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PropertyBoss is a property management program that easily tracks single and multi-unit housing. Designed to integrate with a variety of accounting software packages, PropertyBoss is ideal for real estate companies managing rental homes.

#### **EASE OF USE – 5 Stars**

PropertyBoss is easily installed. Before entering property and unit information, you click on Setup, where system preferences, transaction defaults, and system security and user information is entered. The Getting Started function simplifies the setup of property, unit, owner and leasing information by linking you with the corresponding help file. After closing the help file, an option to create a new property will appear on-screen. Setting up new properties is easy, as well. Once general information is entered, you can enter directions to the property, attach photos, list owners, and display a profit and loss for that particular property. You can also enter unit information, including deposit information, signed leases for each unit and tasks assigned to the unit. This is a very efficient, timesaving approach.

The main screen of PropertyBoss has a drop-down menu bar at the top with function icons below. System navigators are listed to the left of the screen, and clicking on a navigator takes you directly to the feature. Data-entry screens are easily navigated and designed so that you can enter a great deal of information from one area, which is a great timesaver for new users. You can also import transactions from other software systems to save even more time.

#### **FEATURES – 4.5 Stars**

The Navigator provides quick access to all PropertyBoss functions. A Rent Roll Navigator displays the status of all tenant leases, and the Quick Edit feature takes you directly to options to edit property information, create new leases, create new properties or enter transactions. The Property function stores a lot of information,

including directions to the property, photos and deposit information. The

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moment, including e-mail, text or phone call. Prospect module now a series of common questions you can ask prospects, and these questions can be edited to suit the needs of the property.

### **INTEGRATION – 5 Stars**

PropertyBoss has an excellent Accounting Interface function that assists with data import and export functions. The program integrates with a variety of accounting software packages, including QuickBooks. You can also create spreadsheets and tenant/owner/prospect letters and export them to Microsoft Word and Excel.

Add-on modules include PropertyEmail (which provides online communication for your properties), PropertyMeter (for reading and billing back of tenant utilities) and the PropertyProspect module (which provides excellent tracking for property traffic and guest management).

New options available include PropertyWeb (which will send property/unit information to your property web site), PropertyPay (which provides managers with the capability to process ACH and credit card transactions) and PropertySecure (which provides an interface to criminal and credit reports).

### **REPORTING – 5 Stars**

PropertyBoss offers excellent report options, including owner, property, unit and lease reports; tenant reports; transaction reports; and late notice and lease expiration reports. Each standard report can be easily customized. You have the option to send the report to another PropertyBoss user, save it to file, e-mail it, or view it on-screen. The Merlin Report Wizard is a custom report writer that is available for most of the default reports. Clicking on the Merlin icon brings up a list of custom options.

### **HISTORY & SUPPORT – 5 Stars**

PropertyBoss aims to provide leading-edge software and uncompromising customer support to customers locally and nationally. Support options vary with

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pricing along with an excellent database structure makes PropertyBoss an ideal solution for small to medium-sized residential management companies.

## **2005 OVERALL RATING: 5**

This review will hopefully answer some of your questions or at least point you in the right direction. We chose six areas to focus on for this review: Ease of Use, Features, Integration, Reporting, History & Support, and Relative Value.

Ease of Use is important, particularly for new users. How quickly can the system be set up? Is it easy to install? System Features gives readers information about the modules included with the system, whether there is an integrated accounting function, and whether or not there is an applicant module or a work order/maintenance module. Integration is also an important issue, particularly for large management companies running multiple software products. Reporting covers report processing ease, a summary of available report types, and whether customization or third-party reporting is an option. History & Support is another area to consider when making a software purchase. How long has the company been in business? What kind of customer support options are available? Is support included in the price of the software? Relative Value assesses whether the features that are included in the product are worth the cost?

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