Identify & Report Professional

Identify & Report Professional User Manual Rev.B



Chapter 10 How to Select A Template US



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Selecting a Template



In the example below we are using "Sample Report Unit 2" where "Sample Report" is the Report ID Number plus the unit Number. (See notes)

First Enter a New Report ID Number:

🕃 Ele Edit View Josent Format Becords Scripts Window Help	
Import cover Import Identify & Report Professional Australia Var. 12.05ip Main Menu Import Impo	(
AWESIM Pty Ltd ABN: 95 074 479 762 www.awesim.com.au 2. Exterior Yes 3. Boof Evidence Yes	1
Print Inspection Report #/ID: Lake Front Antmonte Completed · Vas ONo A Report #/ID: Lake Front Antmonte A Report #/ID: L	1
Inspector's Date. Time : 22, June 2012 1:30 PM	J
Address : 5 Lanagan Ave, Sydneyville, NSW, 2000 6. Interior Yes	
Notes Buyers Agent : Brown Sue, Office: Howard Conveyancing 7. Kitchen Yes	
Inspector: Glen Sim 8. Bathrooms Yes	Т
Sond via 🥑 🛃 Inspection Type: Pre Purchase Building Inspection 9. Plumbing Yes	_
YouSendit Edit Add Client / Agent Signature: Client Signature: On 10. Electrical Yes	
11. Heating Ac Yes	
Photos : 2 is a line of the second se	4
Constant File Report Solution Edit Company In 13. Laundry Yes	
FIND	4
15. Limitations Yes	J
EXIT Set Screen Fromat Lock Screen Set Photos Same Page	
150 Jul Browse V K	

Example: Clients name: Chris Jones Scheduled inspection date: Sept. 21, 2012 Recommended ID Number Jon09212012

If you are inspecting Mutable units just try using Add u1, u2.etc... on09212012u1 on09212012u2

Very important:

Only use Letters and Numbers for Report ID Numbers. The program does not recognize punctuation mark, spaces and special Characters.

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In the example below we are using "Lake Front Apartments U2" where "Sample Report" is the Report ID Number plus the unit Number.





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Select "Use This Template" you would like to use

N FileMaker Pro - [ISDCNarrative]				
File Edit View Insert Format Records Scripts Window		_ 8 ×		
2 0 4/8 Records Found (Sorted) Show All	Record Delete Record	d Sort Save as PDF	Q,	
Layout: TEMPLATE List 🔹 View As: 🔳 🗐 🕮 Preview				Aa Edit Layout
IMPORT Template Select the template	List to use.	EXPORT	MENU Find All	Â
Default Report	C remplate	Use This Template		
Lake Front Apartments	Template	Use This Template		
Sample Report	🖂 Template	Use This Template		
TempDefaultReport	Template	Use This Template		

Congratulations you have just created a new Template with the new "Report ID:"



Fill out the "Order Form" then select "To Current Inspection"

TileMaker Pro - [Inspection	Control]		_ 🗆 ×
File Edit View Insert For	<u>m</u> at <u>R</u> ecords <u>S</u> cripts <u>W</u> indow <u>H</u> elp		_ <u>-</u>
HELP 1 2 3 Order Form	Inspection Report In Exterior Chimney Kitchen Plumbi 4 5 6 7 8 9 10 11 oundation Roof Interior Bathroom	Back-Up ng Heating 12 13 14 16 17 18 19 Electrical Garage	
ORDE Order Date: Scheduled Date/Time:	R F O R M June 13, 2012 July 12, 2012	Report ID : Lake Front Apartments U2 Basic Pricing Sq. Ft. Price	TO CURRENT Inspection
Client Infor First, Last Name: Other Name : Address: City, State, Zip: Home, Work #: Fmail:	Mr Sample Name	1000 < O \$195.00 Find 1500 < S \$295.00 Same 2000 < O \$395.00 Same 2500 < O \$495.00 Same 3000 < O \$595.00 Same 3500 < O \$695.00 NEW Other O Other Inspection Notes : Inspection	PRINT CURRENT Inspection
Ordered By:	Referred By:		SRID
Property Infor	mation: Google maps Insp	ection Completed: OYES ONO	· `
Seller: Address: City, State, Zip: Phone, Email :	42311 Circuel Cavinara Murrieta Ca 92562	Cross Street: Subdivision: Inspector: inspectors Name	Photos
Structure Type: Foundation: Pick Up Key:	Bedrooms: List Price: Paying Party:	Bathrooms: Age: Sq. Footage: Units: Spa Pets	Find All
Occupied By: Notes:	Utilities:	Pool Well Septic	
150 🖬 🖿 Browse 🗸 🖣			

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The "Report Menu" will open select a category in this example "Foundation"

📑 FileMaker Pro - [19 _ D × Identify & Report Home / Property Inspection Software Ver 12.05ip © 2011-2012 All Rights Reserved (760) 650-1255 IMPORT Cover Main Menu 2 2 Ľ MENU SELECT HELP Ĩ Correst Correst IMPORT EXPORT FOUNDATION Yes EXIT EXTERIOR INU Nr Unregistered Software call 1-760-650-1255 **ROOF & ATTIC** No CHIMNEY & F.P. No Report # / I.D : Lake Apartments U2 Completed : **Sind** INTERIOR No Client Name : No Date, Time : Address : KITCHEN BATHROOMS No

You can now make any minor changes that apply to your new Inspection.

av Identify report v11.05ip rt - [ISDCNarrative]	s <u>Wi</u> ndow <u>H</u> elp				
Report Identification: Comple Samp070612 OYes	No Photos	FOUND	ATION	nt Summary	Menu MENU SELECT
FOUNDATION Slab	Raised	Structure	Mobile / Mod	Basement	Comments
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	Single Family Home	I			BATHROOMS NO
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Under Floor Ventilation	Wood-	h	Vood		GARAGE No
Crawl Space Access		۵۰- ۱			LAUNDRY Yes
Anchoring / Bracing	None Plesent				POOL & SPA Yes
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					OTHER SYSTEMSYes
	Foundation P	hotos			To Summary
					Delete
DD 💶 🖬 Browse 🔍 🗧					

Congratulations you have "Selected a Template"

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



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