

## How Do I Download Floor Plan Scenarios?

1. On the portfolio page, click on Stack View.

24	BE Samples 7 DC 3 Maryland 1	Massachusetts 2 New	York 7 North Carolina	a 1 Seattle 1	Virginia 2				New
								Search	
	BUILDING 🔶	OCCUPANCY TARGET RSF	VACANCY TARGET RSF	♦ TOTAL LSF ♦	VACANT TARGET RSF	GROWTH POTEN	ITIAL SF 👙	VACANT UNITS	PIPELINE 🖨
	► 123 Main Street - REBNY ♥ NEW YORK NY, 10016	70%' 🕑	30%" 🚰	168,957	73,7361	7,009' 🔺	9/28	7	Property Insight C Stack View
	1025 Thomas Jefferson St NW      WASHINGTON DC, 20007	2%' <b>٢</b>	98%' 🚰	0	180,4191	4,237' 🔺	21/22		Property Insight C Stack View
	> 1040 East 250th Street NEW YORK NY, 10010	0% 🕑	100% 🕑	0	131,993	0 🕶	14/14	0	Property Insight C Stack View
	> 109 South 5th Street, Brooklyn NEW YORK NY, 00000	3%' 🖸	97%' 🕑	2,162	70,8791	397º 🔺	57/60	0	Property Insight C Stack View
4	12330 National Mall      CHARLOTTE NC, 28105	45% <b>C</b>	55% 🕑	85,879	106,444	2,089 🔺	36/75	0	Property Insight C Stack View
	1234 State Street - BOMA 2010 BOSTON MA, 02109	79% 🕑	21% 🖸	262,365	74,579	11,406 🔺	13/34	0	Property Insight C

2. On the stack page, select the desired suite. NOTE: Do not click on the suite numbers.



3. Select the file from the Scenario library.

RealAccess > 123 Main Street	Email D
View Type     Floor     Scenario     Font       Lease Expiration     \$     Floor 8     \$     Master Drawing     \$	Hatch       1       Leasing & Marketing Plans
Display Q Q C Reload C Reset	Z Export - S Email A Report an Issue
	PAST SIST STREET

Optional: The Display icon on the left will show a menu with data related to the space. Select any additional options and click Apply to reflect them on the floor plan.

RealAccess > 123 Main Street	Display Options ×
	✓ Suite #
View Type Floor Scenario	Suite Prefix
Lease Expiration 🛊 Floor 8 💠 Master Drawing	Tenant Name
	Usable SF
Display 🔍 🔍 C Reload C Reset	REBNY Usable SF
	Target RSF
	REBNY RSF
	Leased SF
	Lease Expiration
	Annual Rent
	Annual Rent/SF
	Broker Deals
	Apply Cancel

4. Click Export and select the CAD or PDF Format.

<b>I</b> RealA	cces	5 <b>S &gt;</b> 123 N	lain Street								Email D
	Floor	Scenario		Font	Hatch						
Lease Expiration 💲	Floor		er Drawing	\$ 22	\$ 1 \$	Leasing	g & Marketing Pl	ans			
Display	Q	C Reload	C Reset	1 Import	A Export -	🗹 Email	A Report an	Issue	Calcula		
			I MENCAL BOOM		0800				NORTH	1	
Scenario Master Drawin Reload <b>C</b> Reset	g	Font 22	Hato	<ul> <li>➡ La</li> <li>➡ En</li> </ul>	easing & Mai	rketing Plar Report an Is		Calc	ulator	Draw Draw	
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