



Using DataMaster

This document provides instructions for using the DataMaster eData Service to download property data into appraisals in ACI Report.


Using the DataMaster eData Service	1
Launch DataMaster from ACI Report.....	1
Launch ACI Report from DataMaster.....	2

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Using the DataMaster eData Service

DataMaster pulls information directly from MLS and Public Records and downloads the data into an appraisal report in ACI.

Launch DataMaster from ACI Report

1. Open a report file and click **eServices > Property Search / Import > DataMaster**, or click the **DataMaster** icon () on the toolbar.
2. If prompted, enter the *Web Product Permission Password*. DataMaster launches.

NOTE: DataMaster remembers the password for future use.

3. Select the **Comparables** in DataMaster.
4. Click **Send to Report** to import data into ACI Report.
5. Select the **Data Processing** option.

Create a new report to import the data into.

Select this option to create a new ACI Report. Enter the *File name* and click **Save**, and select the *Report Pak* and click **OK** to create the new report.

Use an existing report to import the data into.

Select this option to import data into an existing report. Browse to the location of the report, select the report file, and click **Open**.

Use the current report to import the data into.

Select this option to import data into the current open report.

6. Data imports into the *Subject, Neighborhood, Site, Improvements, Sales Comparison Approach, and Cost Approach*.

NOTE: Existing report data is overwritten with data from DataMaster.

Launch ACI Report from DataMaster

1. Select the **Comparables** in DataMaster.
2. Click **Send to Report** to import data into ACI Report.
3. If prompted, enter the *Web Product Permission Password*. ACI Report launches.

NOTE: DataMaster remembers the password for future use.

4. Select the **Data Processing** option.

Create a new report to import the data into.

Select this option to create a new ACI Report. Enter the *File name* and click **Save**, and select the *Report Pak* and click **OK** to create the new report.

Use an existing report to import the data into.

Select this option to import data into an existing report. Browse to the location of the report, select the report file, and click **Open**.

5. Data imports into the *Subject, Neighborhood, Site, Improvements, Sales Comparison Approach, and Cost Approach*.

NOTE: Existing report data is overwritten with data from DataMaster.