



**HAZMASTERS**  
CREATING SAFE WORK ENVIRONMENTS

# Xactimate® 28 Training

## DATE:

Please visit

[www.hazmasters.com/iicrc-training-schedules](http://www.hazmasters.com/iicrc-training-schedules) to view the current open enrollment schedule

## TIME:

8:00 am to 4:30 pm

*Refreshments and lunch are included.*

To register, or for more information, e-mail us at: [safetyedpays@hazmasters.com](mailto:safetyedpays@hazmasters.com)

Receive 2 IICRC CEC credits for attending this course!

HazSafeED



Safety Education Pays

Xactimate® 28 training is specifically designed for both new users and users who have an intermediate experience level. Users will learn the skills and knowledge to accurately design estimates with the powerful tools within the Xactimate® program. Users will learn the most efficient ways to arrange their sketch, scope and to deliver professional estimates to their clients. The benefit of this training is that the user will be prepared to write the Level 1 and 2 exams.

## Course Outline

*Course duration: 2 days*

*IICRC approved: Receive 2 IICRC CEC credits for attending this course*

## SKILLS & OBJECTIVES

### Students of this course will learn the following:

- The administrative functions that allow users to setup the user preferences, user defaults, project defaults and security settings
- The basic estimate settings and structure
- How the 4-step process will allow them to create a variety of different property loss estimates and input the client information
- How to create a variety of different building diagrams within sketch including: multiple buildings, multiple levels, interiors, exteriors, roofs, stairs and more
- How to utilize the various searching techniques used to find the correct line items and utilize pricing data
- The importance of variables and calculations to accurately and efficiently calculate item quantities faster and more accurately than other systems of entry
- How to increase efficiencies by setting up user preferences, implementing sketch templates, macros, and retrieving scopes.
- How to add annotations, shapes and designs, text boxes and images to provide clarity and visual references
- How to personalize the final documents and print a variety of professional estimates and claim reports

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## COURSE PREREQUISITES/PREPARATION:

**Students of this course should meet the following prerequisites before attending the class:**

- Understanding of property and loss industry and terminology
- Basic computer skills:
  - Starting up and shutting down the computer
  - Using the keyboard and mouse; understanding of the left and right mouse buttons
  - Basic typing skills
  - Opening software applications
- External computer mouse
- Laptop with stand-alone version of Xactimate® 28

**It is very important that you have an external mouse and stand-alone copy of Xactimate®, otherwise you will not be able to go forward in the class. Network copies will not work for class.**

## Laptop/software requirements:

- You will need a laptop with a working local copy of Xactimate® 28. The demo Xactimate® 28 will work as well.
- You should have the program downloaded and working on your computer **5 days prior** to the class. This is crucial as you may need some technical assistance from Xactimate® to install the program onto your computer depending on your security settings of your laptop and server.
- If you need the demo version, go to [www.xactware.com](http://www.xactware.com) and search "Xactimate demo" or follow this link address: <http://www.xactware.com/store/PRODUCTS/Xactimate/Xactimate-Demo/1-83.do>
- You will need to set up a user profile and the download is approximately 1 GB, therefore **prepare to download for approximately 1 to 2 hours.**
- When you fill out the detailed information for downloading the program, they will send you a user key code that you will enter to access the demo.
- For information on computer system requirements to run Xactimate®, visit: <http://www.xactware.com/en-us/solutions/claims-estimating/xactimate/28/system-requirements/>
- Note that Xactimate® and other Xactware® products are not supported on a Mac.
- If you have any questions about downloading the program, contact Xactware® support for assistance.

**Please have your computer loaded and working before class or you will miss the morning setting up your computer. You will fall behind and you will not be able to catch up.**

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## Instructor Biography

### KRIS RZESNOSKI

Instructor for  
• Xactimate® training

Consultant for the insurance  
and restoration industries

Kris entered the insurance industry in 2004 as a home inspector for CGI. He eventually transferred to being an independent adjuster. With the help of the senior management team and the senior adjuster in the office, Kris learned the dedication, responsibility and role of the independent adjuster.

Since 2007, Kris has worked on the restoration side of the industry and has been dedicated to teaching contractors how to communicate with adjusters. He has held positions from Regional Marketing Manager to District Manager. His management background includes managing restoration companies that have had sales of just over a million dollars in revenue to as large as over \$16M in sales.

Having observed the disconnect that was happening between restoration contractors and insurance carriers, Kris started Reztimate Training and Consulting in 2011 and has been working hard to train contractors on improving their systems and developing their relationship with insurers.

We are proud to have been a major contributor to the Restoration Contractors of Canada Deloitte Study, providing a non-bias and neutral take on the differences between the restoration and insurance industry usage and training. During this study, it was evident that there was a major disconnect between the two sides and between the Xactimate® program itself.

Recently Kris has been working with some of the top Institute of Inspection, Cleaning and Restoration Certification (IICRC) trainers in the industry, top restoration contractors and the most progressive insurance companies.

Kris has been a keynote speaker at several company conferences and has been invited to speak at some of the industry's top events.

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