QUICK START · HOW-TO 18

Working rural, no signal

No signal at the property? Desk, field, desk.

1. **Before you leave, at your desk**
   Start the report. Under What you have, drop in your engagement letter or order, your subject property documents (the listing sheet) and your comp sheet (your MLS export). The assignment, the subject and your comps are drafted before you drive out.

2. **At the property, no signal needed**
   Inspect the way you always do. Photos on a digital camera, your phone or iPad camera, or TOTAL for Mobile. Notes and measurements your usual way; a clipboard is fine. AppraisalPilot stays closed.

3. **TOTAL for Mobile: one setting, once**
   iPhone or iPad: the Settings app, TOTAL, Photos, turn on Save Copy to Camera Roll. Android: in TOTAL for Mobile, close any open report, tap the menu, Settings, Photos, check Save Photos to Device. Every photo also saves to your device.

4. **Back at your desk: your photos**
   Drop them all on the Photos spot, or open Photos and tap Choose photos (on a phone, Add from your library). Naming them is optional: tap Do the rest later.

5. **The read**
   Reading starts on its own a minute or two after the photos are in, or tap Analyze my photos. Rooms go to Unit Interior, the rest to PhotoPilot. Captions, rooms and materials come back in teal, as drafts.

6. **Your note, at the desk**
   Under every photo is a mic. Tap it, say what the camera couldn't see, tap again to stop, then tap Redraft with my note. On an iPad Home Screen app the mic can't listen: open appraisalpilot.app in Safari, or type the note.

7. **The sketch**
   Open Sketch and tap Start sketch to walk the walls from your measurements. Or keep sketching in your form software: set Sketch drawn in your form software to Yes, and type your Finished Area Above Grade in Unit Interior.

8. **Review and export**
   Review and approve the drafts, then tap Export to TOTAL or Export to Appraise-It Pro, and open the file in your program.

> THE ONE THING THAT TRIPS PEOPLE UP
> At a house with no signal, keep AppraisalPilot closed. Its camera saves each photo over a connection. Your own camera keeps every photo on the device, and they come in when you are back at your desk.

TOTAL for Mobile settings: a la mode, TOTAL for Mobile help, Settings (help.alamode.com).