

Best Inspectors Network™



HOME INSPECTION

Report System

The most powerful
Inspection Report Systems
under the Sun

BestInspectors.Net™

XL Pro Legacy 8 Set-Up

1. General Information

The Report requires the registration code to be entered on the Registration Page before it can be used. It is not necessary to register the software on-line in order to be able to use it. The Report requires the registration code to be entered in the Registration box during or after installation before the software can be used.

The Report does NOT require a password to open or use it. If you get a message when opening the Report that says you need a password, it is most likely that you (or Windows) are using the wrong application to attempt to open the Report. You will get the "password required" message if you attempt to open the Report with Microsoft Works, OpenOffice, or other programs that read Excel® files. The Microsoft Excel® files will **NOT** work with Microsoft Works®. If you do not have Microsoft Office, you will need to install it. Microsoft Excel® is not included with this package.

2. Installation

Install the report from the auto-loading menu based "XL Pro" CD or DVD. You may have received more than one CD with XL Pro or you may have received XL Pro on a Data DVD. Be sure to load the disc in the proper type drive. When the menu loads select menu option "Install XL Pro". The next screen gives you the option to either install XL Pro or register it on-line. It is not necessary to register the software on-line in order to be able to use it. Registering on-line ensures that you are notified of updates. **Select the menu option for the version of XL Pro that you purchased and follow the prompts.**

3. Inspection Report

Set your display resolution to 1024x768 or higher for optimum viewing.

You may be prompted to either "Enable" or "Disable" macros when the report starts. You MUST enable the macros. If your macro security setting is set to "High" or "Very high", the program will not run properly. If your macro security is set to high or very high, you will need to set it at low or medium. You can set the macro security by going to the menu at the top of the screen and selecting "Tools/Options/Security/Macro Security". The message box that you will see says that a security setting of "low" is not recommended. However, even with security set to "Low", you are safer with an Excel application than you are with most other programs that have the ".exe" extension. Excel is inherently more secure than other executable (.exe) programs. You will also see a tab in the macro security dialog box that says "Trusted Publishers". Click on the Trusted Publishers tab and make sure that "Trust access to Visual Basic Project" is checked. Click "OK" to close the "Security" box, then click "OK" to close the "Options" box. You will need to close the report and reopen it after you set the security to medium or low. If you set the macro security to medium, you will be prompted to "enable macros" each time you use the report.

You are now ready to use XL Pro Legacy 8 Edition. The quickest and easiest way to learn XL Pro is to use it. You may want to begin by fitting the report to your monitor's screen width by selecting the "Alignment Bar" and the bottom of each page and selecting "View/Fit Selection" from the menu at the top of the screen.

A free demo of XL Pro Platinum Edition, the industry's most powerful Home and Commercial Inspection Report System is available upon request. You can request a demo of XL Pro Platinum the BestInspectors.Net web site.

4. Pre-Inspection Agreement

The pre-inspection agreement is a Word document that can be tailored to suite your needs. Use

Word's "Search" and "Replace" to insert your company name in the pre-inspection agreement. Replace 3 occurrences of "AAAA AND ZZZZ HOME INSPECTION" and 23 occurrences of "AAAA AND ZZZZ" with your company name (your company name appears a total of 26 times in the agreement). Change the phrase "an Ohio corporation" to the name of your state and business structure.

5. Registration ** IMPORTANT **

You must complete the registration form on the BestInspectors.Net web site to qualify for support and software updates. You are entitled to free technical support and updates for six months from the date of purchase for Silver and Gold Editions and one year for the Platinum Edition.

Utilities and other useful files and information may be available for download from BestInspectors.Net. If you would like to access the Members area on the Best Inspectors Network web site you may use the user name and passcode assigned to you when you register your software.

If you have any questions, please feel free to write to support@BestInspectors.Net or msi@msi.ms or call (213) 291-1717 or (407) 401-9298 in the United States or (416) 628-1390 in Canada.

REPORT MENU SYSTEM (optional)

XL Pro Series™ Report Systems

The **BestInspectors.Net** Report CD Menu System™ provides you with a convenient way to distribute your Inspection Report to clients (and lenders, real estate agents, attorneys, etc) on CD. CD's created with the **BestInspectors.Net** Report CD Menu System are auto running, menu based CD's. There are separate menu selections for the Report, browsing the CD (to view photographs, etc.), and bonus software included on the CD.

Use of the **BestInspectors.Net** Report Menu System™ requires an understanding and good working knowledge of the Microsoft Windows® operating system. You will need to know how to move, copy, and rename files and write to (burn) CD's.

Technical support is **not** available for the **BestInspectors.Net** Report CD Menu System™. The **BestInspectors.Net** Report CD Menu System™ is distributed **as is** and is not warranted, expressed or implied, against defects or for performance or suitability to any particular task. This version of the **BestInspectors.Net** Report CD Menu System™ is intended to be used only with the **BestInspectors.Net** Legacy Series™ and **BestInspectors.Net** XL Series™ Inspection Report Systems. The terms of the End User License Agreement of the Inspection Report software with which this is intended to be used also applies to this software.

Instructions for Use

1. Create a master distribution folder

Use Windows Explorer (not Internet Explorer) to

folders from the **BestInspectors.Net** Report Menu System™ CD to the new "Inspection Report Distribution CD Master" folder.

2. Create a PDF copy of the Report

Create a PDF version of the report that is to be distributed on the CD. Use whatever method you would normally use to create a PDF version of the Report. Your Report may include photographs. Most inspection report software allows the insertion of photographs directly into the report.

Create a single PDF file by holding the "Control" key and using your mouse to select the tabs of the pages to be included in the Report. Create the PDF by selecting "File/Print" and selecting your PDF print driver. A PDF print driver is included on the XL Pro CD for your use if you do not already have one.

3. Copy the Report to the Master CD folder

Copy (**do not move**) the Report from its original location to the folder "Files/Report" in the "Inspection Report Distribution CD Master" folder.

Rename the Report from its original name to "report.pdf". The report must be saved as a PDF file named "report.pdf" or the **BestInspectors.Net** Report Menu System™ will not recognize it. The first menu selection on a CD created with the **BestInspectors.Net** Report Menu System™ is for the main Inspection Report.

4. Copy Photos (if separate from the Report) to the Master CD folder

Most inspectors prefer to include their photographs in the main report. This step is only for those inspectors who distribute the photographs separate from the main report.

Copy the photographs from their original location to the folder "Files/Photos" in the "Inspection Report Distribution CD Master" folder. The photographs will not be accessible from the CD menu. The user will need to use the "Browse CD" menu selection in order to view the photographs.

Photos that are not in the main report will be only be available to the end user of the CD by way of the "Browse CD" menu selection. The photographs may be in a separate single file (such as a PDF) or separate multiple files. The end user will be able to view the photos by double-clicking on the file(s) to invoke their default viewer for the file type.

5. Write (burn) the CD

Use your CD burning software to create the menu driven CD. Within Windows Explorer, highlight all files and folders in the "Inspection Report Distribution CD Master" folder and drag them to the composition window in your CD burning software. Write the CD.

The Report CD as a Marketing Tool

Among the many advantages of the using the BestInspectors.Net Report Menu System™ to create distribution CD's of your reports is that the CD's become more than just an inspection report. They will be among the most effective marketing tools you will ever use. Your clients will show the CD to friends, relatives, co-workers, lenders, lawyers, and others. The ease with which the report can be distributed means that it is also more likely to be distributed than a paper report would be and it will always look good, unlike a written report that has been faxed or copied many times. The impact that the medium has on your business will be noticeable and most important, it will be very positive.

The Report CD as a Cost Control Measure

Using the BestInspectors.Net Report to create distributable copies of your report also means tremendous cost savings to you and cost savings to you means increased profits. A printed report with photographs can be very costly. Printing photographs on even an economy printer can easily cost more than \$2 a page. It is also very time consuming to print reports, especially reports that include photographs.

A good quality CD can be purchased typically for less than 25¢, a nice color glossy CD label can be produced for around 20¢, and a very professional sleeve can be produced for about 50¢. Your total cost is less than \$1.⁰⁰! It also takes only a fraction of the time to write a CD that it takes to print a report with photographs.



This is your Registration Code

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