XACTWARE®

XACTREMODEL VIRTUAL CLASSROOM TRAINING
COURSE SUMMARY

■ **COURSE DESCRIPTION:**

This course provides fun interactive training while allowing students the ability to participate in the convenience of their home or office. The XactRemodel Training Course is designed for new to intermediate XactRemodel users. Students in this course will acquire the knowledge and skills needed to create accurate estimates using a variety of XactRemodel tools. Students will be taught the most efficient ways to set-up, sketch, scope, and deliver professional estimates.

■ **COURSE REQUIREMENTS:**

- □ Computer and Internet System Requirements:
  - ▪ High-speed internet w/ ms internet explorer
  - ▪ Laptop with XactRemodel installed and external mouse
  - ▪ Telephone with headset or hands-free capability within close proximity to computer
- □ Basic computer skills
  - ▪ Comfortable accessing and navigating through the internet
  - ▪ Can comfortably navigate through windows and other installed computer software
  - ▪ Experience saving or renaming a computer file (such as a picture, music, word files)
  - ▪ Basic typing proficiency (15+ words per minute)
- □ Knowledge of the construction and remodeling terminology

■ **COURSE ENVIRONMENT:**

This course is conducted in a virtual classroom environment accessed through the internet and telephone. The virtual classroom leverages high-speed internet and telecommunications technology to deliver classroom like training. Students complete practice estimates, quizzes and other engaging activities facilitated by a certified instructor. In addition to the hands-on experience received in the virtual classroom, students are required to complete three 1-hour study sessions during the course of the training class. The 16 hour course consists of 5 virtual classroom sessions and the 3 self study sessions.

■ **SKILLS AND OBJECTIVES:**

Students of this course will learn how to:

- □ General administration of XactRemodel, including setup of user preferences, project/system defaults, and basic program navigation.
- □ The 5-step process to create a variety of different remodel estimates
- □ To create a variety of different building diagrams within Sketch including: interiors, exteriors roofs and more
- □ A variety of searching techniques used to find the correct line items and utilize Xactware pricing data
- □ Utilize variables and calculations to accurately and efficiently calculate item quantities
- □ Increase efficiency by setting up user preferences, using sketch templates, macros and retrieving Scope
- □ Add annotations and images to provide additional clarity and detail
- □ Personalize and print a variety of professional estimate reports