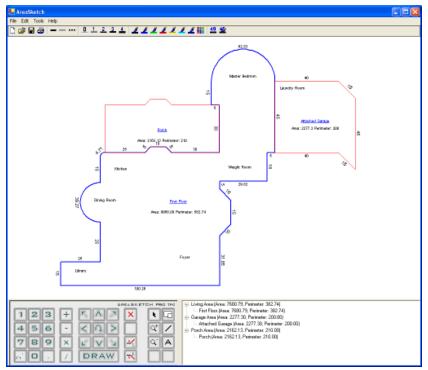
# AREASKETCH PRO MINISTRUCTION Manual



AreaSketch Pro Desktop / Tablet PC



AreaSketch Pro Pocket PC

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## I. INTRODUCTION:

Thank you for choosing AreaSketch, the most modern software sketching solution of its type. AreaSketch will allow you to quickly and efficiently produce quality sketches and make calculations with ease. To ensure that you get the most from your software, please take a moment and read through this guide, which will explain the features and functions of AreaSketch.

#### II. FEATURES:

Vesting its full power in you, AreaSketch has incorporated a multitude features tailored to meet your needs. From bi-directional drawing to sketching angles and arcs, AreaSketch has what you are looking for.

#### Features Include:

- \* Bi-Directional Drawing
- Fully Customizable Line Styles
- \* Auto Labeling (Area Name with SqFt)
- Auto Zoom
- \* Angle Sketching
- \* Arc Chord Sketching
- \* Single Line Dimensions
- ❖ Full Area Calculations (Square Footage & Area Perimeter)
- \* Picture Support (JPG & Metafile)
- Auto-Close Sketch Button
- Flip or Rotate entire sketches

## III. LICENSE

AreaSkech is licensed to be used on one computer only. Additional licenses must be purchased for additional installs or network use. Please consult your invoice to determine the type of license that you own.

#### IV. INSTALLATION:

AreaSketch is optimized to run on Pocket PC, Palm OS, Tablet PC, Windows XP, and through your Internet Browser.

Pocket PC

Palm OS

#### Tablet PC/ Windows XP

#### Browser Based

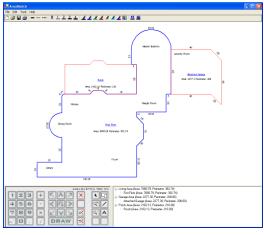
#### V. REGISTERING:

If you have not registered your software, you will be asked to contact Jammin Software to register. Registrations may be complete by faxing or emailing your registration information along with the serial number of your software, or by phone. After contacting Jammin Software, you will receive an unlocking key. Enter that number in the unlocking field in the registration screen and your program will be fully functional.

# VI. GETTING STARTED:

Take a moment to familiarize yourself with the AreaSketch keypad as it will be used extensively.

## THE KEYPAD:





## VII. CREATING A NEW SKETCH:

The first step in creating a sketch is to select the area you wish to draw.

1. Click the "New Area" button



2. Select the area type by clicking the white box next to the area name. When selected, a check will appear in the box. Click the OK button to continue to the sketchpad to begin sketching.



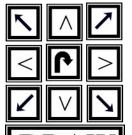
3. A cross-hair, will appear at the center of the screen denoting that you are ready to begin sketching. For information on sketching lines, angles, and arcs, please refer to the drawing section in this handbook.

If there is currently a sketch on the screen, right click on the area name (Main, Basement, Garage, or Porch) and select Delete Area from the drop-down menu. When prompted, click YES to delete the area. If there are multiple areas to your sketch, please repeat the delete area command.

# VIII. DRAWING AND EDITING HORIZONTAL OR PERPENDICULAR LINES:

Note: Before you begin drawing a new sketch, ensure that you have selected the area that you wish to draw (Basement, Garage, Main Floor, or Porch) from the new area menu. Similarly, before you sketch any line ensure that the circle denoting the start point is selected (If selected a crosshair will appear in the circle.  $\bigoplus$ )

#### A. To draw a horizontal or vertical line:



(1)Enter the dimension of the line on the keypad.

(2) Enter the direction in which you would like the line to be drawn by clicking on the appropriate arrow on the keypad. The line will tentatively be drawn and displayed on the screen.

(3) Click the DRAW button on the keypad to finalize the line. If for some reason you make a mistake while typing the line dimensions,

click the button on the keypad until the mistake has been corrected.

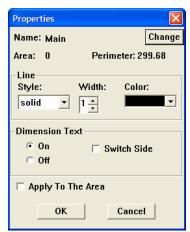
Example: To draw a 15 ft line in an easterly direction. Click



To continue appending horizontal or perpendicular lines to an existing line simply repeat steps 1 thru 3, as noted in the section above. To do so, select the starting point.

#### B. Editing a Line:

To edit the properties of a line:



- (1) Click on the line you wish to edit. The line will then turn a different color.
- (2) Right-Click on the line with your mouse and select properties from the drop down menu. The properties dialogue box will appear.
- (3) Adjust the line style, width, and color accordingly. (Note: If you wish to apply the line style to all of the lines on your sketch, select the "Apply to The Area" box.) You can also choose to turn the Dimension display of the line on or off by clicking the radio buttons under the Dimension Text section.
- (4) Once you have adjusted the settings to your liking, click OK.

#### C. Changing Line Dimensions

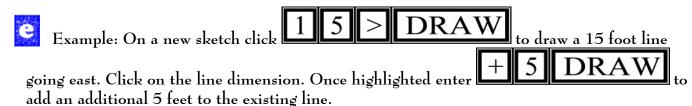
To change the dimension of a pre-existing line:

- (1) Left-Click on the line you would like to edit. It will turn a different color.
- (2) Left-Click on the line dimension located immediately above or below the center of the line. It will become highlighted. (Note: If no dimension is displayed, please refer to the "Editing a Line" section above and turn Dimension Text display on.)
- (3) Enter the new dimension on the keypad and select DRAW.

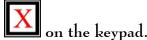
## D. Appending to an Existing Line

Did you measure incorrectly? In addition to the previously mentioned way of changing line dimensions you can also do the following:

- (1) Left-Click on the dimension of the line you want to edit.
- (2) Once selected, click the appropriate operator ( + , -, x, or /)
- (3) Using the keypad, type the dimension that you would like to add, subtract, multiply, or divide.
- (4) Click DRAW to finalize the line edit.



#### E. Deleting a Line



## IX. DRAWING AND EDITING ANGLED LINES:

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Note: Before you sketch any line ensure that the circle denoting the start point is selected (If selected a crosshair will appear in the circle.  $\bigoplus$ )

#### A. Drawing Angled Lines Using Rise and Run:

- (1) Enter the first dimension using the keypad.
- (2) Click on the arrow pointing in the direction of the rise/run.
- (3) Enter the second dimension using the keypad.
- (4) Click on the arrow point in the direction of the rise/run.
- (5) Click DRAW to finalize the line.
- Example: Drawing a 7 foot by 7 foot high angled line.



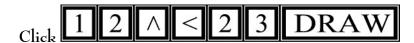
#### B. Drawing Angled Lines Using Exact Degree:

- (1) Enter the dimension of the line.
- (2) Enter the deflection (North East, North West, South West, South East) by clicking on the North or South arrow first followed by the East or West arrow.

For example, to denote North East click



- (3) Next, enter the degree of deflection.
- (4) Click DRAW to finalize the line.
- Example: Drawing a 12-foot line at a 23-degree angle in a Northwesterly direction.



## C. Drawing Angled Lines at Exactly 45 Degrees

If you are drawing a line angled at exactly 45 degrees, simply enter the dimension and the direction of the angle followed by the DRAW button.

The following are the 45 degree angled lines:



Example: Drawing a 5ft line 45 degrees North West.



<u>D. Editing, Changing Dimensions, Appending to, and Deleting Angled Lines</u>
Refer to the respective section in the "Drawing and Editing Horizontal and Perpendicular Lines," as the process is the same.

## X. DRAWING AND EDITING ARCS:

Note: Before you sketch any line ensure that the circle denoting the start point is selected (If selected a crosshair will appear in the circle. 

In addition, note that changes cannot be made to a closed area. If the arc you draw closes the area, please refer to the "Editing a Closed Area" section of this manual.

#### A. Drawing Arcs Using Chord & Exact Degree

- (1) Using the keypad, enter the dimension and direction of the arc chord.
- (2) Click on the Arc Wizard button to enable the arc drawing mode. A default arc will appear. Click DRAW.
- (3) Click on the default arc that was drawn. It will turn red. On the right or left hand side of the default arc, you will see a number intersecting the arc. That is the degree of the arc.
- (4) Click on that number. It will be highlighted blue.
- (5) Enter the degree of the angle you wish to be drawn and click DRAW. The angle will be redrawn to match the entered chord and degree.

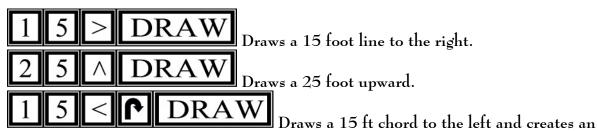
#### B. Drawing Arcs Using Chord & Height

- (1) Using the keypad, enter the dimension and direction of the arc chord.
- (2) Click on the Arc Wizard button to enable the arc drawing mode. A default arc will appear. Click DRAW.
- (3) Click on the default arc that was drawn. It will turn red. Running down the middle of the default arc is the height line.
- (4) Click the dimension on the height line. It will be highlighted in blue.
- (5) Using the keypad, enter the new height and click DRAW. The angle will be redrawn to match the entered chord and height.

## C. Drawing Arcs Using Chord & Perimeter

- (1) Using the keypad, enter the dimension and direction of the arc chord.
- (2) Click on the Arc Wizard button to enable the arc drawing mode. A default arc will appear. Click DRAW.
- (3) Click on the default arc that was drawn. It will turn red. Notice that there is a measurement on top of the crest of the arc.
- (4) Click on the perimeter dimension on top of the arc. It will be highlighted in blue.

- (5) Using the keypad, enter the new perimeter dimension and click DRAW. The angle will be redrawn to match the entered chord and perimeter measurements.
- EXAMPLE: Create a new area on a clean sketch pad. For instructions on starting a new sketch refer to the "Creating a New Sketch" portion of this manual. After selecting a new area and the starting point, enter the following:



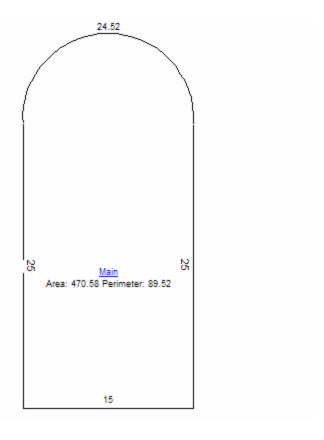
angle.

Using the instructions on creating arcs change the dimensions of the arc you just drew to either 187 degrees, 24.58 ft perimeter, or 8 ft height. Make sure to press DRAW when you have completed the changes.

By clicking on the circle, select the left endpoint of the arc to continue drawing. You will see a crosshair when it is selected.

2 5 V DRAW Draws a 25 foot line to close the area.

The Result Should Look Similar To This:



D. Changing Arc Direction  If you would like to switch the direction of an arc:
(1) Click on the arc. It will turn red.
(2) Using the keypad, click on the Arc Wizard Button . Every click will flip the arc in the opposite direction.
E. Editing the Arc Line Properties To edit the line properties of an arc:
<ol> <li>Right-click on the arc. A drop down menu will appear.</li> <li>Select properties.</li> <li>Modify the line style, width, and color accordingly. You can also, turn the dimension text on or off for the arc. (Note: By checking the "Apply to the Area" box, the selected properties will be applied to the entire sketch.</li> <li>Click OK. The changes will be applied.</li> </ol>
F. Deleting an Arc To delete an arc:
(1) Click on the arc that you wish to delete. It will turn red.
(2) Using the keypad, click on "Delete" button. The arc will then be removed from the sketch.
XI. CLOSING DRAWING AREA:

Once an area is closed it cannot be edited. If you need to edit a closed area, you must delete a segment of the sketch to reopen the area. Once you have done so, changes can be made to the entire area.



A. Quick Close
Quick close allows you to close your current sketch automatically by tapping on the quick close

button located at the lower right hand area of the sketch pad. However, note that by using quick close, AreaSketch will determine the best method of closure and will draw a best fit line.

## B. Right/Left, Up/Down Close

You can also close areas by using the left/right  $(\leftarrow, \rightarrow)$ , Up/Down  $(\uparrow\downarrow)$  close buttons located on the lower right hand of the sketch pad. When closing an area, AreaSketch will display the total distance and direction of travel needed to close the area. To complete the close, simply click on the left/right and up/down arrows.

#### C. Manual Close

In addition to the quick close and arrow close options, you can close the area manually by entering the correct dimensions needed to meet the end point.

#### ADDING A SECOND AREA

AreaSketch allows you to draw multiple areas in one sketch. New Areas include Main, Garage, Basement, and Porch. Once you have closed your first area, follow the following steps to add a new area.

- 1. Click on the new area button
- 2. Select the area that you wish to draw from the dialog box and click OK.
- 3. The circular red cursor will appear at the edge of the last line that you closed when drawing the last area. If the cursor is located at the right starting point,

simply click DRAW and proceed to step 5. If the cursor is not located at the correct starting point, proceed to step 4.

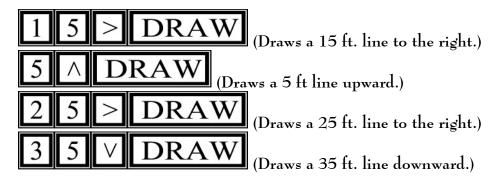
- 4. You can reposition the cursor to a different location by using on of the following methods:
  - Use the arrow keys ( ) to navigate along the walls of the first area.
  - \* Type in a dimension and a direction to navigate the starting point to any particular location. For example, to move the cursor 5ft to the right

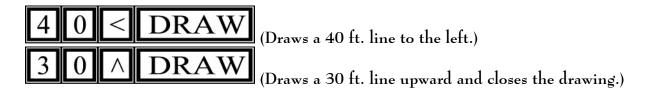
from the current location simply click the following . Note you can also use this method to navigate along the walls of pre-drawn areas.

Once you have positioned the red circular starting point at the correct

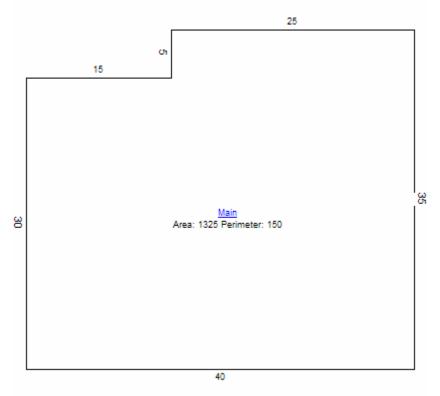
location click on the DRAW button.

- 5. Using the keypad, draw out the area that you wish to add. Note that if the area you are adding is adjacent to and sharing walls with another area, for calculation purposes, you must also trace over the shared walls.
- EXAMPLE: Using a new sketching pad, draw the following Main area.



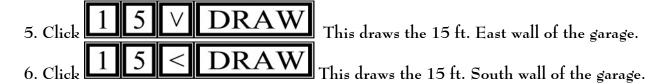


At this point the drawing should look like this:



To add a 15 ft. x 15 ft. attached garage at the upper right hand corner of the structure do the following:

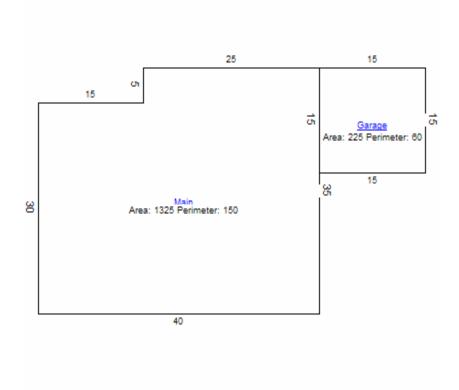
- 1. Click on the new Area Button.
- 2. Select the garage from the dialog box and click OK. A red circle will appear on the furthest left-hand corner of the structure, the place where the last area was closed.
- 3. To move the cursor to the upper-right corner do the following:
  - \* Click the right arrow. This moves the red circle to the next corner.
  - Click the up arrow. This moves the red circle to the upper-left hand corner of the sketch.
  - To use the alternate way of scrolling, click 2 5 >. This positions the red circle at the upper right-hand corner of the structure. Select DRAW to start sketching.
- 4. Click 1 5 > DRAW. This draws the 15ft North wall of the garage.



- 7. Notice that although the garage looks closed because it shares a wall with the home, the dimensions are not displayed. In order to close the garage and have the dimensions displayed you must re-trace the shared wall. You can close the area in several ways:

  - ❖ Type the exact dimensions to close the area

The finished area should look similar to this:



#### XII. EDITING AN AREA

## A. Editing a Closed Area

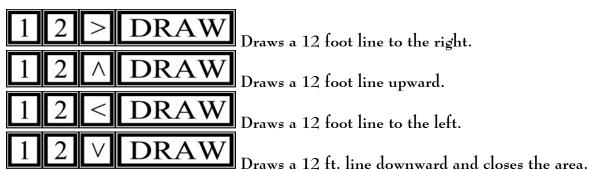
You may not edit a closed area. If changes need to be made to the closed area, you must delete a segment (wall) to reopen the area.

#### To open a closed area:

- (1) Click on any of the walls on the sketch. The line will turn red.
- (2) Click the "Delete" button on the keypad. The wall will be removed and two black circles will be positioned at the open endpoints of the sketch.
- (3) To begin drawing, click on one of the endpoints and use the drawing methods to correct your sketch. Remember that the area must be closed for calculations to display.



EXAMPLE: Create a new area on a clean sketch pad. For instructions on starting a new sketch refer to the "Creating a New Sketch" portion of this manual. After selecting a new area and the starting point  $\bigoplus$ , enter the following:



You have drawn a 12 ft. X 12 ft. square. Suppose you forgot to include the triangular top of the structure. Before being able to make any changes on the sketch you need to delete one of the walls. Since we will be adding angled lines on the upper portion of the sketch, delete the upper 12ft line. To delete it, simply click on the line and then click on the "Delete"

button. You are left with a squared U.

Click on the circle on the right hand side of the U to select the start point.  $\oplus$ .

# Enter the following:

8 . 5 A S DRAW Draws a 8 ½ ft. Northwest line angled at 45 degrees using the exact degree method of drawing angled lines.

B. 5 DRAW Draws a 8 ½ ft. Southwest line angled at 45 degrees using the exact 45 degree drawing button.

The resulting sketch should look like a baseball home base plate with an area of 180.12 sq ft. and a 53 ft. perimeter.

#### B. Editing an Open Area

If the area you will be editing is not closed, changes can be made to any part of the sketch. Refer to the Line, Angles, and Arc, and editing sections of this manual for further information regarding editing techniques.

# XIII. DISPLAYING CALCULATIONS:

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Upon closing an area, AreaSketch will conveniently calculate the area and perimeter of the enclosed area. Calculations will be displayed beneath the area name.

# **3**

#### A. Turning Segment Dimensions ON/OFF

To turn dimension display on/off for a single line or arc:

- (1) Right click on the line and select properties. A properties dialog box will be displayed.
- (2) Under the Dimension Text Section, select the radio button next to ON/OFF to set the display properties to your choosing.
- (3) Click OK

Note: To apply the ON/OFF selection to all of the segments in the area, simply follow the instructions above, but check "Apply to the Area" before clicking OK.

#### B. Turning Area Calculations ON/OFF

To turn calculations on/off for a particular area:

- (1) Right click on the underlined area name, located in the center of the sketch. A properties dialog box will display.
- (2) Check "Show Calculation" to display the area and perimeter or uncheck it to keep the calculations hidden.
- (3) Click OK
- Tip: You can also turn all of the segment dimensions on/off by following the instructions above and changing the radio buttons beneath the Dimension Text Section to On or Off.

# XIV. APPENDING NEW AREAS TO AN EXISTING AREA:

#### A. Append to a Closed Area

To add an additional area to an already closed area:

- (1) Click the "New Area" button. A "Select Area Name" dialog box will appear.
- (2) Select the area that you would like to add by checking the box next to the name.
- (3) Click OK. The dialog box will close and a red circle will be displayed on the screen.
- (4) Using the keypad, enter the dimension and direction you would like to move the start point to. Continue this step until the Start Point circle is positioned at the place where you want to add the new area.
- (5) Select DRAW to position the cursor. A crosshair will appear at the start point.
- (6) Using the drawing functions sketch and close the new area.

Note: If your new area is attached to the existing area, you must also draw a wall along the existing wall in the old area to ensure that your new area is closed and calculations are made. Drawing a wall over a wall will cause line dimension calculations to be displayed for both lines. To turn off one of the dimension displays, simply right-click the dimension, select properties, click off under the "Dimension Text" section, click OK.

#### B. Append to an Open Area

To add an additional area to a pre-existing area:

- button. A "Select Area name" dialog box will appear.
- (2) Select the area that you would like to add by checking the box next to the name.
- (3) Click OK. The dialog box will close and a red circle will be displayed on the screen.
- (4) Using the keypad, either enter the dimension and direction you would like to move the start point to or click the directional arrows in the direction of existing walls to follow the wall lines. If the starting point is located at the open area of the sketch (the line with a black circle), simply click the black circle. A crosshair will appear and your starting point is identified. Proceed to step 6.]
- (5) Once you have reached your starting point, Click DRAW.
- (6) Using the drawing modes, sketch your new area.
- Remember to close both the new area and the existing areas. If your new area shares a wall with the existing area, you will still have to close both areas by drawing the same wall twice or using the close modes. For further information on closing areas, please refer to Closing Areas section of this manual.

# XV. ROTATING, FLIPPING, OR REPOSITIONING A SKETCH

Note: If other areas are attached to the area you are rotating, flipping, or repositioning, they will not be moved.

#### A. Rotating an Area

To rotate an area:

- (1) Right click on the area name or a line within the area. A dropdown menu will appear.
- (2) Select "Rotate Left" or "Rotate Right" from the menu.

#### B. Flipping an Area

To flip an Area:

- (1) Right click on the area name or a line within the area. A dropdown menu will appear.
- (2) Select "Flip Vertical" or "Flip Horizontal" from the menu.

#### C. Moving an Area

To reposition an area:

- (1) Right-click on the area name or a line within the area. A dropdown menu will appear.
- (2) Select "Move" from the menu. Every corner of the area except one will be highlighted with a shaded square box. The remaining corner will be highlighted with a red circle.
- (3) Using your mouse/stylus click on the area of the sketch where you would like to position the area you are moving. Note that the corner with the red circle will line up at the position of your click.

# XVI. ZOOMING IN/OUT At any point you can use the Zoom IN land Zoom OUT 🕰 buttons to amplify your sketch. Movement along an oversized sketch can be accomplished by using the side bars on the sketching screen to scroll. XVII. Adding Text Labels to Areas

AreaSketch allows you to insert labels to identify certain parts of your sketch. The labels available include main, bath, bedroom, breakfast, carport, den, dining room, entrance, family, foyer, living room, master, patio, porch, suite, utility and wood deck.

#### A. Adding Text Labels

To add a text label:

(1) Click the "Label Tool

- (2) Position and click your mouse/stylus pointer directly above the section of the sketch where you wish to insert the label. When you click, a menu with all of the available labels will be displayed.
- (3) Select the label you wish to insert by clicking on it from the list. The label will be inserted.

#### B. Repositioning an Existing Text Label

To move an existing text label:

(1) Select the "Arrow Tool" from the keypad.

(2) Click, Hold, and drag the text label to the desired position. Release and the label will be positioned at the desired position.

# C. Deleting a Text Label

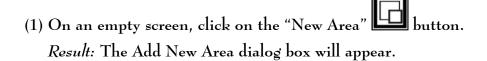
To delete an existing text label:

(1) Select the "Arrow Tool" from the keypad.

(2) Click on the label you wish to delete. The text will become enclosed in a box.

key on the keypad. The text label will be removed.

# XVIII. CREATING A FULL SKETCH: START TO FINISH



(2) By checking the box next to the name, select an area to draw from the list and Click OK. Result: The cursor will now change to a crosshair centered at (0,0) on the sketch pad.



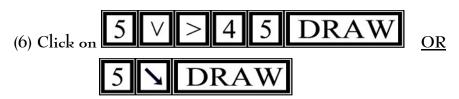
Result: A line will be drawn 15 ft. to the right (East).

(4) Click on  $5 \land > 4 \cdot 5 \cdot DRAW$  (This is the exact angle formula. Since the line will be drawn at 45 degrees, you may also use the exact 45 degree angled line formula:  $5 \land DRAW$ 

Result: A line will de drawn 5 ft. and deflected left at a 45 degree angle.

# (5) Click on 1 0 > DRAW

Result: A line will be drawn 10 ft. to the right. .



Result: A line will be drawn 5 ft. and deflected right at a 45 degree angle.

♣ You have just drawn a bay window!



Result: A line will be drawn 15ft to the right (East).



Result: A line will be drawn 10 ft. down (South).

(9) Click on 15 V. Then change the default degree to 270 by clicking on number located on the left or right-hand side of the arc and entering the following

Result: A left-curving 270 degree arc and a chord of 15 ft will be drawn.

♣ You have just drawn a turret!



Result: A line will be drawn 10 ft. down (South).



Result: A line will be drawn 15 ft. to the left (West).

(12) Click on Sesult: A red trace will be drawn 5 ft, to the left (West) and

Result: A red trace will be drawn 5 ft. to the left (West) and after entering the 2<sup>nd</sup> dimension the line will be drawn 5.3 ft. at a 158.2 angle.

A You have just drawn a line using Rise and Run!

# (13) Click on 1 0 < DRAW

Result: A line will be drawn 10 ft. to the left (West).

# (14) Click on 1 0 P DRAW

Result: A right-curving arc will be drawn with a chord length of 10ft. (Note that the arc button was pressed twice to change the default left-curving angle into a right-curving one.

(15) Change the height of the angle drawn in step 14 to 7 ft. To do this, click on the angle. The dimensions will be displayed. Click on the height dimension and it will become

highlighted. Click on 7 DRAW

Result: The angle height will be changed to 7 ft.



Result: A line will be drawn 20 ft. to the left (West).

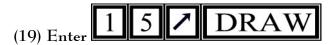
- ♣ Oops! We made a mistake. That 20 ft. line should have been 22.1 ft.
- (17) To correct the mistake, click on the dimension of the 20 ft. line and enter the



Result: The 20 ft. line will be redrawn at 22.1 ft. in length.



Result: A line will be drawn 15 ft. up (North).

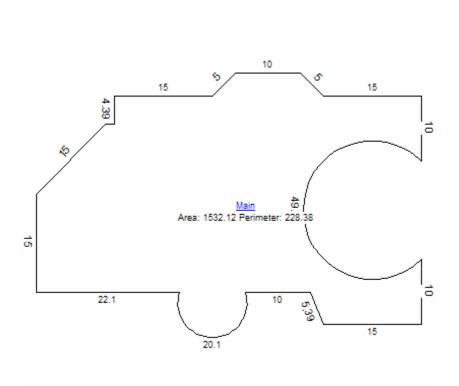


Result: A 15ft. line will be drawn in a north-easterly direction (at exactly 45 degrees).

(20) Suppose that the remaining part of the sketch can be drawn using the auto close feature. To use auto close simply tap the blue upward arrow followed by the blue right arrow on the lower right hand of the sketch pad.  $4.42 \rightarrow 7.39$ 

Result: A 7.39 ft. line will be drawn upward. In addition a 4.42 ft. line will be drawn to the right closing the sketch.

The final sketch should look similar to this:



# **Frequently Asked Questions**

Q. Will AreaSketch integrate with my appraisal forms software? Yes, with AreaSketch you can save your finalized sketch and its respective calculations as a JPEG picture file and import it into you Appraisal forms software.

Q.