

**PALM**  **TECH**

home inspection software

V E R S I O N 9

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# HOW TO:

## Add a Cover Page Photo in the App

**This step by step How To article explains how to add a cover page photo to your inspections in the Palm-Tech app**

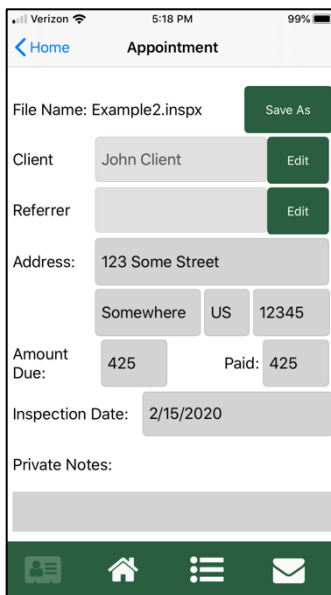
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For a complete list of available How To documents, visit the Support section of our website: [www.palm-tech.com/support/](http://www.palm-tech.com/support/)

# HOW TO: Add a Cover Page Photo in the App

In order to have a cover page at the beginning of the reports you create in the app, you must first have the option to 'Include a Cover Page at the beginning of each report' turned on. This is done in 'Report Settings'.

1. The first step is to navigate to the 'Appointment' screen. Once here, scroll down to see the Cover Page photo section.



2. You can add a photo by tapping on the 'Camera' button on the left or the 'Camera Roll' button on the right. Once you add a picture you will see it to the right.

