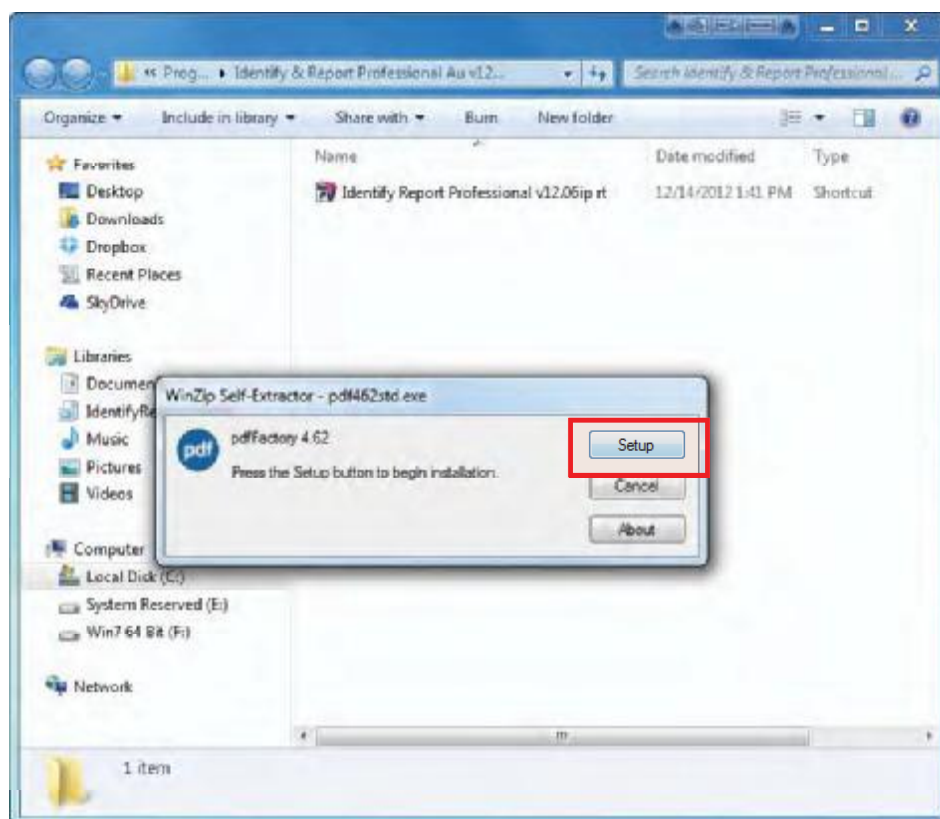


If you are running Windows 7 Select Compatibility Mode.

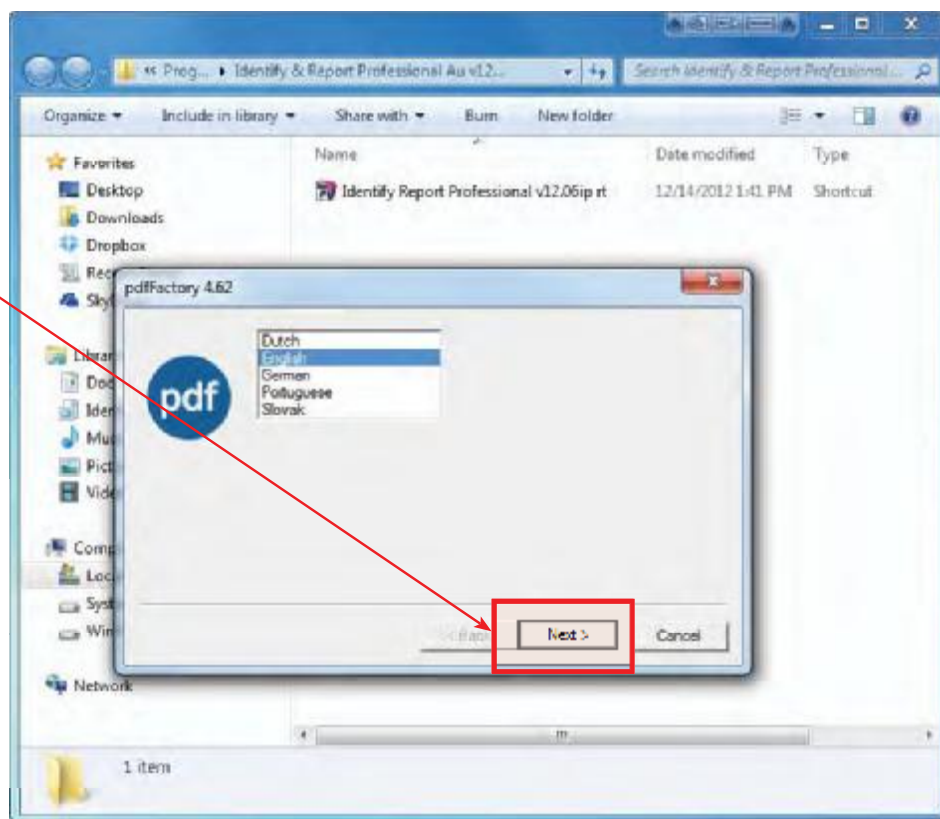
The Magnifying Glass will open. Right click on handle and chose “Close Magnifying Glass”



Installing pdf Factory.
Click Setup



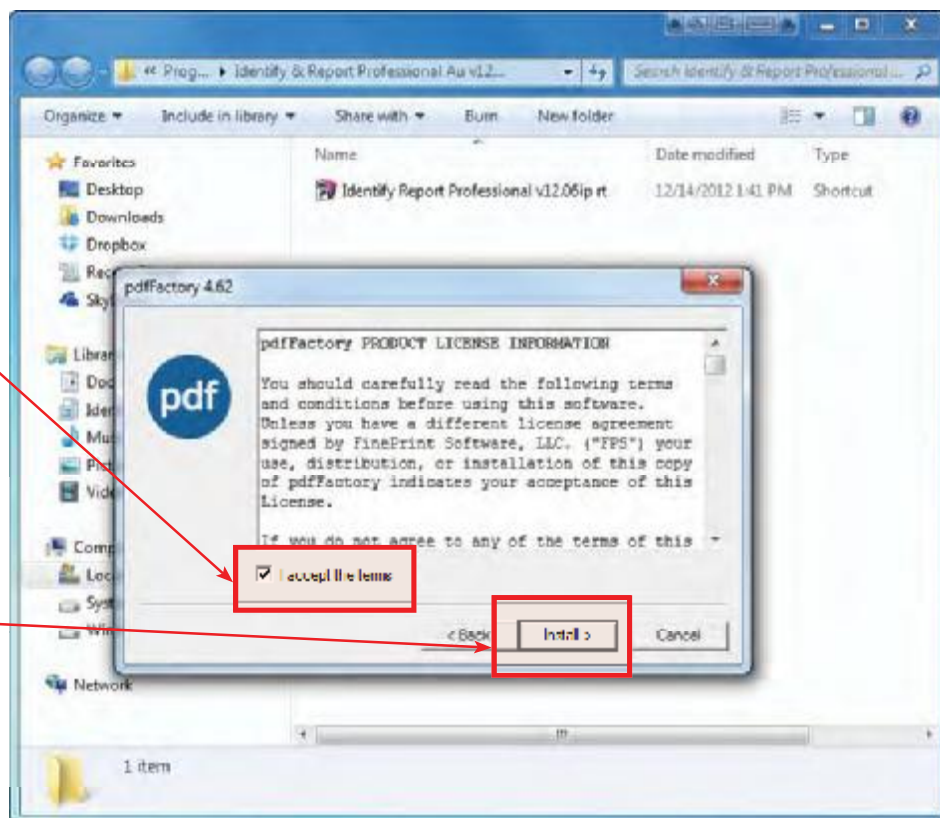
Click Next



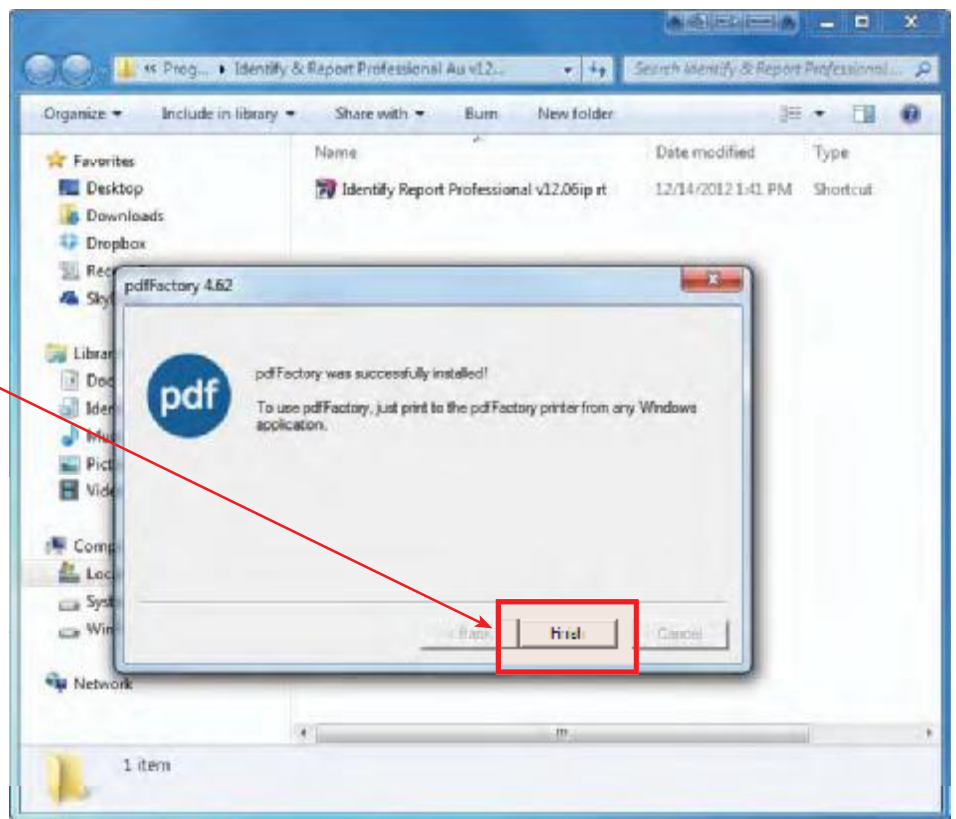
Check the
"I accept the terms"

Then

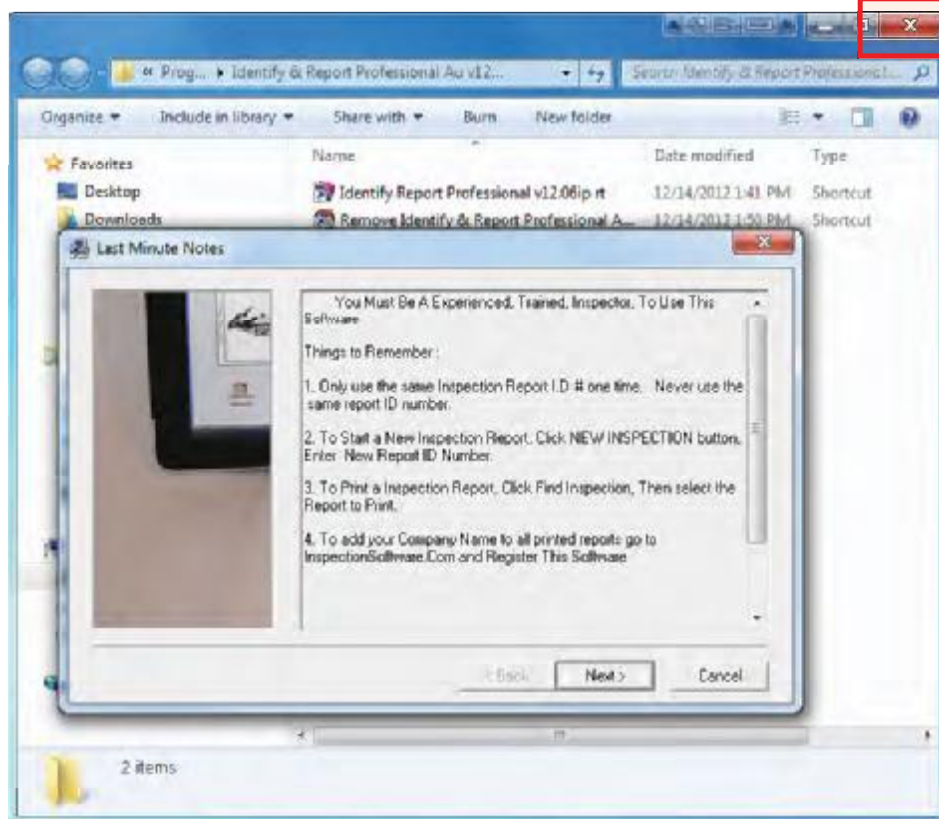
Click Install



pdfFactory was successfully installed!
Click Finish



Close Background Window

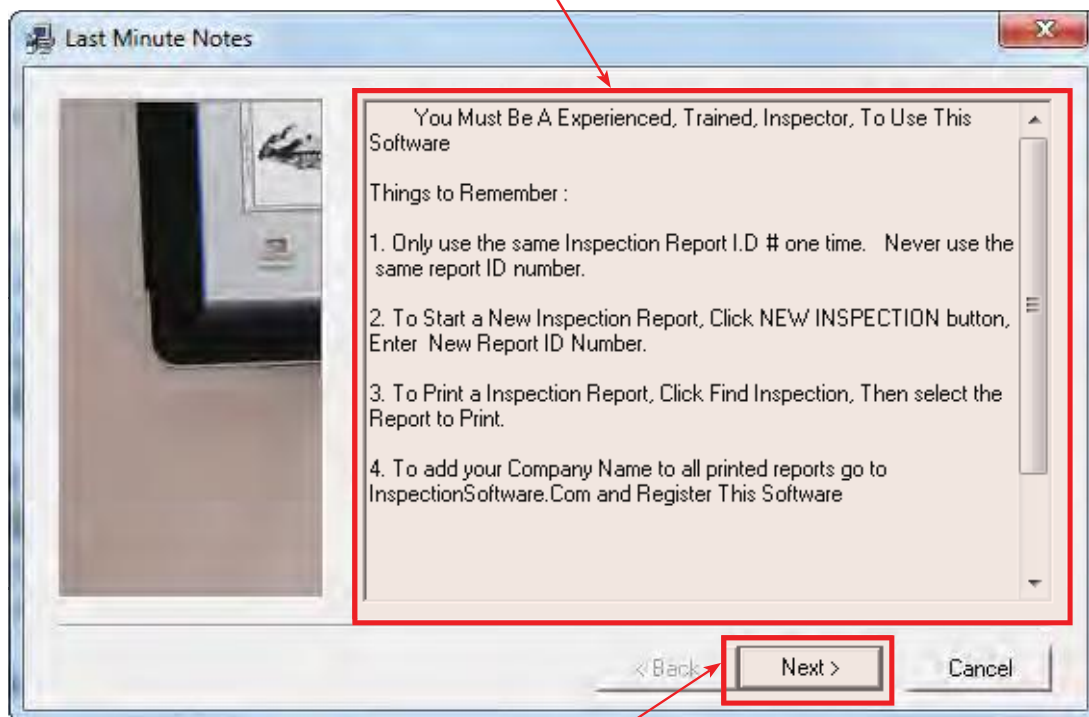


Last Minute Note:

You Must Be A Experienced, Trained, Inspector, To Use This Software

Things to Remember:

1. Only use the same Inspection Report I.D. # one time. Never use the same report ID number.
2. To start a New Inspection Report, Click NEW INSPECTION button, Enter New Report ID Number.
3. To Print a Inspection Report, Click Find Inspection, Then select the Report to Print.
4. To add your Company Name to all printed reports go to InspectionSoftware.com and Register This Software.



Select Next to start Identify & Report Australia.



**Congratulations
you have Installing "Identify & Report "**

Very important:
You must Exit
Identify & Report Professional Australia
before you copy
any files to or from the
iPad.

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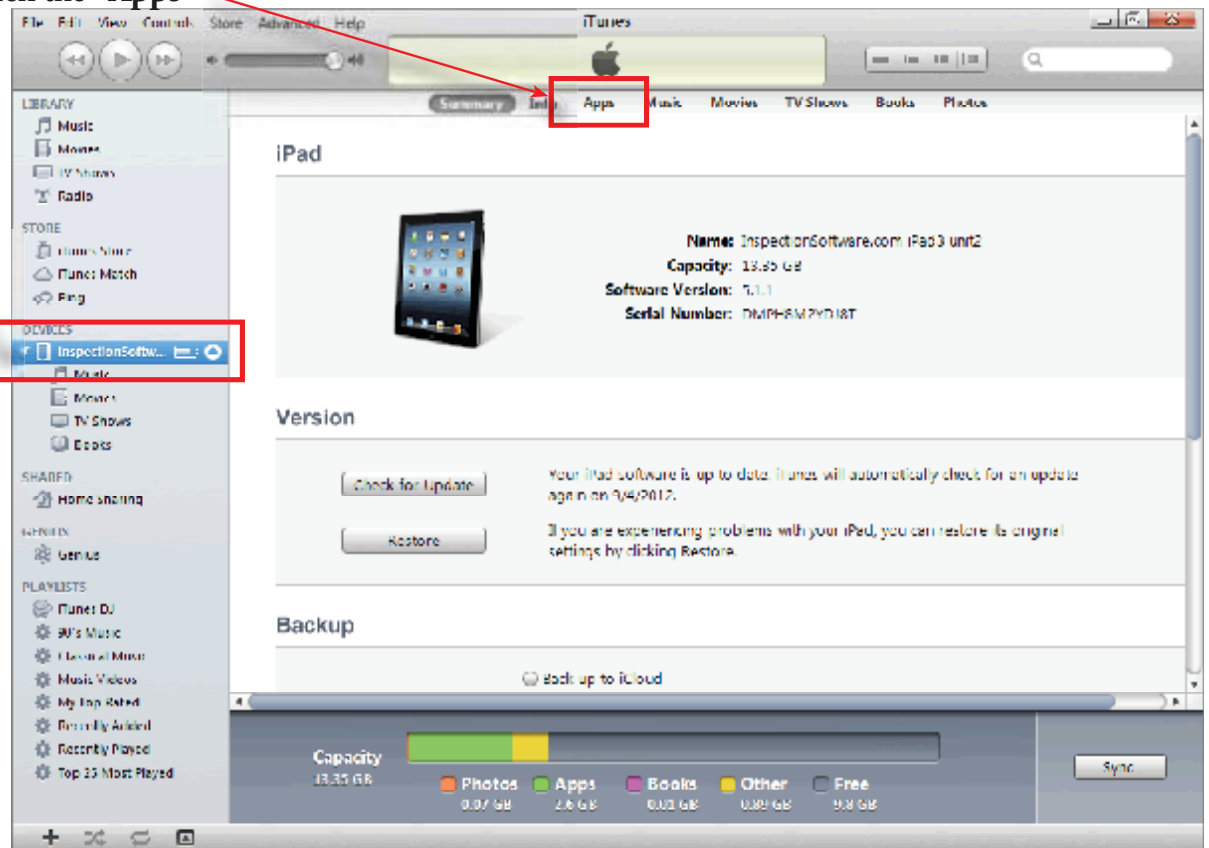


Now we will move files between your iPad to the computer.

Plug the iPad into your computer using the usb cable provide by Apple. iTunes program will starts

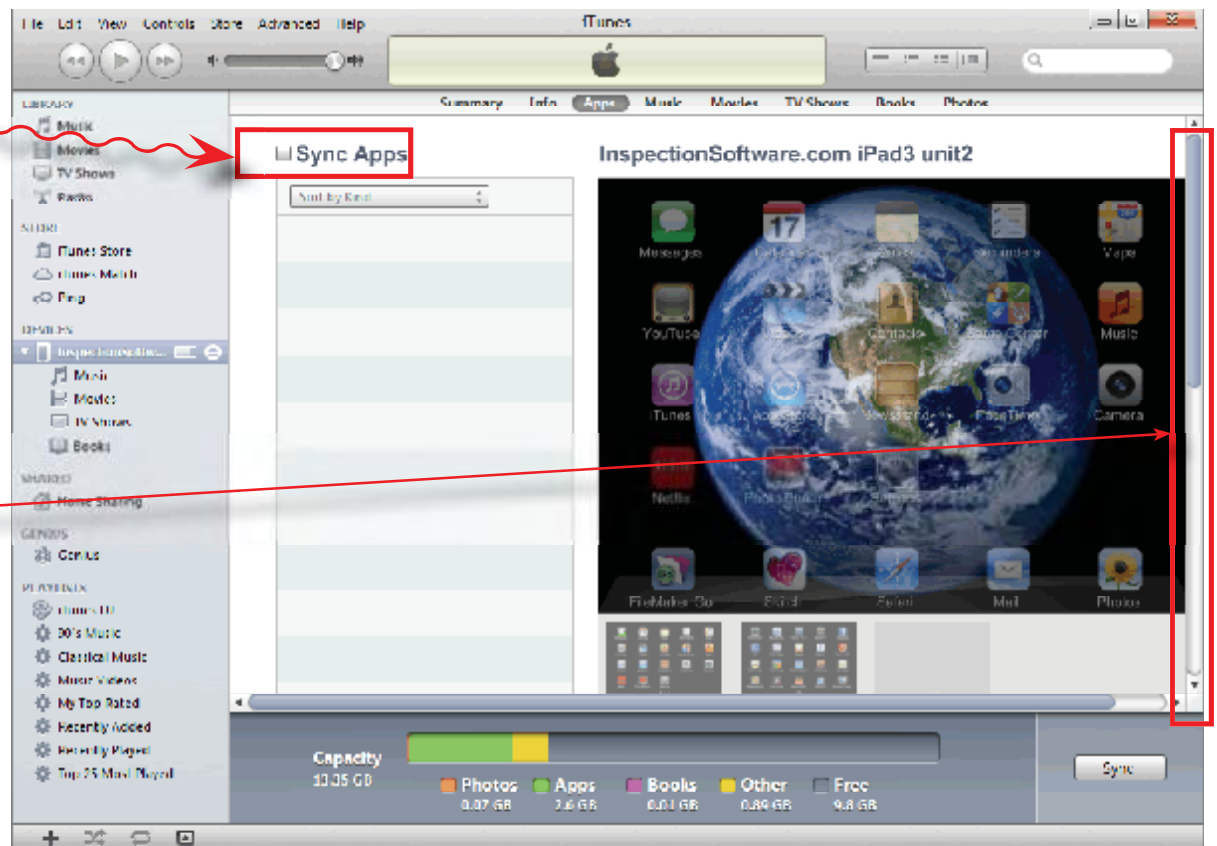
Click the “**Apps**”

Under Devices
you will see
your iPad



Do Not Check the “Sync Apps” Button.

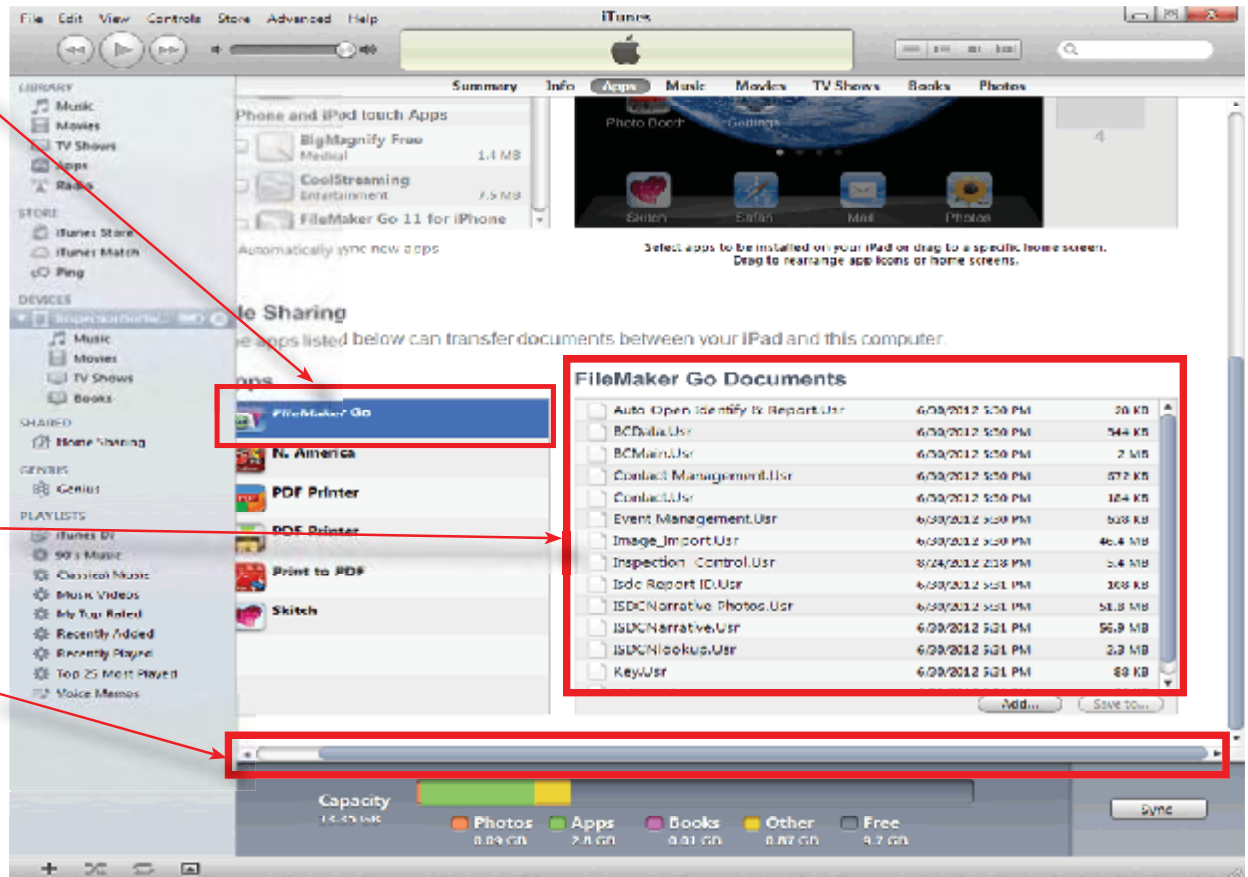
Scroll down to bottom of page to “File Sharing Section”



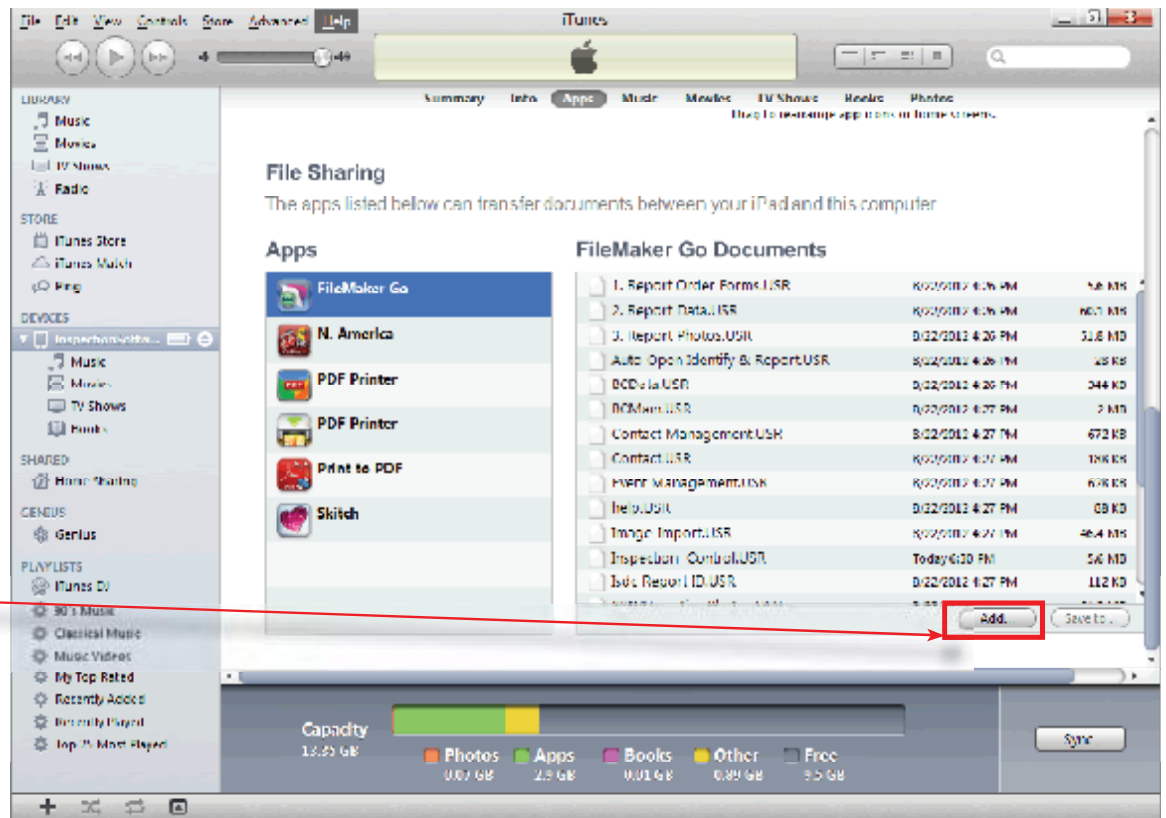
Under Apps
Click on
"FileMaker Go"

This will open
up the
"FileMaker Go
Documents"
Window. These
are the
Documents ON
the iPad.

Slide the Scroll
bar to the right.
This will make
it easier to see
Files on the
iPad.



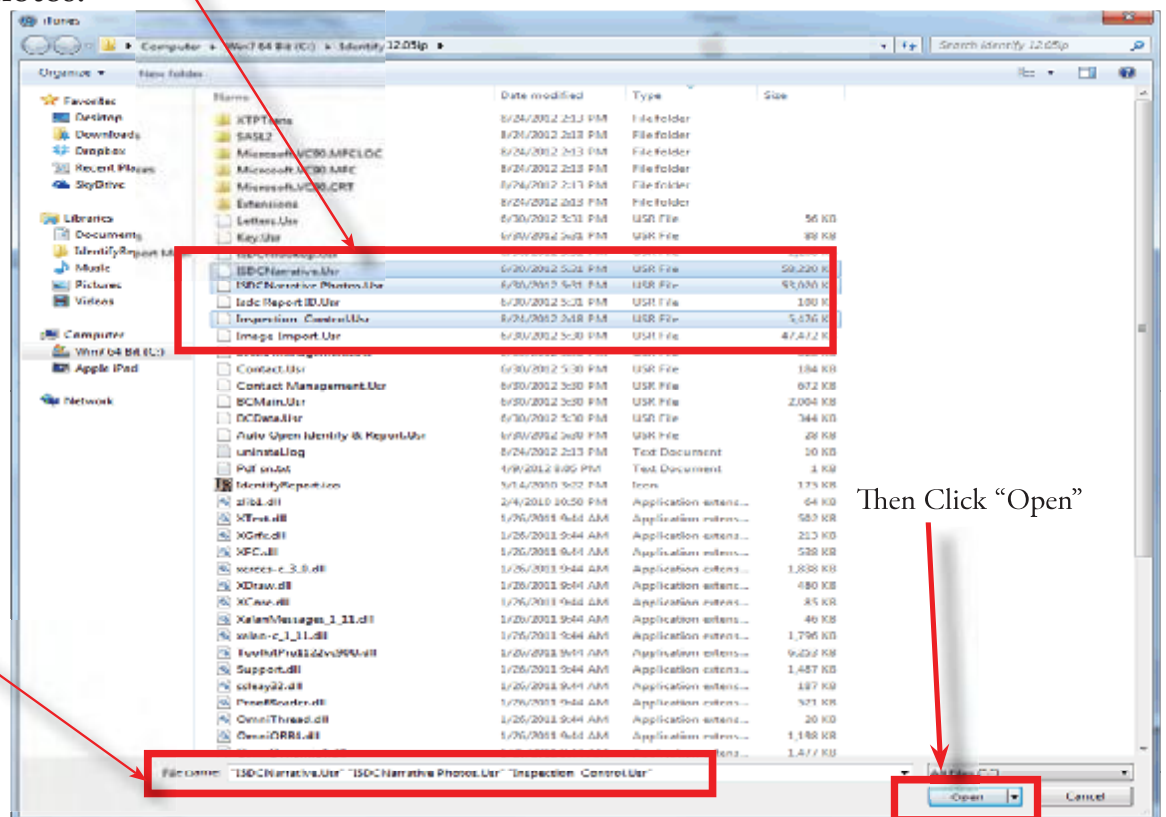
Click
“Add...” to iPad



Holding down the “Ctrl” key and Highlight the three files
Inspection Control.
ISDCnarrative.
ISDCCnarrative photos.

NOTE:
If you added New Comment to the
Comments Library Select
ISDClookup. also.

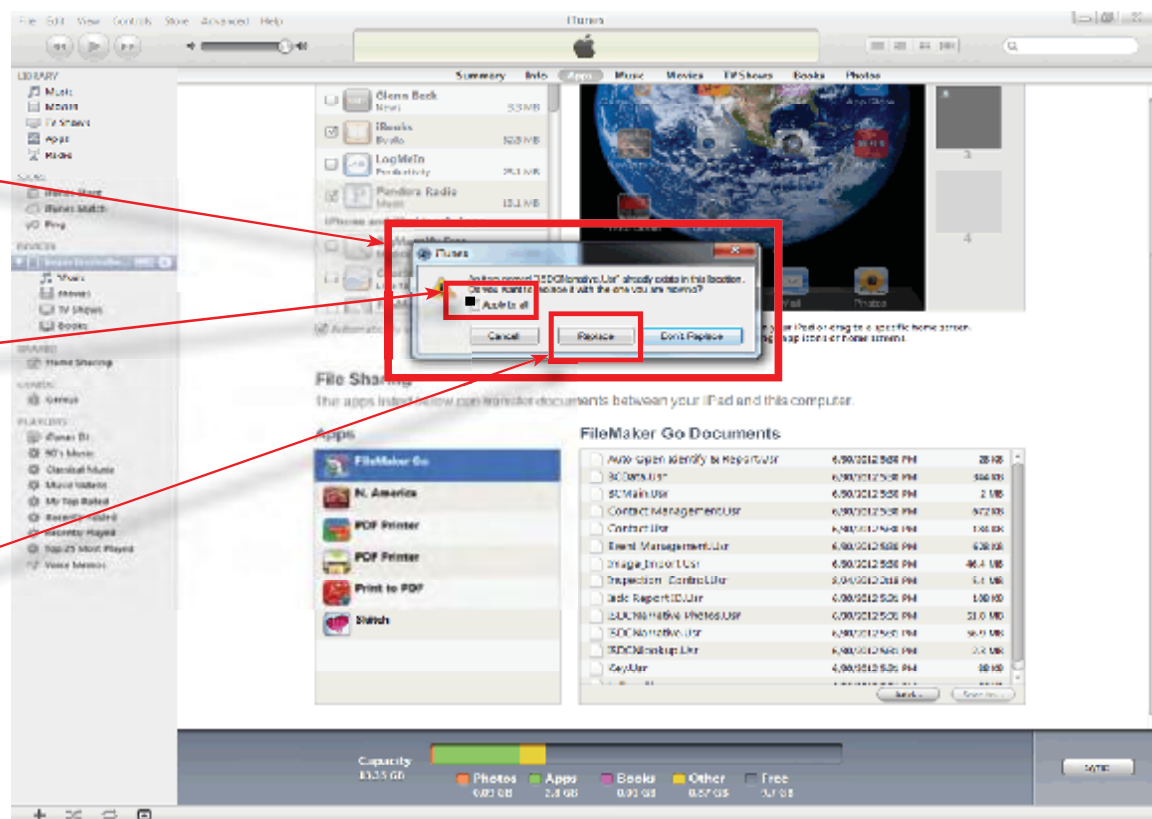
NOTE:
Check “File name”
to verify you have
all the Files you
want to Add to
your iPad.



When you Click,
A Window will
pop up asking “Do
you want to replace
with the ones you
are moving”

Always Click
“Apply to all”

Click “Replace”



Check file progress being copied
from Computer to iPad.



Congratulations
you have "Transferring Files Computer to
iPad, iPad to Computer"

Very important:
You must Exit
Identify & Report Professional
before you copy
any files to or from the
iPad.



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