



Appraisal Studio to ClickFORMS Report Converter Utility

1. Download the converter

Visit our support website at: <http://www.bradfordsoftware.com/support> and choose "Software Download."

Enter your email address as a current ClickFORMS customer. You'll be taken to a page where you can download both the latest ClickFORMS update and the Converter.

Support

We're here to help.

Invented to a support session? Click here.

Knowledge Base
Enter keywords or a phrase to search our Tech Support Knowledge Base.

Tech Tips

Work smarter and faster with the latest tips from ClickTALK, our informative newsletter. These tips address current questions and issues from users, so make this your first stop!

[Latest Tips](#)

Software Download

Full downloads of ClickFORMS, ClickNOTES Pro, and sketching software are available. Visit our downloads page for the complete list.

[Download Page](#)

Download ClickFORMS

Existing ClickFORMS Users
Please enter your email address in the record below, and you'll be taken directly to the download site.

E-Mail

Not a current user?
Try all the time-saving features and get free technical support for 30 days — no hassle, no obligation. [Click here.](#)

First, download and install the latest ClickFORMS update. If you're already using 6.7.0 or above, you can skip this step.

Next, download the Appraisal Studio Converter. Save it to your desktop (don't run it directly from the web).

Downloads

ClickFORMS Software

ClickFORMS Version 6.7 with built-in help files
Released: March 2, 2009
File size: About 58MB

[Download Now](#)

ClickFORMS Version 6.7 without help files
Released: March 2, 2009
File size: About 29MB

[Download Now](#)

[Sony Laptop Users running VISTA - See Tech Note below.](#)

Appraisal Studio to ClickFORMS Converter
Released: March 2, 2008
File size: About 1MB
User guide available: [click here.](#)

[Download Now](#)

2. Install the converter

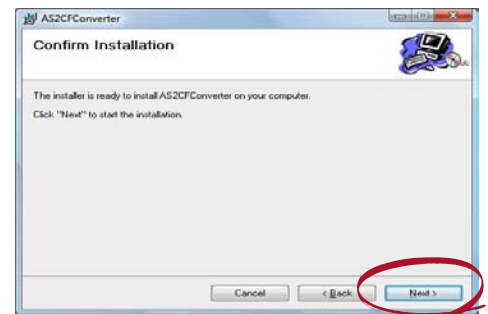
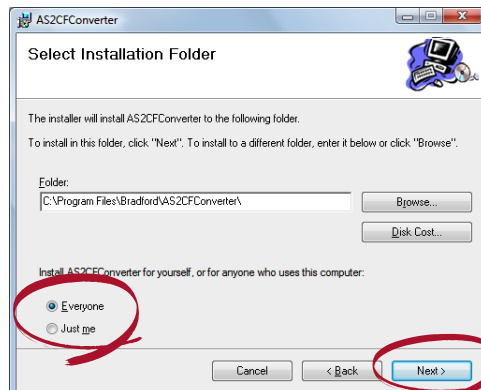
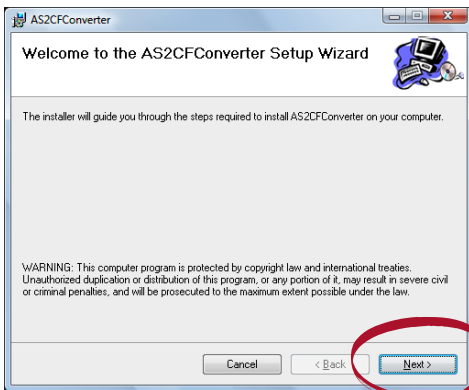


Before you install the converter, please be sure you have updated to ClickFORMS version 6.7.0 or higher.

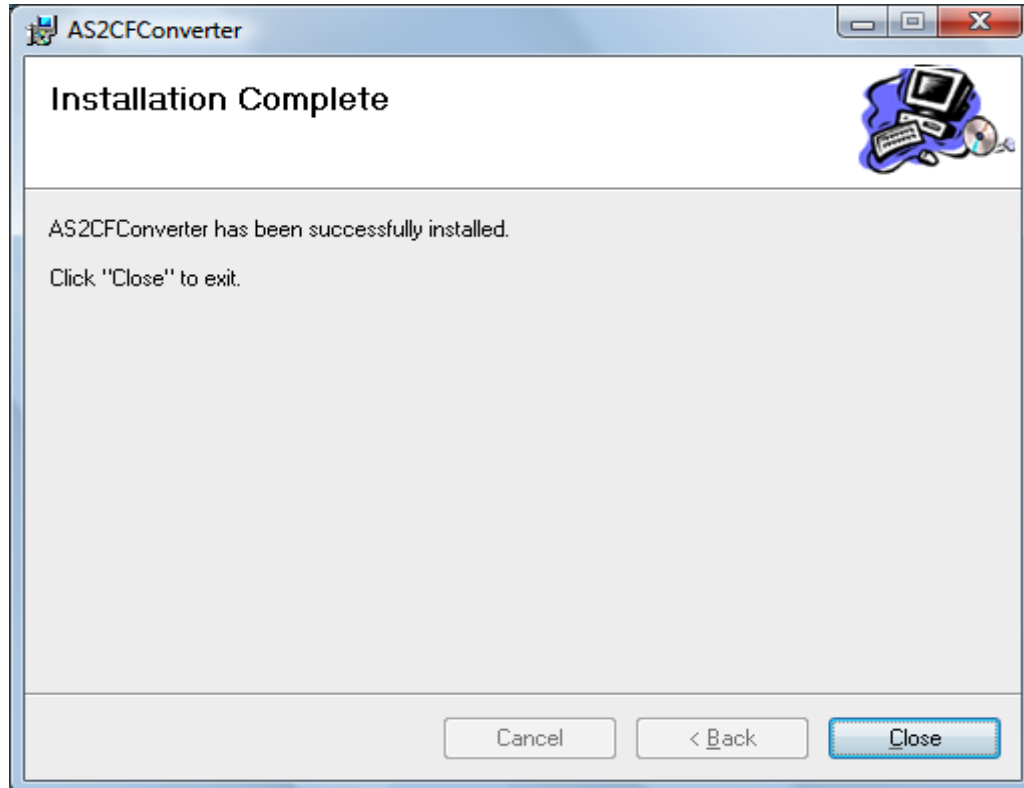
Run the installer program.
Click "Next" to begin.

Install the program for "Everyone",
and click "Next."

Confirm that you wish to install, and
click "Next."

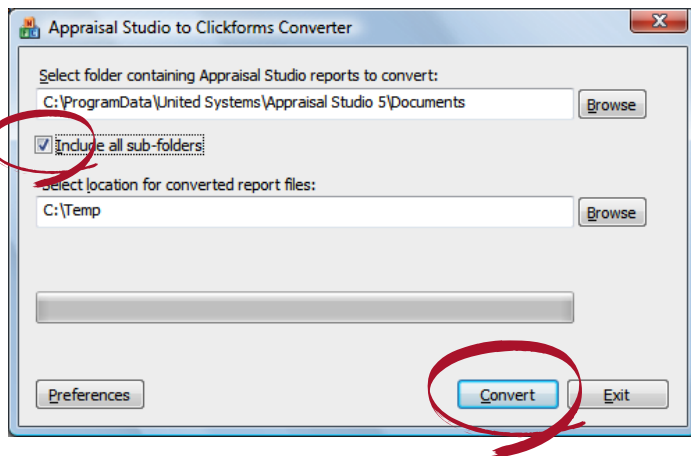


NOTE: on Vista PCs (with UAC on) you will see an install confirmation screen. Click "Allow."



3. Converting all your Appraisal Studio reports to ClickFORMS

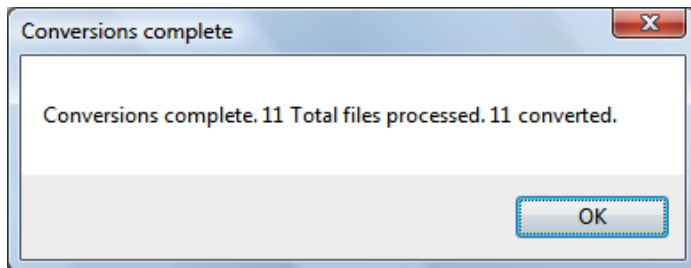
First, we'll export your reports from Appraisal Studio.



Double-click the icon called AS2CF(.exe) on your Desktop.

A window will pop up titled Appraisal Studio to ClickFORMS Converter.

Keep the default options, but check the box for "Include all sub-folders." Next, click "Convert."



This will convert and export your reports to C:/Temp. You should see a screen that details the results of the process (shown below). *NOTE: the conversion rate should be 100%, however there are certain less used and older form types that may not convert.*

Congratulations!!! You have exported your reports from Appraisal Studio. The next step is to import them into ClickFORMS (the easy part). See page 7.

4. Converting a partial group of Appraisal Studio reports to ClickFORMS

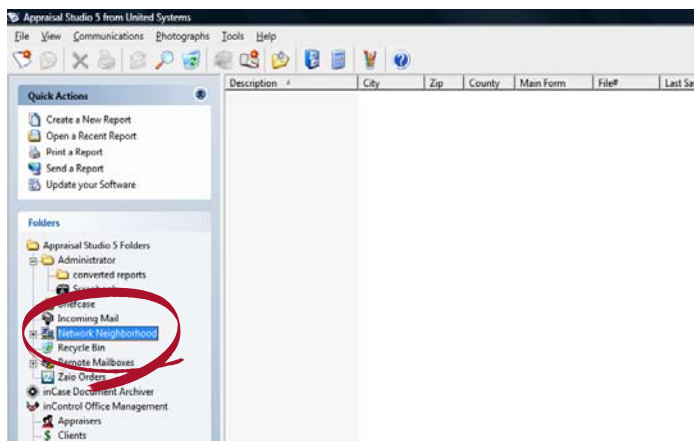
To convert a partial selection of reports, you must first segregate the reports you want to convert. You do this by creating a folder in Appraisal Studio under the Network Neighborhood. Then, drag only the reports you want to convert and export to this folder, so they can be easily identified by the conversion process. The process is detailed with screen shots below.

Create a folder in Windows, outside of Appraisal Studio.

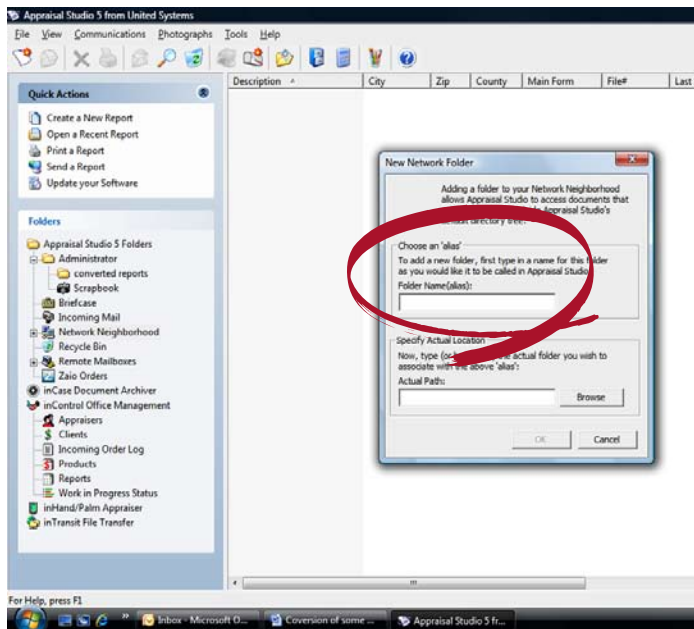
With Appraisal Studio closed or minimized, choose My Computer, then your local hard drive (C:/).

Under the File menu, choose New > Folder. Name the new folder "Export Reports".

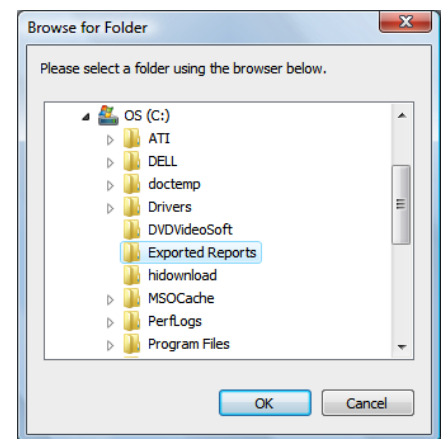
NOTE: in Vista, click Organize > New Folder

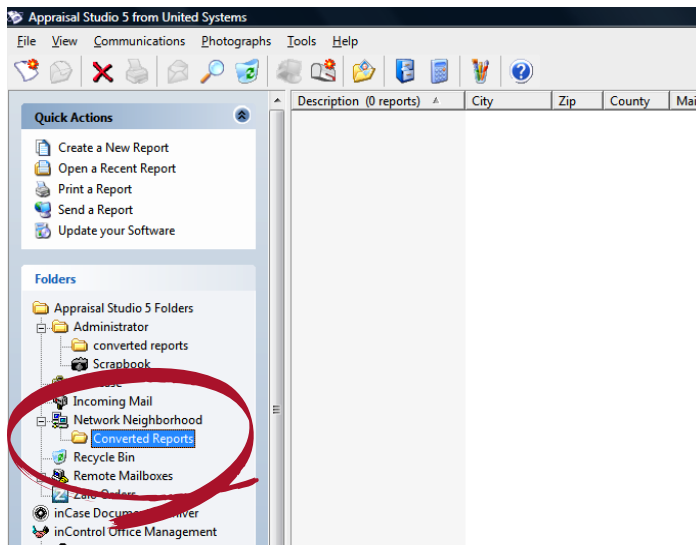


Launch/Open Appraisal Studio and right-click on Network Neighborhood. Choose Create Subfolder.



Name the folder "Converted Reports" by filling in the name/alias field in the Windows titled New Reports Folder, then click the browse button and navigate to the folder location (in Windows) created in step 1 (shown below) and click OK.

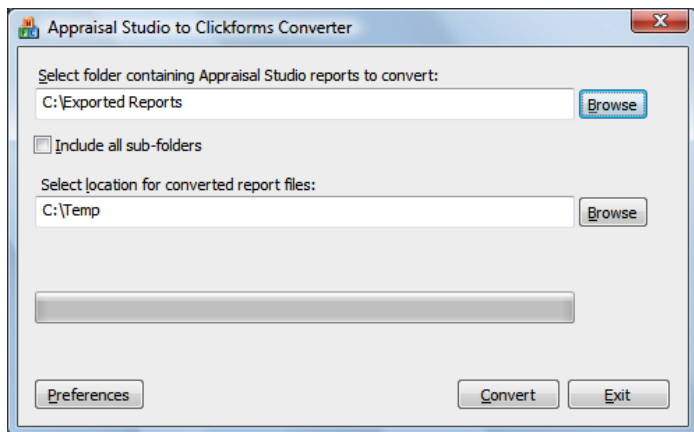




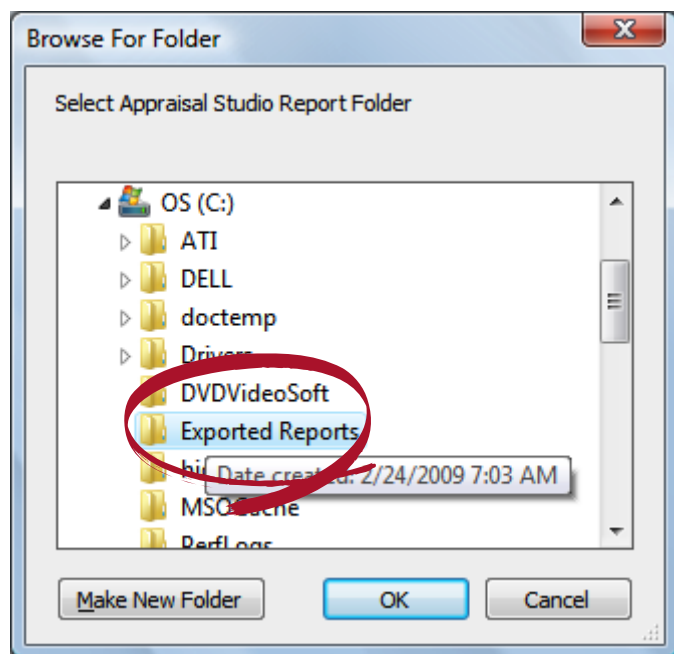
This will create a folder under Network Neighborhood called "Converted Reports".

Drag a report or a group of reports (by highlighting a file then holding down the CTRL key and clicking on another report until it also becomes highlighted), then repeat this process until all the reports you want to copy to the Converted Reports folder are selected.

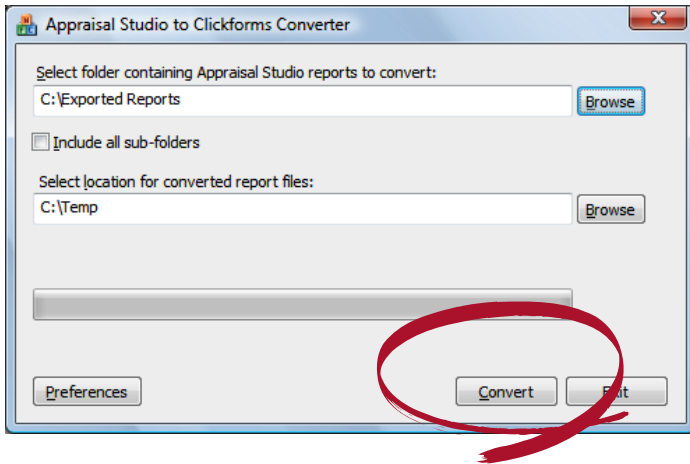
Next, drag a report or the group of reports to the folder created in step 3 & 4 and choose Copy Reports. This process will put a copy of these reports in the folder outside of Appraisal Studio called Exported Reports, which you will access during the Conversion process.



Double-click on the icon called AS2CF(.exe) on your desktop. A window will appear titled "Appraisal Studio to ClickFORMS converter".



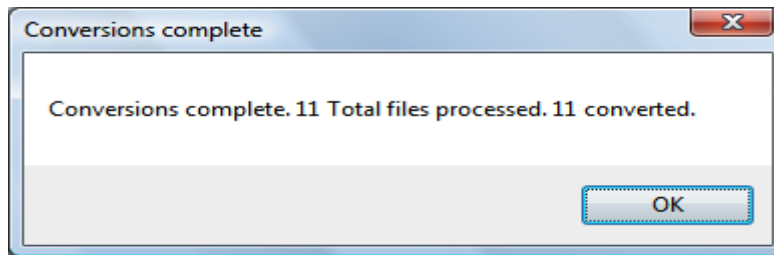
Click the browse button and navigate to the folder created in Windows in step 1, called "Exported Reports" and click OK.



Click Convert. This will convert and export the reports you previously dragged and copied in Step 3 to C:/Temp.

You should see a screen that details the results of the process (shown below). The conversion rate should be 100%, however there are certain less-used and older form types that may not convert.

Click OK to close the window.

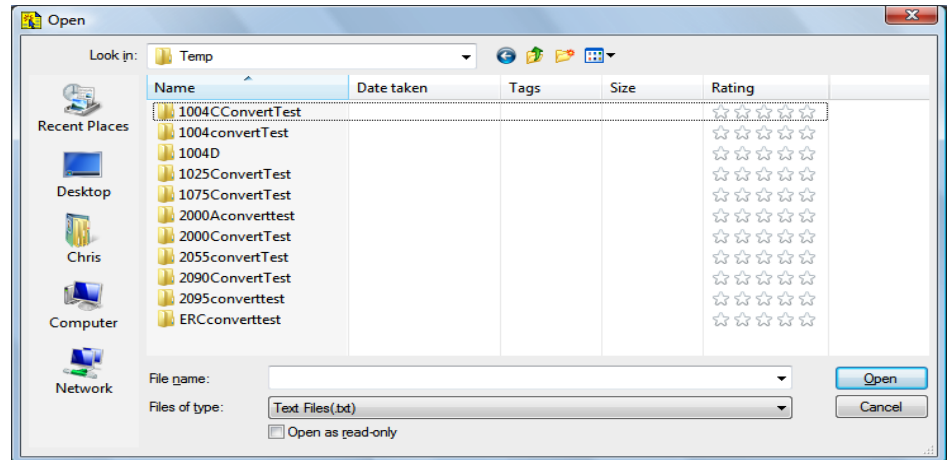


Congratulations! You have exported your reports from Appraisal Studio. The next step is to import them into ClickFORMS (the easy part). Go to page 7.

5. Import your converted reports into ClickFORMS

Open ClickFORMS. In the File menu, choose Import From > United Systems Text files. A window will pop up to navigate to location of Appraisal Studio files to import into ClickFORMS. *NOTE: the drop down list should say "Temp."*

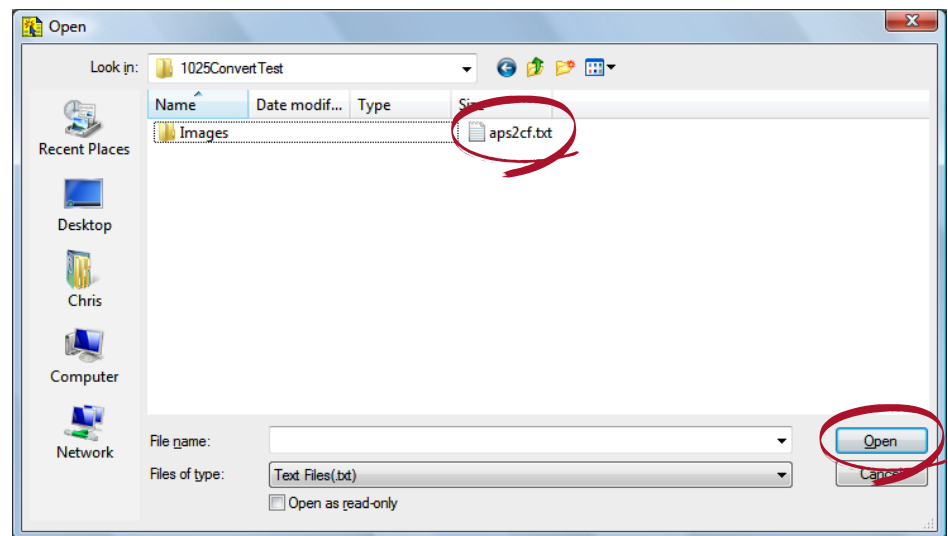
- Click "My Computer" (or in Vista select "Computer")
- Double click on Local Disk C:/ (in Vista, select OS drive C:/)
- Click on folder called "Temp"



You should see a folder, named by address, for each report exported from Appraisal Studio. Just double click on a folder, click on the file called asp2cf.txt, then click Open.

This will open a blank report and import all the images, the data and create the main form into a report in ClickFORMS. Just choose "Save" from the File menu to save this new converted report.

NOTE: be patient — this process can take a minute or two, depending upon the size or the report, number of images and the speed of your computer.



Congratulations! You have now converted an Appraisal Studio report into ClickFORMS. Just repeat the steps on this page until all the reports you want have been imported and saved.

NOTE: You don't have to import a report into ClickFORMS until you need it. The reports you exported from Appraisal Studio will stay in the C:/Temp folder until you delete them.