

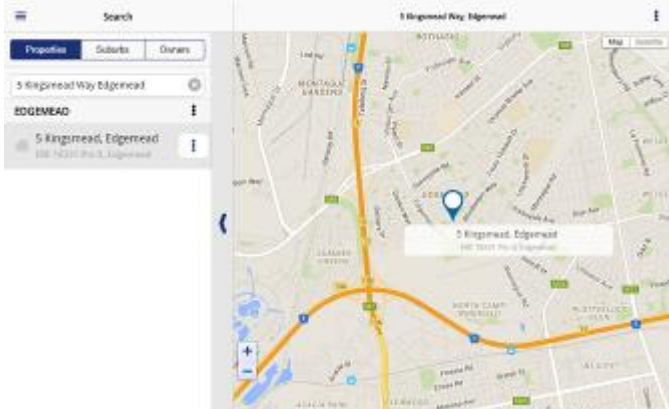


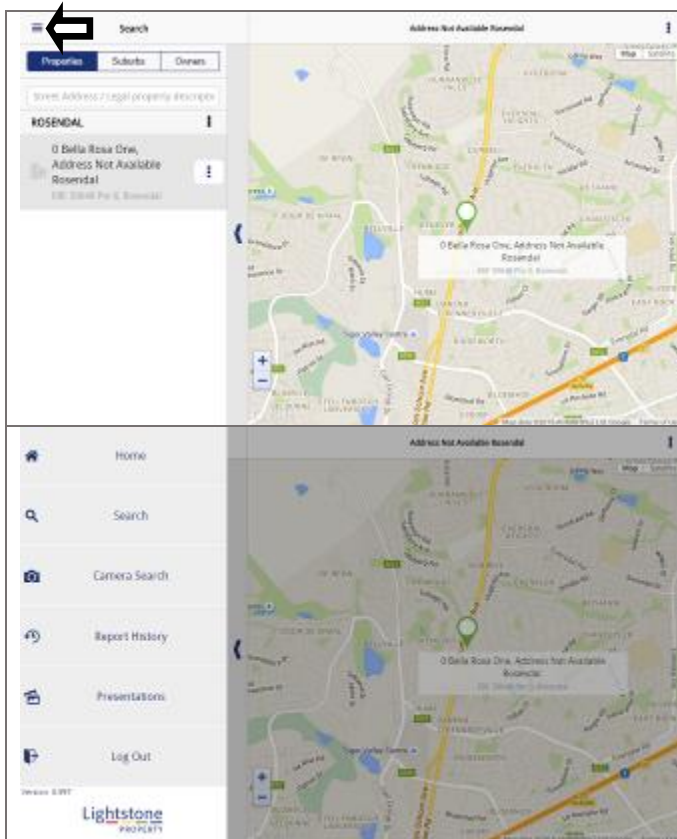


Welcome to the Lightstone Property Pro App. This user guide aims to help you navigate through the app, helping you make use of all the tools and features. Please feel free to contact us should you ever need assistance.

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	<p>Enter the 'Username' and 'password' that you use to login on the website.</p>
	<p>The app uses gps to establish your location. Ensure that you allow access to your location while using the app.</p>
	<p>Your current location will automatically appear. In the search field enter the address you are looking for. The address will be displayed on the map, indicated by a map pin with the address displayed below along with the ERF number.</p>



If you tap on the menu icon (Indicated by the arrow) a menu will appear.

The 'Search' title will take you to the page where you can perform 'Properties', 'Suburbs' and 'Owners' searches.

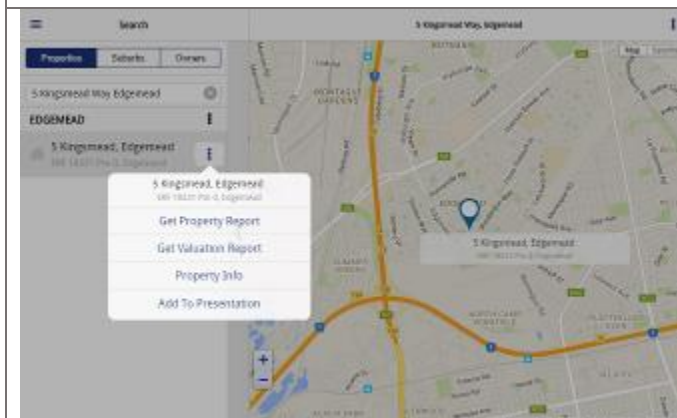
Camera search will allow an augmented reality search of properties surrounding you.

Report history lists all reports pulled on your account.

Presentation is a slideshow capability to present properties sold or on show.

Logout will exit out of the app.

Properties Search



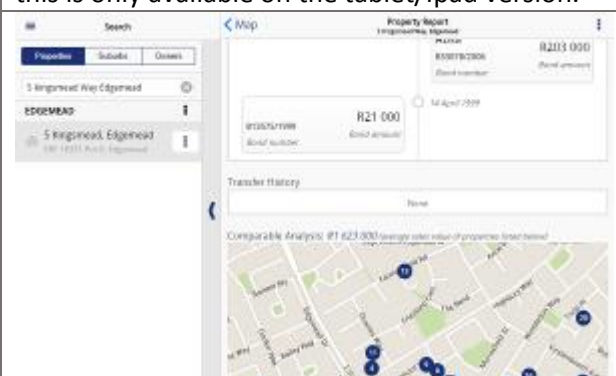
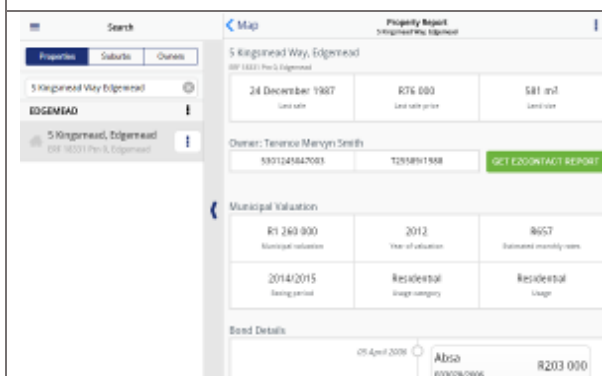
By tapping on the dots next to the address a menu will pop up containing various options.

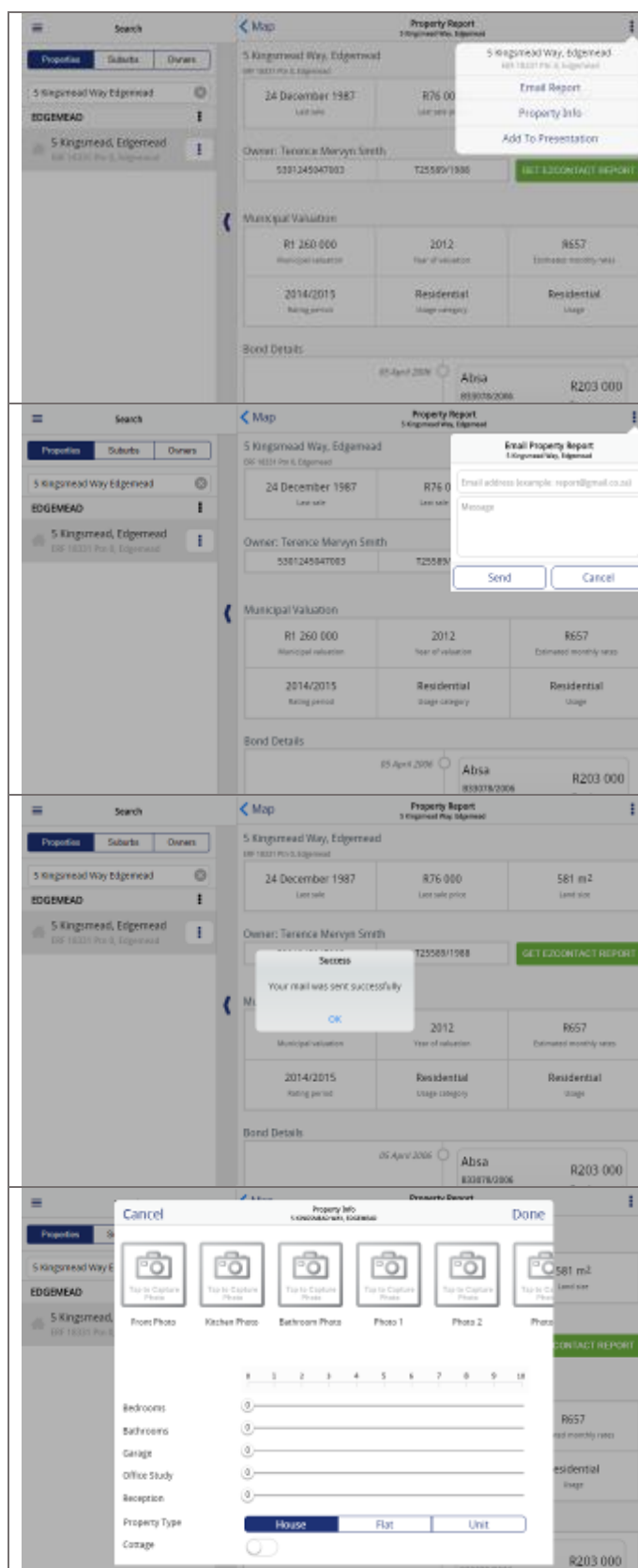
To see the property report tap on 'Get Property Report'.

The Get Valuation Report will provide a property report that contains Lightstone's automated valuation.

Property Info will allow you to input the specific properties information i.e. number of bedrooms, bathrooms, take photos etc.

Add to Presentation allows you to include this property in your slide show set up. Please note this is only available on the tablet/Ipad version.





When tapping on the three dots on the top right hand side of the Property Report you will see a menu. To select any of the items in the menu simply tap on the option.

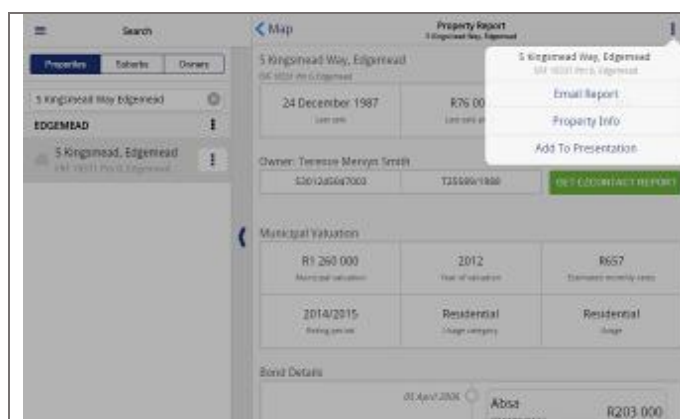
Email Report

To email the Property Report enter the email address in the text box. In the box below you can type a message. Once this has been completed tap on the 'Send' button.

Once the mail has been sent you will receive a pop up confirmation message.

Property Info

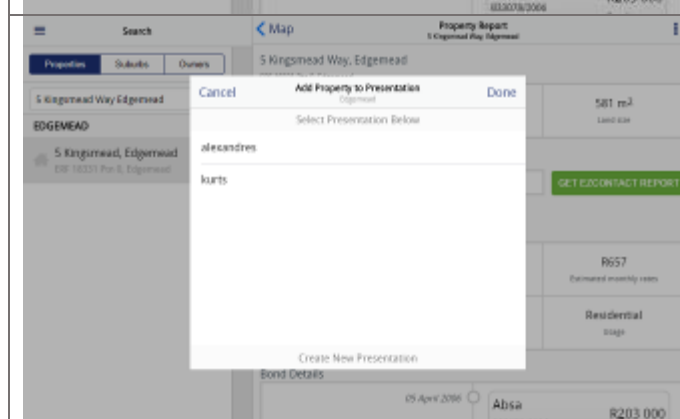
Property Info accesses your camera to take photos. To take additional photos scroll the screen to your left by dragging your finger. Select how many bedrooms, bathrooms, garage, office study, reception rooms by dragging the indicator under the corresponding number. Tap to select whether the property is a 'House', 'Flat' or 'Unit'. Once completed tap on the 'Done' button on the top right hand side.



Add to Presentation

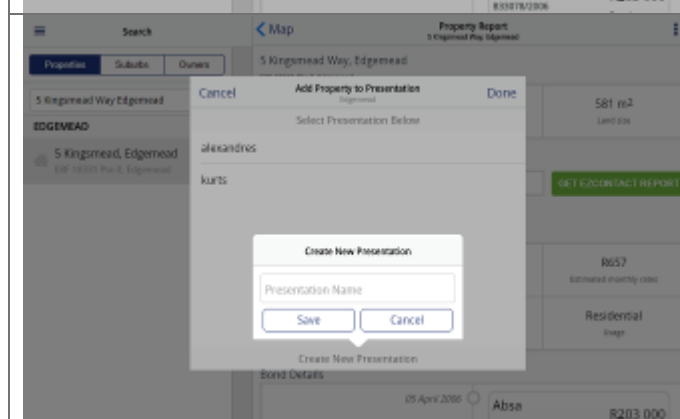
This is only available on the tablet version.

To add the property to a presentation or to create a presentation tap on the 'Add To Presentation' and a new window will open on top of the Property Report.

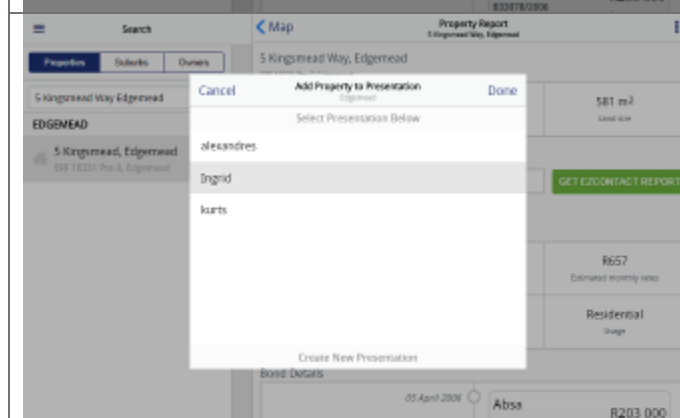


If you have presentations set up choose the one you would like to add the property information to.

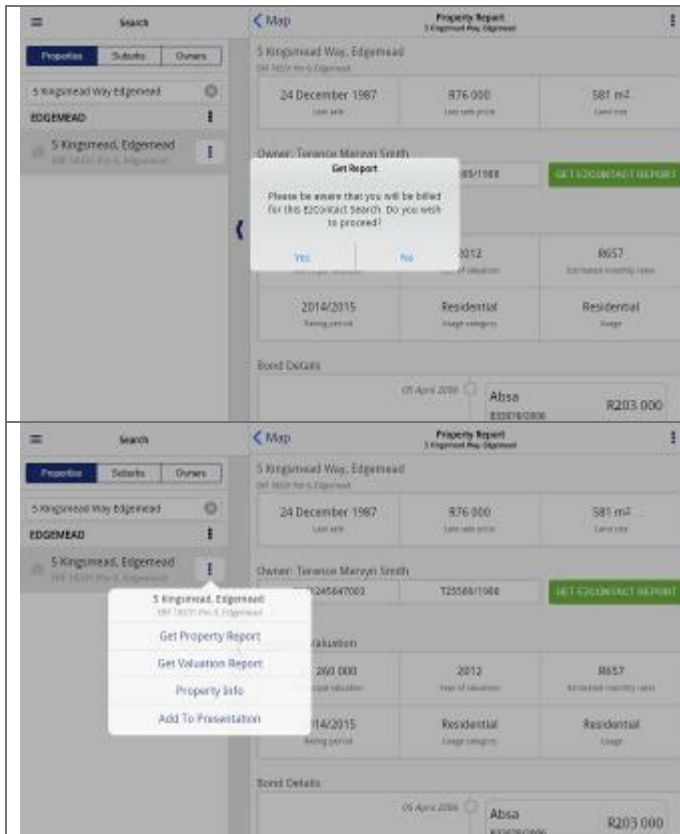
To create a new presentation tap on 'Create New Presentation' at the bottom of the new window.



A new window will open for you to name your presentation and 'Save'.



The new presentation will be displayed in the list. Ensure the correct presentation name is highlighted to add the property to your presentation, tap on the 'Done' button.

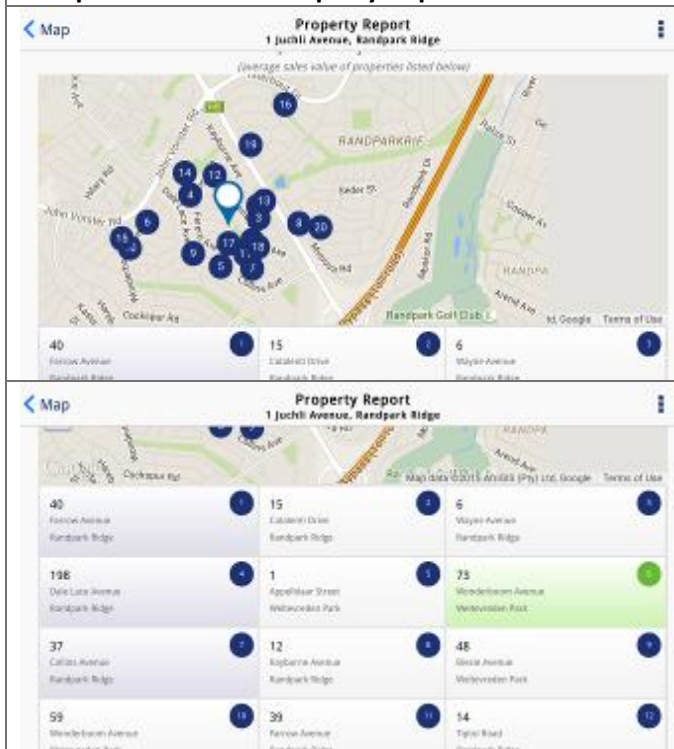


EzContact Report

To pull an EzContact report of the owner tap on 'Get Ezcontact Report' a pop up will appear indicating that you will be billed for the report.

By tapping on the dots next to the address you will see a menu for various tasks. To see the valuation report tap on the 'Get Valuation Report'.

Comparable table in Property Report



The comparable analysis provides a view of the average sales value of surrounding properties. It lists recent property sales and also displays it on and underneath the map.

Tap on a property to bring up a menu of options below the table.

Property Report
1 Juchli Avenue, Randpark Ridge

Property	Address	Area
3	Klapperboom Avenue Randpark Ridge	16
8	Jansen Avenue Randpark Ridge	17
31	Farrow Avenue Randpark Ridge	18
84	Kayburne Avenue Randpark Ridge	19
60	Mimosa Road Randpark Ridge	20

Offer to purchase

**60 Mimosa Road,
Randpark Ridge**

Erf	887
Portion	0
Sales date	12 Nov 2014
Transfer date	03 Mar 2015
Sales price	R1 625 000
Size	1479sqm
Rand / Unit	R1 099
Distance	680

[GET PROPERTY REPORT](#) [REMOVE](#)

Tap on remove to ensure it is not included in the comparable analysis. Or get a property report.

The Valuation Report

Property Report
5 Kingwood Way, Edgemoor

24 December 1987 | R75 000 | 581 m2

Owner: Terence & Marlene Smith

Get Report

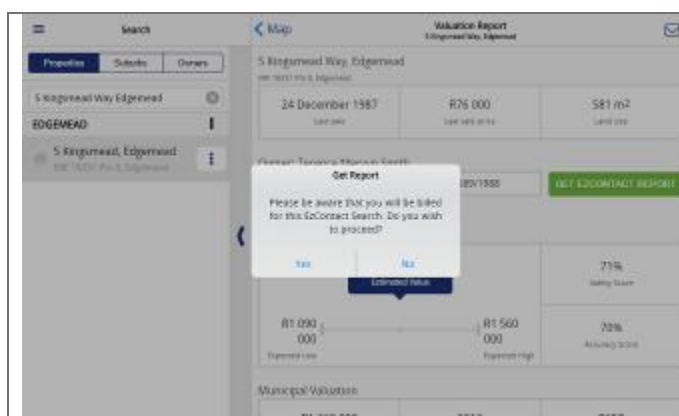
Please be aware that you will be billed for this valuation search. Do you wish to proceed?

[Yes](#) [No](#)

[GET VALUATION REPORT](#)

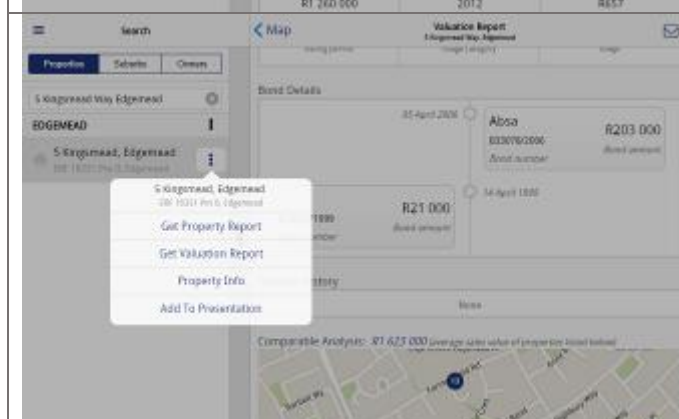
To pull a valuation report on the property tap on 'Get Valuation Report' a pop up will appear indicating that you will be billed for the report.

	<p>The 'Valuation Report' contains all the information in the property report and also includes the estimated value of the property. It lists the municipal valuation and when it was last done.</p>
	<p>Both the property report and valuation report show the bond details of the property as well as transfer history if there is any.</p>
	<p>A list of recent property sales will also be displayed on and underneath the map.</p>
	<p>Email Report There is an option to email the Valuation Report to a recipient. Tap on the envelope icon on the top right hand side of the valuation report. Enter the recipient's email address along with a message and tap on 'Send'. Once the email has been sent you will receive a pop up confirmation message.</p>



EzContact Report

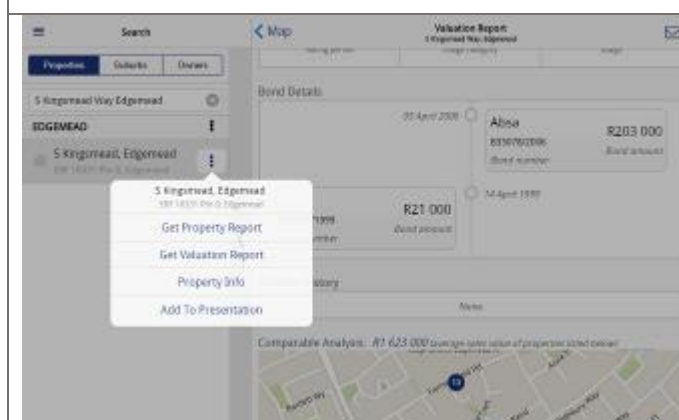
To pull an EzContact report of the owner tap on 'Get Ezcontact Report' green button, a pop up will appear indicating that you will be billed for the report.



Property Info

Property Info accesses your camera to take photos. To take additional photos scroll the screen to your left by dragging your finger. Select how many bedrooms, bathrooms, garage, office study, reception rooms by dragging the indicator under the corresponding number. Tap to select whether the property is a 'House', 'Flat' or 'Unit'. Once completed tap on the 'Done' button on the top right hand side.

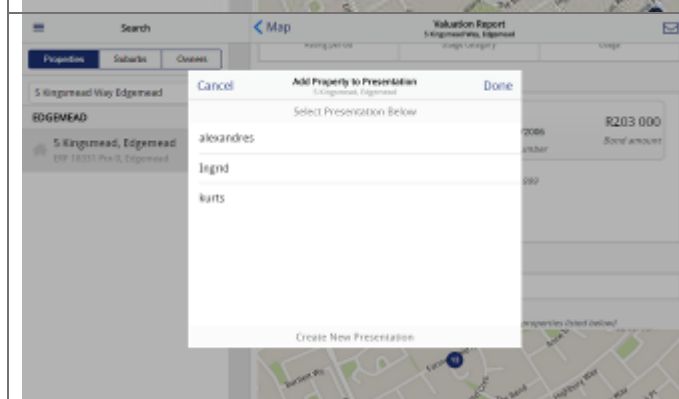
If you completed the Property Info from within the Get Property Report section this information will automatically be populated if you select Property Info from the Valuation Report menu



Add to Presentation

This is only available on the tablet version.

To add the property to a presentation or to create a presentation tap on the 'Add To Presentation' and a new window will open on top of the Valuation Report.



To create a new presentation tap on 'Create New Presentation' at the bottom of the new window. A new window will open for you to name your presentation and 'Save'. The new presentation will be displayed in the list. Once you have added the property to your presentation tap on the 'Done' button.

If you created a presentation in the Property Report section the new presentation name will appear automatically

Suburbs Search

To find the suburb you are looking for tap on 'Suburbs' and enter the suburb you are looking for, then press enter.
The suburb you are currently in will automatically be displayed in the menu field.

Tap on the three dots next to the suburb and select the 'Get Suburb Report'.

Email Report
To email the Suburb Report tap on the dots on the top right of the report. Tap on 'Email Suburb Report'.



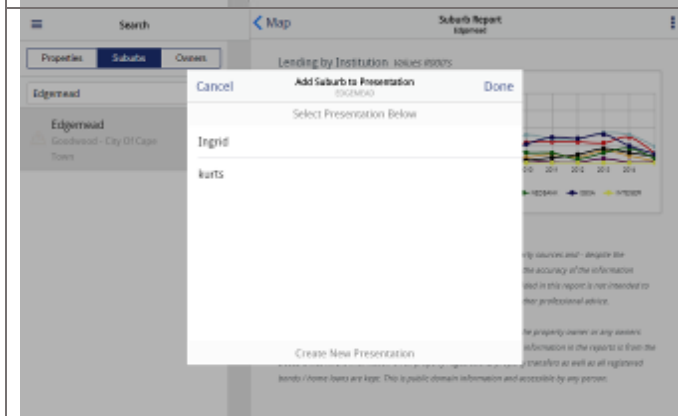
Enter the recipient's email address and a message if needed and tap on 'Send'. Once the mail has been sent you will receive a pop up confirmation message.



Add to Presentation

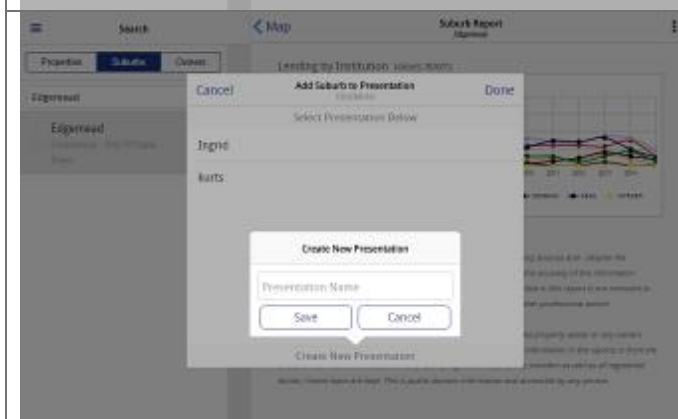
This is only available on the tablet version.

To add the suburb report to a presentation or to create a presentation tap on the 'Add To Presentation' and a new window will open on top of the Suburb Report.

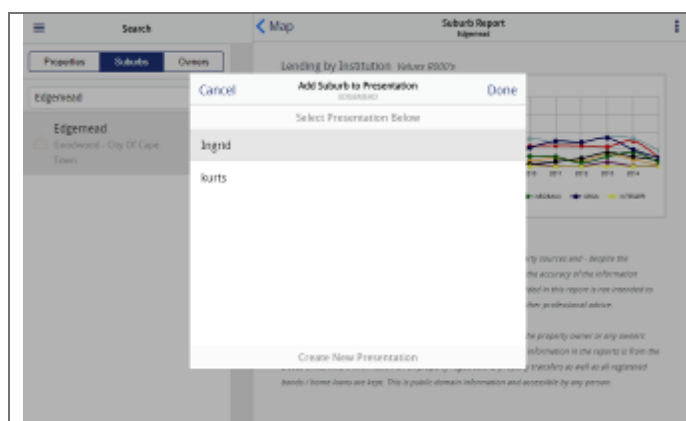


If you have presentations set up choose the one you would like to add the property information to.

To create a new presentation tap on 'Create New Presentation' at the bottom of the new window.

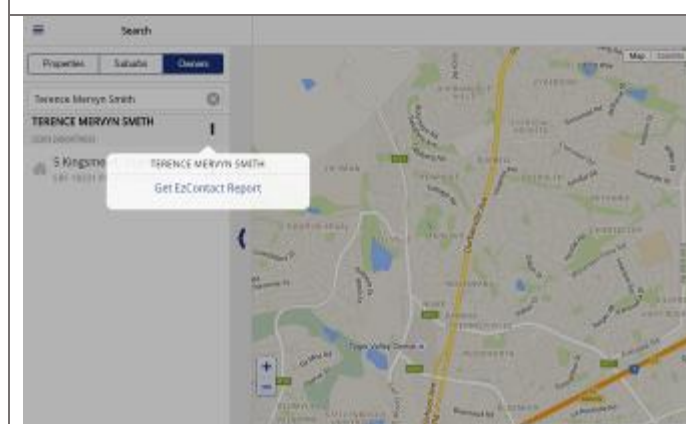


A new window will open for you to name your presentation and 'Save'.

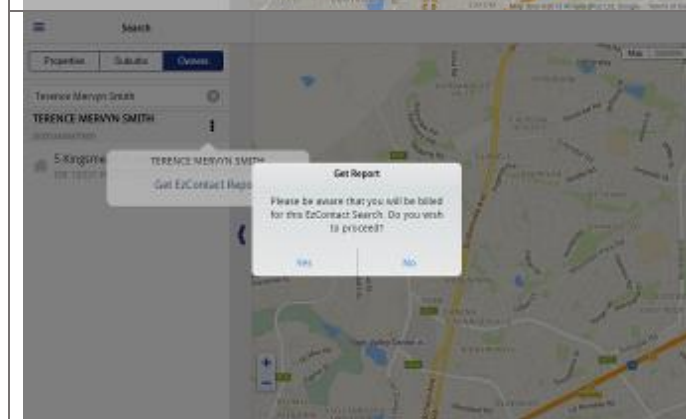


The new presentation will be displayed in the list. Ensure the correct presentation name is highlighted to add the property to your presentation, tap on the 'Done' button.

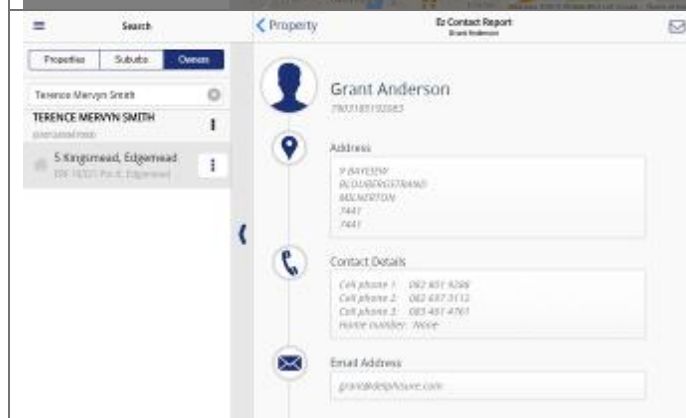
Owners Search



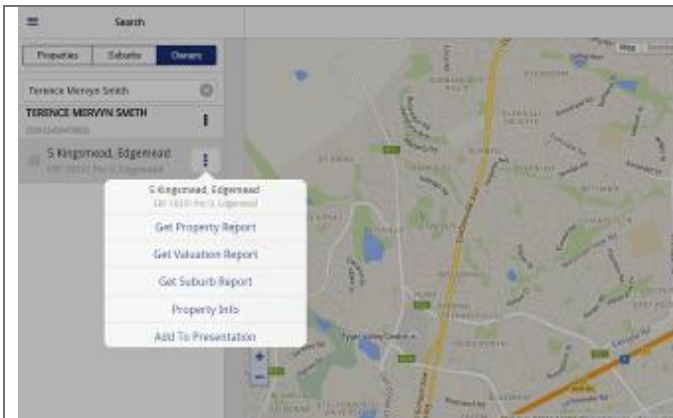
If you need to pull a report on an owner, tap on 'Owners' and enter the owner's name or ID number or a combination of both.



Once the owner's name has been found tap on the three dots on the right of the name and select 'Get EzContact Report'. A message will appear informing you that there will be a charge for the report.



If you tap 'Yes' the owner's details will be available for you to view.



Tap on the three dots on the address below the owner's name.

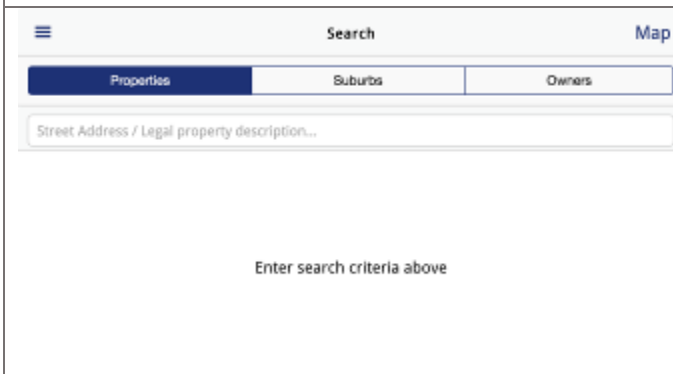
To see the property report tap on 'Get Property Report'.

The Get Valuation Report will provide a property report that contains Lightstone's automated valuation.

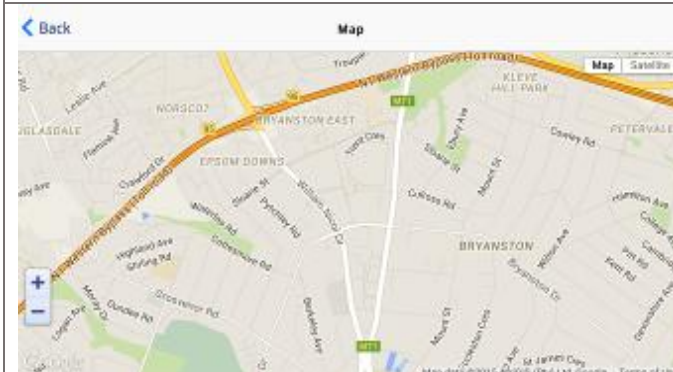
Property Info will allow you to input the specific properties information i.e. number of bedrooms, bathrooms, take photos etc.

Add to Presentation allows you to include this property in your slide show set up. Please note this is only available on the tablet/Ipad version.

Map Search



Tap on Map in the right hand corner.



The map will load according to the area you are in. Use the +/- signs to zoom in or out.


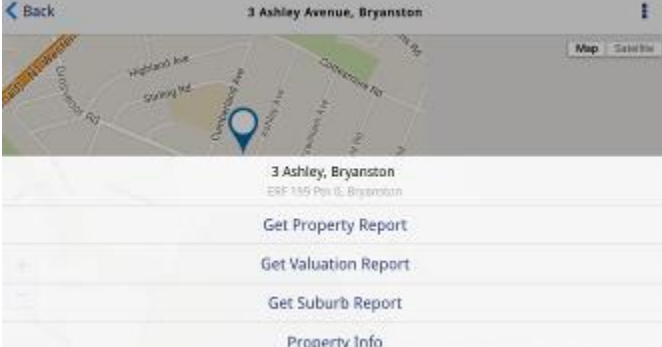
Alternatively use 2 fingers to zoom in or out.

Hold on the map and move around to find the area you want.

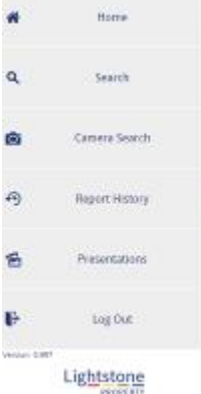

Tap on map or satellite to bring up different map views.

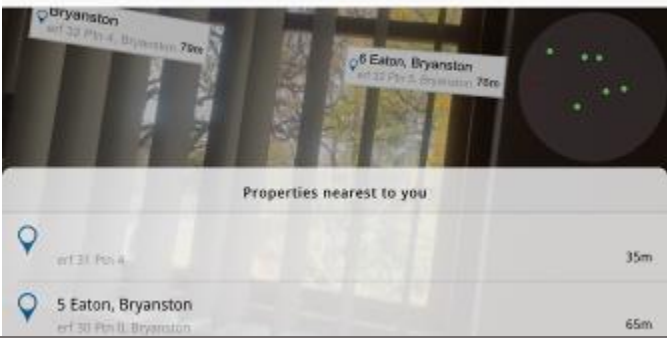
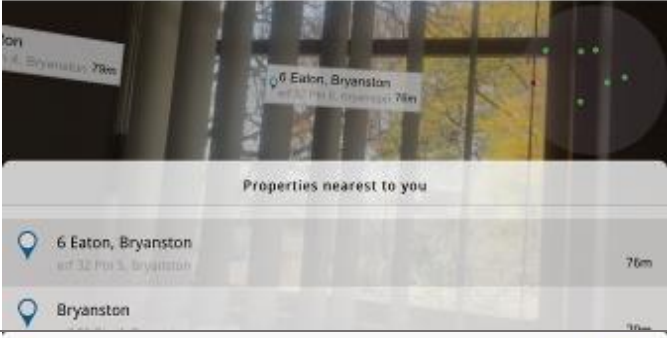




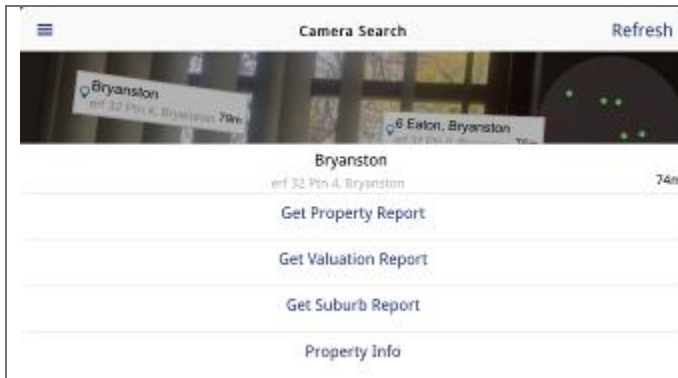
By zooming in closer properties erf and stand numbers will appear.

	<p>Find the property you are searching for and tap on it. A map placeholder will appear with a white label.</p>
	<p>Tap on the dots in the right corner next to the address you will see a menu for various options.</p>

Camera Search

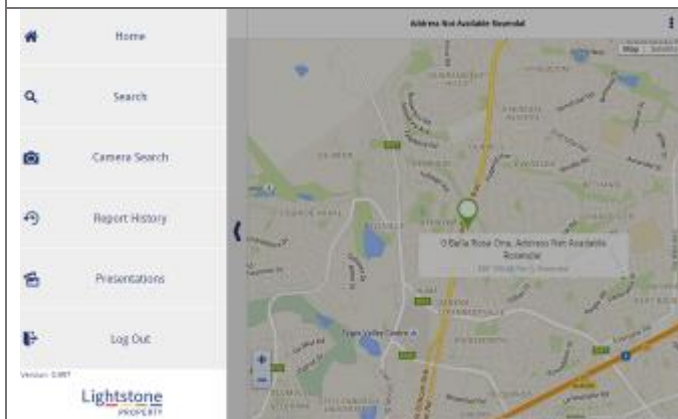
	<p>Tap on the menu button and 'Camera Search'.</p>
	<p>The app will access your camera, it may ask you to calibrate, tilt the phone according to the instructions.</p> <p>A camera view with a circle in the top right hand corner will appear, along with white blocks indicating the surrounding properties.</p> <p>Move the phone around to see surrounding properties.</p>

	<p>If you tap on the circle a screen will appear from the bottom listing surrounding properties.</p>
	<p>Tap on a property to bring up a list of various options.</p>
	<p>To see the property report tap on 'Get Property Report'. The Get Valuation Report will provide a property report that contains Lightstone's automated valuation. Get Suburb Report will provide a suburb report for the area you are currently in. Property Info will allow input of the specific properties information i.e. number of bedrooms, bathrooms, take photos etc.</p>
	<p>Tap on the property label to provide a list of various options.</p>

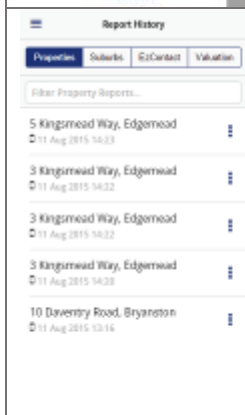


Choose options accordingly.

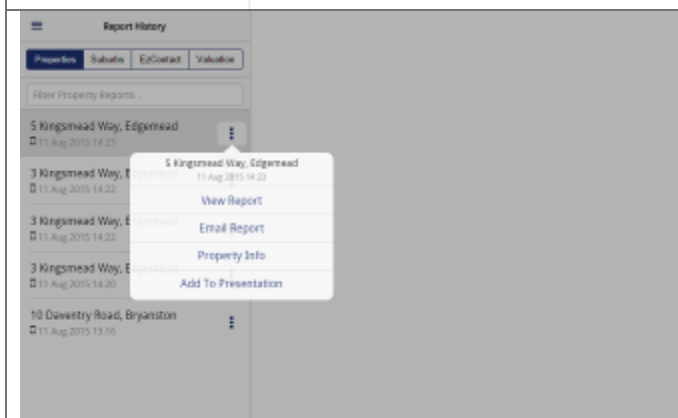
Report History



Tap on the menu button and 'Report History'.




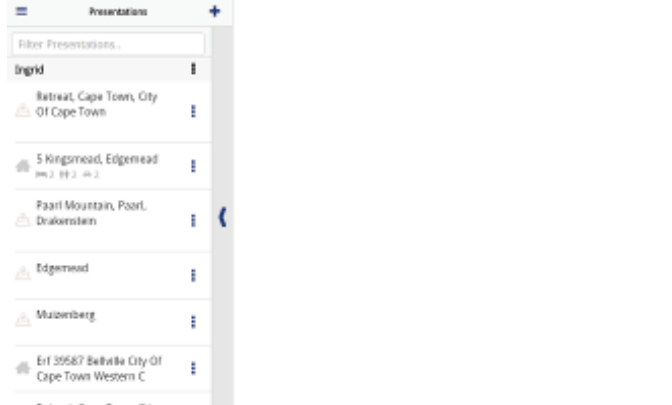
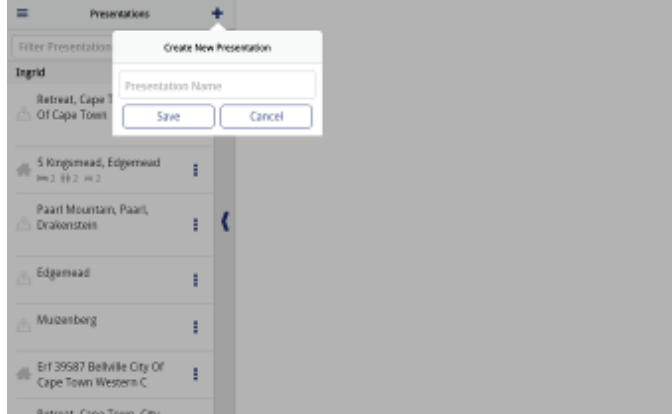
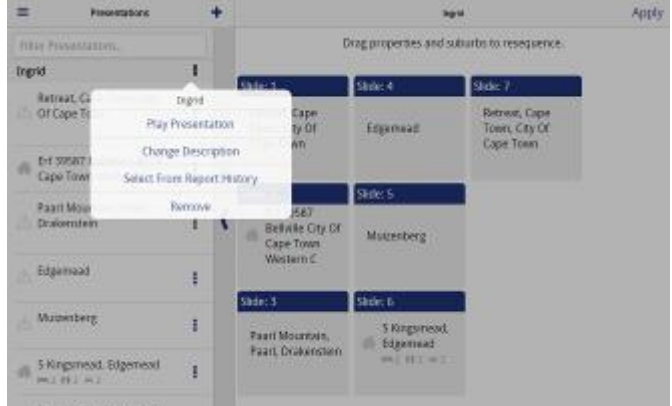
You will see all the reports that have been viewed for Properties.
The icons before the date will indicate whether the report was drawn using the mobile app or the online property toolkit.



Tap on the dots next to the address on the left to view various options.

Presentations

This section is only available on the tablet/lpad version.

	<p>Tab on the menu button and choose Presentations</p>
	<p>A list of all the various presentations you have saved will appear.</p>
	<p>Tap on the '+' to create a new presentation then 'Save' or 'Cancel'.</p>
	<p>Tap on the three dots to view various options. Play presentation will display a slide show of the property information of all content contained in the chosen presentation. Change description allows you to change the name of the presentation. Select from Report History will allow you to choose property, suburb or valuation reports that you have previously pulled and select them to appear within your presentation.</p>

Presentations		Ingrid			Apply
Filter Presentations...		Drag properties and suburbs to resequence.			
Ingrid 1		Slide: 1	Slide: 4	Slide: 7	
Retreat, Cape Town, City Of Cape Town		Retreat, Cape Town, City Of Cape Town	Edgemead	Retreat, Cape Town, City Of Cape Town	
Erf 39587 Bellville City Of Cape Town Western C		Slide: 2	Slide: 5		
Paarl Mountain, Paarl, Drakenstein		Erf 39587 Bellville City Of Cape Town Western C	Muttenberg		
Edgemead		Slide: 3	Slide: 6		
Muttenberg		Paarl Mountain, Paarl, Drakenstein	5 Kingsmead, Edgemead		
5 Kingsmead, Edgemead					
Retreat, Cape Town, City					

Tap on the name of the presentation to view all the content contained in the presentation folder. You can change the order of your slides by dragging them into the right position.