

It seems like everyone is enjoying using the Apple iPad in their daily lives. The following are some favorite business and real estate-related Apps. Some include explanations on how to configure them.

## FINANCIAL CALCULATORS



### HP 12C CALCULATOR

- » This app functions the same as your HP 12C handheld calculator, but now you will always have it with you. Regular and Platinum versions.



### 10bii FINANCIAL CALCULATOR

- » 10bii is a tool for teaching the power of compounding interest, analyzing potential deals or business ventures, or just doing math problems, and sharing the results of your work with others

#### Highlights:

- » Displays current N, I/YR, PV, PMT and FV values right above buttons.
- » Print or Save PDF Amortization Schedules
- » Easily enter your Uneven Cashflows in a spreadsheet-like worksheet
- » Draws Cashflow Diagrams for simple TVM or complex Uneven Cashflows
- » Saves Recent calculations so you can easily reload them

## FINANCIAL ANALYSIS



### THEANALYST

- » TheAnalyst is a powerful suite of real estate analysis tools designed for all commercial and investment real estate practitioners.

TheAnalyst includes the following tools:

- » Time Value of Money Calculator
- » IRR/NPV Calculator
- » Mortgage Calculator
- » Mortgage Amortization summary of Schedule Report
- » Loan Amount Analyses
- » Investment Analysis Report (5 year with financial indicators)
- » Lease vs. Own Analysis Report
- » Risk Summary Report (USA Properties)
- » Property Measuring Tool



### REAL ESTATE BACK OF THE ENVELOPE

- » For the commercial real estate investor and developer, The Real Estate Back of the Envelope (BOE) is a pro forma model in your pocket.
- » A quick and professional financial analysis tool the BOE allow you to calculate property values and pro forma investment returns with only a few inputs.

The BOE provides unique models for different real estate investment types:

- » Stabilized Assets
- » New Construction
- » For-Sale Projects
- » For-Rent Projects

## PROPERTY SEARCH APPS



### CHICAGO TITLE NOW

- » With the Chicago Title Now App, Real Estate professionals can get immediate property information on their iPhone or iPad. By entering a Property Address, Owners Name, Assessors Parcel Number (APN) or search Near by Properties. CHICAGO TITLE NOW can provide real time access to valuable property information.
- » Get property address, mailing address, legal description, parcel and tract information, tax information, property characteristics, transfer history, nearby properties, comparable sales and a plat map.

\*Use of CHICAGO TITLE NOW application requires registration on Premier Services from Chicago Title.



### FIDELITY NATIONAL TITLE 1-2-3

- » With Fidelity National Title's Title 1-2-3 application, real estate professionals can get immediate property information on their iPhone or iPad. By entering a property address, owners' name, assessor's parcel number (APN) or search nearby properties, Title 1-2-3 can provide real time access to valuable property information.
- » Get property address, mailing address, legal description, parcel and tract information, tax information, property characteristics, transfer history, nearby properties, comparable sales and a plat map.

\*Use of TITLE 1-2-3 application requires registration with Fidelity National Passport.FNTIC.com services.

## PROPERTY SEARCH



### COSTARGO

- » CoStarGo™ is a mobile extension of the professional suite of CoStar products. While away from their desk, commercial real estate professionals can find detailed information on space for lease, properties for sale, lease and sale transaction comps and tenants, and benefit from the depth of verified, continuously updated information provided by the CoStar service.



### LOOPNET

- » This App is useful on tours.
- » Enter in your LoopNet username and password.
- » It is GPS enabled so it will show your exact location and tell what properties are listed, by who, and connect you to the brochure.



### ZILLOW / REDFIN

- » These apps are great on tours when a client asks what the approximate value of home is in a specific neighborhood.
- » The values are only estimates but they give you a good idea of residential sale prices, rental rates, and number of REOs.
- » The Apps are GPS enabled, so they will show you exact location and track estimated home values with you as you drive.

## SCANNERS



### CAMCARD

- » CamCard is a professional business card reader and business card scanner. Simply take a picture of a business card, CamCard recognizes the business card and saves contact information in Card Holder or iPhone Address Book. Then feel at ease to manage cards with CamCard business card reader and business card scanner



### GENIUS SCAN

- » Genius Scan turns your iPhone into a pocket scanner. It enables you to quickly scan documents on the go and email the scans as JPEG or PDF.
- » The GENIUS SCAN scanner technology includes smart page detection, perspective correction, image post-processing. It allows you to build PDF documents with multiple scans.

## AUDIO/VOICE RECOGNITION



### DRAGON DICTATION

- » This is helpful if you are typing a long email as it is a good "voice text" program.
- » You will speak a long email into the iPad, the App converts the voice to text, and you paste the text into your email.
- » **CONFIGURATION NOTE** - In the settings menu, be sure the Detect End-of-Speech option is set to OFF for better functionality

## OFFICE PRODUCTIVITY



### EVERNOTE

- » Evernote is an easy-to-use, free app that helps you remember everything across all of the devices you use. Stay organized, save your ideas and improve productivity. Evernote lets you take notes, capture photos, create to-do lists, record voice reminders--and makes these notes completely searchable, whether you are at home, at work, or on the go.



### QUICKOFFICE PRO

- » Create and edit Microsoft Office files on iPhone or iPod Touch including Word Documents, Excel Spreadsheets, and PowerPoint presentations. Includes iOS 5 fixes.
- » QuickOffice offers an intuitive and easy-to-use interface for advanced editing of Word, Excel, and PowerPoint files with an integrated file



### PAGES

- » This powerful app has been exclusively designed for the iPad, iPhone, and iPod touch.
- » Create, edit, and view documents wherever you are.
- » Pages works with iCloud, so your documents stay up to date on all your devices — automatically.





## NUMBERS

- » Built from the ground up for iPad, iPhone, and iPod touch, it lets you make compelling spreadsheets in minutes — with tables, charts, photos, and graphics — using just your fingers.
- » Choose from over 250 easy-to-use functions. Enter data and explore results with sliders, steppers, pop-ups, and intelligent keyboards.



## KEYNOTE

- » Built from the ground up for iPad, iPhone, and iPod touch, it makes creating a world-class presentation — complete with animated charts and transitions — as simple as touching and tapping.
- » Highlight your data with stunning 3D bar, line, area, and pie charts, animated with new 3D chart builds such as Crane, Grow, Radial, and Rotate. Use full-screen view to present right on your iPad, iPhone, or iPod touch.



## PEN ULTIMATE

- » Penultimate gives you the fast, tactile gratification of writing on paper, with digital power and flexibility. Take notes, keep sketches, or share your next breakthrough idea -- in the office, on the go, or home on the sofa with you as you drive.
- » You can create and write on multiple pages, and once done, combine them into a .PDF file for printing or email.
- » CONFIGURATION NOTE - Under settings, be sure to turn Wrist Protection to OFF for better functionality.



## BREEZY

- » Breezy lets you print or fax any document, directly from you IOS device. (Purchase of Fax Credits is required for faxing.)
- » Search for public printers, print to your own printer, or print to a company printer (must be a Breezy Corporate customer)



## GOODREADER

- » This serves as Adobe Reader, Windows Explorer, text writer, and FTP server all in one.
- » When you view any email attachment, open it in GoodReader and you can view it, save it to your iPad, email it, or redline it.

### REMOTE ACCESS



## DROPBOX

- » This App stores and automatically syncs important files (e.g., word processing, emails, site plans, and brochures) with your office PC.
- » When used with GoodReader, it allows us to go paperless when we travel to meetings or conferences.

To configure:

1. Go to [www.Dropbox.com](http://www.Dropbox.com) and sign up for an account and install the program on your office PC. It will designate a Dropbox folder on your PC.
2. Place important files or folders you want access to in that Dropbox folder.
3. Enter the username and password into the iPad Dropbox App.



## TEAM VIEWER

- » TeamViewer provides easy, fast and secure remote access to Windows, Mac and Linux systems.
- » Have access to your own computer with all of its documents and installed applications.
- » Copy files from you home pc to your iPad and vice versa



## LOGMEIN

- » From your couch, on the train or in the air-get anytime, anywhere access to your PC or Mac.
- » Remotely control your PC's and Macs over WiFi/3G with the free LogMein app on your iPad or iPhone. It works with LogMein's free software installed on as many computers as you like. You can remotely access your files, run your applications and control your desktops from anywhere.
- » Get to your computer files and edit them from your iPad or iPhone.
- » Remotely run any application on your computer from you iPad or iPhone.



## MYCRM

- » With myCRM you can keep on hand all your business, plan all the activities related to it, track and monitor the sales opportunities, record all the relationships maintained with you customers, and do much more.
- » Download it for free and try it. Then buy the license that best suits your needs directly from within the application (In-App Purchase)
- » This App allows you to place your ACT contact database onto your iPad.

## PDF MANAGEMENT



### PDF PRINTER

- » This App converts Word, Excel, Powerpoint, Pages, Numbers, Keynote, RTF, RTFD, TXT, HTML, JPG, PNG, Safari webarchive documents to PDF files. Print documents to PDF's and share them easily from your iPad.



### GOOGLE EARTH

- » Explore the same global satellite and aerial imagery available in the desktop version of Google Earth, including high-resolution imagery for over half of the world's population and a third of the world's land mass.
- » Although this app doesn't have all of the same functionality as the desktop program, it is worth having and functions as a good aerial viewer.
- » If you are emailed a .kml file with specific sites, you can open the file in Google Earth.
- » *NOTE: Go to Layers and My Maps to save custom designed aerials, which can be to plan property tours. You input the tour information at [www.maps.google.com](http://www.maps.google.com)*



### UPAD Lite

- » Note taking + PDF annotating + Photo decorating
- » Open PDF files directly from your email or from any other apps via the "Open In UPAD" dialogue box.
- » Export your document to PDF or PNG format, and send e-mail or upload to cloud storage services- Dropbox, Evernote and GoogleDocs. Or just post or tweet a single page image using Twitter and

## GPS NAVIGATION / DEMOGRAPHICS



### ESRI BAO

- » With Business Analyst Online (BAO), you can quickly and easily get key demographic and market facts about any location in the U.S. Useful for a business professional who needs to evaluate an area on-site.



### SIGNALERT

- » Signalert features constantly updated, real-time road speeds, round-the-clock traffic reports from the country's top traffic company, and the largest network of roadside traffic cameras in the U.S. Avoid traffic with Signalert.com.



### TEN EIGHT FOR BROKERS

- » Ten Eight is a groundbreaking mobile web app that allows tenants and brokers the ability to rate office buildings while on tour and compare scores side by side based on a person's chosen weighted preferences. The design of the app captures live data from tours and sets out to revolutionize the way tenants, brokers, and landlords make commercial real estate decisions.



### GPS HD MOTIONX

- » MotionX-GPS HD has all the Maps and Navigation instruments you need anywhere in the world.
- » Download worldwide maps and store them on you iPad for offline access.
- » MotionX\_GPS HD works in a plane, visiting a new city, or just browsing the globe from home.

## STAFF PICKS



### BAMBOO PAPER

- » Bamboo Paper provides you with the ability to create virtual notebooks for your iPad, letting you share your ideas visually with handwritten notes, sketches or doodles. Paired with the Bamboo Stylus, it turns your iPad into the ultimate paperless communications tool.



### PROPERTY EVALUATOR

- » After entering some information about the property, you can view performance projections that help you do a true apples-to-apples comparison between properties. You can also email a professional PDF report to your clients, lenders, or investment partners.
- » Edit values, view reports, and save changes for a single property
- » Slide your finger to change the holding period from 0 to 30 years, and all of the numbers instantly update!

## ADDITIONAL TIPS

**LAST APP VISITED** – Double click on the round Home button (be sure that the latest OS has been installed by syncing the iPad using iTunes to your office PC).

**LOCK ROTATION**- The side switch (be sure the latest OS has been installed)

**IPAD APP VERSIONS**- Various apps (e.g. Zillow, LoopNet) have both an iPad and an iPhone version. Be sure to download the iPad version as the functionality has been customized for the iPad.

### **IPHONE INFORMATION**

Once you have purchased the Apps for the iPad, you can transfer them for free to your iPhone by syncing the iPad using iTunes to your office PC, and then syncing your iPhone.

### **IPHONE TIPS AND TRICKS**

**DRY OUT A WET PHONE**- You're not the first one to drop an iPhone in a toilet or sink. If this happens, don't turn it on as you can damage the smartphone by short-circuiting it. Lightly towel dry the phone. Don't use a hairdryer on the phone as it can further push moisture into areas that aren't wet. Submerge the iPhone in a bowl or Ziploc bag of uncooked white rice and leave it overnight. If you have it, try using a desiccant packet you might find with a new pair of shoes or leather purse.

**DISMISS SUGGESTED WORDS**- If you're typing an email or note and the virtual keyboard is suggesting the correct spelling of the word — and you don't want to accept it — you don't need to tap the tiny "X" at the end of the word in question. Simply tap anywhere on the screen to close the suggestion box.

**TAKE PHOTOS FASTER**- Even if your iPhone is locked you can double-tap on the Home button and you'll see a camera icon you can tap to open the camera immediately. Now you can use the volume up button to snap the photo, too. You can also use the volume up on the headphone cord to take a photo (if you want to) and pinch the screen to zoom instead of using the slider bar.

**USE LOCATION-BASED REMINDERS**- You probably know Siri can be used to set a reminder, like saying "Siri, remind me to call mom at 4pm today." But did you know you can set location-based reminders on your iPhone 4S? Say "Remind me to call mom when I leave here" or "Remind me to call mom when I get home" and you'll be notified accordingly.

**GET WORD DEFINITIONS**- Apple has recently added a built-in dictionary and you can access it in most apps that let you select a word. Simply press and hold on a word — such as in an email, reminder, iBooks, and so on — and you'll see a pop-up option for "Define."

**REVIVE A FROZEN IPHONE**- If your smartphone freezes on you and pressing the Sleep/Wake button on top of the device doesn't do anything, don't panic. Instead, press and hold the Home button and the Sleep/Wake button at the same time. You'll be prompted to swipe the "Slide to Power Off" tab. This so-called "hard reset" resuscitates the frozen iPhone. You'll first need to wait through a full shut down and restart.

**GET MORE DONE IN LESS TIME**- You can create shortcuts to words and phrases you use a lot, such as Northern California Association for Employment in Education. In Settings, go to General, then Keyboard, and select Add New Shortcut. Now you can add new words or phrases and assign shortcuts to them (such as "NCAEE," in the above example, and it'll type out the full word each time.

**SEE THE WEATHER FORECAST**- If you're one of the many weather junkies out there, you probably know you can swipe down the iOS device's screen and you'll see the Notifications center. Weather will be at the top, but did you know you can swipe to the left or right and you'll toggle between current conditions and a 6-day forecast? Plus, jump to the Weather app by tapping anywhere on the weather bar inside Notifications screen.

**SELECT URL DOMAINS FASTER**- When typing a website address in Safari, you don't have to type the ".com." For example, you can type "yahoo" in the URL box to get to yahoo.com. On a related note, you can press and hold down the .com button and you'll see a list of alternatives to choose, such as .net, .org and .edu.

**FIND YOUR LOST IPHONE**: As long as you sign up in advance, the free Find My iPhone app will help you locate your device on a map (on your computer or other iOS device). You can display a message or initiate a loud ring (in case it's under the cushions), or remotely lock or wipe its data.

**TAKE AN IPHONE SCREEN GRAB**- if you want to take a screenshot of a website or application, press down on the Home button and tap the Sleep button. You'll hear the camera click, see a white flash and the screenshot will be saved to your Camera Roll.