



Welcome to the Sought™ App

Quick Reference Guide



Signing up or logging in?



Sought

Log in

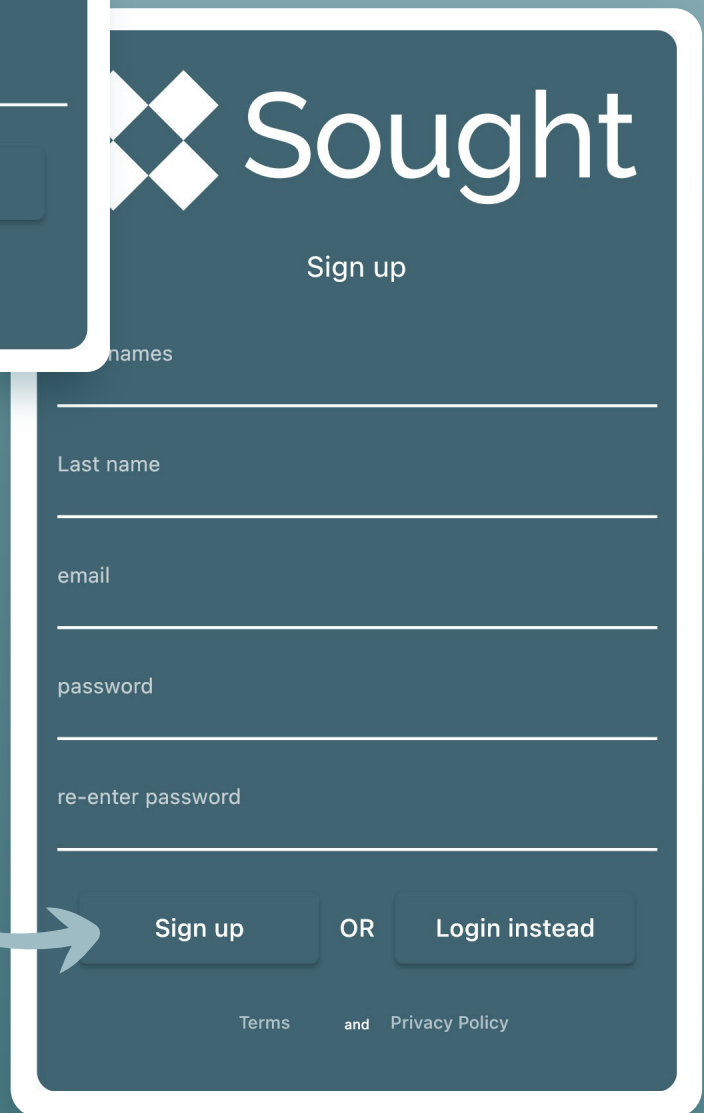
email

password

Login OR Sign up instead

Terms and Privacy Policy

First time using the Sought App? Select 'Sign Up Instead'



Sought

Sign up

First names

Last name

email

password

re-enter password

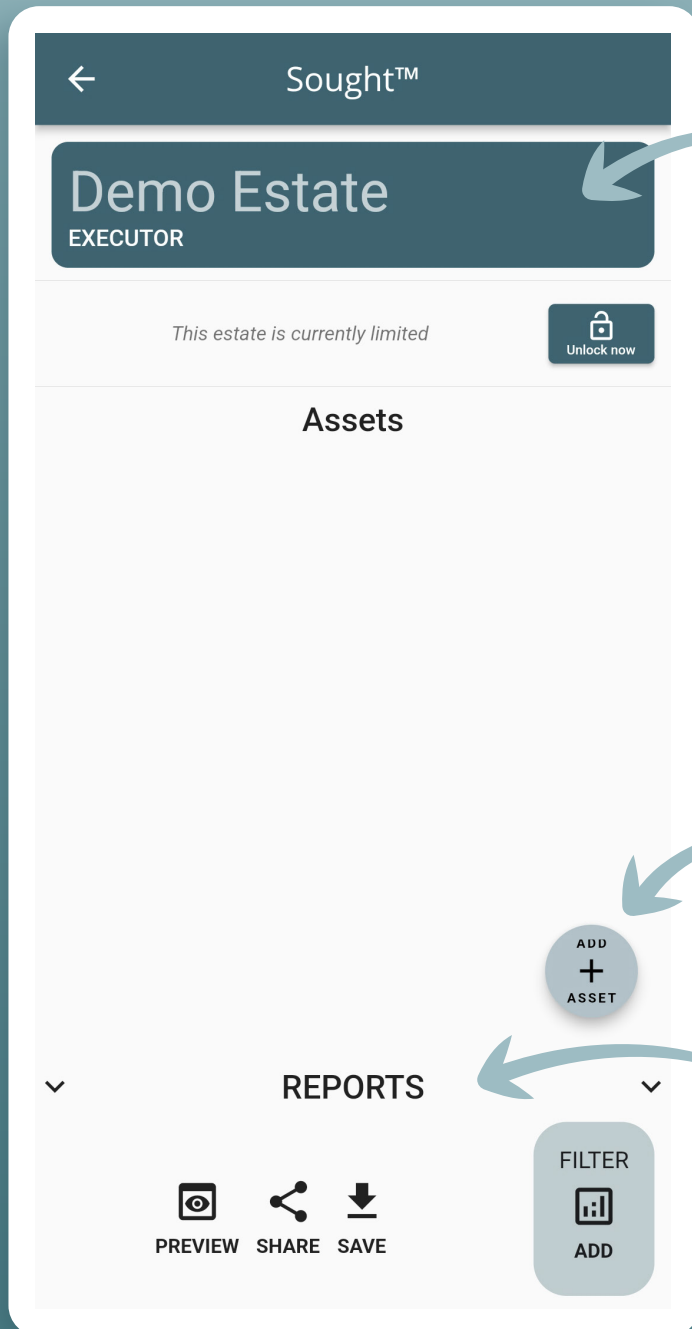
Sign up OR Login instead

Terms and Privacy Policy

Please ensure you complete all the fields and then select 'Sign Up'

Create your estate

When you have created your login or have logged in, you are taken automatically to your home screen. Here you can create your estate, and begin to add your assets.



Estate Title

Click to add assets/items

Click to hide 'Reports' Section

Add an asset

Yes – you can edit items after you have created/added them.

Not required but advised for reporting.

Record the room the item is in.
***Required**

No need to take duplicate pictures of 'sets', or if you wish to keep a set of items together (e.g. dining table and chairs)

Add extra information about the item

Record the type of Item
***Required**

Sort for distribution

After taking your photo click this to add a new asset.

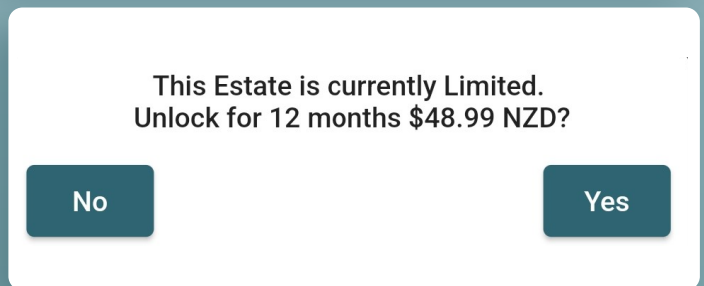
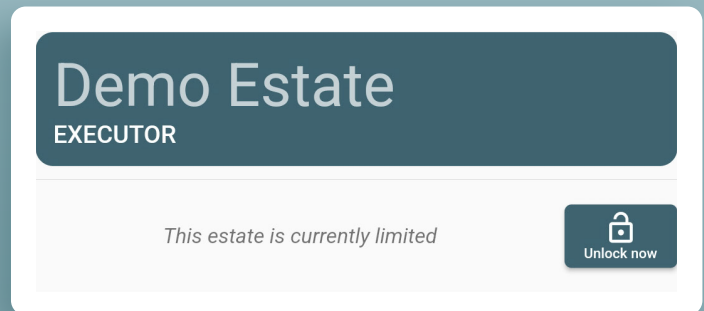
Take a photo of the asset.

The screenshot shows the 'Sought™' app interface for adding an asset. At the top, there is a back arrow, the app name 'Sought™', and a 'DELETE' button. The form consists of several sections: 'Location' with a dropdown menu showing 'please select'; 'Item Name' with a text input field and a '0/255' character count; 'Extra Details' with a text input field; 'Type of Item' with a dropdown menu showing 'please select' and two radio button options: 'Singular' and 'Collection' (which is selected); and 'Category' with a dropdown menu showing 'please select'. Below the form is a 'Photos' section. At the bottom of the screen, there are three circular buttons: 'SAVE and ADD ANOTHER', 'SAVE and CLOSE', and a camera icon.

After taking your photo 'save and close' takes you back to the home screen.

Purchase full version

In order to access the full reporting functionality, add more than 20 items, to share reports and to invite beneficiaries to view the estate you will need to purchase a licence.



Create & Share Reports



Custom Reports

You can choose to create reports based on the three categories listed. Once you have selected the option you wish (i.e. Category: Sell) save and then return to the reports which will now only show items that have been designated to 'Sell'. Remove this filter by returning to 'Filter' & clicking 'Clear.'

Custom report

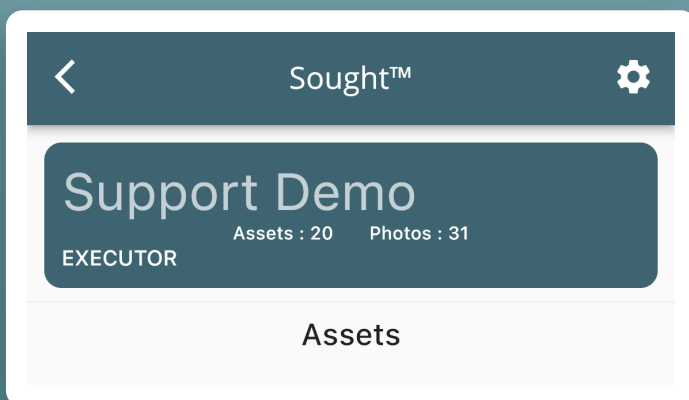
Location: Any ▾

Type: Any ▾

Category: Any ▾

Cancel Clear Save

Other Options



Further options related to your estate are accessed by selecting the 'Gear' icon on the top right of the home screen.

Beneficiaries, Estate Address, Email Body, Attach Other Documents

Sought™

Beneficiaries

Invite

Settings

Address

Message

Attached documents

Attach File

Record the address of the estate.

Attach relevant documents, receipts, floor plans, letters, photos...

Invite any beneficiaries or interested parties to view the estate within the app by sending an invite to them. They will need to have the Sought™ App on their device.

Create a message to send with the beneficiary invite email

Redem an Invitation

If you have received an invitation to view an estate select the menu button on the top left of your home screen, enter the code you received in your invitation email.

You will now be able to view the estate – please note that only Executors/Estate Creators are able to make any changes to allocations.

