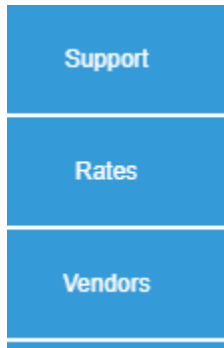
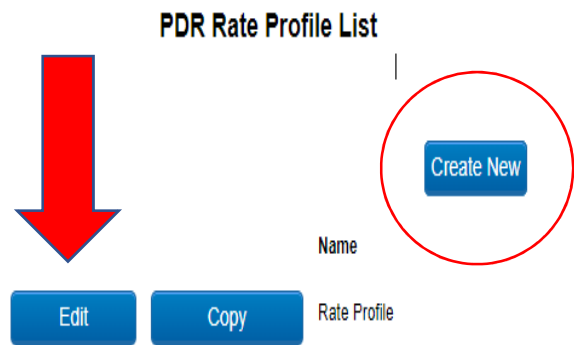


## Setting up PDR Matrix

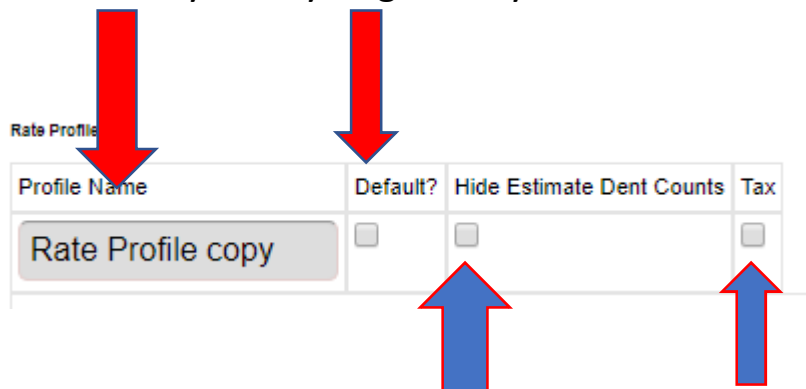


When you login to your account click on Rates on your left side menu.

If you DO NOT have a PDR Rate Profile List Call us at 888-932-3780 to have PDR added to your account for free. Click Edit to update your Pricing Matrix from the generic default we have entered for you.



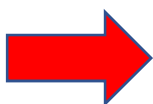
On the top left you can **Name the profile** that you are editing (recommended if you are going to have multiple PDR profiles). Put a **check in the Default box** so that these rates auto populate for you every time you go into your PDR.



If you would like to **Hide the Dent Count** on your printed estimate put a checkmark in that box. You will also want to put a check mark in the Tax box, if you want to **tax your PDR work**.

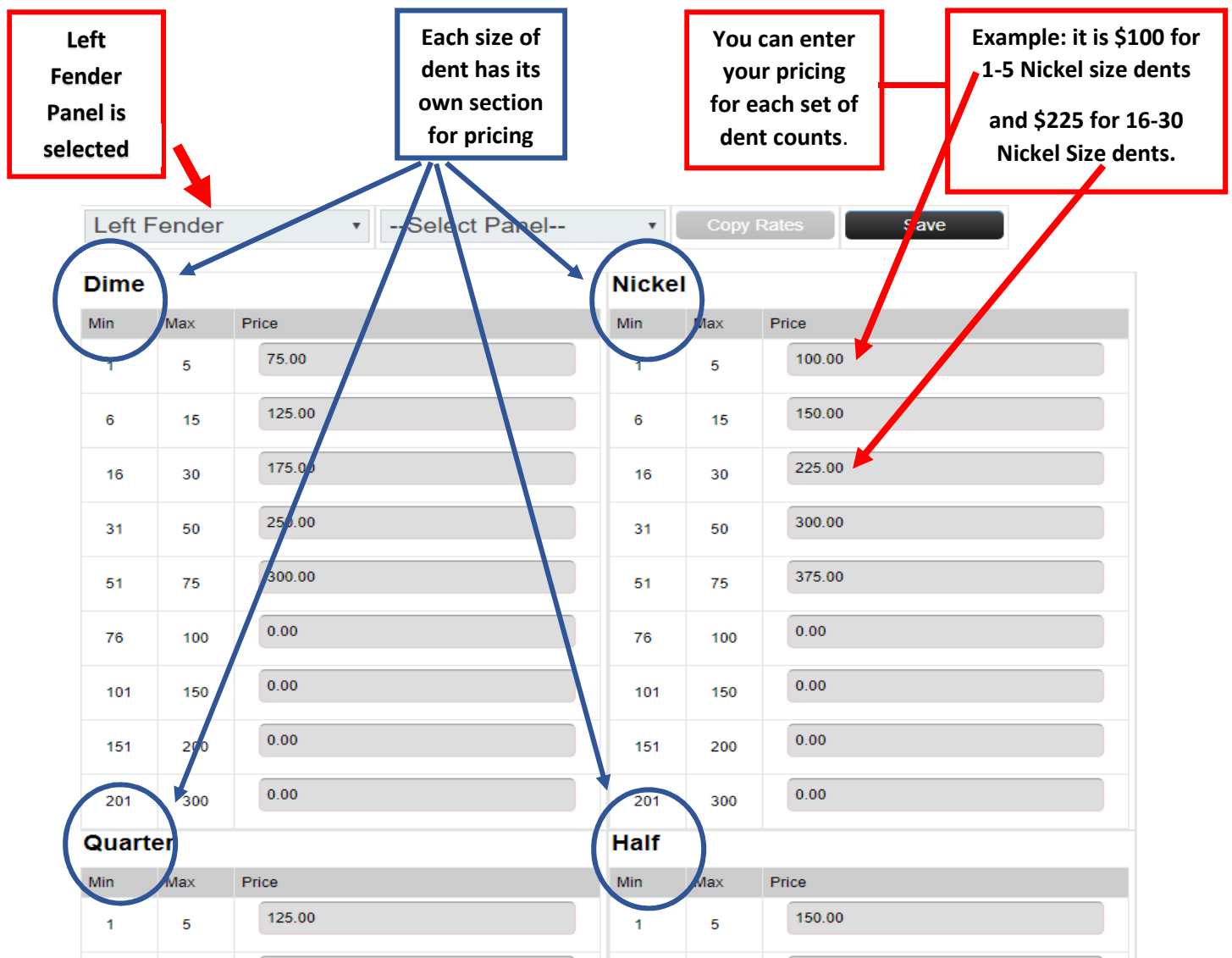
Next, we need to set the matrix for how much you charge per panel.

**Select your panel in the drop down menu.**



Panel	Copy From		
Left Fender	--Select Panel--	Copy Rates	Save

The PDR Matrix for all panels is the same. There are 4 Size categories that include Dime, Nickel, Quarter, and Half dollar size (For each panel there is an Oversized section reviewed later in this guide). Each row has the min to max count of dents for the price. **Click SAVE when done.**



**Left Fender Panel is selected**

**Each size of dent has its own section for pricing**

**You can enter your pricing for each set of dent counts.**

**Example: it is \$100 for 1-5 Nickel size dents and \$225 for 16-30 Nickel Size dents.**

Dime			Nickel			Quarter			Half		
Min	Max	Price	Min	Max	Price	Min	Max	Price	Min	Max	Price
1	5	75.00	1	5	100.00	1	5	125.00	1	5	150.00
6	15	125.00	6	15	150.00						
16	30	175.00	16	30	225.00						
31	50	250.00	31	50	300.00						
51	75	300.00	51	75	375.00						
76	100	0.00	76	100	0.00						
101	150	0.00	101	150	0.00						
151	200	0.00	151	200	0.00						
201	300	0.00	201	300	0.00						

Each Panel has a pricing section for Oversize dents. Oversized is larger / deeper than a half dollar. These are priced individually. Edit your pricing for oversized dents on each panel from 1 in to 5 in.

### Oversized Dents

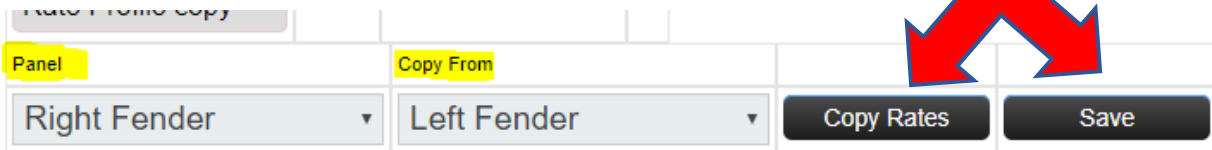
Size	Depth	Price
1 in	Shallow	75.00
1 in	Medium	85.00
1 in	Deep	95.00
2 in	Shallow	95.00
2 in	Medium	115.00
2 in	Deep	135.00

Update all of the price boxes to your rates for oversized dents.

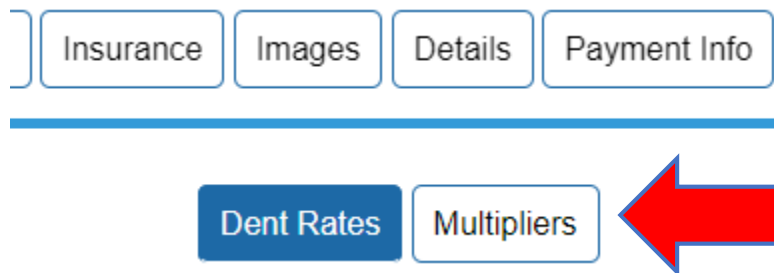
At the very bottom of the oversized pricing you have an option to charge a flat rate for an oversized dent, just enter your desired flat rate price in the box.

Oversized flat rate for grid	
Oversized	50.00

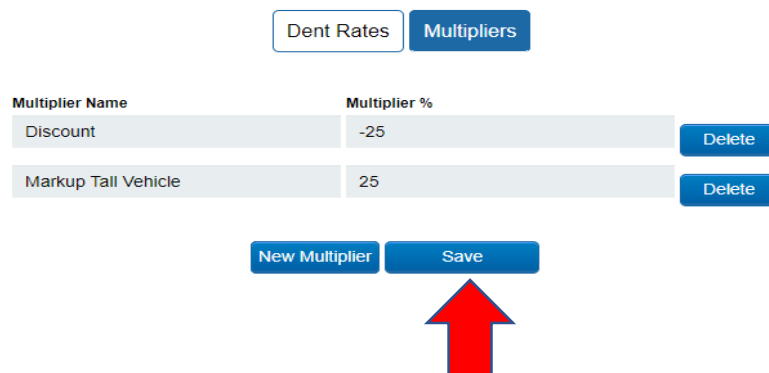
Once you have the Left Fender Matrix set up you can quickly match the Right Fender prices. Select the Right Fender in your **panel box** (*Panel you need to update*) and then select Left Fender in the **Copy From** box (*Panel you already updated prices on*). Select **Copy Rates** button (this will transfer the rates you entered for the Left Side into the Right Side) then click **SAVE**.



Once you have all of your panels updated with pricing. It is time to set up your multipliers. At the top of your Edit PDR Rate Profile click on Multipliers.



Adding Multipliers is easy. You can add discounts with a negative amount and add markups with just an amount (example: -25% is a 25% discount... and 25 is a 25% markup). You can have as many multipliers as you would like, just click **New Multiplier** to create a new one.

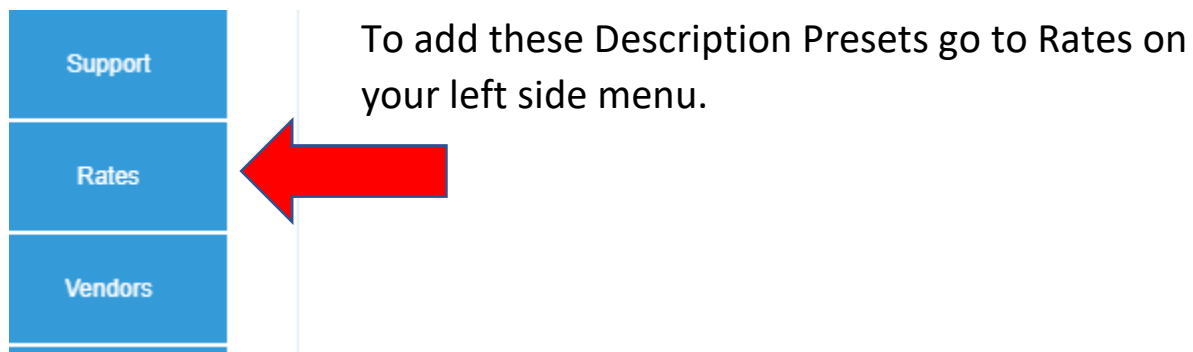


Multiplier Name	Multiplier %	
Discount	-25	Delete
Markup Tall Vehicle	25	Delete

Make sure to click **SAVE** once you have added all the Multipliers you would like.

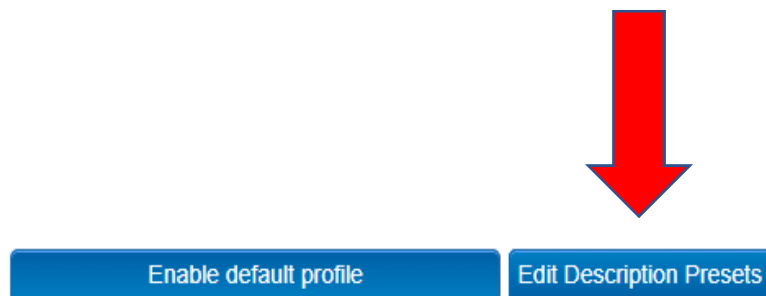
### **\*\*\*Optional\*\*\* Add a Preset Description Line**

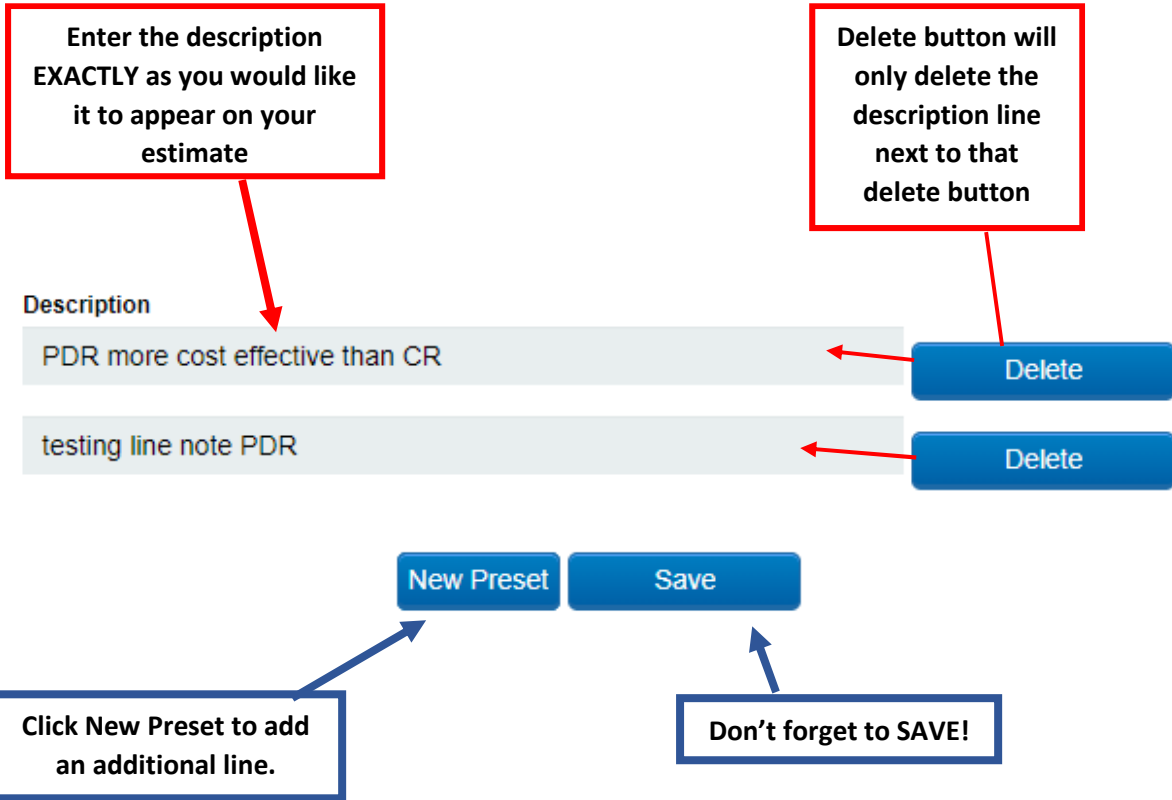
Preset Description Lines for your PDR is completely optional. However, it is much like a Preset Charge in your normal Web-Est account and many shops / appraisers find this addition a time saver for them. This is a way to add a line with a brief note that you commonly use. The most common one is: PDR more cost effective than CR. Adding this note helps to explain to an insurance company why you chose PDR instead of a Conventional Repair without having to play phone tag and to get it approved faster, in many cases.



Then click on Edit  
Description Presets

#### **PDR Rate Profile List**





**If you have ANY questions during your setup, feel free to contact Web-Est Tech Support at 888-932-3780 ext. 203. We are happy to help you get setup correctly. Please go to the next page for the guide to using PDR.**

## How to Use PDR

Create a new estimate like you normally do. Enter your Customer information and the Vehicle details. Go to the Add Parts tab and click the PDR button.

The screenshot shows the 3-ESI software interface. At the top, there are tabs for 'Customer', 'Vehicle', and 'Add Parts'. The 'Add Parts' tab is selected. Below the tabs, there is an 'Action:' section with radio buttons for 'Replace' (selected), 'Repair', 'R&I', 'Refinish', and 'Blend'. To the right of 'Action:' is a 'Part Section:' label. Below this, there is a dropdown menu with the text '---Select Section---' and a button labeled 'Make a Section Selection'. At the bottom, there are two blue buttons: 'Add Manual' and 'PDR'. A red arrow points to the 'Add Parts' tab, and another red arrow points to the 'PDR' button.

The PDR Matrix is large, you will need to scroll up and down to see the entire Matrix. There is two lists of panels and the difference between the two is **dent count**. Smallest dent count on the top and larger dent count on the bottom. Both grids are organized the same.

The screenshot shows the PDR Matrix table. The table is divided into two main sections: '1 - 5 Dents' and '6 - 15 Dents'. Each section has four columns for dent sizes: DIME, NKL, QTR, and HALF. The table lists various body panels on the left side. Annotations with red boxes and arrows point to specific parts of the table: 'Panel List on Left Side' points to the first column, 'Dent Count is highlighted in Blue on the top of each grid.' points to the '1 - 5 Dents' and '6 - 15 Dents' headers, and 'Each Size has it's own column in each Dent Count' points to the DIME, NKL, QTR, and HALF columns.

		1 - 5 Dents				6 - 15 Dents			
		DIME	NKL	QTR	HALF	DIME	NKL	QTR	HALF
Left Fender	+	75	100	125	150	125	150	175	225
Right Fender	+	75	100	125	150	125	150	175	225
Left Front Door	+	75	100	125	150	125	150	175	225
Right Front Door	+	75	100	125	150	125	150	175	225
Left Rear Door	+	75	100	125	150	125	150	175	225
Right Rear Door	+	75	100	125	150	125	150	175	225
Left Quarter Panel	+	75	100	125	150	125	150	175	225
Right Quarter Panel	+	75	100	125	150	125	150	175	225
Hood	+	75	100	125	150	100	150	175	225
Cowl	+	75	100	125	150	125	150	175	225
Left Roof Rail, Outer	+	75	100	125	150	125	150	175	225
Right Roof Rail, Outer	+	75	100	125	150	125	150	175	225

In this example a vehicle came in with 1-5 Quarter size dents on the Left Front Door. Using the Matrix **\$125 is clicked** to add to the estimate.

		1 - 5 Dents				
		DIME	NKL	QTR	HALF	DIME
Left Fender	+	75	100	125	150	125
Right Fender	+	75	100	125	150	125
Left Front Door	-	75	100	125	150	125
		Description: --Select Pres ▾ PDR more cost effective thi				
Right Front Door	+	75	100	125	150	125

Next to **each Panel** in the top list there is a little **plus sign (+)** In this example it was clicked.

This opened up the **dropdown menu** so that the **Preset Description** could be selected and added to the line to show on the printed estimate.

**\*\*\*The bottom dent count grid does not have the Presets, multiplier's, or oversize options. You must select those on the top grid even if the dent count is listed in the bottom panel list\*\*\***



To the **far right** you can select how many **Oversized dents** (dents larger than a half dollar) per panel. Oversized can be added by themselves or in combination with a dent count.

	DIME	HALF	Oversized	Multiplier	
Left Fender	+	75	475	1 ▾	--Please Choose-- ▾
Right Fender	+	75	475	0 ▾	--Please Choose-- ▾
Left Front Door	-	75	475	0 ▾	25% Discount ▾
	Description:			1 in ▾ Shallow ▾	+ X
				1 in Shallow	\$75.00 X
				1 in Shallow	\$75.00 X
Right Front Door	+	75	475	0 ▾	--Please Choose-- ▾
Left Rear Door	+	75	475	0 ▾	--Please Choose-- ▾

If you have **Multipliers** on your profile You will have dropdown boxes on the **far right** for each panel.

On the rare occasion that you need to pop a dent (or a few) for a self pay that the depth needs to be taken into account, click the **plus sign** of the panel you are working on.

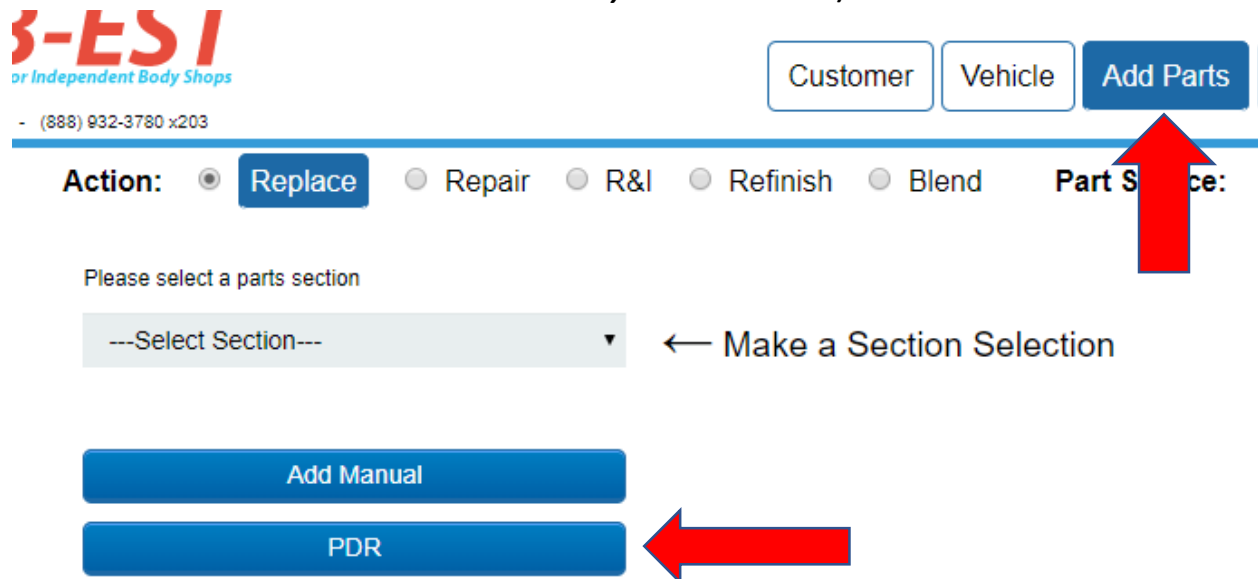
	DIME	HALF	Oversized	Multiplier	
Left Fender	+	75	475	1 ▾	--Please Choose-- ▾
Right Fender	+	75	475	0 ▾	--Please Choose-- ▾
Left Front Door	-	75	475	0 ▾	25% Discount ▾
	Description:			1 in ▾ Shallow ▾	+ X
				1 in Shallow	\$75.00 X
				1 in Shallow	\$75.00 X
Right Front Door	+	75	475	0 ▾	--Please Choose-- ▾
Left Rear Door	+	75	475	0 ▾	--Please Choose-- ▾

Select the **width and depth** in the drop down menus and click the **plus sign** to add 1 charge to your estimate. **Click the plus sign multiple times for multiple dents.**

**\*\*\*The bottom dent count grid does not have the Presets, multiplier's, or oversize options. You must select those on the top grid even if the dent count is listed in the bottom panel list\*\*\***

## Editing PDR Matrix For An Estimate

When in the **Add Parts** screen click on the **PDR button** (if you do not have the PDR button, please contact us at 888-932-3780 and we can get it added to your account).




**3-ESI**  
for Independent Body Shops

(888) 932-3780 x203

Customer Vehicle **Add Parts**

Action: ☒ Replace ☐ Repair ☐ R&I ☐ Refinish ☐ Blend Part Section:

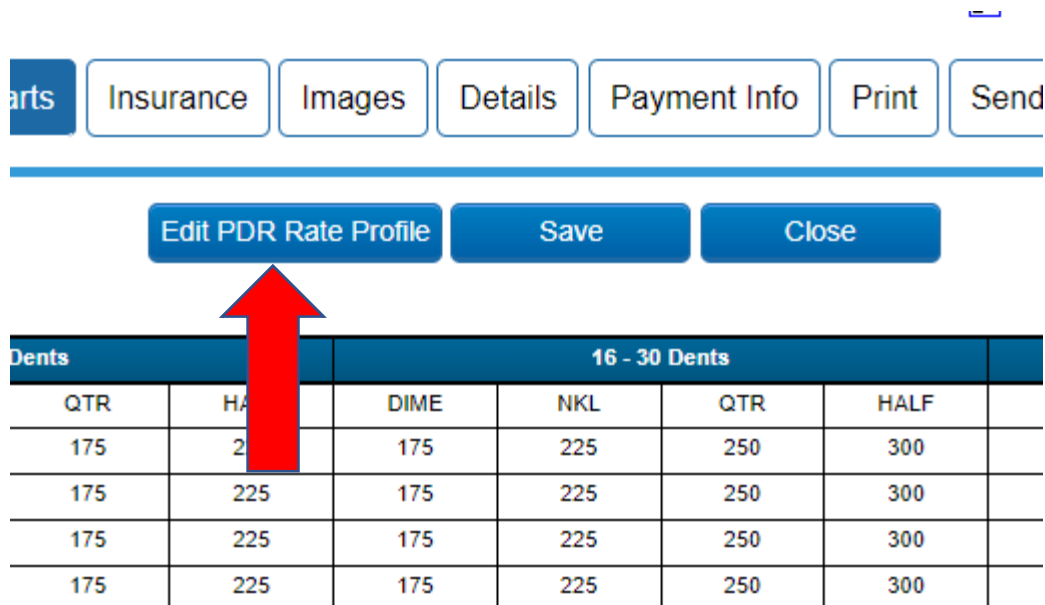
Please select a parts section

---Select Section---  ← Make a Section Selection

Add Manual

PDR

Click on Edit PDR Rate Profile on the top of the Matrix.



parts Insurance Images Details Payment Info Print Send

Edit PDR Rate Profile Save Close

Dents		16 - 30 Dents			
QTR	HA	DIME	NKL	QTR	HALF
175	225	175	225	250	300
175	225	175	225	250	300
175	225	175	225	250	300
175	225	175	225	250	300

Use the same guide for setting up a PDR profile to edit.

## **FAQ – PDR**

***Q: What if there are multiple sized dents on the same panel?***

**A:** Industry standard is to go with the larger size for the dent count.

***Q: What if I need to use more than 1 multiplier for the same panel?***

**A:** You can create 1 multiplier with both (For example: the description could say Aluminum and Tall Vehicle and set the rate for 50%). Or you can use 1 multiplier for 25% and a manual entry line for the other 25% markup.

***Q: Can I do a PDR estimate and add conventional repairs to the same estimate?***

**A:** You sure can. Once you finish up your PDR and save it you can then click on Add Parts and continue writing a regular estimate. OR vice versa.