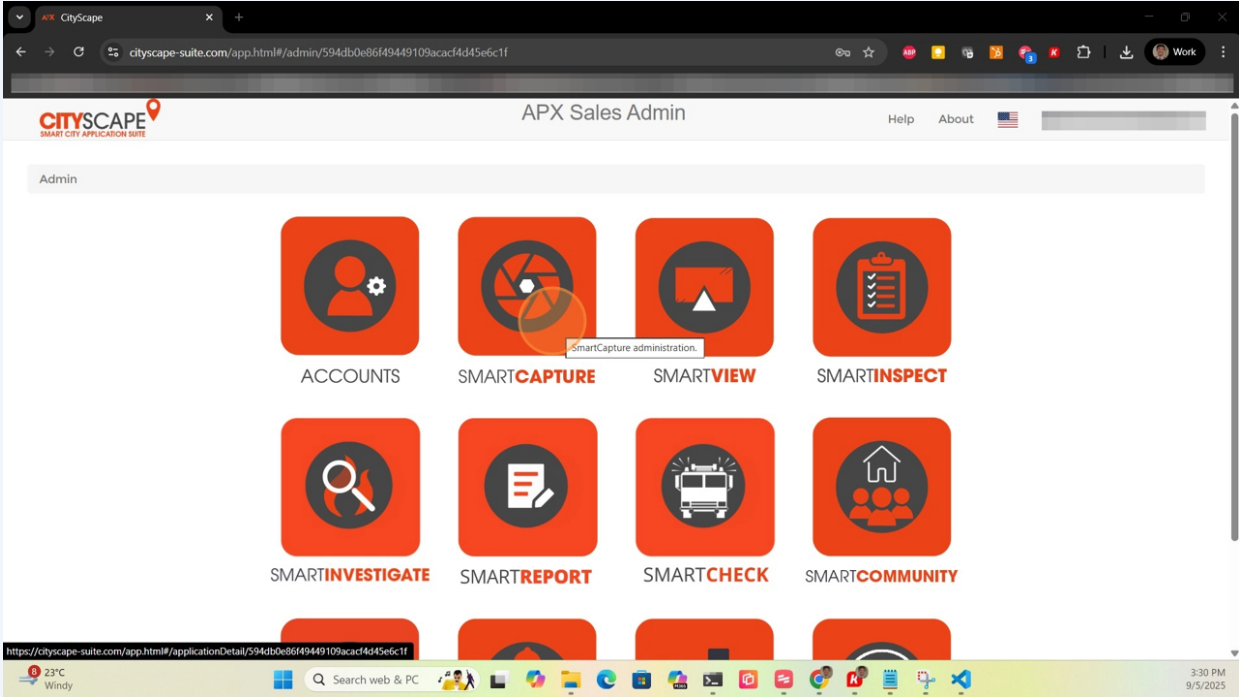


# Admin - Exporting a Preplan to PDF



1 Select the **SmartCapture** tab.



2 Use the List View, Map View, or Search bar to search for the desired occupancy.

APX Sales SmartCapture

Help About

## SmartCapture

Settings

List View Map View

Search Buildings Reset/Clear \*Most recent

	Address	Last Update Time	Is Inspect Only?	Actions
	936C Cleveland St, Clearwater, FL	Fri, 5 Sept 2025, 11:53:38		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a>
Residences	200 Burgard Ave, Ottawa, ON	Mon, 11 Aug 2025, 14:43:39		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a>
	7790 61st St, Pinellas Park, FL	Mon, 11 Aug 2025, 14:23:59		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a>
	19 Blais St, Embrun, ON	Thu, 7 Aug 2025, 13:52:40		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a>
	1801 Woodward Dr, Ottawa, ON	Tue, 5 Aug 2025, 15:31:37		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a>
	555 S Kansas Ave, Topeka, KS	Thu, 24 Jul 2025, 11:18:55		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a>
	7991 62nd Way #6, Pinellas Park, FL	Thu, 17 Jul 2025, 16:10:23		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a>

3 In the Actions column, select **Export**.

CitySCAPE SMART CITY APPLICATION SUITE

APX Sales SmartCapture

Help About

Admin / SmartCapture

## APX Sales---SmartCapture

Buildings Dashboard Settings

List View Map View

[Export](#) Search Buildings Reset/Clear \*Most recent update 25 buildings.

Title	Address	Last Update Time	Is Inspect Only?	Actions
New Preplan	936C Cleveland St, Clearwater, FL	Fri, 5 Sept 2025, 11:53:38		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a> <a href="#">Export</a> <a href="#">Delete</a>
Carlingwood Retirement Residences	200 Burgard Ave, Ottawa, ON	Mon, 11 Aug 2025, 14:43:39		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a> <a href="#">Export</a> <a href="#">Delete</a>
Boys and Girls Club	7790 61st St, Pinellas Park, FL	Mon, 11 Aug 2025, 14:23:59		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a> <a href="#">Export</a> <a href="#">Delete</a>
Embrun Dental Clinic	19 Blais St, Embrun, ON	Thu, 7 Aug 2025, 13:52:40		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a> <a href="#">Export</a> <a href="#">Delete</a>
New code picker test	1801 Woodward Dr, Ottawa, ON	Tue, 5 Aug 2025, 15:31:37		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a> <a href="#">Export</a> <a href="#">Delete</a>
Explosives Storage	555 S Kansas Ave, Topeka, KS	Thu, 24 Jul 2025, 11:18:55		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a> <a href="#">Export</a> <a href="#">Delete</a>
Private Storage	7991 62nd Way #6, Pinellas Park, FL	Thu, 17 Jul 2025, 16:10:23		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a> <a href="#">Export</a> <a href="#">Delete</a>
Jacaranda Manor ALF	4250 66th St, Kenneth City, FL	Fri, 11 Jul 2025, 13:09:13		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a> <a href="#">Export</a> <a href="#">Delete</a>
Sync test	1745 Woodward Dr, Ottawa, ON	Thu, 3 Jul 2025, 14:14:52		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a> <a href="#">Export</a> <a href="#">Delete</a>

23°C Windy

Search web & PC

3:30 PM 9/5/2025

4

The preplan for the selected occupancy will download in PDF.

The screenshot displays the CityScape APX Sales SmartCapture web application. The browser address bar shows the URL: `cityscape-suite.com/app.html#/applicationDetail/594db0e86f49449109acac4d45e6c1f`. The page title is "APX Sales SmartCapture".

Navigation tabs include "Admin / SmartCapture", "Buildings", "Dashboard", and "Settings". A "List View" button is highlighted in orange. An "Export" button is visible on the left. A search bar labeled "Search Buildings" and a "Reset/Clear" button are located above the table. A note on the right states: "\*Most recent update 25 buildings.".

Title	Address	Last Update Time	Is Inspect Only?	Actions
New Preplan	936C Cleveland St, Clearwater, FL	Fri, 5 Sept 2025, 11:53:38		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a> <a href="#">Export</a> <a href="#">Delete</a>
Carlingwood Retirement Residences	200 Burgard Ave, Ottawa, ON	Mon, 11 Aug 2025, 14:43:39		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a> <a href="#">Export</a> <a href="#">Delete</a>
Boys and Girls Club	7790 61st St, Pinellas Park, FL	Mon, 11 Aug 2025, 14:23:59		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a> <a href="#">Export</a> <a href="#">Delete</a>
Embrun Dental Clinic	19 Blais St, Embrun, ON	Thu, 7 Aug 2025, 13:52:40		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a> <a href="#">Export</a> <a href="#">Delete</a>
New code picker test	1801 Woodward Dr, Ottawa, ON	Tue, 5 Aug 2025, 15:31:37		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a> <a href="#">Export</a> <a href="#">Delete</a>
Explosives Storage	555 S Kansas Ave, Topeka, KS	Thu, 24 Jul 2025, 11:18:55		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a> <a href="#">Export</a> <a href="#">Delete</a>
Private Storage	7991 62nd Way #6, Pinellas Park, FL	Thu, 17 Jul 2025, 16:10:23		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a> <a href="#">Export</a> <a href="#">Delete</a>
Jacaranda Manor ALF	4250 66th St, Kenneth City, FL	Fri, 11 Jul 2025, 13:09:13		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a> <a href="#">Export</a> <a href="#">Delete</a>
Sync test	1745 Woodward Dr, Ottawa, ON	Thu, 3 Jul 2025, 14:14:52		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a> <a href="#">Export</a> <a href="#">Delete</a>
Smart check Test	1749 Woodward Drive, Ottawa, ON	Thu, 3 Jul 2025, 14:13:23		<a href="#">Update</a> <a href="#">History</a> <a href="#">Import</a> <a href="#">Export</a> <a href="#">Delete</a>

A download notification window is open in the top right corner, showing a PDF file named "New Preplan - 936C Clevela Clearwater FL.pdf" (13.1 MB). The notification is circled in orange. The Windows taskbar at the bottom shows the date and time as 3:30 PM on 9/5/2025.