



## ***Creating an Estimate on a Mobile Device***

To start a new estimate, click the blue Menu button up top

[Feedback](#)



help@web-est.com - (888) 932-3780 x203

 [Menu](#)

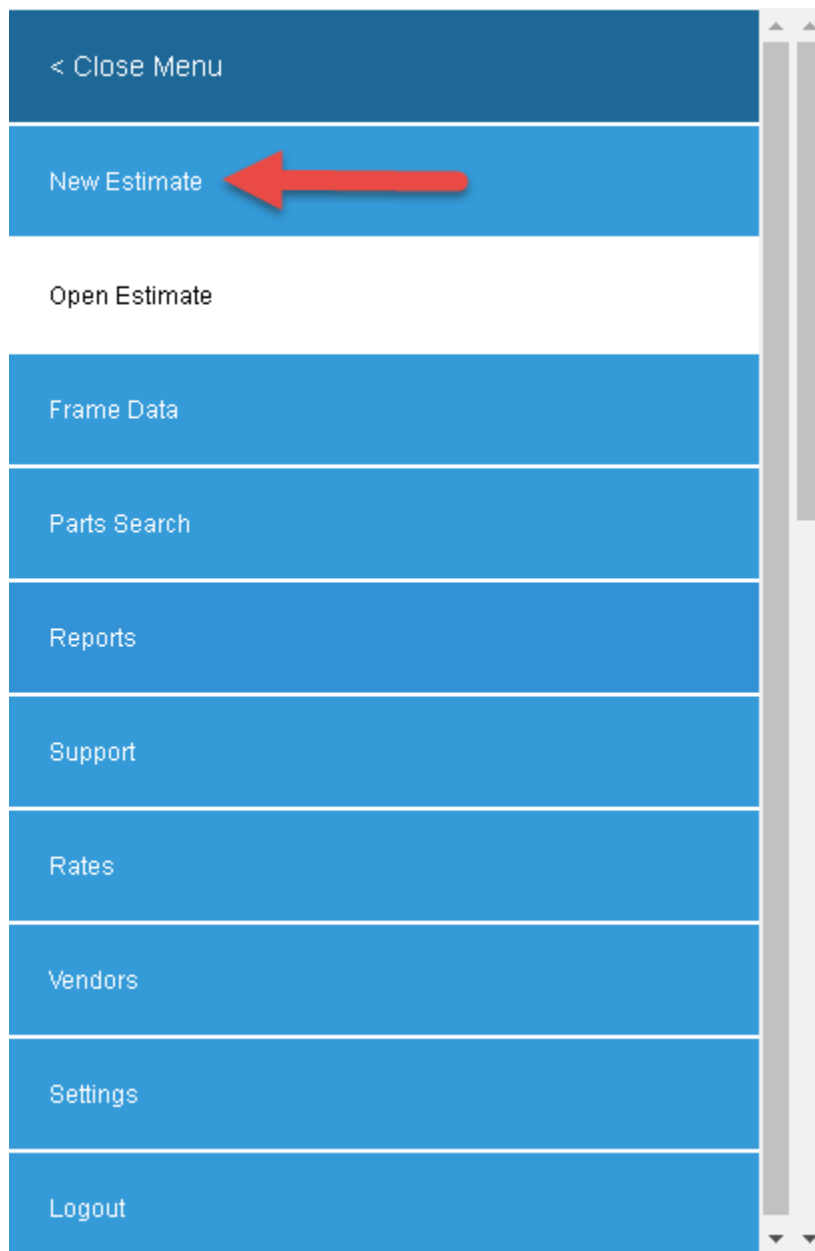
[Search](#)

[Clear Search](#)

[Recent](#) ▼

Open	Name	Vehicle	
<a href="#">6845496</a>		2015 Chevrolet -1500 Silverado LT	<a href="#">Delete</a>
<a href="#">6787065</a>	Heather Mesmer (813) 699-4656	2016 Honda - Civic LX	<a href="#">Delete</a>

Once the menu opens you will click New Estimate



Fill out the customer contact page and then click the drop-down box next to the menu button that says customer and select Vehicle from the drop-down box.

ie@web-est.com - (888) 932-3780 x233

Current Estimate 6849829  
Open      None  
\$0.00

Menu      Customer ▼

<< Estimate List

Undo Changes

Save

Delete

Vehicle >>

**1 Customer**

Existing Customer      -----Select Existing Customer----- ▼

X

\* First Name

\* Last Name

☐ Remember New Customer

**2 Contact**

Email

Enter the vehicle information by entering the License number and selecting the state, entering the Vin number and selecting decode, or manually select the vehicle from the drop-down boxes next to year, make, model, and trim level.

Menu

Vehicle

License No.

License State

-----Select State-----

Decode

Vehicle Id Number

Use your mobile or tablet device to scan VIN.

Choose File

No file chosen

Enter Vin

Check Vin

Decode

~OR~

Lookup

Manual

1

Year, Make, Model

Year \*

2016

Make \*

Honda

Model \*

Civic

Trim \*

LX

Body Type \*

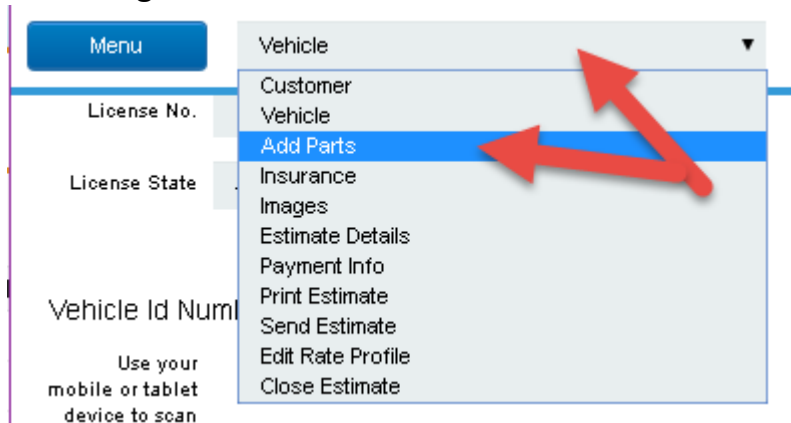
4 Door Sedan

Paint Type

2 Stage

Click Here for Frame Dimensions

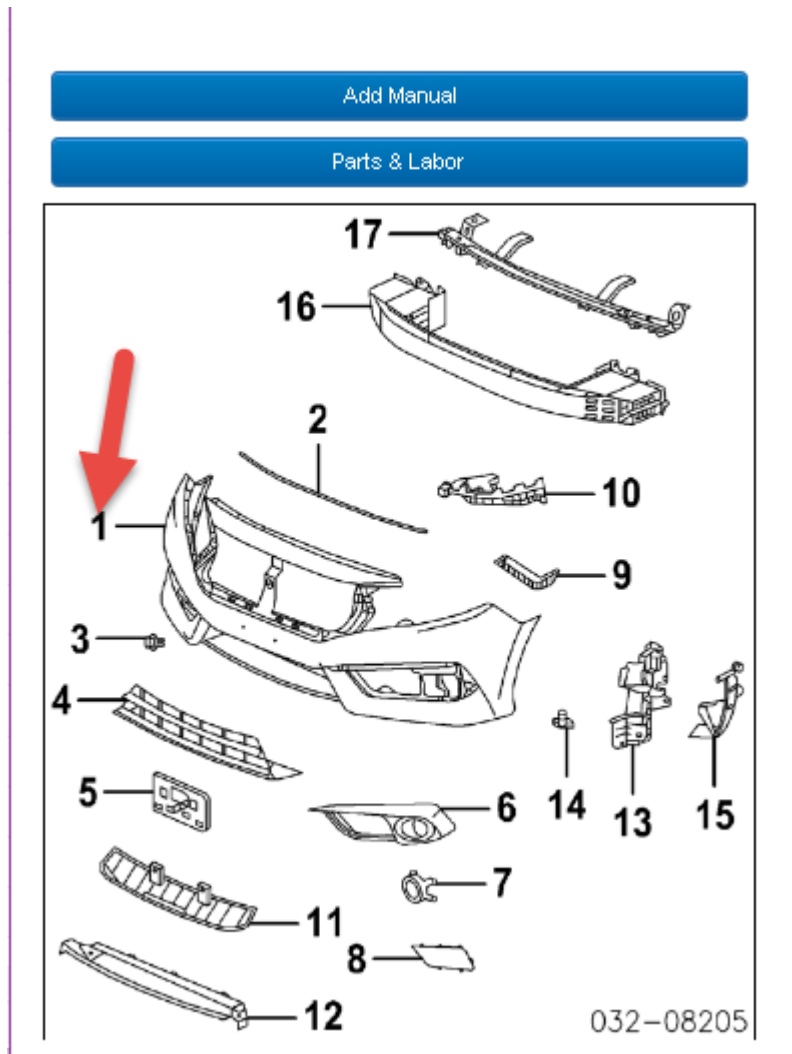
Once you have the vehicle selected click the dropdown box next to the menu button again and select Add Parts.



Select the operation by clicking on the Replace dropdown box, Select the part source by clicking on the OEM dropdown box, Select the side by clicking on the Left dropdown box, and then select the section of the vehicle you need to work on.



Once the image loads select the number next to the part that you need to work on.




You will then need to click on the blue Add Part button. If there are multiple parts available, you will need to select the correct part.

Close Window

Add Part

Part Details

Part #	04711-TBA-A00ZZ		
Description	FRT BUMPER COVER		
Price	168.21		
Body Labor	Paint		2.6
	R+R		3
	Clearcoat	-1	
Notes	Includes R&I Grille Assy		
Action			
Quantity			



If the Overlap Recommendations box opens, you will need to click Accept All Overlaps.

Overlap Recommendations:

Accept?	Part 1	Info	Part 2	Overlap Amount	Min. Labor
<input checked="" type="checkbox"/>	FrontCover	is included in	O/H FrontCover Assy (includes R&B) (FRT BUMPER COVER ASSY)	All	30
<input checked="" type="checkbox"/>	FRT BUMPER COVER ASSY	Added Because of	FrontCover	All	

Repeat the above steps to add any additional parts you need to add.



If you need to add a manual entry line for a part that is not in the database such as tires you will click on the blue Add Manual button. You will then need to fill out the information and click the blue Add button up top. Once you click add you can click the blue Close button to get back to the graphical section.

#### 1 Add Charge

Select a Preset Charge

--or complete the form to add a part--

Operation ☐ Sublet ☐ Replace

Operation Description

Part Number or Description

Part Description

Part Source

Part Number

Vendor

Part Price \$

Quantity

Betterment Type

☐ This item is part of an overhaul

Section

#### 2 Add Labor

Labor Type

Labor Time

Other Charges \$

Other Type

#### 3 Add Paint

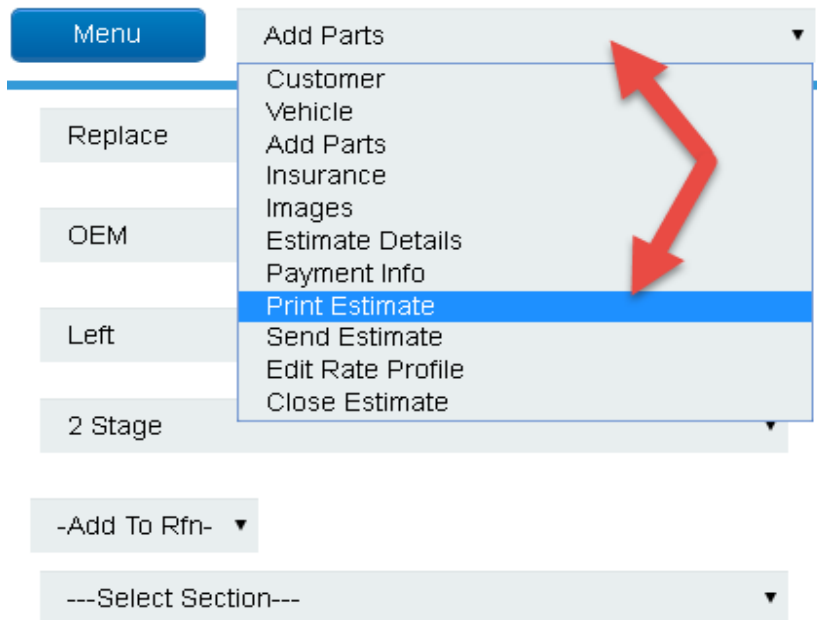
Paint Type

#### 4 AddNotes

Customer Notes

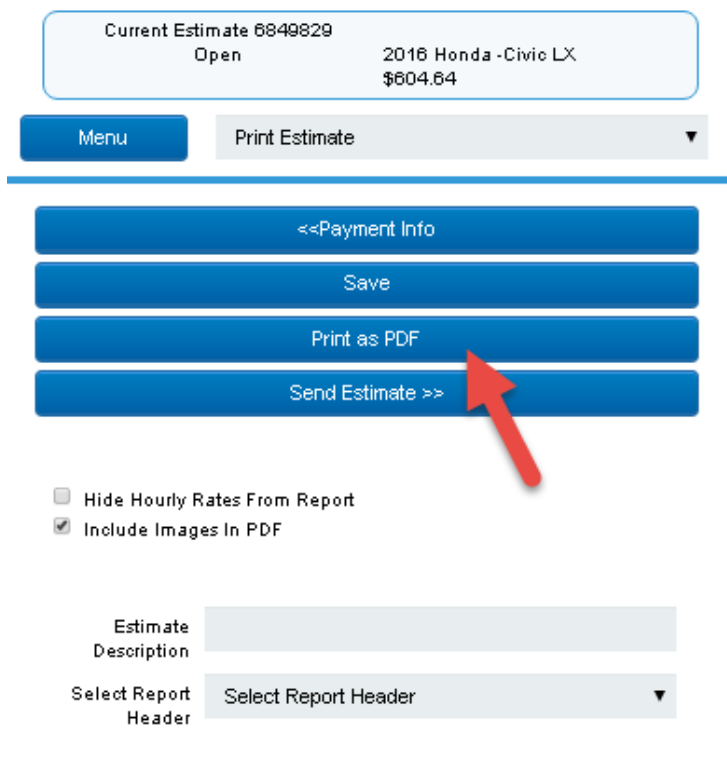
Shop Notes

Once you are finished with the estimate you will click the dropdown box that says vehicle. Select Print Estimate from the list.



The screenshot shows a software interface with a sidebar on the left containing buttons: 'Menu', 'Replace', 'OEM', 'Left', and '2 Stage'. A dropdown menu is open from the 'Menu' button, displaying a list of options: 'Add Parts', 'Customer Vehicle', 'Add Parts', 'Insurance', 'Images', 'Estimate Details', 'Payment Info', 'Print Estimate' (highlighted in blue), 'Send Estimate', 'Edit Rate Profile', and 'Close Estimate'. A red arrow points to the 'Print Estimate' option. Below the sidebar, there are two more dropdown menus: '-Add To Rfn-' and '---Select Section---'.

Select Print as PDF to see a preview of your estimate and print the estimate.



The screenshot shows a software interface with a header section containing 'Current Estimate 6849829', 'Open', and '2016 Honda - Civic LX \$604.64'. Below the header is a 'Menu' button and a dropdown menu showing 'Print Estimate'. A sidebar on the left contains buttons: '<<Payment Info', 'Save', 'Print as PDF' (highlighted in blue), and 'Send Estimate >>'. A red arrow points to the 'Print as PDF' button. Below the sidebar, there are two checkboxes: 'Hide Hourly Rates From Report' (unchecked) and 'Include Images In PDF' (checked). At the bottom, there is a section for 'Estimate Description' and 'Select Report Header' with a dropdown menu showing 'Select Report Header'.