

Identify & Report Professional

Identify & Report Professional User Manual Rev.B



Chapter 6 Select Report Category US



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

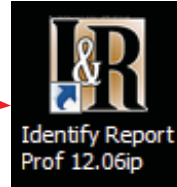
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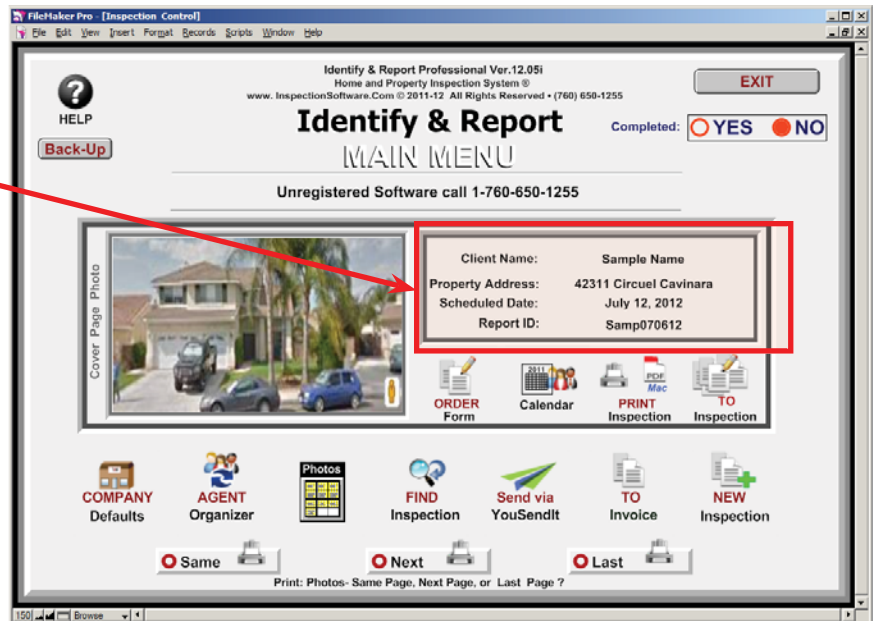
Identify & Report Professional

Select Report Category

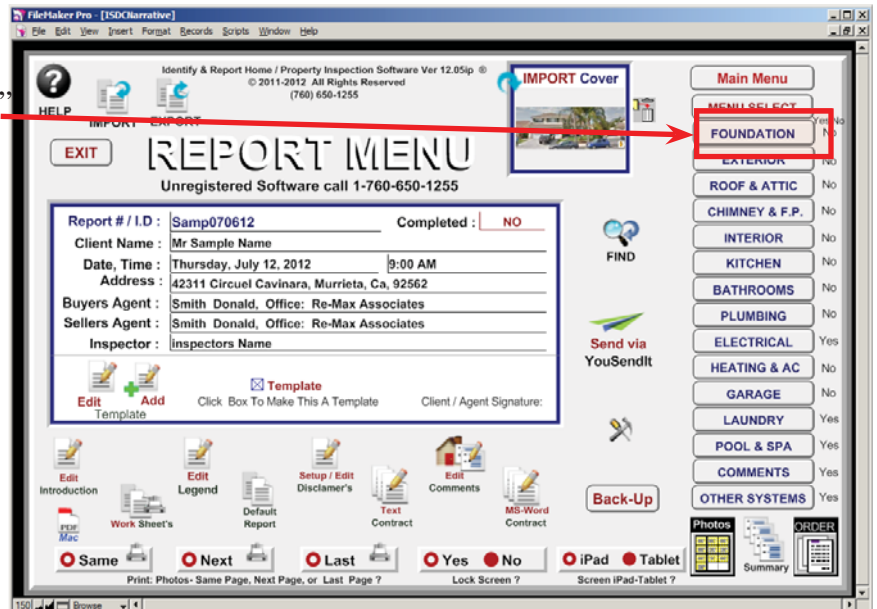
Click “Identify Report Prof” icon to start “Identify & Report Professional”



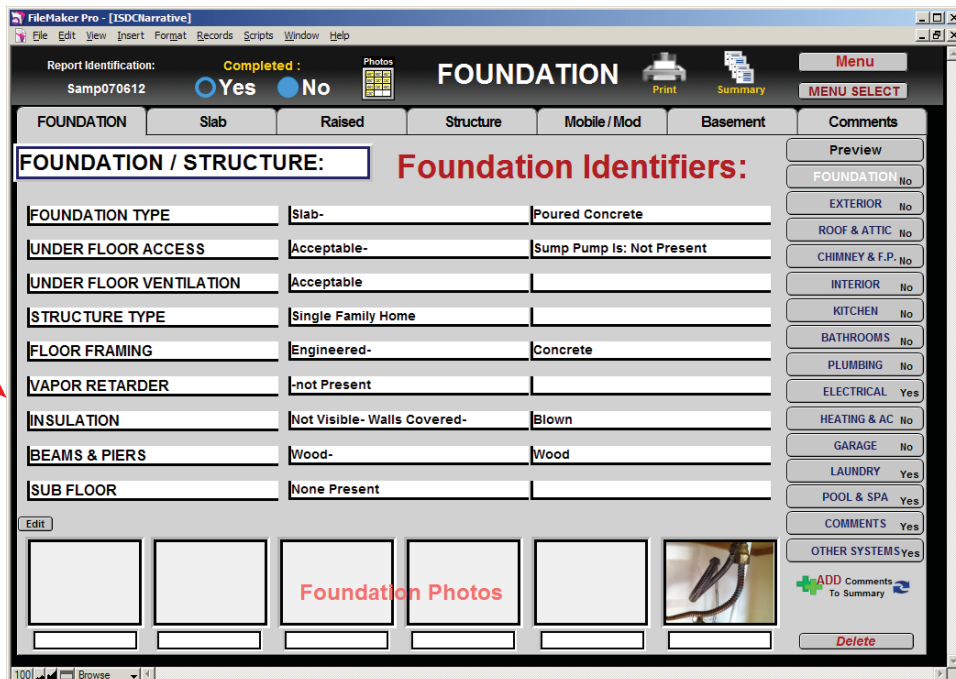
Click in the Client Box to start inspection



Click on icon of category
Example: For this example we will use “Foundation”



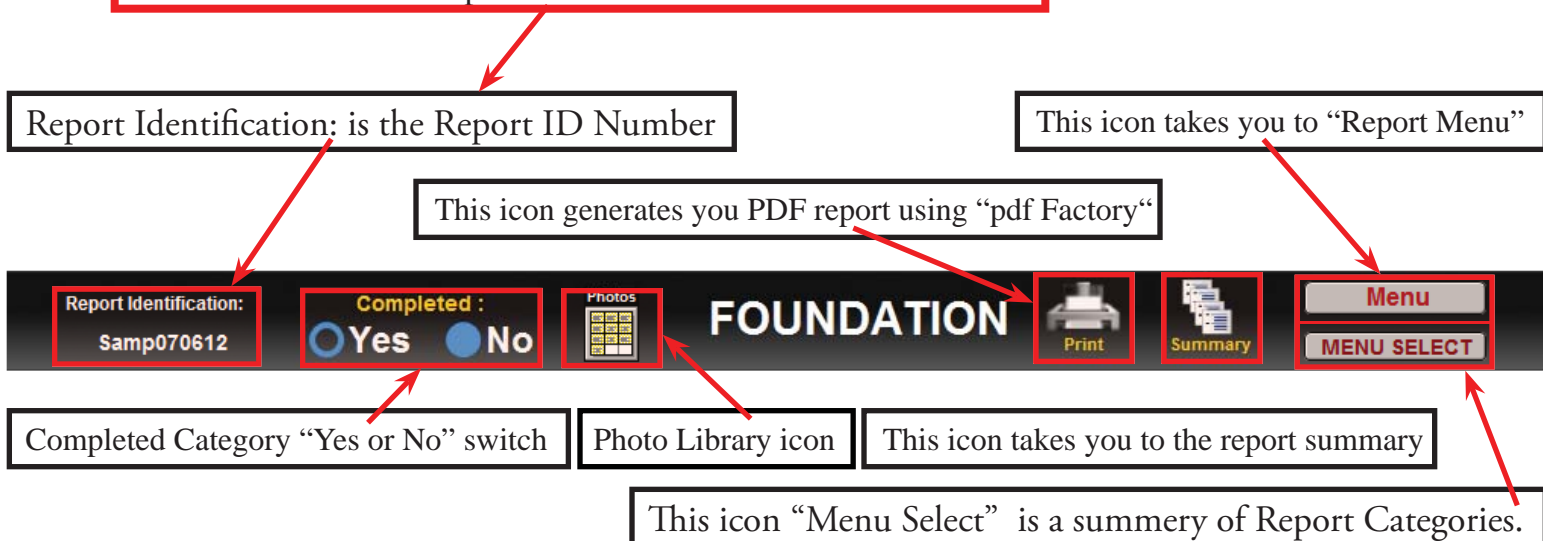
The "Foundation Identifiers" window opens.

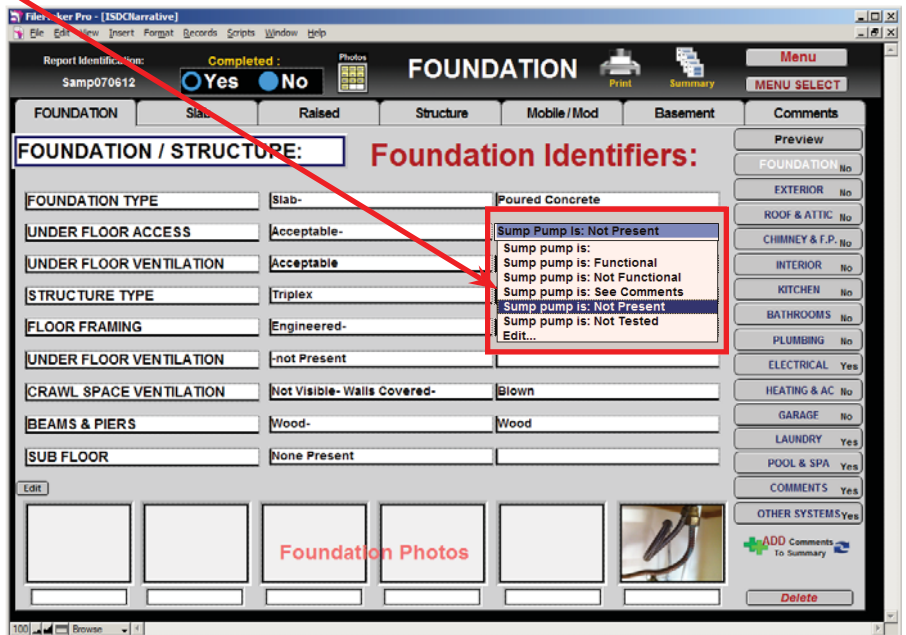
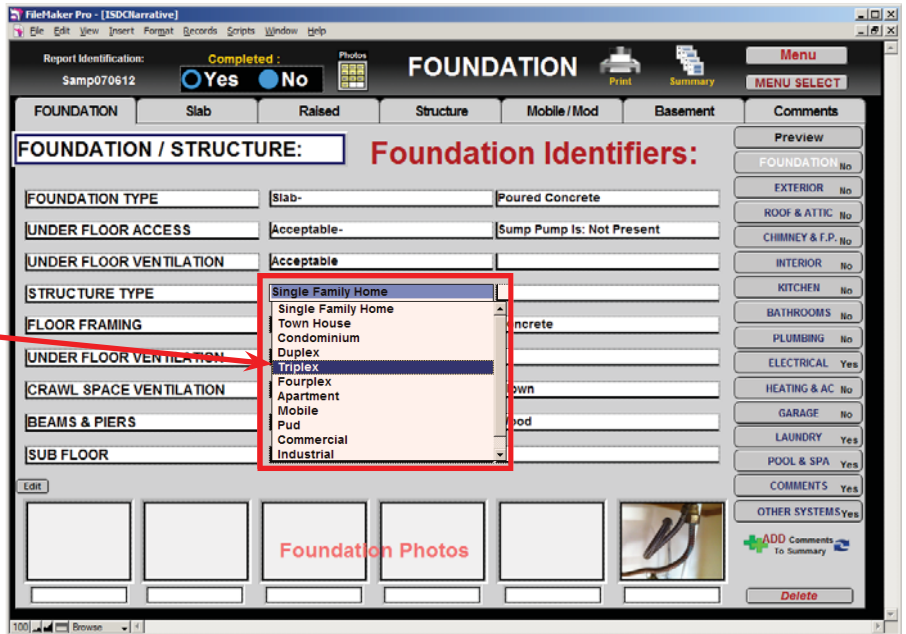
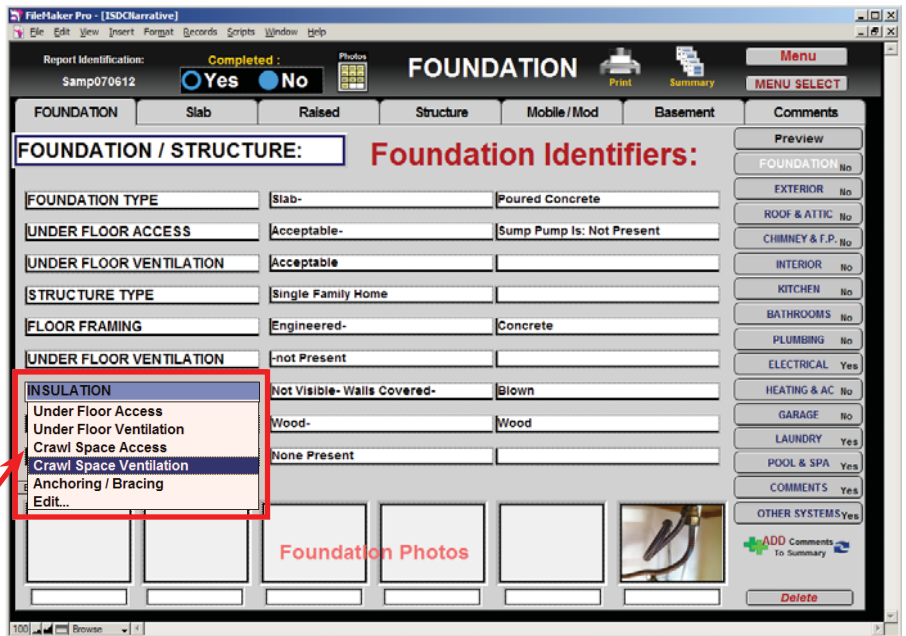


Header Layout

Very important:

Only use Letters and Numbers for Report ID Number. The program does not recognize punctuation marks, spaces and special characters.





In the category window the columns are the identifiers, click in box and a drop-down windows opens then chose or Edit

Getting around Report Comments Window

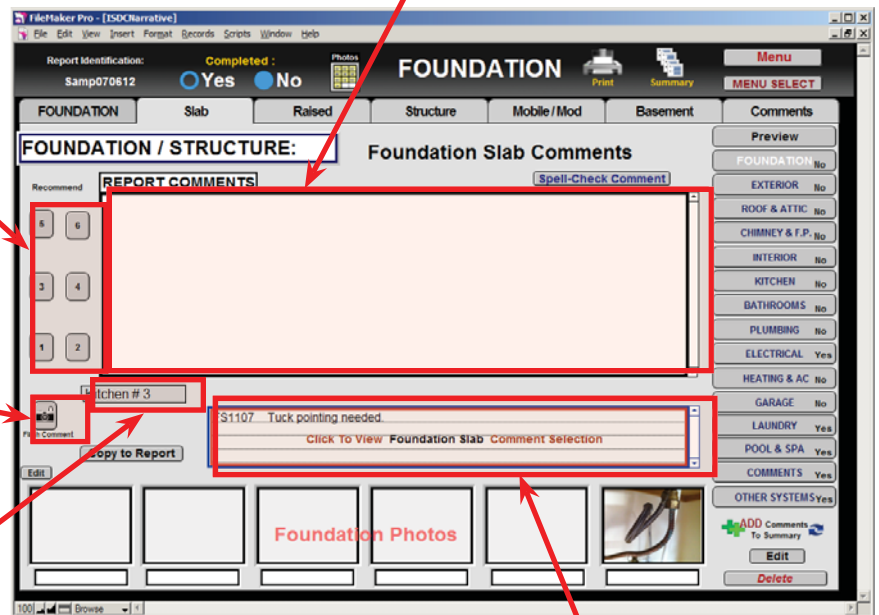
Recommend Buttons

- 1= MAJOR DEFECT
 - 2= MINOR DEFECT
 - 3= SAFETY HAZARD
 - 4= Recommend Evaluation By A Qualified Licensed Contractor / Engineer / Specialist.
 - 5= Recommend Evaluation of infestation / deterioration by a Licensed Pest Inspector.
 - 6= Recommend Evaluation or repairs by a Qualified Licensed Contractor
- Note:** To edit “Recommendations” select Default Report.

“Report Comments:”
All comments entered this box go directly into report.

This icon is the “Flash Comments” Hot Key

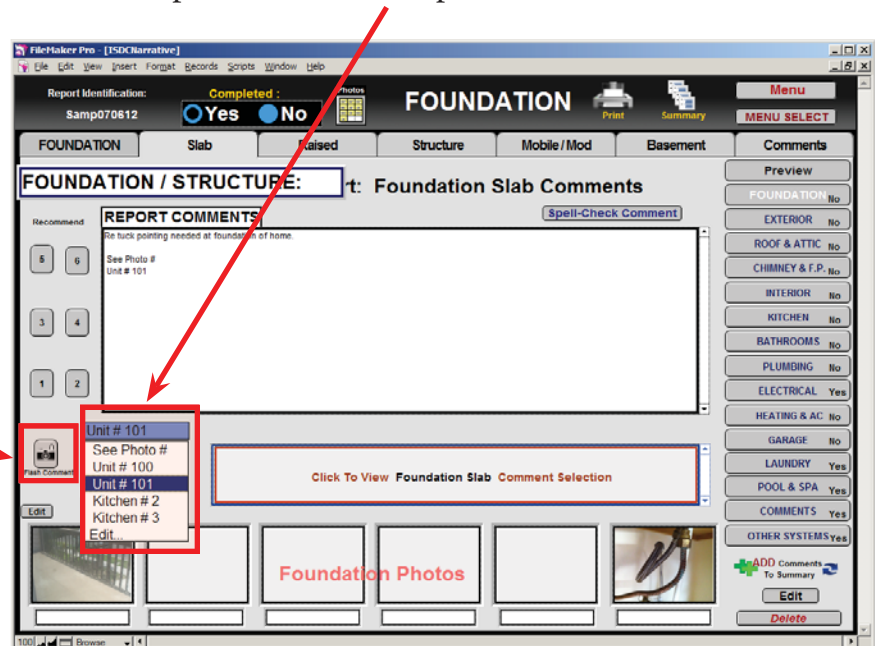
“Flash Description”



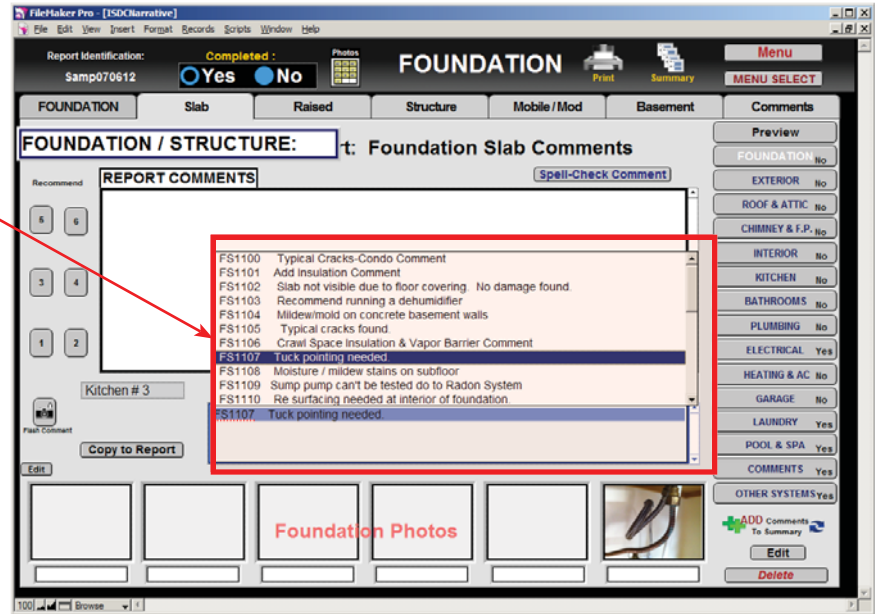
Click in the Box to view Foundation “Comment Section”

In the “Flash Description” window click in box and a drop-down window opens then select or Edit.

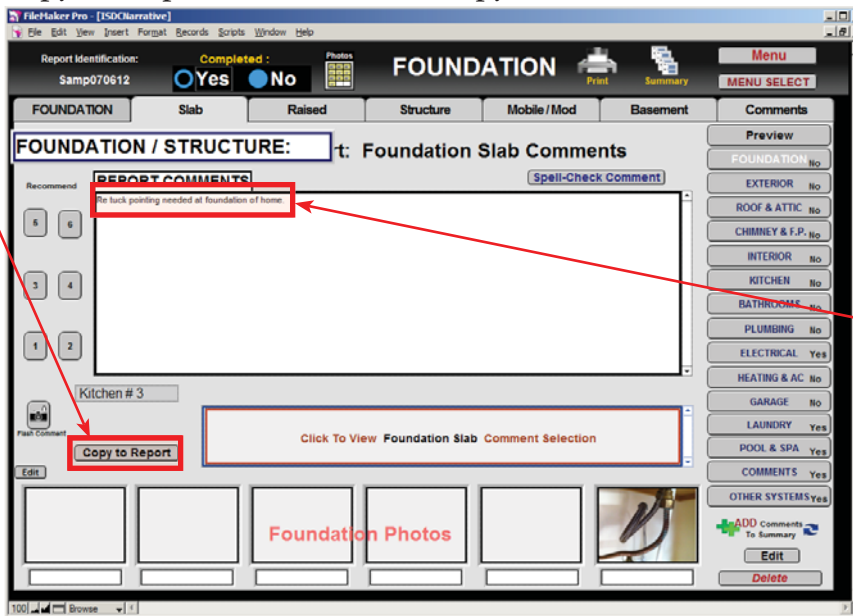
After selecting from the “Flash Description” Drop-down list, Click the “Flash” Hot Key to copy selection into the “Comments section”



The Comment section Drop-Down Window will open. Select the comment from the list that you want.

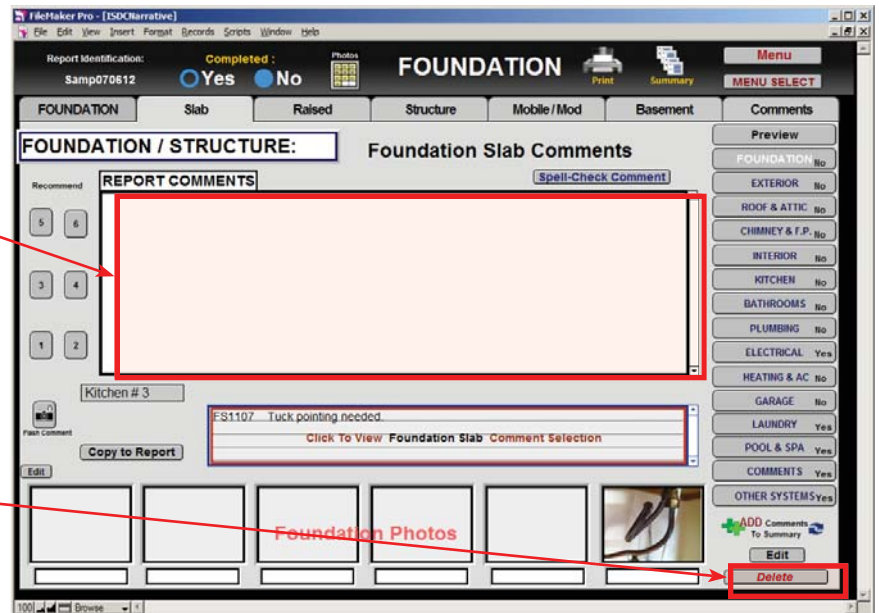


Click the The “Copy to Report” icon this will copy into the “Comment Section”



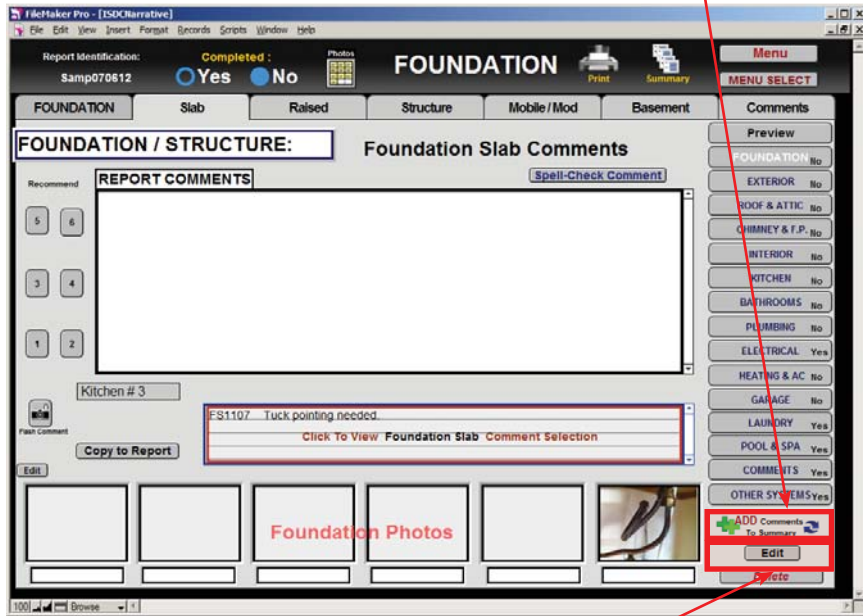
The comment that you have Chose appears in the “Comment Section”

Select “Delete “ to clear “Report Comments” Window



The Delete icon will delete all content from any field selected.

When you are finished with your comments at any time Click “ADD Comments to Summary”

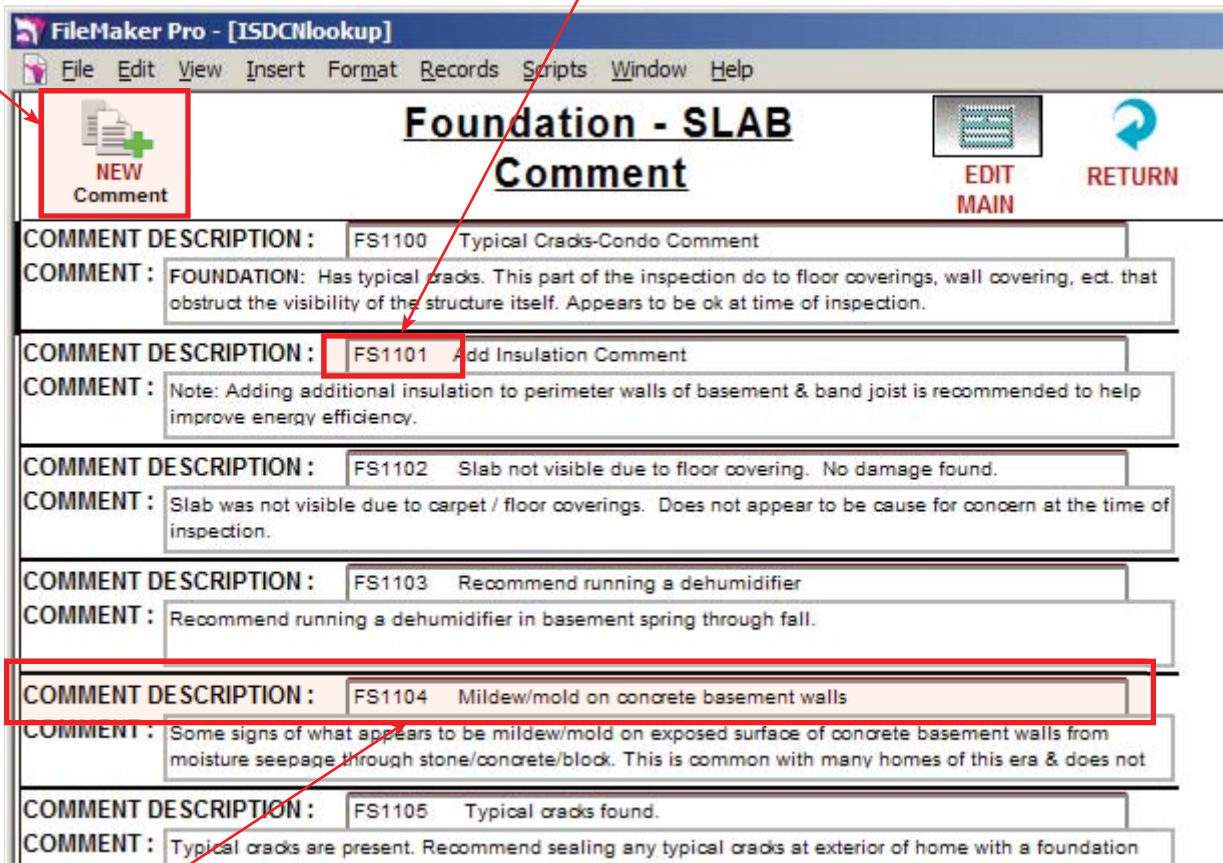


To add, edit or remove you comment list click the “Edit” icon.
This will open the Edit you comment Lookup Library Window.
(See Comment “Lookup” Window below)

Comment “Lookup” Window

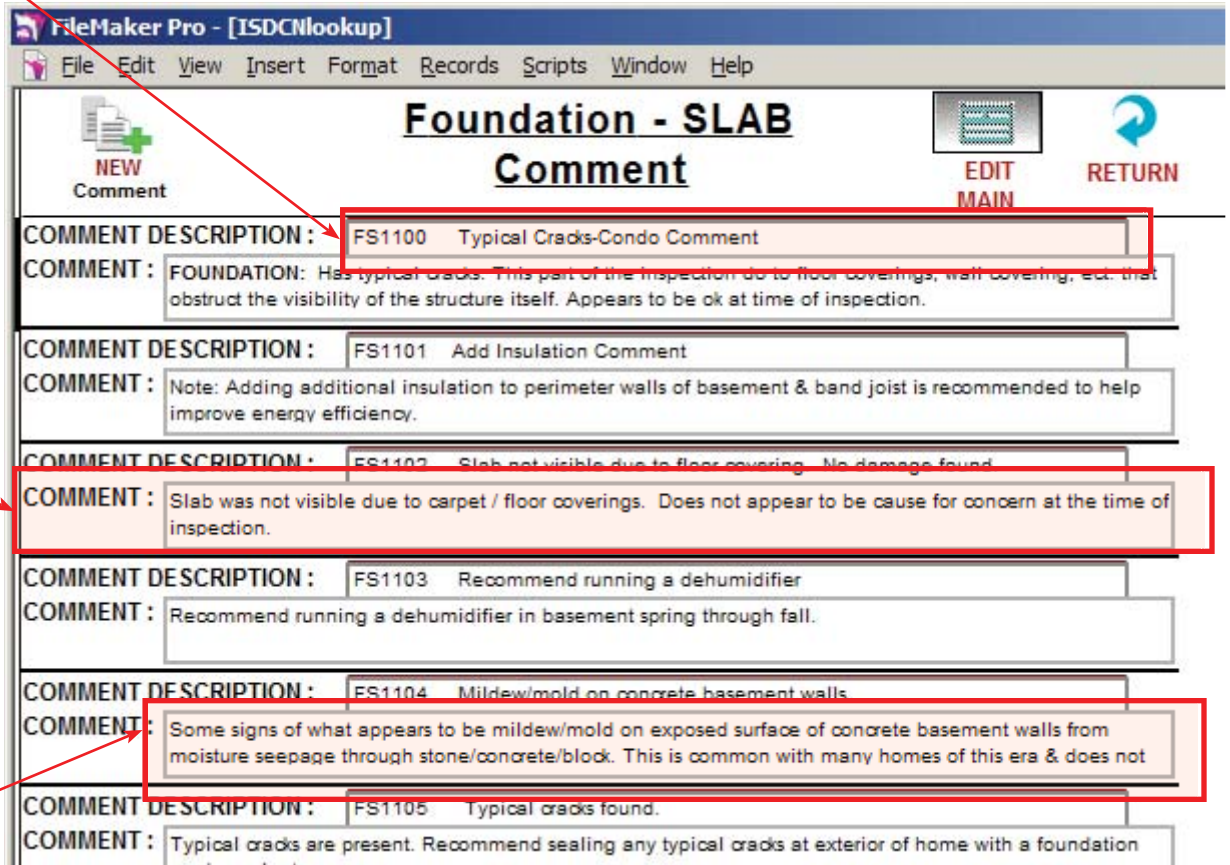
Add New Comments icon

All Comments are sorted by the first Numeric number.



In the Comment Description, window is the description seen when you select, new comment on the Report Entry screen when selected.

Keep your description short.

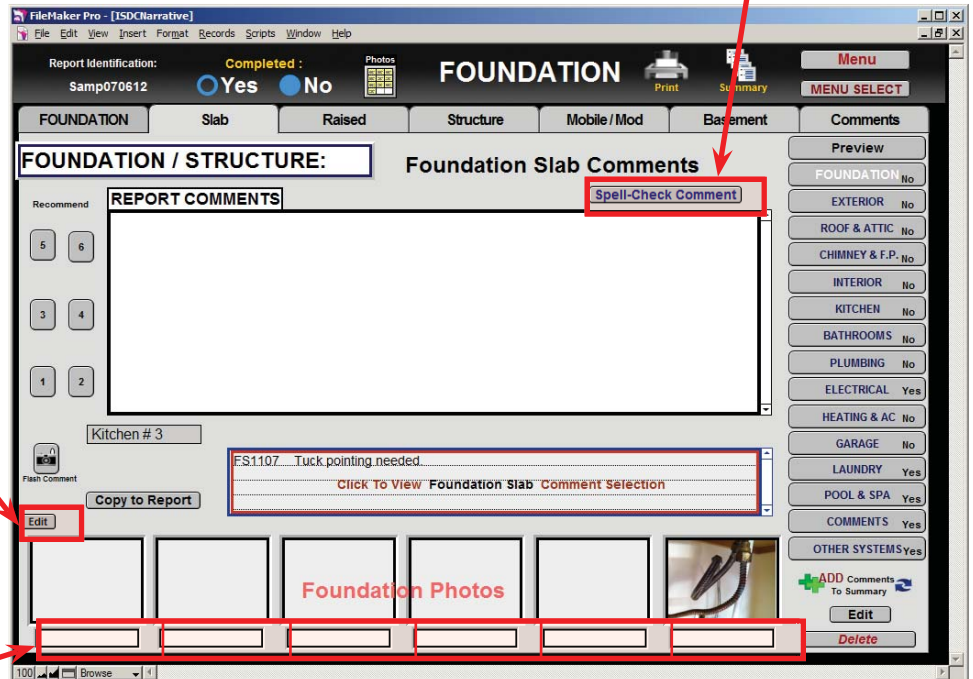


The Comment Windows is your complete comment.

To modify an existing comment just click in the box and edit as desired when finish with changes make sure you click outside of field to save changes.

The "Spell-Check Comment" icon checks spelling in "Report Comments" Window.

This "Edit" icon edits "Photos Comments" for the category you are Inspecting.



Comments for Photos.

**Congratulations
you have "Selected Report Category"**

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



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