**Permit Tracking Training Outline**

1. Opening/updating the software
2. Explain the data replication processes into the software and where it comes from
3. Using the search mechanisms to find parcels/permits/ etc
4. What the tabs mean and their use
5. Looking up a permit/editing a permit
6. Loading Media and retrieving media
7. Printing and reports
8. Bells and Whistles (Bird’s eye viewer/google streetview)
9. Questions