

## Did You Know?

Did you know that you can create a snapshot view of an Access PRC that can be saved or emailed? The recipient must have the program Snapshot Viewer, which can be downloaded for free from Microsoft.

First, in Univers, select the All - Batch ACCESS PRC Mode from the PRC drop down menu on the Parcel Control Center. Next, select View an Account. Search for an account and select it from the list. Right click on the Print PRC or Print PRC with Land Detail.

To find the newly created snap shot, go to the UNIVERS DAT directory. Inside the directory you should have a folder called "SNAP". If you do not have this folder, create one. The snapshot file will be named the PPN number for the parcel. The file can be opened by double-clicking.

