

## XACTCONTENTS ONLINE TRAINING COURSE SUMMARY

### ■ COURSE SUMMARY:

The XactContents Online Training Course is designed for Xactimate users to find replacement costs for nearly any residential content item. Students in this course will be taught XactContents features and shown how to utilize new features to increase estimating efficiency and accuracy.

### ■ COURSE REQUIREMENTS:

- Computer and Internet System Requirements:
  - DSL or faster Internet connection
  - 256 MB of RAM or better
  - 1 GHz processor or faster
  - MS Internet Explorer (Web Browser)
  - Telephone within close proximity to computer
- Knowledge of the Property Loss industry and terminology
- Basic Xactimate 27 skills
  - Ability to comfortably navigate Xactimate 27
  - Ability to create an Xactimate 27 estimate from start to finish
  - Basic Estimate Items knowledge
  - Basic Windows and keyboard knowledge

### ■ COURSE ENVIRONMENT:

This course is a two-hour, instructor led, virtual, web training session. Presentation and discussion are directed by a Certified Xactware Trainer. Students view the presentation via web conference and participate using their phone.

### ■ SKILLS AND OBJECTIVES:

Students of this course will learn the following:

- Comfortably navigate Xactimate 27 and its XactNet communication components.
- Easily import inventory lists from other sources
- Accurately calculate replacement cost items based on actual pricing from retailers
- Adding of continuous line items quickly through the Quick Entry tool
- Using integrated web searches to find replacement items while you continue working
- Immediately find items by searching by model name, manufacturer, or item features
- Easily handle obsolete or discontinued items resulting in like-kind-quality replacements
- Access accurate pricing for over 1 million vendor items which are updated weekly
- Automatically calculate depreciation by entering item's age
- Using a graphical search option by clicking on an image and drilling down to specifics