

## **1. Welcome to Mile High**

- a. Welcome to Mile High Adjusters Houston, and thank you for Choosing us to get you ready to become an adjuster. We helped thousands of students go through this process and we're excited to help you study and to have you join our community.
- b. Meet the team
- c. Number one bookmark. This course in your browser now that you've been rolled on the course and you have a username and password, you can log into these training videos and lessons, anytime from the computer, from your tablet, from your smartphone
- d. Study timeline
- e. Transcript to read
- f. Optional Quizzes
- g. Course has a deadline for access
- h. Overview of material

## **2. Introduction to Xactimate**

- a. Getting logged in
- b. Tools overview
- c. Setting up your account

## **3. Drawing Rooms**

## **4. Cross Drawing**

## **5. Intro to roofs**

## **6. Roof drawing exercise**

## **7. Intro to Elevations**

# **Course Outline**

## **Module 1 Xactimate Proficiency**

- Lesson 1.0 Getting started in Xactimate
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## **Need to Film:**

- “This is the xactimate desktop version. It can be ran offline and sync to the cloud when you reconnect...” Thumping on the desk
- Transition (out and in) from 1.1 to 1.2 “That's a good breaking point, we gonna come back...”
- “That’s going to be it for this first section. In the next one we are going to actually get the software open and start learning how to sketch”

- “Welcome back class, now that we got some of boring stuff out of the way we can start learning how to sketch”
- “Hopefully you are starting to understand some of the tools and functions in Xactimate. In the next video we are going to start getting into some of the more technical tools.
- “Welcome back class, in this section we are going to start going over the break tool and making more complex shapes”
- “That’s going to be it for this video. In the next one, we are going to learn how to do a basic cross, and you will start to get some hands on practice.”

Welcome, “Future” MileHigh Adjusters Houston Alumni!

We are excited to introduce our brand-new online course, tailored specifically for you. We believe you will find it as valuable as we do. Before we dive into the course content, let’s begin with some important advice.

First and foremost, we recommend dedicating a specific amount of time each day to complete the course. To ensure an optimal learning experience, it’s essential to minimize distractions in your environment. We understand that daily distractions such as kids and phones can disrupt your focus, so we encourage you to mitigate them as much as possible. Additionally, having drinks and snacks readily available at your desk can further enhance your concentration.

To make the most of this course, we suggest allocating at least 20 hours per week to it. By setting aside this dedicated time, you are manifesting your success and allowing yourself to fully immerse yourself in the learning

process. Remember, discipline and focus are key to achieving your goals, so make the commitment to dedicate these hours and mitigate distractions accordingly. Please note that the course access is available for 30 days, aligning with the free demonstration version provided by Exactimate. Should you need an extension, simply reach out to Exactimate to request another 30-day

free demonstration. Additionally, to extend your access to our online course, kindly contact Chris Love, our talent acquisition and information specialist, and he will be happy to assist you.

As you progress through the course videos, it is crucial to prioritize your well-being. Remember to take regular breaks of 10 to 15 minutes every hour. Giving yourself permission to step away from the screen and decompress will greatly benefit your overall experience. Visualization is also a powerful tool, so believe in your own abilities and imagine yourself achieving your desired level of expertise. To ensure easy access to our resources, we recommend bookmarking our page in your browser. This way, you can quickly access our content whenever needed. While you can watch our videos on your phone, please keep in mind that Xactimate will require a windows-based laptop computer to effectively engage and perform the instructed

tasks.

Once again, we want to extend a warm welcome to you, our new MileHigh Adjusters Houston Alumni. We are honored that you have chosen us as your adjuster training academy.

Lastly, if you find our course valuable and enjoyable, we would greatly appreciate it if you could take a moment to leave us a Google review. Your feedback and suggestions

are important to us, as they help encourage future students, as well as enhance and improve our online course.

Without further delay, let's get started on this exciting learning journey.

Now, let's introduce two important individuals in our team at Mile-High Adjusters Houston: Mark Smith and Chris Love. You can rely on them for any assistance you may require throughout this journey.