

# Technology for Real Estate Appraisers

Two Hour Seminar

By

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This class is an overview of the latest tools and techniques used to solve, prepare, and deliver appraisal reports with improved accuracy, timeliness, quality, and professionalism.

1 Hour

- Introduction.
- Why Technology
  - Increase Productivity (30% to 50%)
  - Lower Costs by Eliminating –Paper, Ink, Office Supplies, Stationery, Equipment, Maintenance, Power Consumption, Storage, etc.)
  - Consistent and Reliable Results
  - Professional “Cool” Image
- Desktop vs. Laptop
  - Desktop –Best for Multiple Monitors
    - Specs That Work Well
  - Laptop –Best for Emergency Backup; Out of Office, Vacation
- Multiple Monitors
  - How Many
  - What Size
  - What Configuration
- MS Windows 10 Operating System
  - Split Screen Capability
  - Multiple “Task Views”
- Backup Storage –Vault on The Web
  - Upload / Download Files
- Going Digital “Paperless”
  - Turn Off Your (Printer, Fax Machine, Scanner, Shredder)
- Mobile Technology

- Smartphone vs. Tablet
  - Smartphones
    - More Mobile –Easier to Handle (Smaller & Lighter)
    - Multitasking Functionality (Phone, Text, Web, Etc.)
    - 6” Screen –Ideal Size for Reading
    - Superior Battery Life
    - Superior Cameras
    - Best Apps
- Software
  - Appraisal Desktop (a la mode, ACI, etc.)
- MLS Data Importing Software (DataMaster, etc.)
  - Subject Data
    - MLS Listings
    - Public Records
  - Comps Data
  - 1004MC Data
- Laser Measuring Devices
  - i.e. Disto with Bluetooth
- Other Cool Tools and Tricks
  - Selfie Stick
  - Phone / Tablet Car Mount Holder
  - Smart Watch

1 Hour

Case Study / Live Demo

- The Pre-Inspection “Paperless” Process
  - New File Folder
    - Print to (PDF) file: Order Form, Subject MLS History, Tax Record, Purchase Contract, Emails, etc.
    - Export MLS General Neighborhood Stats and Print to File
    - Export MLS (Subject Comparable) 1004MC Data and Print to File
    - Export MLS Comps Data and Print to File.
  - Use (MLS Data Importer Software) to Pull in all Subject, Comps, and 1004MC Data and Load to the Appraisal Software

- Save The “File Folder” to The Report (Work-File) –For Reference in The Field
- Review/Edit Then Use “Mobile Sync” on The Appraisal Desktop to Upload Report to The Cloud
- Download Report to Your Mobile Device (Phone, Tablet)
- The Inspection “Mobile” Process
  - Open Subject File on The Mobile Device
  - Utilizing Map Feature for Directions to the Subject and Comps.
    - How to Optimize
    - How to Find Your Way Around With No Cell Reception
  - Taking Quality Photos without Using Flash.
  - Notetaking –Utilizing (Text, Voice, Voice to Text, and Draw)
  - Using “Critical Items” feature
  - Sketching (Basic to Advance Techniques)
    - Draw Using Laser Device with Bluetooth
    - Labels; Symbols; “Text to Place”
    - Tips and Tricks Features
  - Upload to The Cloud
  - Download to Desktop to Continue Work at Office
    - At This Point There are Three Working Copies (Smartphone, Cloud, Desktop) –Fieldwork is Safe
- Q A Session