



PDspect

INSPECTION SOFTWARE

Step by Step

How To

Add Disclaimers to your report on the PC

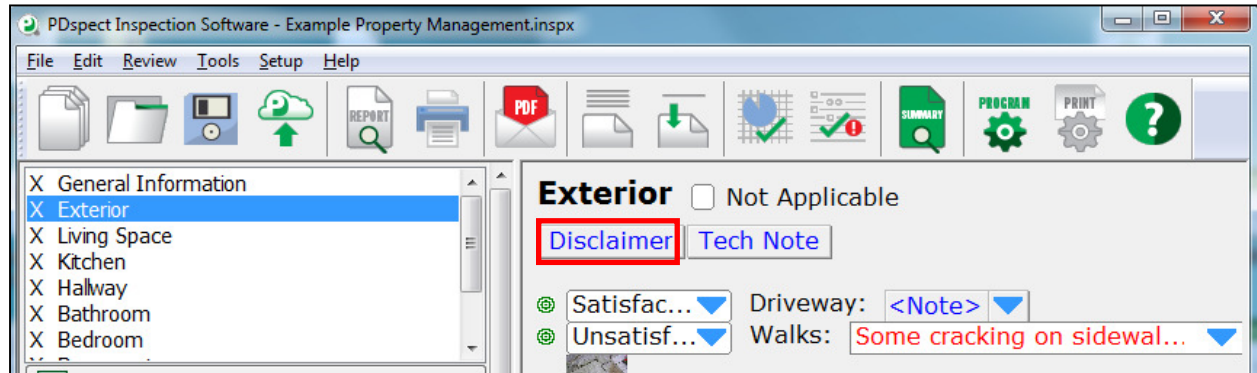
*This How To article explains how to add
disclaimers to reports on the PC.*

For a complete list of available How To documents visit the
Support section of our website: <http://www.pdspect.com/support/index.php>

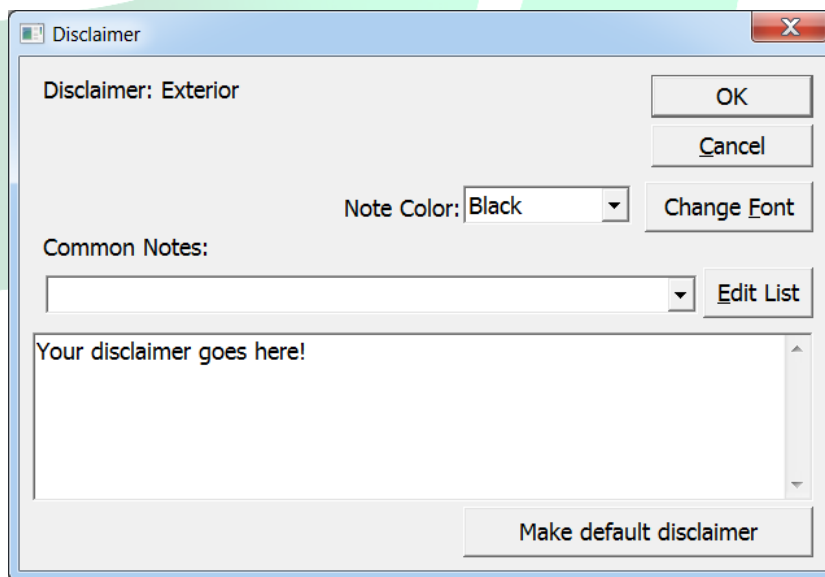
How To: ADD DISCLAIMERS TO YOUR REPORT ON THE PC

The Disclaimer is a section where you can type in information that shows up at the top of a given category. You can add text into the Disclaimer section into each category in your report. There are quite a few uses for the Disclaimer section and this document explains how to add information to them.

1. With an inspection open, and a category selected, locate the Disclaimer button near the top of the category window. For this example, we see the Disclaimer button for the Exterior category.



2. Click on the Disclaimer button to bring up the Edit Disclaimer window. Here you can type your disclaimer in the large text field occupying the lower half of the window. **NOTE: If you want to use this disclaimer for every inspection moving forward, click on the "Make Default Disclaimer" button.**



3. When the Disclaimer is setup how you want, click on "Ok" and the disclaimer will now be added to your report.