Pilot only: how to deliver this report

The Rack Report™ · Sample Ridge Farm · this page is for you, not the landowner

> This page is **never** put in the zip or on your website. If you hand over this whole folder on a USB drive, you can delete it first.

1. Check the report

1. Open **3 - The Rack Report™** and flip through it: counts, maps and the bucks pages.
2. Open **4 - Interactive map** and click a few pins to check the photos.
3. Something wrong? Fix it in the program and click Build report again. Everything here is rebuilt.

2. Send it to the landowner (pick one)

A. A website link (best: works on any phone)

1. In the program, go to the Report step and click **Put it on my website**. (First set up Settings › Customer sharing with your web host's FTP details.)
2. Click **Copy message** and text or email it. The landowner taps the link to see the map, photos and every file.

B. Email

Turn on "Everything in one zip" to email it.

C. A Google Drive or Dropbox link (any size)

1. Go to drive.google.com, click **+ New > File upload** and choose the zip.
2. When it finishes, right-click it and choose **Share**.
3. Under "General access" pick **Anyone with the link**, click **Copy link**, and send the link by text or email.
4. Dropbox is the same idea: upload, then Share > Copy link.

D. A USB thumb drive

1. Copy this whole report folder onto the drive.
2. Delete this PILOT ONLY page from the drive if you like.

3. A message you can send

> Hi Sample, your The Rack Report™ for Sample Ridge Farm is ready. Open “1 - READ ME FIRST” for where to start. The report is file 3 and the interactive map is file 4: click any pin to see the photos. Call me with any questions.

What each file is

1 - READ ME FIRST	For the landowner: where to start and what everything is.
2 - HOW TO OPEN THESE FILES	For the landowner: step-by-step help for every file and app.
3 - the report (PDF)	The report.
4 - Interactive map	Clickable map with photos; also the page your website link opens.
5 to 8	Map pictures, Google Earth, onX, GPS / Google Maps / Excel files.
9 - Invoice	Only if you turned the invoice on.
zz_map_page_files_do_not_move	Pictures for the interactive map. Must stay next to file 4.
Everything in one file (zip)	The whole folder in one file, to email or upload.
PILOT ONLY (this page)	For you. Never zipped or uploaded.