

# Property Source Live Link (formerly “Assessing Live Link”)

Questions? From within BS&A, go to **Help>Contact Customer Support** and select **Request Support Phone Call** or **Email Support**. Or, you may call us at (855) 272-7638 and ask for the appropriate support team. Questions for our I.T. team may be submitted by phone (same number), or by emailing [itsupport@bsasoftware.com](mailto:itsupport@bsasoftware.com).

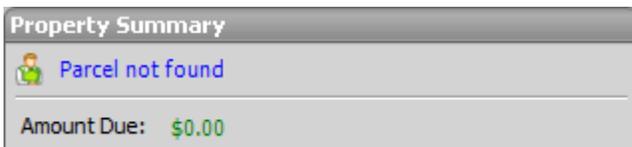
Often, your Assessor's office - or other property-generating authority - will have updated name and parcel information for records that are also in your Building database. These changes typically come into BD during an import, but you may be on a weekly or monthly import schedule, depending on your activity. This Live Link feature immediately identifies differences in the Owner name records between the two databases, and offers you an opportunity to correct them in between import cycles. If Taxpayer variations are found, they are noted as well, but a difference in Taxpayers only between the two databases is not enough to trigger the View Import Names flag.

In the Property Summary pane, located beneath Application Views, you will see a flag entitled View Import Names. If the flag is disabled, a corresponding owner record in your linked property database does not exist; if the flag is blue, owner information in Building matches that in your linked property database - you may click to view/compare the information; if the flag is red, a discrepancy in owner information has been found and may be corrected, as illustrated in this help doc.

For Michigan users, Live Link works in conjunction with a BS&A Assessing database. For all other users, live link functionality may be facilitated if you use ArcGIS.<sup>1</sup>

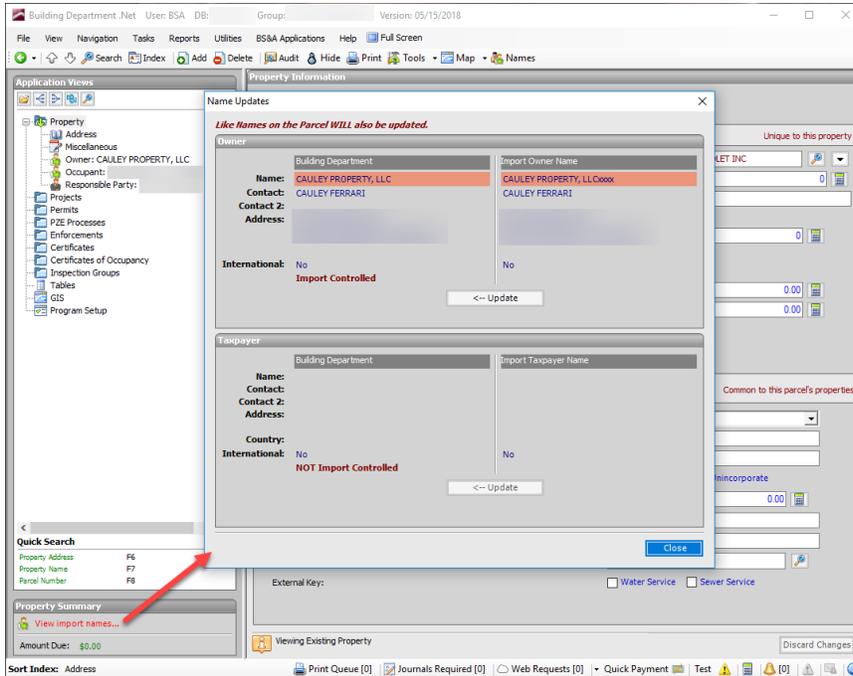


If it is detected that a parcel in Building does not have a corresponding record in the property source database, a Parcel Not Found flag appears.



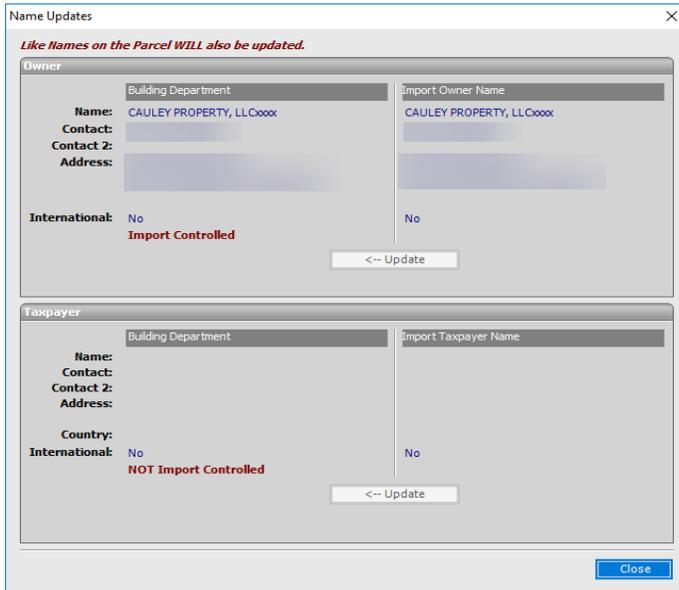
<sup>1</sup>ArcGIS users will identify their property source in Program Setup>Program Settings>Parcel.

1. Click the red View Import Names flag in the Property Summary pane. The Name Updates screen appears.



Owner/Taxpayer; Data Source	The top pane is the Owner information, the bottom pane is the Taxpayer information. The left column is the data found in your BD database, the right column is the data found in your property source database.
Like Name flag	This is inherited from the property import manager (File menu). In this example, the flag is set to "Like names on the parcel WILL also be updated."
Highlighted data	The differences are highlighted for quick identification. In this example, the Owner Name and Address fields are highlighted because they show different owner information. The Taxpayer fields are highlighted because taxpayer information is in the property source database, but a Taxpayer name reference is not currently linked to the property in the BD database.
Import Controlled flag	This flag reflects the companion setting on the name reference. <u>The Live Link will override this flag.</u> If your flag is set to Import Controlled, the name will be updated anyway. Import Controlled name references are ignored during an import.
Update button	If no difference is found, the update button is disabled.

2. In this example, no Taxpayer information is available, only Owner, so we've clicked the Owner Update button and answered Yes to the prompt. Both columns match and the Update button has been disabled:



3. We've clicked Close. The Property folder reflects the change, and the link in the Property Summary Pane is now blue.

