

Meet Aurora, the fifth generation of

# WinTOTAL

## The best of both worlds

Whether you depend on software to help you simply get your reports done as quickly as possible, or you need it to help streamline your business, WinTOTAL works the way you do. It's full of innovative, labor-saving, easy to use features needed by any appraiser. After all, it's number one for a reason.

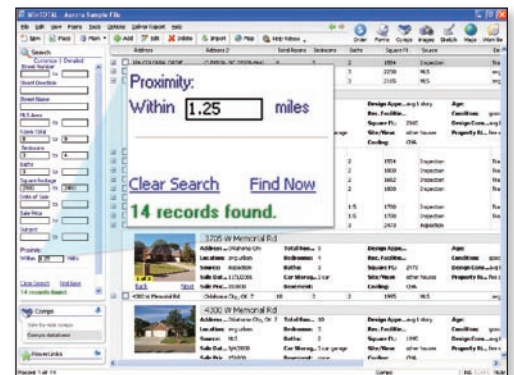
## Take charge of your data gathering

Before, during and after the property inspection, appraising is virtually 100% data gathering. It's only after having data that you can even consider any approaches to value. From gathering the correct address, legal description, assessor's data, taxes and census tracts to searching possible comps, doing the inspection, sketching, taking and assembling photos, and getting street and flood maps, WinTOTAL has the tools that let you do it all quickly and easily.

Other software companies don't focus on this critical stage of your job, and so they don't have the tools you'll find in WinTOTAL. If they have a few, they're just a hodge podge of separate, cumbersome modules with no automation and no real integration with your forms. Not here. We've built the tools that make data gathering as fast and easy as possible so you can quickly move on to the value analysis — the part of your job that you get paid the most to do.

### Find the right comps, right away

WinTOTAL has the most powerful comps database available, so you have easy access to all your comps. You can automatically add the subjects and comps from all your existing reports to your Comps Database in one swoop, and they're geocoded for proximity searching.



*Because every property in your database is geocoded automatically, you can search by proximity to find potential comps already in your database.*

### Geocoding makes all the difference

WinTOTAL is what you need it to be — a live data source that compiles a dynamic database of the work you've done, resulting in easier and faster data gathering for every report you do. It knows the latitude and longitude of every property you've ever done, for quick proximity comps searches and finding the best reports to merge existing data from. With the right data in place, you move forward much faster.

### Free MLS and public data importer

WinTOTAL imports comps from MLSs, assessors, or other data sources with our powerful wizard. It even saves it all directly into your database. Plus, separate third party integrations with Datamaster and NDCdata also pull comps right into your forms.

**"WinTOTAL has cut down turnaround time by 50%. I've been with a la mode for about six months and I feel like I haven't even scratched the surface of what's available to me."**

— Brent Martin,  
On Call Appraisal Company

**"I had been using ACI for about 7 years and I wanted technology on my side. I went with WinTOTAL since two of my main goals are to be a paperless office and to be known for effective and efficient communication."**

— Kathleen Reilly  
Reilly Appraisal Services, LLC

**"I had been a user of ClickForms for 12 years. I needed to recall an old appraisal for information and found out that ClickForms had removed the old report converter and could no longer call up it's own older files. I had a demo copy of WinTOTAL, and it did the job. I called the next morning and ordered."**

— Paul James



**Real "switch" stories!**  
[CLICK HERE](#)



With WinTOTAL, your property maps are high resolution, can have annotations, and are properly sized.

### Make the most of your time in the field

WinTOTAL pulls driving directions to your subject and any comps in a single click. And with Pocket TOTAL, you can rest assured you have accurate data from the inspection. Use it with any of the popular Pocket PCs and even Tablet PCs in the field.

### Instant census, flood, and maps

WinTOTAL gets a high resolution location map, flood and census data and even driving directions all at once — in seconds. It adds the subject and comp balloons, transfers proximities to your forms and (when you have InterFlood) adds a flood map with the flood zones shaded for you. Not only do you get legal-sized, high-resolution location maps that are properly shaped for your report or addenda, you get advanced drawing and annotation tools. When have you ever needed to make a note on a property, or add a “waste dump” location on the map but couldn’t? With WinTOTAL, gathering all of the map data you need is much faster.

### Forget clunky photo management

QuickPix gets photos from your camera to your forms in seconds. And your photos database lets you save images in groups (by neighborhood for example), scan images onto forms, find photos on your PC and more.

## Develop reports with blazing speed

Developing the report is where your highest-value intellectual work as an appraiser takes place. You need the tools that roll with you instead of a hodge podge of mismatched modules that force you to open separate programs or invent workarounds to get the data you need, where you need it. WinTOTAL has more of the tools you need to develop your report faster than other formfillers, and this is perhaps where we invest the most of our own development time — continually improving existing features and developing new tools that will help you develop your reports even faster.

### The right forms at the right time

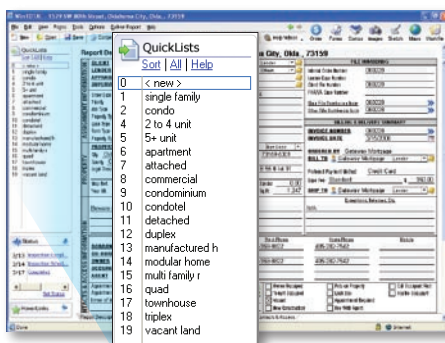
With WinTOTAL, you get instant access to over 500 forms in a customizable, searchable library. And with a Support Membership, our Instant Customer Update system automatically installs all new forms for you before they’re required, at no extra cost. You won’t ever pay “per form” and you won’t ever be stranded waiting on forms.

### Lightning fast formfilling

Our unlimited single or multi-field QuickLists beats the crude F-keys or single cell canned comments of other formfilling programs every time. Fill out fields, sections or whole forms in one keystroke with automatic QuickLists and recently used text. (Do the entire neighborhood section in one click!) Merge data or comps from prior reports instantly. Plus, comp grid hotkeys and features make adjustments and text quick and consistent. Forgot to save a QuickList entry? No problem. WinTOTAL also remembers the last 10 things you typed in any field.

### Forget cloning old reports – With WinTOTAL, you’ll pick and choose what to reuse

No more static, inflexible form packs, templates, or all-or-nothing cloning. Our SmartMerge with our Order Manager let you merge specific forms and individual sections from old reports, without blowing away the subject data. Choose from as many reports as you want to custom build your new report’s starting point in seconds. Merge just the form, some or all of the data, or some of each. Even search for old reports to merge with advanced criteria, like proximity to the subject.



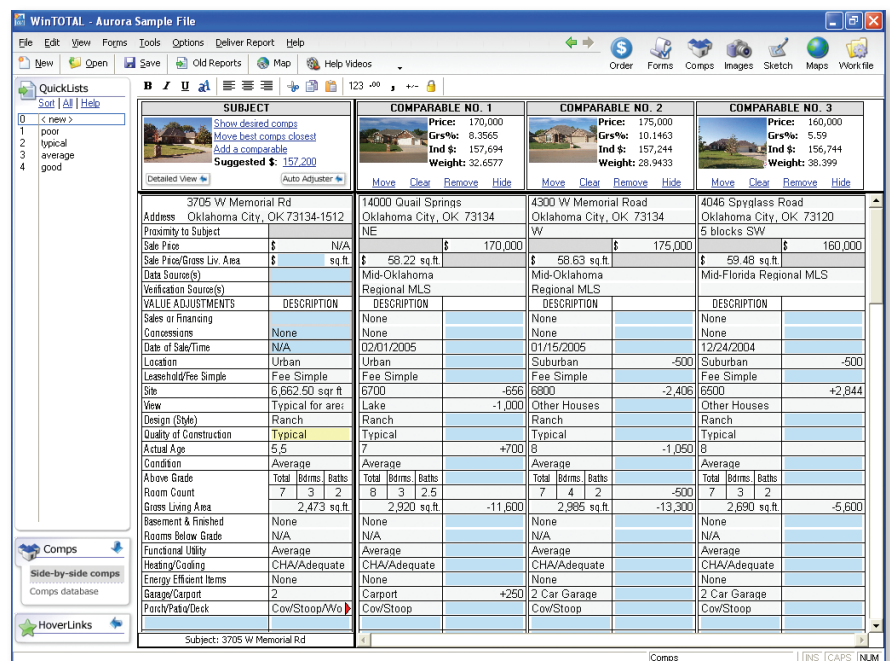
Unlimited QuickLists entries reduces keystrokes, saving you time.



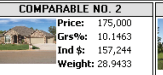
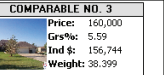
### See and adjust all your comps on one screen

Finding and adjusting comps is one of the most important parts of what you do, so we've made WinTOTAL's Comps PowerView appropriately powerful. See all your comps in one side by side view, no matter how many, complete with a thumbnail image at the top. Plus, our Auto Adjuster makes it easy to apply factors across all your comps at once. Comps you've added to the grid that you end up removing are automatically saved to your Digital Workfile for quick reference later.

### Adjust comps automatically

WinTOTAL's Auto Adjuster lets you create, save and load adjustment "templates". All you need to do is change the adjustment factor to see the line item dollar amount effect on all the comps instead of calculating each by hand. This is a major aid in fine tuning market reactions to any physical differences between the subject and its possible comps.



SUBJECT		COMPARABLE NO. 1	COMPARABLE NO. 2	COMPARABLE NO. 3
 Show desired settings Move best comps closest Add a comparable Suggested \$: 157,200 Auto Adjuster		 Price: 170,000 Grs%: 8.3565 Ind \$: 157,694 Weight: 32.6577	 Price: 175,000 Grs%: 10.1463 Ind \$: 157,244 Weight: 28.9433	 Price: 160,000 Grs%: 5.59 Ind \$: 156,744 Weight: 38.399
3705 W Memorial Rd Address Oklahoma City, OK 73134-1512 Proximity to Subject		14000 Quail Springs Oklahoma City, OK 73134 NE	4300 W Memorial Road Oklahoma City, OK 73134 W	4046 Spyrlass Road Oklahoma City, OK 73120 5 blocks SW
Sale Price	\$ N/A	\$ 170,000	\$ 175,000	\$ 160,000
Sale Price/Gross Liv. Area	\$ sq ft	\$ 58.22 sq ft	\$ 58.63 sq ft	\$ 59.48 sq ft
Data Source(s)		Mid-Oklahoma Regional MLS	Mid-Oklahoma Regional MLS	Mid-Florida Regional MLS
Verification Source(s)				
VALUE ADJUSTMENTS	DESCRIPTION	DESCRIPTION	DESCRIPTION	DESCRIPTION
Sales or Financing	None	None	None	None
Concessions	None	None	None	None
Date of Sale/Time	N/A	02/01/2005	01/15/2005	12/24/2004
Location	Urban	Urban	Suburban	Suburban
Leasehold/Fee Simple	Fee Simple	Fee Simple	Fee Simple	Fee Simple
Site	6,662.50 sq ft	6,700	6,600	6,500
View	Typical for area:	Lake	Other Houses	Other Houses
Design (Style)	Ranch	Ranch	Ranch	Ranch
Quality of Construction	Typical	Typical	Typical	Typical
Actual Age	5.5	7	8	8
Condition	Average	Average	Average	Average
Above Grade	Total Bdrms Baths	Total Bdrms Baths	Total Bdrms Baths	Total Bdrms Baths
Room Count	7   3   2	8   3   2.5	7   4   2	7   3   2
Gross Living Area	2,473 sq ft	2,920 sq ft	2,985 sq ft	2,690 sq ft
Basement & Finished	None	-11,600	-13,300	-5,600
Rooms Below Grade	N/A			
Functional Utility	Average	Average	Average	Average
Heating/Cooling	CHA/Adequate	CHA/Adequate	CHA/Adequate	CHA/Adequate
Energy Efficient Items	None	None	None	None
Garage/Carport	2	+250	2 Car Garage	2 Car Garage
Porch/Patio/Deck	Cov/Stoop/Wo	Cov/Stoop	Cov/Stoop	Cov/Stoop

With WinTOTAL, you'll see all of your comps at once and it's easy to create auto adjustment templates. You can retire the calculator.

### Prepare your property photos with power and ease

It doesn't matter if you download photos to folders on your hard drive when you get back from the field, import them into your Images Database, or save them as "albums" in WinTOTAL by date or neighborhood. You can find the photos you need and drag them into your forms in seconds. WinTOTAL's photo management is designed to be flexible, and work the way you do while developing your report.

WinTOTAL's Image Optimizer lets you lighten, darken, rotate and crop your photos. You can even reduce file sizes without diminishing the image quality.

### Adding documents to your report has never been easier

How often do you need to add a PDF file, image or scan in a plat map? Probably quite often. WinTOTAL's Add Document tool lets you choose the form you want to put it on and name the title of the form. Then it brings in your document, image or scan and adds the new form to your report's Table of Contents, all at once.

## MORE ON COMPLIANCE:

Our website has a wealth of information about GLBA compliance for appraisers. Click [here](#) to learn more.

Vault, our file storage solution for appraisers, keeps you USPAP compliant with secure, off-site file storage. Click [here](#) to learn more about Vault.

GLBA dictates that borrower information not be transferred via insecure e-mail. With an XSite, you can still deliver electronically and be in compliance. Click [here](#) to learn more about XSites.

## Stay compliant

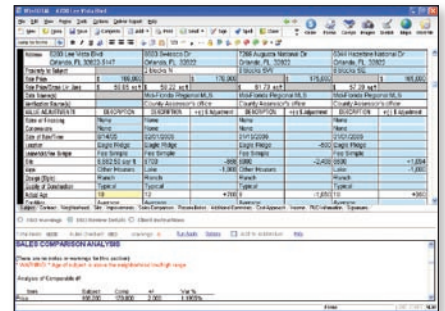
Compliance affects everyone in an appraisal office, no matter if it's a large shop or a one person operation. And it isn't optional. There are industry regulations, from federal laws to Fannie and Freddie guidelines, that affect which forms you use, when you use them, how you deliver a report and how you communicate status. That's why you need a company who takes it as serious as you have to and builds the tools that make it easy for you to stay compliant.

### Stay compliant without the paper

USPAP says you have to keep your reports and workfile, but why keep all that paper? WinTOTAL lets you drag and drop supporting documents into the Digital Workfile in each report and easily scan files in to maintain a completely digital file. If you have an XSite and WinTOTAL, you can use our DirectFax technology to turn paper into PDF in seconds and automatically add it to your Digital Workfile as well. You can convert paper plat maps, notes, sales contracts and more in just seconds. With WinTOTAL's tools, you stay compliant, but without the paper and file cabinets.

### Run accurate E&O checks before delivery

WinTOTAL's complete E&O checker will help you make sure your finished report is accurate and complete. It catches blank fields and runs mathematical checks against built-in formulas you can customize for the properties you deal with. Our E&O checker runs thousands of industry rules, and even client specific rules you can customize, in just seconds. It minimizes embarrassing errors and makes reviewing your reports much more efficient.



Ensure the report is free of errors before you deliver it with WinTOTAL's built-in E&O checker.

## Report delivery

Whether you print the report on paper and deliver it with a box of donuts, or automatically create a PDF and deliver it via a secure client section of your website, or any combination of methods between those extremes — it's all "delivery". You'll find the most professional and most complete delivery options in WinTOTAL.

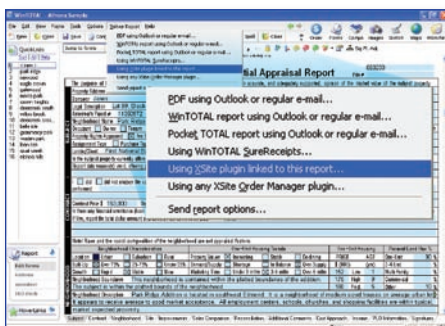
### Guarantee report delivery with SureReceipts

You'll never again wonder if your clients got the report you sent because SureReceipts works like certified e-mail. You'll get confirmation e-mails telling you when the report was delivered to the client and also when it was opened. Delivery is a sure thing and you won't have to worry about failed attachments.

### Hassle-free report delivery for you and your clients

Whether it's GLB-compliant XSites delivery, delivery through SureReceipts, AppraisalPort or Lighthouse, or just plain old PDF via e-mail (WinTOTAL even has its own built-in PDF driver), other software providers don't have this variety of delivery methods available.

With an XSite, you can upload finished reports to a secure client login section of your site. Your client logs in and can retrieve as many copies as they want, 24 x 7. To learn more about an Appraiser XSite, click [here](#).



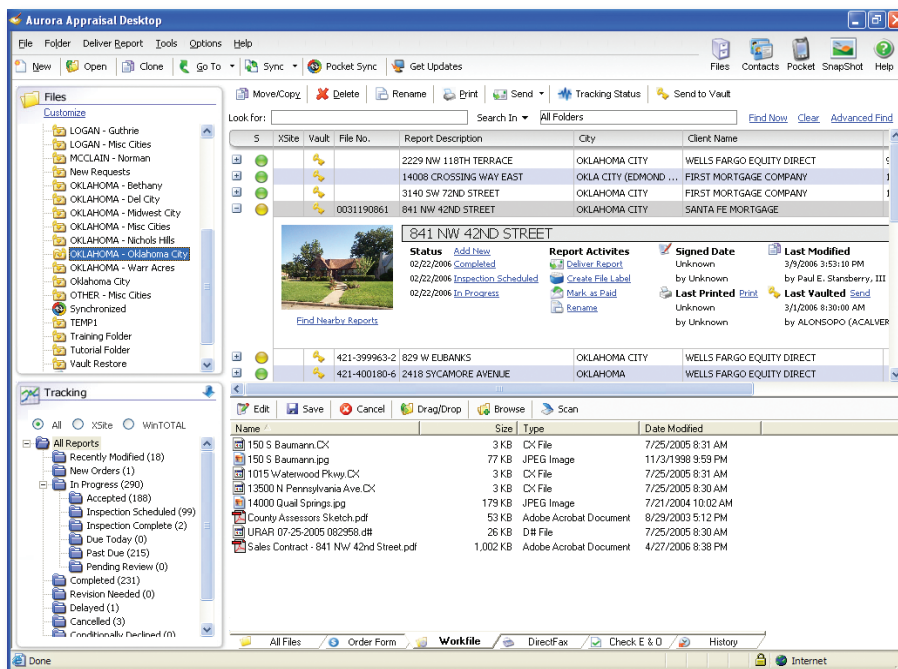
WinTOTAL allows you to choose how you want to deliver the report.

## Manage your data

You run a service business. Turn times, workflow, report status and demanding clients all have to be well managed. Being able to track and manage your appraisal files is at the core of your business, and without the tools to do this efficiently, everything else can suffer.

### File management that makes sense

You shouldn't have to put up with archaic, DOS-like file structures, with rigid filename requirements (like only digits) or just a simple Windows® folder. In WinTOTAL, you get a fully integrated "Appraisal Desktop" — a friendly view into a very powerful database. You can see what you're owed, what you need to do, and what you've already done at a glance. You can search, sort, track, copy, mail, print, bill, file, review, communicate and more, all in one place.



With WinTOTAL's File PowerView, you can track your files easily. See all your orders and reports at once. View, set and send status messages – all in one location.

- Organize your reports**  
*Create folders and subfolders, sort by any column, or even edit your column layout.*
- Report status at a glance**  
*See which reports are on time, past due or behind using color coded "state lights."*
- Send automatic status e-mails**  
*With an XSite, you can send any client a status e-mail message from the Files PowerView, and avoid those tiresome status phone calls.*
- Know which reports have been backed up**  
*If you use our Vault service, you can upload files instantly, and see at a glance which reports have been backed up so you'll have peace of mind. Learn more about Vault [here](#).*
- Record payments with a click**  
*Mark reports as paid and all the information transfers to your invoice and order forms.*
- Track who did what and when**  
*Have you ever needed to know who in your office modified a report and when it happened? Now you can. See recently modified files, new files, completed, delayed and more. And reviewing appraisers can see what's been done in a report without opening it.*
- Manage the report without opening it**  
*Without opening the report, only WinTOTAL lets you edit the order form, see or add to the digital workfile, DirectFax documents and run E&O checks. Print, e-mail and mark the report as paid, too.*

### Taming the comps management beast

Not only is finding comps a breeze, but storing and reusing old comps and subjects is just as easy. All properties are automatically geocoded and saved in your Comps Database. All you have to do is type in an address and you can easily find and reuse any comp, all based on proximity, room count, square footage and more. And the photos stay with them. Or use the search tool to quickly find any comp that you might need to update quickly and resave. It's truly that easy.

### Your contacts are money in the bank — manage them without extra programs

WinTOTAL's robust contact management system that lets you clearly view, sort and filter your contacts. It also lets you assign unlimited sub contacts to a main company and branch rather than having to assign ID codes or use other outdated methods to keep your contacts organized.

## GO PAPERLESS WITH THESE TOOLS:

An Appraiser XSite will give you paperless reports from order to delivery. Click [here](#) to learn more.

Vault keeps you USPAP compliant with secure, off-site digital file storage. Click [here](#) to learn more about Vault.

Pocket TOTAL eliminates your clipboard and field data inaccuracies. Click [here](#) to learn more about Pocket TOTAL.

## Everything you need to go paperless

The benefits of going “paperless” are obvious. See those filing cabinets over there? Gone. Also gone, all the time you or your staff spend feeding them. Your work is more efficient if everything is where it should be from start to finish, and papers from different files aren’t commingled, and nothing gets misplaced. Paperless is more accurate, for example when it comes to deciphering fax orders. And Gulf Coast appraisers will put disaster preparedness at the top of the list of pluses.

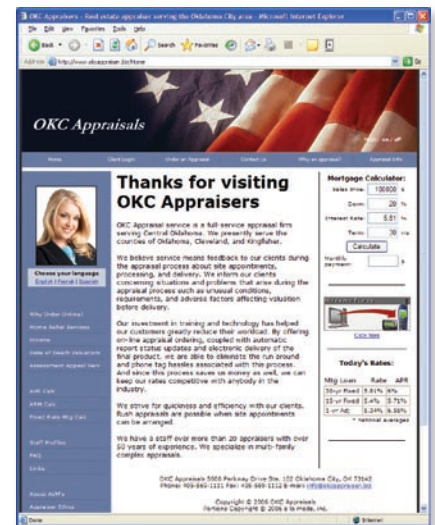
Among the reasons paperless hasn’t completely caught on is that it seems too daunting, too much of a change to the way you work. That was true when you had to scan everything into a huge .TIF file and drag and drop it yourself onto CDs or ZIP drives.

We have everything you need to make your office truly paperless, increasing your efficiency, accuracy, time savings and the security of your files.

### Appraiser XSite: A paperless report from order to delivery

When your client orders online on your XSite, the property and client data synchs into WinTOTAL without your having to decipher a paper fax and retype. When the report is complete, your client can access it 24x7 at your XSite and print multiple copies themselves. You won’t have shipping bills, delivery hassles or wasted time due to printing duplicate copies for a client.

So what about the paper you accumulate for each file, like field notes, assessors print outs, offer agreements and more? Your XSite’s, DirectFax feature will quickly and easily convert those prints to PDFs. Your XSite generates a bar coded fax cover page unique to both you and each specific report. Fax all your papers to the toll free number on the cover page and DirectFax converts it all to PDF and routes it back to you. It’s tagged with your assignment’s identifying information so it goes in the right file for compliant, permanent, paperless storage.



Take orders and deliver your finished reports on your XSite.

### Vault: Eliminate file cabinets and keep your data secure

Eliminate all those file cabinets right now. With Vault, you can keep backups of each digital workfile offsite. Eliminating the paper is one benefit, but the biggest by far is file security.

What if you lost everything tomorrow? Your appraisal files and your invoices? Paper-filled file cabinets, CD or tape backups are extremely cumbersome, expensive and unreliable. A single PC crash, storm or fire can leave you with no income and no way to get back up. Vault is your solution to get rid of the file cabinets and keep your files safe.

### Pocket TOTAL: No more field notes to type

Pocket TOTAL runs on all of the popular PDA devices. Before you leave for the inspection, it synchs with WinTOTAL to get the report data and forms you need for the field. You can even have your QuickLists with you in the field to fly through forms. When you get back, your form fields, sketches, rough notes and even voice recordings upload directly into WinTOTAL, so you haven’t written or re-typed a thing. You’ll save time on every report and you won’t risk the inaccuracies that result from messy field notes.



Pocket TOTAL sends all your field inspection data to WinTOTAL. No more field papers or typing data and the inaccuracies that result.