AMERICAN REAL ESTATE UNIVERSITY

FMLS: Matrix Basics: Finding Properties and the Client Portal

3 Hour CE Credit | You Must Be an Active Member of FMLS in order to receive CE Credit

Covington

Thu May 2, 2019
10:00am to 1:15pm EST

American Real Estate University LIVE CLASS -
1123 Church Street - Suite 103 - Covington, GA

Register At www.AmericanREU.com/classes

FMLS INSTITUTE OF REAL ESTATE

FINDING PROPERTIES AND THE CLIENT PORTAL

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AMERICAN REAL ESTATE UNIVERSITY

FMLS: Matrix Basics: Finding Properties and the Client Portal

Matrix Basics is designed for new agents, brokers, and broker admins who are responsible for transactions with clients. In the Matrix Basics course, students will learn how to:

- Navigate Matrix
- Perform basic property searches using various searching techniques, including a Map search and cross property searches
- Add, edit and delete contacts
- Work with search results to view, print, email and pull driving directions for listings
- Save, recall and delete searches
- Set up automatic searches for near-instant results
- Access the Client Portal and use it to monitor customer viewing activity
- Customize personal preferences