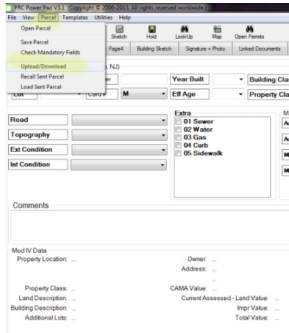


POWERPAD 5-STEP DAILY WORKFLOW



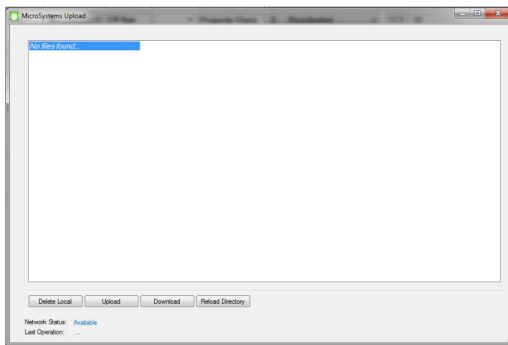
DOUBLE CLICK THE ICON ON DESKTOP TO START

1



SELECT PARCEL IN TOP TASKBAR, AND SELECT UPLOAD/DOWNLOAD

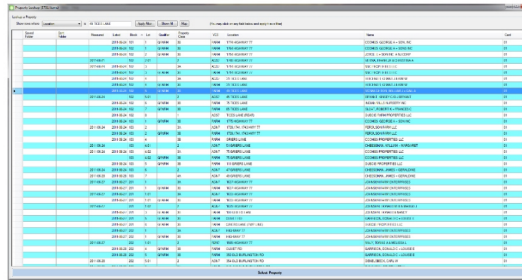
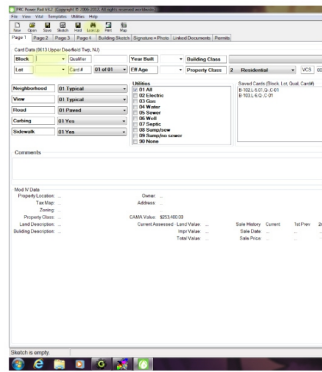
2



NEXT CLICK "DOWNLOAD" AND WATCH AS YOUR DATA IS NOW TOTALLY SYNCED AND REFRESHED WITH MICRO DATABASE

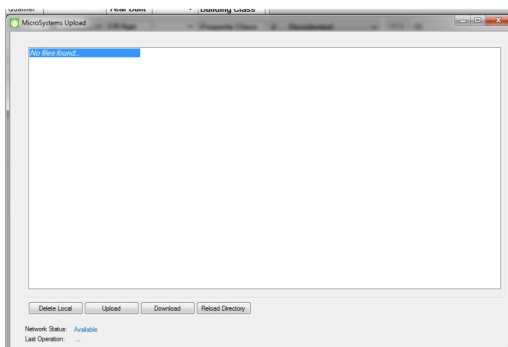
3

*INTERNET CONNECTION NEEDED AT THIS STEP



4

NOW YOU ARE READY TO WORK ON YOUR PROPERTIES. TO SELECT A PROPERTY SIMPLY ENTER A BLOCK/LOT ON PAGE 1, OR USE THE "LOOKUP" OR "PERMIT LOOKUP" OPTION FOUND ON THE TOP TASKBAR. ONCE YOU ARE FINISHED WITH A PROPERTY, SELECT SAVE AND MOVE ON TO THE NEXT PROPERTY. *INTERNET CONNECTION NOT NEEDED AT THIS STEP



ONCE FINISHED, YOU NEED TO SIMPLY GO BACK TO STEP 2, ONLY THIS TIME CLICK "UPLOAD" AND YOU ARE DONE.

*INTERNET CONNECTION NEEDED AT THIS STEP

5

AND THAT IS JUST HOW EASY IT IS. THE NEXT MORNING SIMPLY REPEAT THIS WORKFLOW.