How to Use ZInspector...Steps 1-4

Note: the first time you log into the app, your IOR email is your user ID and your password is 123456



How to Use ZInspector...Steps 5-9

"Next"



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	>	(New) Entry 1 Description			JUNI -	İ
ne property	>	(New) Front Yard/Exterior 1 Description			AND A DECK	▥
	>	(New) Bathroom 1 Description			JUNION N	Ē
	>	(New) Bathroom 2 Description			JUNIO	Ē
han	>	(New) Bedroom 1 Description			JUNI	Ŵ
d	>	(New) Bedroom 2 Description			J. S.	圓
ick	~	(New) Bedroom 3 Description			J. S.	圓
	>	(New) Dining Room 1 Description			1991	圓
	>	(New) Family Room 1 Description			JUNION I	圓
	>	(New) Hallway/Stairs 1 Description			Julie Harris	圃
	>	(New) Kitchen 1 Description			JUNI	圃
xt		K + Back Add	_	Pr	Q ocee	d

7. Click on the Garbage Can icon next to the items not relevant to this inspection. NOTE: If you accidentally remove a room, you can add it back by clicking on the "+Add" button at the bottom

8. Click on the ruler if you want to add dimensions for the room (not required)

9. For duplicate rooms: add a description to differentiate

Click "Proceed"

How to Use ZInspector...Steps 10-12

9:08 atl 🗢 🗈	1:34 atl 🗢 💷	1:35 at 🗢 🗩	
< Xyz 0 C 頃 🌣	く <u>123 Test</u> 0 📿 頃 🎝	K ABC 0 C 🗘 🌣	
Entry 1: No description	Search	🔂 Move-In Inspection	
Bathroom 1: No description	Move In	Property Name: ARC	
Bathroom 2: No description	Move Out	Tenant (s):	
Bedroom 1: Pink bedroom	Pre Move Out Walk Thru	bype here or tap above to select	12. Review the
Bedroom 2: Largest		Date: 2024-01-31	information and add
Bedroom 3: Green bedroom		Inspector Name: Kristen Eastman	the Tenant's name
Dining Room 1: No description		Inspector Email:	
Family Room 1: No description	11. Choose "Move In"	keastman@iorworld.com	Scroll down to look
Kitchen 1: No description	with the address you are	i Instructions	through the rooms
Laundry Room 1: No description	inspecting.	Please fill in the table below to document conditions	
Living Room 1: No description			
Keys/Remotes/Devices 1: No description		First, tap the check mark above S to mark all items as Satisfactory and then make adjustments as needed.	
10. If you are happy with your descriptions, click		Move through each area marking items as: N= New (just installed or painted). S = Satisfactory / Acceptable. D = Existing Damage. ! = Needs attention.	
on "Save"		Holding selections may present additional options. Any item marked in red is required in order to submit the inspection.	
Back Save	Please Select a Template	Move-In Conditions	

How to Use ZInspector...Steps 13-14



14. Then, if you see an item that needs to be addressed click on the "D" (Damaged) next to that item

How to Use ZInspector...Steps 15-16



When you click on the "D" (damaged" you will be warned that you must take a picture. Choose "Accept"

15. This will open your camera. Take a picture of the damaged area. You can zoom in, add the flash, etc

> If you need further guidance with pictures, please see the last pages of these instructions



16. Add a comment on what the damage is

Continue to scroll through the rooms noting damages as needed

NOTE: The app will not let you proceed until everything is completed

When the inspection is completed, click on "Proceed"

How to Use ZInspector...Steps 17-19

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			🔮 Bathroom	Q Light Fixture		Window/Lock/Screen
Property Tenant(s Date Agent /) Inspecto	Inspecto r Email					Living Room 1
			1			Door/Knob/Lock
23 Test 2024-01 Kristen -31 Eastmar	n@iorwo		40	2		Fireplace Equipment
	rld.com					Flooring/Baseboard
						Light Fixture/Fan
love-In Conditions		17 Review the				Other
tivity: Move In					18 Scroll to	Switch/Outlet
Proition Keys: N=New, E=Excellent S=Satisfa Poor D=Damaged	ctory, F=Fair,	Inspection report				Wall/Ceiling
		nhotos	123 Fake Activity: Move In		the bottom of	Window Covering
athroom 1		priotos	Area: Bathroom		the increation	Window/Lock/Screen
abinet/Counter/Shelving	S -	If your pictures	Detail: Light Fixture		the inspection	
por/Knob/Lock	S -		Added 2 minutes ago		report and	Additional Comments
khaust Fan	D -	are correct, click				
ooring/Baseboard	S -	on the back			nave the	Final Comments
	<u> </u>			/	Landlord and	notify us within 3 business
edicine Cabinet/Mirror	<u> </u>	button.	You can e	edit, mark-		Landlord Signature
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How to Use ZInspector...Step 20



How to Use ZInspector...The Camera



If you marked something as "D" (Damaged), you MUST make a comment and take a photo of the issue.

Tap on the comment to explain the issue

Tap on the camera to take the picture



"Broken" okenhearted Brokenness q W e t У u i 0 r p h d f g j k 1 S а Ζ Х С V b n m \otimes 123 space return Q

You can also add the comment while the camera is open. Just type in the issue and click on the check mark.

If you prefer to "talk to type" click on the microphone and say the issue.

How to Use ZInspector...The Camera



The room name and camera stays red until you've taken the picture. Once you have taken the picture the room name changes to green and the camera is white



How to Use ZInspector...The Camera: Editing a Comment



When you preview your photos and you would like to change the comment, click on the pencil. Add or edit the comment and click on the checkmark.



How to Use ZInspector...The Camera: Deleting a photo



Adding a Photo After the Inspection



Adding a Photo After the Inspection









Adding a Photo After the Inspection

