



# REALM™

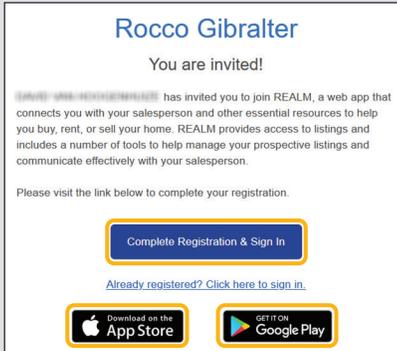
## Quick Reference Guide for Clients



# PropTx

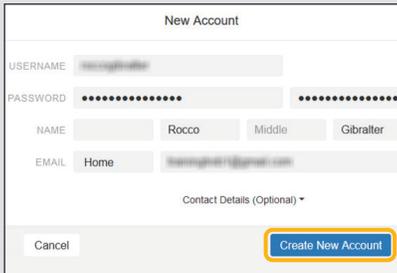
Innovations Inc.

### 1 INVITATION TO REGISTER



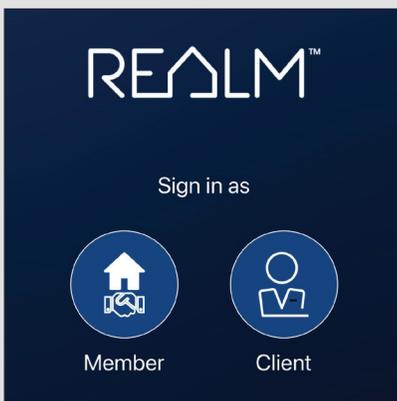
**NOTE:** The invitation from your Salesperson may arrive in your spam or Promotions folder.

### 2 CREATE A NEW ACCOUNT



Remember your username and password; you'll need them to log in.

### 3 DOWNLOAD THE APP

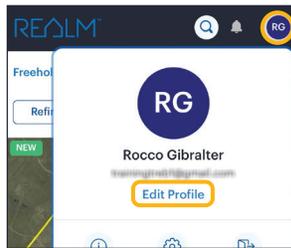


**TIP:** You may also log in from your browser at <https://app.realmmlp.ca>

## Log In From ANY Device And Conduct Your Own Searches In Real Time!

### SET UP YOUR PROFILE:

Click Your Initials **RG**, Then Click Edit Profile



#### My Profile

- Set up your contact information
- Upload a photo

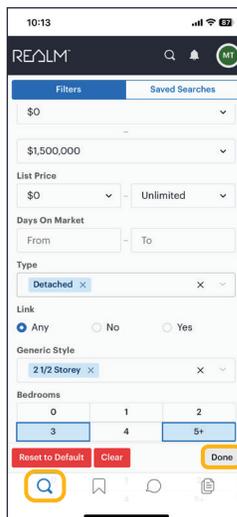
#### Account

- Set the Start Page
- Set the Default Search

#### Notifications

- Select how often you're emailed alerts or receive Push notifications.

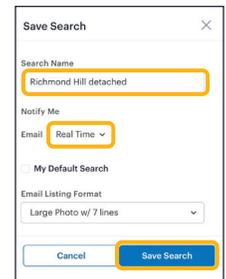
### Set Up Your Searches To Find Current Listings



#### TO CONDUCT A SEARCH:

1. Tap **Search** at the bottom of the app.
2. Tap **Map** and zoom into the area of interest.
3. Tap **Filters** to add search criteria. Tap **Done**.
4. Tap a listing icon to view a pop-up of that property or tap **Results** to see matching listings in a scrollable format.
5. Tap **Searches** and then Save Search to save the search and choose how frequently you want to be notified about updates.

**NOTE:** Saved searches will expire after 90 days, but can be easily renewed by resaving them.



### Drawing A Search Area On The Map

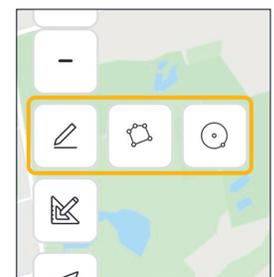
If you have a tablet device (e.g., an iPad) you can draw a search area on the map. Due to their larger size, a tablet device will be easier to work with than a phone.

Tap **Draw** to draw a free-form shape.

Tap **Polygon** to draw a multi-sided shape.

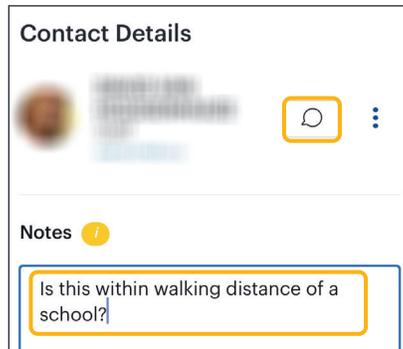
Tap **Circle** to draw a shape radiating from the starting point.

**TIP:** You may draw multiple shapes on the map.

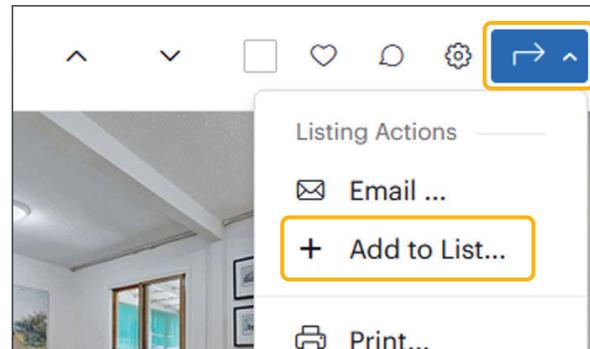


## Connect With Your Sales Representative When Viewing Listings

From a listing's details, tap **Action** and then **Chat** to send a message to your Salesperson, or tap into the **Notes** of the listing to leave a comment that they can see.



If you find a listing that you like and want to revisit, tap **Action** and **Add to List**. Saving a listing to a List is a great way to store listings and your Salesperson can view your Lists and know what you're interested in.



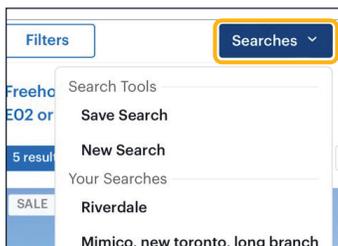
## Compare Listings

It's sometimes difficult to see differences in properties. You can compare multiple listings side by side.

1. Check mark the listings in the search results to select them.
2. Click **Action** and then **Compare**. Scroll to view the differences.

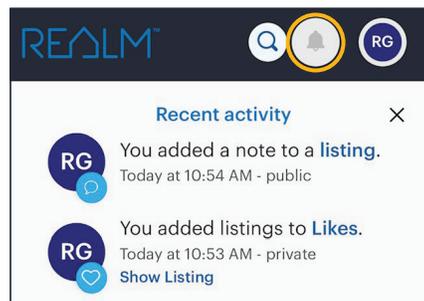
Listing#	Address	Beds	Baths	Type	Style	Price	SqFt	Status
3001 Kensington Ridge Dr	4	4	Detached	2-Storey		\$1,499,000	NEW	
3001 Kensington Dr	4	4	Detached	2-Storey		\$1,650,000 ▼ \$100K	2500-3000	PC
3001 Kensington Dr	4	5	Detached	2-Storey		\$1,685,000 ▼ \$65K	2500-3000	PC
3001 Kensington Dr	4	4	Detached	2-Storey		\$1,799,990 ▲ \$300K	2500-3000	PC

## Review Your Searches



Tap **Searches** at the top of the screen and then choose the name of the search to rerun it.

## Check Notifications



Tap **Notifications** frequently for a summary of recent activity in *real time*.

### Notification items include:

- New and price changed listings from your saved searches
- Feedback and comments from your Sales Representative
- Suggested listings from your Sales Representative.

## Check Your Lists

Tap **Lists** at the bottom of the screen to review listings you added to your Likes/Notes lists. You can also review listings that your Sales Representative has suggested. You may also sort the lists.



## Icons

- Profile Avatar
- Help
- Settings
- Log Out
- Search Listings
- Action
- Add to Likes
- Share
- Chat
- Add to List
- Notifications
- Lists
- Zoom In
- Zoom Out
- Draw Freehand
- Draw Polygon
- Draw Circle
- Measure
- Show Current Location
- Full Screen
- Jump to Location