

Technology for Real Estate Appraisers

Three 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 by (30% to 50%)
 - Lower Costs by Eliminating –Paper, Ink, Office Supplies, Stationery, Equipment, Maintenance, Power Consumption, Storage, etc.)
 - Reliable and Consistent Results
 - Professional “Cool” Image
- Desktop vs. Laptop
 - Desktop –Best Suited for Multiple Monitors
 - Specs That Work Well
 - Laptop –Best for Emergency Backup; Portability (Out of Office, Vacation)
- Backup Storage –eg.Vault on The Web
 - Upload / Download Files
- Multiple Monitors
 - How Many
 - What Size
 - What Configuration
- MS Windows 10 Operating System
 - Split Screen Capability
 - Multiple “Task Views”
- 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
 - Subject Data
 - MLS
 - 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

2 Hours

Case Study / Live Demo

- The “Pre-Inspection” (Paperless) Process
 - New File Folder
 - Print to (PDF) file: Order Form, Subject MLS History, Tax Record
 - Export MLS General Neighborhood Data and Print to File
 - Export MLS (Subject Comparable) 1004MC Data and Print to File
 - Export MLS Comps Listings 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” 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 Basics
 - Draw Using Laser Device
 - Applying Labels and Symbols
 - Tips and Tricks Features
 - Info; Help
 - “Text to Place”
 - Draw; Pop Indicators
 - Move, Adjust, Curve, Undo, Redo, Del, Rotate, Copy & Paste, Zoom
 - Save and Close
 - Upload to Cloud
 - Download to Desktop to Continue Work at Office
 - At This Point There are Three Working Copies (Smartphone, Cloud, Desktop) –Field Work is Safe

- Q A Session