<u>RE∕JLM</u>[™]

Tips & Tricks

How to Create a List

In REALM, lists are a great way to keep organized and to maintain visibility of properties your client is interested in as well as what you've shared with them.

To create a list on a mobile:

- 1. Select the **Saved** from the menu at the bottom of the window.
- 2. Select yourself or a client.
- 3. Select the **share button** ----.
- 4. Select + Create List from the drop down.
- 5. Enter a name for the list and select **Add**.
- 6. You are now set up to search for properties to add to this list.

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- 1. Select **Saved** from the menu a the top of the page.
- 2. Select yourself or a client.
- 3. Select the **share button** and then select **+ Create List** from the drop down.

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4. Enter a name for the list and select **Add**.

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5. You are now set up to search for properties to add to this list.

If you have any questions, please contact us at <u>Help@REALMmlp.ca</u>.

