

Creating a Display of Office or Agent Listings And Linking the Display to Another Website

If you haven't already done so, set up your Syndication Dashboard with Point2. You can request the invitation through [this link](#).



Please enter the email address to whom you would like to resend an invitation.

Email:

Please note: you must have at least one active listing in Realcomp Online and use the email address listed in your Realcomp Online profile in order to receive a dashboard invitation. You can look up and change your email in Realcomp Online through Agent: My Information.

After setting up your Point2 Dashboard you will need to create your Point2 Agent Account which will activate your website.



Welcome, jamesgal

[Your Account](#)



[Your Account](#)



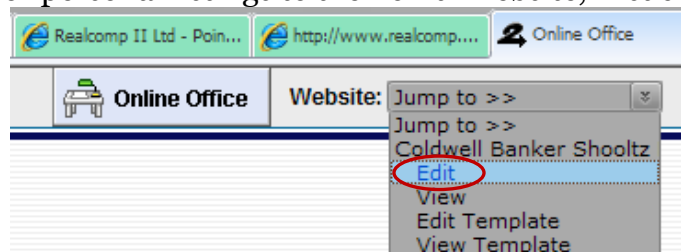
[Syndication](#)



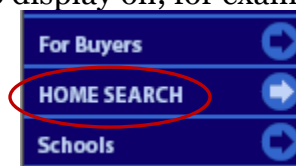
[Reports](#)

[Create your Point2 Agent Account \(or link to your existing account\)](#)

To add a list of your office or personal listings to the Point2 website, first choose to edit your website:



Choose the page you want the search to display on, for example:



On that page choose Add Content from the Center Column:

Center Column


[+ Add Content](#)

Select the Listings Search:

Add to Page	Listings	Add listings to your website. Display filters enable you to create custom listing pages that group your listings by location, style, price, etc.
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After customizing your search title select to display “My Listings Only”:

Step 1 - Select A Set of Listings

 Listing Display: All Listings
Your listings and Handshake listings will be displayed together as a single list.
 Show brokerage listings first and other Handshake listings second

My Listings Only
Handshake listings will not be displayed.

Handshake Listings Only
Your listings will not be displayed.

More Listings Link
A "More Listings" link will be placed under your listings. This link will go to a new page containing Handshake listings, displayed using the short listing format.
 Include my brokerage listings before the link

Filter your results:

- Choosing “MLS Listings Only” will display only listings received by Point2 from Realcomp.
- Setting Agents to “All” will display all the listings for the office, to display only your listings choose “Specify Agents” and select yourself from the list.
- Under Types you can choose to display fewer than all five property types; e.g. only commercial listings or only residential listings.
- You can create as many different listing displays as you would like in your Point2 pages.

Step 4 - Filter the Results

Status: For Sale Sale Pending Sold (your listings only)
 For Rent/Lease Rented/Leased (your listings only)
**A minimum of 1 Status is required.*

Handshake Types: (your listings incl.) Agent Builder PropMan
 MLS Listings Only
**A minimum of 1 Handshake Type is required.*

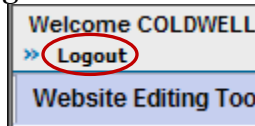
Agents: All Specify Agents in My Roster
To narrow search results, click the "Specify Agents in My Roster" radio button above.

Types: All Specify Types
 Commercial Lots and Land Recreational
 Condominium Multifamily Residential
 Farm and Ranch Other

Development Levels: All Specify Development Level
(New Construction Only)
To narrow search results, click the "Specify Development Level" radio button above.

Neighbourhoods: All Specify Locations
To narrow search results, click the "Specify Locations" radio button above.

After adding all desired listing displays, log out:



Please note it may take up to 2-hours for the changes you have made to appear “live” on the internet.

Logged Out

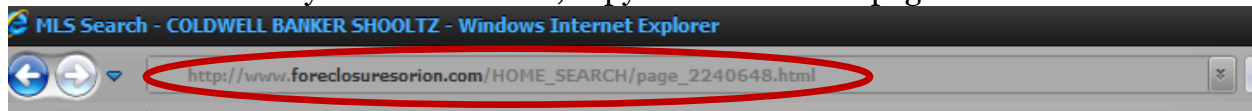
You have successfully logged out.

Note: Changes you have made to your website may not be visible to the public for up to **2 hours** due to caching. This is done to increase the performance of your website.

[Back to Website](#)

If you would like to link your listing display into a separate website:

- Wait for your new content to appear live on the internet.
- Go to your Point2 website *without logging in*, so that you are seeing what the public would see.
- Click the link to go to the page with your listing display.
- In the address bar of your web browser, copy the **entire** web page address.



Paste this address into your current website’s link to the listing displays you have added.