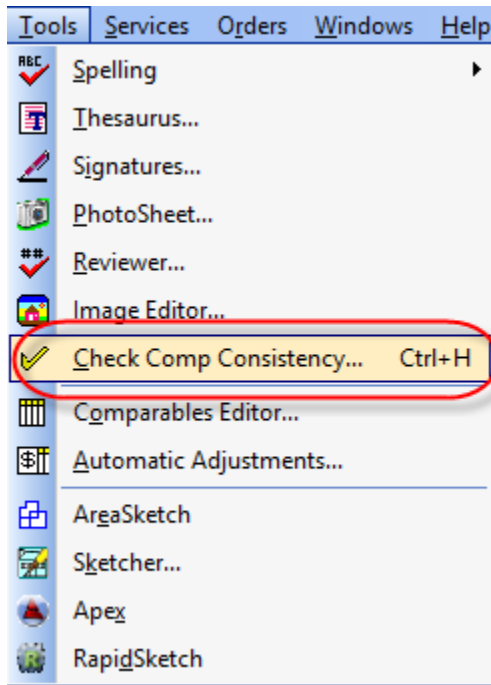


1. Open a ClickFORMS report that has properties that you would like to check.
2. Go to Tools and select 'Check Comp Consistency' or press **Ctrl + H** on the keyboard.



3. Once the window opens, you will see which property in your report has a data point that is inconsistent. This is denoted by the orange highlight and an 'X' in the UAD column.

Note: The yellow highlight is the selected property.

Type	Address	In DB	UAD
Subject	466 Newport Bridge Rd Pine Island, NY 10969	YES	OK
Comp 1	102 Merritts Island Rd Pine Island, NY 10969	YES	X
Comp 2	93 Walling Rd Warwick, NY 10990	YES	OK
Comp 3	25 Feagles Rd Warwick, NY 10990	YES	OK
Comp 4	41 Horizon Farms Rd Warwick, NY 10990	YES	OK
Comp 5	49 Points of View Warwick, NY 10990	YES	OK
Comp 6	182 Newport Bridge Rd Warwick, NY 10990	YES	OK

Description	Use	Property In Report	Use	Property In Database
Comp ID	☐		☐	37567
Last modified Date	☐		☐	4/2/2015
Street Address	☒	466 Newport Bridge Rd	☒	466 Newport Bridge Rd
City, State, Zip	☒	Pine Island, NY 10969	☒	Pine Island, NY 10969
Sales Price	☒		☒	
Location	☒	B,Res:Street	☒	B,Res:Street
Site Area	☒	35505 sf	☒	35505 sf
View	☒	N,Res:Street	☒	N,Res:Street
Quality Construction	☒	Q4	☒	Q4
Condition	☒	C3	☒	C3
Total Rooms	☒	7	☒	7
Bed Rooms	☒	3	☒	3
Bath Rooms	☒	3.1	☒	3.1
Gross Living Area	☒	2,337	☒	2337
Actual Age	☒	50	☒	50
Basement & Finished	☒	2064sf1342sf	☒	2064sf1342sf
Garage	☒	2ga6dw	☒	2ga6dw
Design	☒	DT1,Ranch	☒	DT1,Ranch

Done Close

- When you select the property that has the inconsistencies, select which data you want to use, either the data from the Database or the data from the report. You simply put a check on which you want to use, then click the Make Consistent button. This action will update both the report and the database.

Type	Address	In DB	UAD
Subject	466 Newport Bridge Rd Pine Island, NY 10969	YES	OK
Comp 1	102 Merritts Island Rd Pine Island, NY 10969	YES	X
Comp 2	93 Walling Rd Warwick, NY 10990	YES	OK
Comp 3	25 Feagles Rd Warwick, NY 10990	YES	OK
Comp 4	41 Horizon Farms Rd Warwick, NY 10990	YES	OK
Comp 5	49 Points of View Warwick, NY 10990	YES	OK
Comp 6	182 Newport Bridge Rd Warwick, NY 10990	YES	OK

Description	Use	Property In Report	Use	Property In Database
Comp ID	☐		☐	37536
Last modified Date	☐		☐	3/31/2015
Street Address	☒	102 Merritts Island Rd	☒	102 Merritts Island Rd
City, State, Zip	☒	Pine Island, NY 10969	☒	Pine Island, NY 10969
Sales Price	☒	275,000	☒	275000
Location	☒	N,Res:Street	☒	N,Res:Street
Site Area	☒	1.05 ac	☒	1.05 ac
View	☒	N,CtySky:Street	☒	N,Res:Street
Quality Construction	☒	Q4	☒	Q4
Condition	☒	C4	☒	C3
Total Rooms	☒	7	☒	7
Bed Rooms	☒	3	☒	3
Bath Rooms	☒	2.0	☒	2.0
Gross Living Area	☒	1,603	☒	1603
Actual Age	☒	25	☒	25
Basement & Finished	☒	1000sf600sfwo	☒	1000sf600sfwo
Garage	☒	2ga4dw	☒	2ga6dw
Design	☒	DT1,Ranch	☒	DT1,Ranch

Make Consistent Close