

REARS Transaction Summary Report

The Transaction Summary Report is a market summary analysis, based on any generated search results, and can easily be produced using the REARS program. This report provides a quick snapshot of average sales price, square footage and number of transactions. For this tutorial we'll produce a Transaction Summary Report for all transactions in the Cimarrone Golf and Country Club for the 3 year period between February 1, 2000 through January 31, 2003.

1. First, we'll define the search criteria. For this example, we're selecting a Subdivision of Cimarrone Golf & Country Club and a Sold Date from 02/01/2000 to 01/31/03. Then we'll click Search.

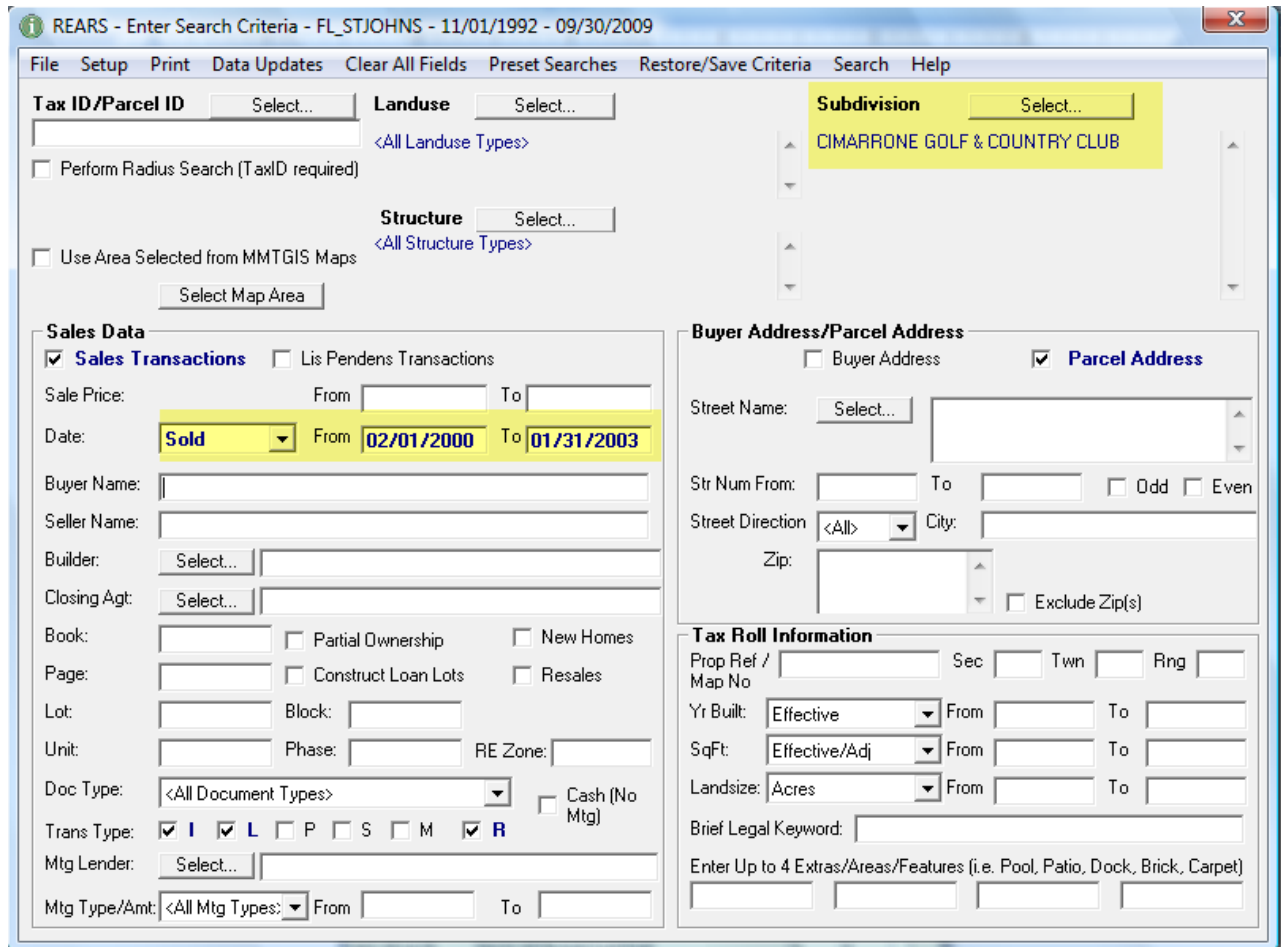


Figure 1

- The search results display in Table-View format. We'll select **Print** → **Print Transaction Summary** → **Single Family Residential/Vacant Residential Lots** → **Print All Records**.

Note: You can also print just selected records by using the Shift or Control Key to highlight the desired rows to include and then selecting Print Selected Records from the Print options.

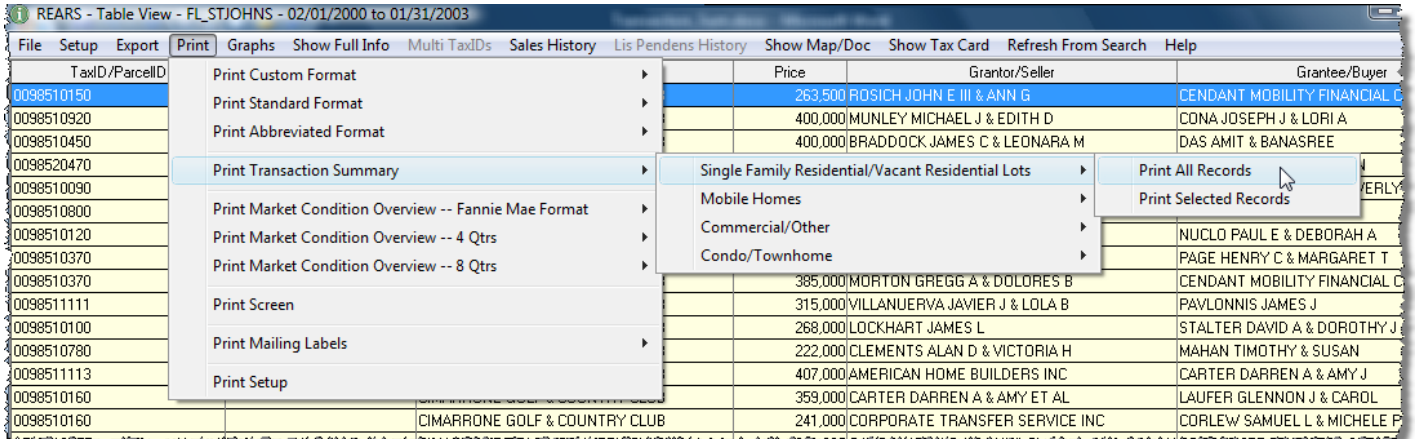


Figure 2

- Next, a dialog box displays allowing you to enter a Transaction Summary Area Name to display on the first page of the report. If desired, you may leave this blank.

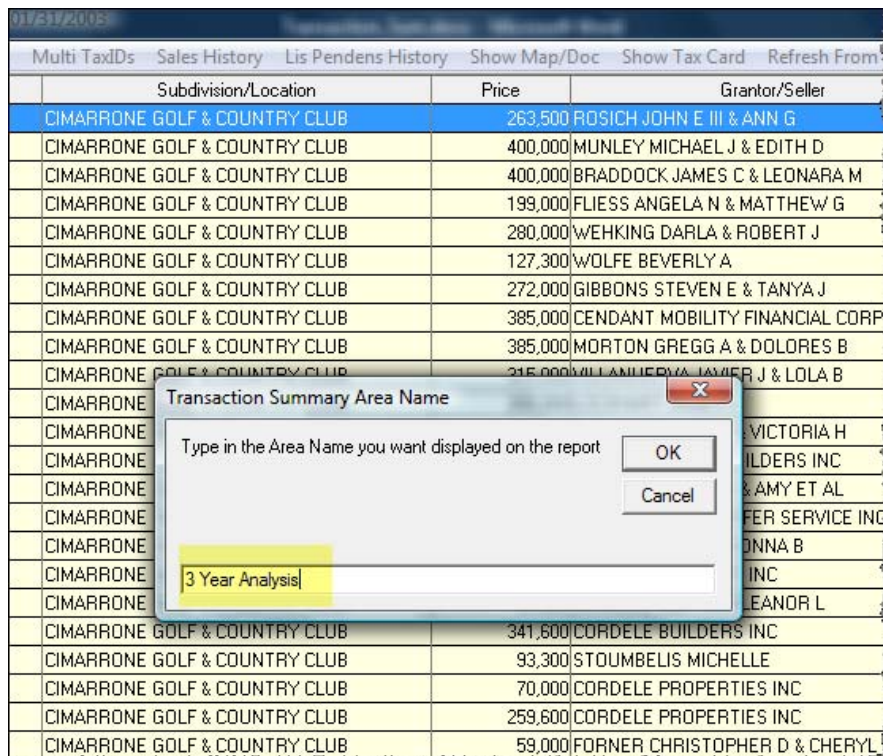


Figure 3

- After selecting your desired print option, the transaction summary report will display.

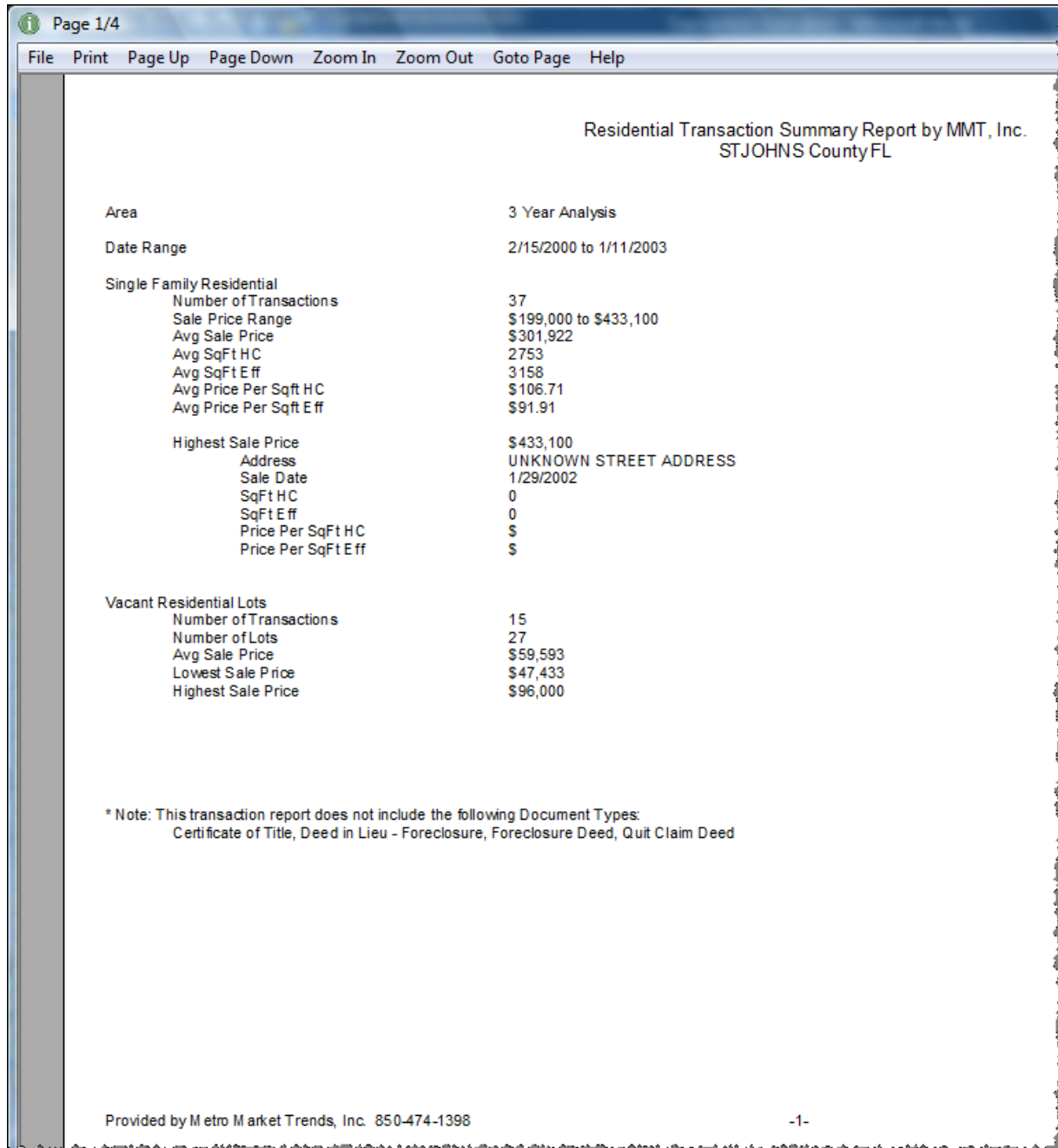


Figure 4