**F. Off-Site Practice**

**Do a Practice House**

The estimator you will be shadowing or the sales manager will not set you up with an actual house to practice on. This will probably be a house that has already been estimated and is about to be loaded.

After setting a time and place with the experienced estimator go to the house and complete the survey. Then return to the office and discuss the survey with the experienced estimator. Compare the original TOM that was made with your practice TOM and talk about any differences.

**G. Shadowing**

You will shadow with an experience estimator 15 times. Approximately 5 times will be shadowing on a local move, 5 on an intrastate move and 5 on an interstate move.

During the shadowing:

 -watch and note how the estimator follows procedures

 -take a notebook and write down any thoughts or questions

during any part of the estimate process

 -do your own tallying of your own TOM during the survey

 -watch and listen during the customer consultation over the

orange survey sheet and the Kearney Moving flyers

 -watch and discuss with the estimator in the car as they

complete any paperwork

 -compare your tallying with the estimator’s and discuss any

differences

 -cube the estimator’s TOM during the drive back to office

 -sit in during the meeting with the estimator and sales manager

**H. Estimating Solo with Phone Support**

After shadowing the correct number of times you are ready to do you own estimate with an actual potential customer.

You will to complete \_\_\_ number of successful solo phone supported estimates.

Follow everything you have learned during training and go step-by-step through the survey procedures.

At any time during the in residence survey an estimator will be available for you to call with questions.

After the survey when you have returned to your car call the experienced estimator before you leave. Go over the TOM and any questions or concerns you may have about the survey.

At the office the estimator will join you during the sales manager meeting.

**I. Endorsement**

After completing the phone-supported estimates you are ready to do estimates on your own. After completing \_\_ number of estimates within \_\_\_\_ % of accuracy Kearney Moving will consider you an endorsed estimator.