

reInsight Mobile Quick Start Guide

Overview

The purpose of this document is to provide an overview of the features in reInsight Mobile. This document will review the process to access reInsight Mobile, perform Fidoogles and Property Searches, email listings, and set up preferences.

Due to the variety of devices in the marketplace, this document will include general references to controls such as “select the enter option” to refer to the control that performs the command.

Accessing reInsight Mobile

Use the following steps to access the reInsight Mobile MLS site:

1. Enter the URL that was provided by the MLS into the hand held device
2. Select the enter option to go to the URL
3. Enter Username and Password at the login screen
 - a. For Paragon users, this will be the Paragon username & password
4. Click Login



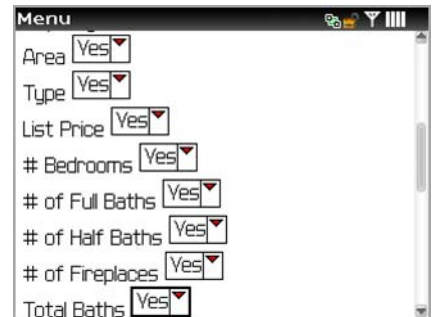
Preferences

reInsight Mobile provides the ability for agents to set up defaults for email, search preferences, and the contact information that appears on the Listing Report. This can be done from a mobile device or any web browser. It will be easier to initially set up preferences from I.E., Firefox or Safari on a computer using the full qwerty keyboard. Users will want to set up preferences before they start using the application.

Search Preferences

On the Search Preferences page, agents can configure their default class and status for the main search page and enable or disable additional search criteria fields. This gives agents the ability to customize the search screen and display the fields that they most commonly use. The fields that appear in this section are determined by the MLS.

Note: When changing the class on the Search Preferences page, it is important to click the “Refresh Criteria” button after selecting a different class. The “Refresh Criteria” button refreshes the available fields on the second half of the page.



Email Preferences

reInsight Mobile includes a feature which allows agents the ability to set up a default greeting, signature and whether to automatically receive a CC or BCC of each email message.

The “From Address” is automatically populated from the Agent Record in Paragon. It is editable from this page if necessary.

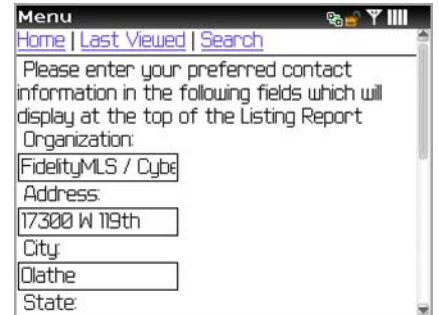
The default greeting and signature will automatically populate above and



below the property information for an emailed listing. Agents have the option to “Use Default Greeting & Signature” at the point when they are setting up the listing to be emailed. See the Email Listing section for more information.

Listing Report Contact Info

Users can configure the contact information that appears on the Property Listing PDF Report. This is the report that is attached an email when a listing is sent to a client. The system defaults to the agent contact information (or be blank, based on MLS settings).




Menu
[Home](#) | [Last Viewed](#) | [Search](#)
 Please enter your preferred contact information in the following fields which will display at the top of the Listing Report
 Organization:
 FidelityMLS / Cybe
 Address:
 17300 W 119th
 City:
 Olathe
 State:

ReInsight Mobile Home Page

After the preferences are set up, the application is ready to go for the agent. From the main screen, agents can access the following options.

Fidoogle Search

The Fidoogle Search works similar to Paragon Online with the exception that it only searches one MLS # at a time. It searches by MLS #, Street Name, Price and Listing Agent Last Name. It is configurable by the MLS to appear either at the top or the bottom of the main landing page.



Fidoogle Search

 Starts with Includes

MLS Property Search

Provides full MLS Property Search and is covered in more detail in the next section.

Last Viewed

Last Viewed is an option that stores the last 20 properties in which the detail results were viewed. Users can quickly access the most recently viewed properties.



Last Viewed
[Home](#) | [Last Viewed](#) | [Search](#)
 Last Viewed
 Found 8 Listing(s)
 835 Sawgrass Ln Mechanicsburg \$546,900.00
 1712 Liberty Cove Mechanicsburg \$593,000.00
 2 Camelot Lane Wrightsville \$575,000.00
 2 Melissa Court Carlisle \$557,000.00
 2381 Via Toscana Harrisburg \$529,800.00
 1305 Windsor Road Mechanicsburg

Preferences

This section allows users to configure their preferences and is covered in the previous section.

My Listings

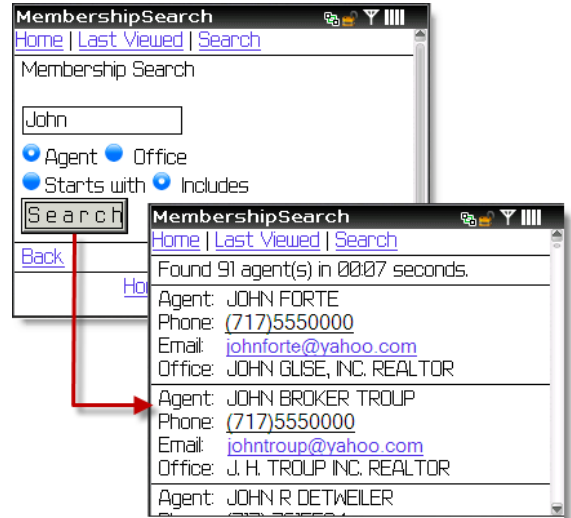
My Listings displays all of the agent’s current inventory grouped by class.



myListings
[Home](#) | [Last Viewed](#) | [Search](#)
 Residential/Farm. Found 17 listing(s)
 MLS #: 10175227
 Price: \$24,900
 Address: 565 N 2nd St.
 City: Lykens
 MLS #: 10179060
 Price: \$45,000
 Address: 1919 Zarker
 City: Harrisburg
 MLS #: 10179061
 Price: \$51,500

Membership Search

Membership Search allows users to search by Agent or Office using the “Starts With” and “Includes” functionality that can be found in the Fidoogle search.



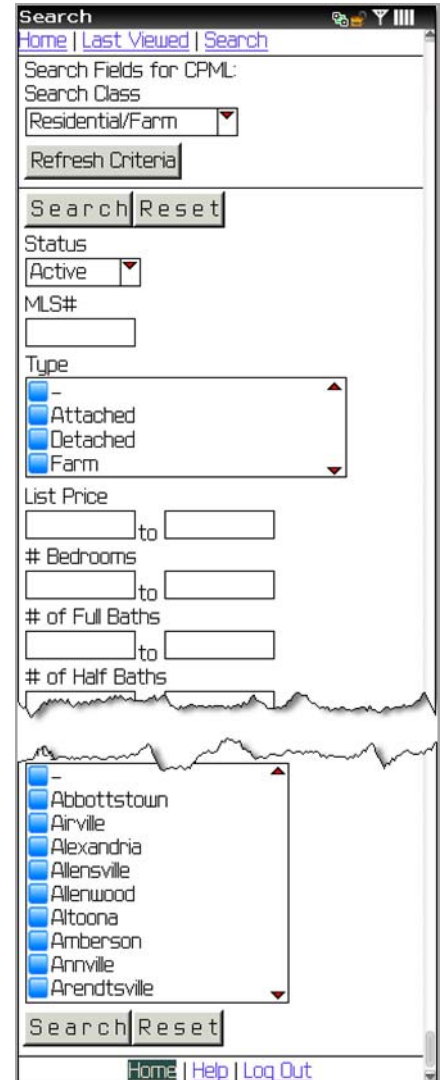
MLS Property Search

After clicking the MLS Property Search link, users will land on the search criteria page. The available search options are determined by the MLS. Some fields are displayed by default. Others, as determined by the MLS, can be enabled or disabled by the agent (as covered previously in Preferences).

Reminder—if a different class is selected than the default from the previous screen, users must click the “Refresh Criteria” button to refresh this criteria page, otherwise the default class criteria will appear.

After entering criteria, generate the search by clicking on the “Search” button that is either at the top or bottom of the page. The search criteria can be cleared by clicking the “Reset” button.

Note: Multiple selections are allowed in list boxes. Example: Area, Type of Property, etc.



Search Results

reInsight Mobile will display how many listings were found in the search along with the MLS #, the street address and the list price.

Clicking on the MLS # link will take the agent to the listing detail.

Listing Details

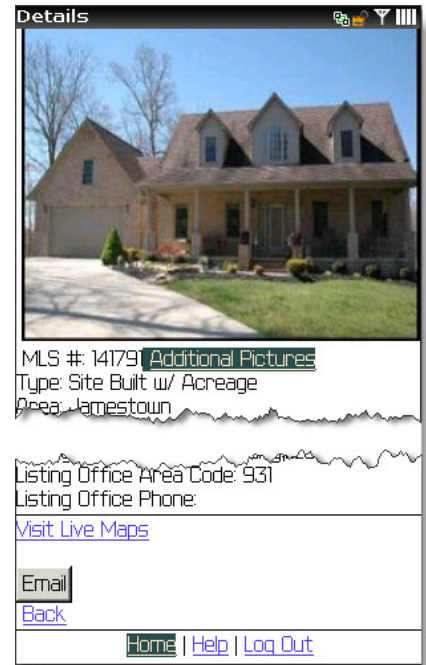
The data displayed in the Listing Details is determined by the MLS and varies from MLS to MLS. The Detail Page will display the primary property photo and a link to additional images.

From the Listing Detail, agents can access listing photos, listing data, and Live Maps by MS Virtual Earth.

In addition, depending upon the hand-held device, the agent email address and phone number will appear as interactive links.

Listing Photo Note: reInsight Mobile displays up to 6 listing photos. The primary image and the following 5 images in the order that they are set up in Paragon Online.

The **Live Maps** link will land users directly the listings location.



Email Listing

To email a listing, click on the “Email” button at the bottom of the Listing Details page. This will launch the email feature.

From here, agents can enter the “To” address, change the Subject Line (Address info defaults), select whether to receive CC, whether to use Default Greeting and Signature, or type in their own message.

After making all necessary entries or selections, scroll to the bottom of the page and click the Send button. Upon completion, the following message will appear:

“Email Listing Email sent successfully!”

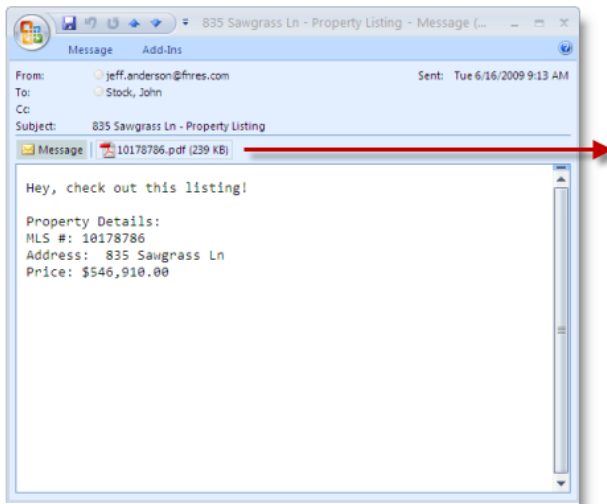


Email & Report View

The email will contain the property address in the subject line (if not edited) and property information in the body of the email to include the MLS #, the Street Address and the List Price (the same data that appears on the Search Results page).


In addition, the email will include an attached Listing Detail Report in PDF format for the client. The fields that appear under Additional Property Information are configurable by the MLS.

As with the Listing Details in the application, the PDF Report View will display the first 6 images from Paragon Online—the Primary Photo will display in the top half of the report and the next 5 photos at the bottom of the page in the order that they are organized in Paragon Online.




Property Listing Detail Report

Paragon Admin
FidelityMLS / Cyberhomes LLC
17300 W 119th, Olathe, KS, 66061
Office: (913) 653-0000
Call: (913) 653-0001
Email: jeff.anderson@frees.com



Property Information

Price:	\$546,910.00	
Status:	Active	
Street Address:	835 Sawgrass Ln	
City ST, ZIP:	Mechanicsburg PA, 17050	
Class:	Residential/Farm	
Area:	6	
MLS#:	10178786	




Additional Property Information



Type	Detached	# Bedrooms	4
# of Full Baths	2	# of Half Baths	1
School District	Cumberland Valley	Municipality	Hampden
Acres	0.44	Year Built	2007
Square Feet Above Grade	3504	Design	Traditional
# Stories	2 Story	Construction	Frame
Exterior	Stone,Vinyl	Basement	Full,Unfinished
Parking/Garage	3 Car Garage,Attached	Appliances	Countertop,Range,Wall Oven, Microwave,Dishwasher,Disposal
Cooling	Central Air	Heating	Forced Air,Natural Gas
Exterior Features	Patio,Porch		

Remarks WELCOME TO GRANDON FARMS! ENJOY THE WALKING PATH IN THIS CONVENIENT AND SERENE COMMUNITY. BUILT BY JIM MUMPER & FRESHLY PAINTED W/NEUTRAL COLOR. CUSTOM CHERRY KITCHEN W/GRANITE COUNTERS & LOTS OF HARDWOODS AND CERAMIC. YOU'LL ENJOY THE BEAUTIFUL MASTER BEDROOM W/TILED SHOWER & HIS/HER WALK-IN CLOSETS. ALONG WITH A 1ST FL LAUNDRY, STUDY & LARGE BONUS ROOM ABOVE GARAGE. HOME IS WIRED FOR SECURITY & CENTRAL VAC.

Directions Market St, R/Orrs Bridge, L/Creekview, L/Grandon Way, L/Crooked Stick to Sawgrass.

Additional Photos



Disclaimer

This information is deemed reliable but not guaranteed.