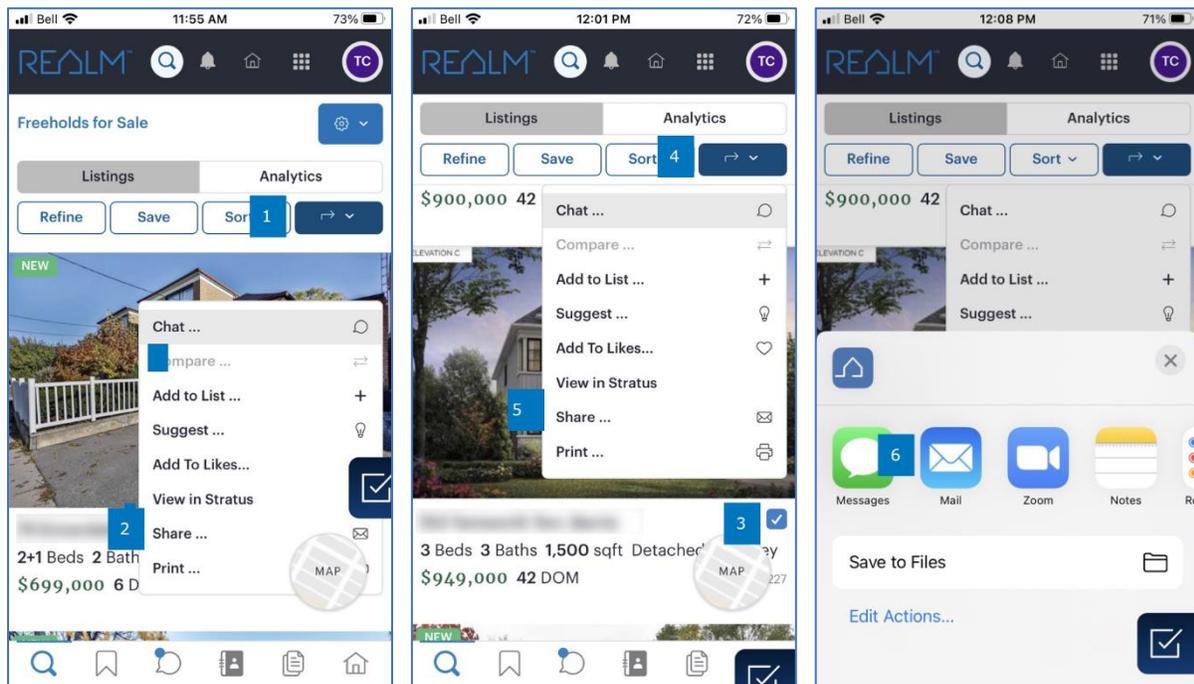# Tips & Tricks

**How to Email Multiple Listings**

In REALM, you can email or share up to 200 properties with a client at the same time.

To share all properties in a search on your mobile:

1. Select the **share button** ⬛ on the right of the listings page.

2. Select **Share** from the drop down.

OR If you would like to select one or multiple properties to email from the search results page:
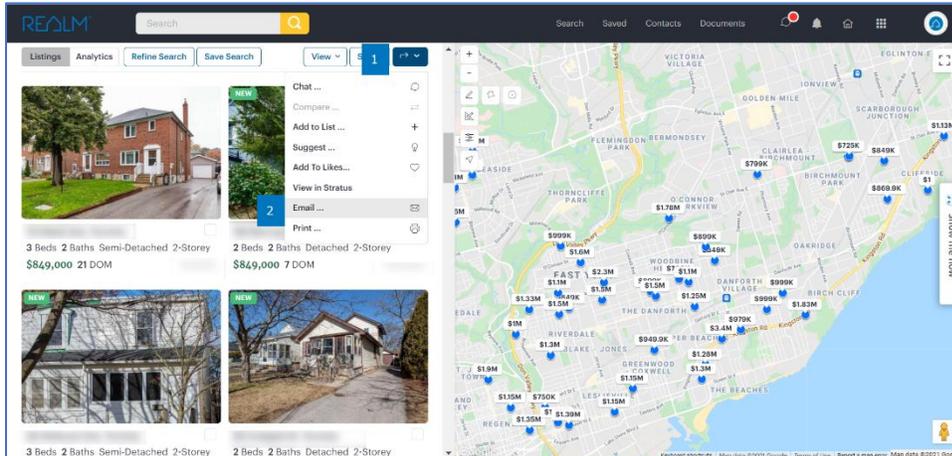
3. Place a **check** in the box on the listing results page for each desired property.

4. Select the **share button** ⬛ on the right of the listings page.

5. Select **Share** from the drop down.

6. A window will appear with the apps that you have installed on our mobile, select the email icon.

7. Enter the recipients in the TO field, enter a message and send.

*Note: On a mobile, you can share a listing with the Apps that are installed on your mobile such as text, WhatsApp, Email, etc. We recommend the REALM in-app chat as you will be able to see these messages on your mobile and computer.*
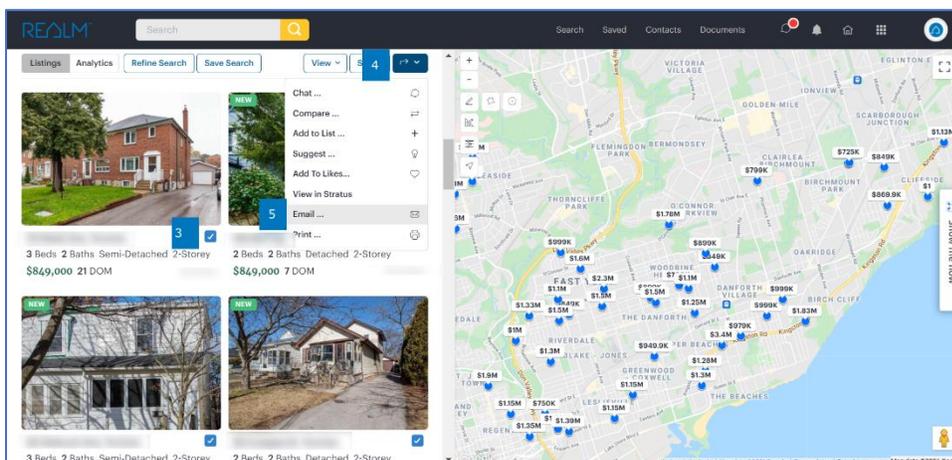
To share all properties in a search using email on your computer:

1.  Select the **share button** 🔗 on the right of the listings page.

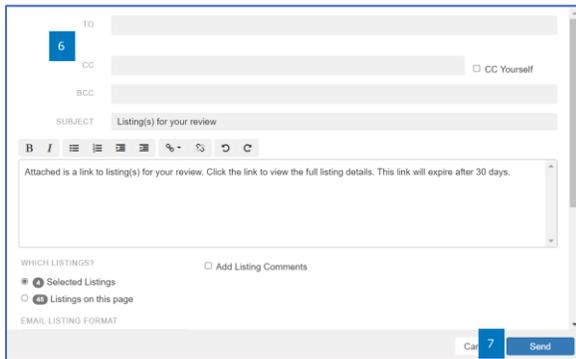2.  Select **Email** from the drop down.



OR If you would like to select one or multiple properties to email from the search results page:

3.  Place a **check** in the box on the listing results page for each desired property.

4.  Select the **share button** 🔗 on the right of the listings page.

5.  Select **Email** from the drop down.

6. An email window will open, enter the recipient(s) name or email address.  If they are in your REALM contacts you will see them in the drop down to select.

7. Enter a message and select **Send**.



*Note: If you send an email to a client who has not registered for REALM, they will need to register to login to use any of the REALM features. If a client registers, they will be added to your Clients in your Contacts.*

If you have any questions, please contact us at Help@REALMmlp.ca