



## Build, Customize and Preview With Ease!

The new, templated, fully customizable reports are a game-changer, empowering REALTORS® to create impactful, data-driven presentations that build trust and drive successful transactions.



**Customize:** Drag and drop individual sections; add, move or rearrange individual elements per section. Watch your changes update in real time.



**Cover Page:** Customize your cover photo, profile information, and include a personal message directly on the report.



**Custom Pages:** Add your biography, client testimonials or marketing plan sheets to your reports. RPR has created free Canva templates for you to customize your own. Find them at [rpr.me/canva-pages](https://rpr.me/canva-pages).



**Notes:** Showcase any notes you've added to the report from the Property Details page or RPR app. Simply check or uncheck what you want shown on the report.



**Photos:** Determine which photos you want to include or exclude from the report.



**Profile:** A direct link back to the profile page to update your photo, logo and all cover page info.

Report  
Page Count

The screenshot shows the RPR Report Editor interface for a report titled "725 W Kyle Ct". The interface includes a sidebar with icons for Customize, Cover Page, Custom Pages, Notes, and Photos. The main area displays a list of report sections with their respective counts and expand/collapse arrows. A "Live Preview!" callout points to the right-hand preview pane showing a sample report page. A "Reset to Preset Template" callout points to a "Reset" button in the top right of the main area. A "Count of Items Selected per Section" callout points to the counts next to the section names. An "Expand & Contract Sections" callout points to the expand/collapse arrows. A "Drag & Drop Sections" callout points to the section list. A "Report Page Count" callout points to the "Page 8 of 15" indicator at the bottom right.

Home > Property Search > 725 W Kyle Ct > Report Editor

Home Templates My Reports Report Editor Beta Feedback

Customize

Customize reports to rearrange sections or add/remove elements within a section.

Reset

Cover Page 1/1

☒ Report Cover

Edit Cover →

About (Custom Page)

Testimonials (Custom Page)

Property Summary 5/5

Property Information 8/16

Market Trends 4/12

Maps 0/3

Photos 29/31

Neighborhood 0/2

Schools 0/1

Market Activity 1/6

Pricing Summary 0/5

CMA 3/4

Refined Value 0/5

Pricing Strategy 3/3

Seller's Net Sheet 0/1

Market Trends · pg 8

Seller Report

725 W Kyle Ct, Gilbert, AZ

Market Trends

Market Trends for G

Single Family + Condo/Townho

July 2024

Market Type

3.33

12.37% Month Over Month

Count of Items Selected per Section

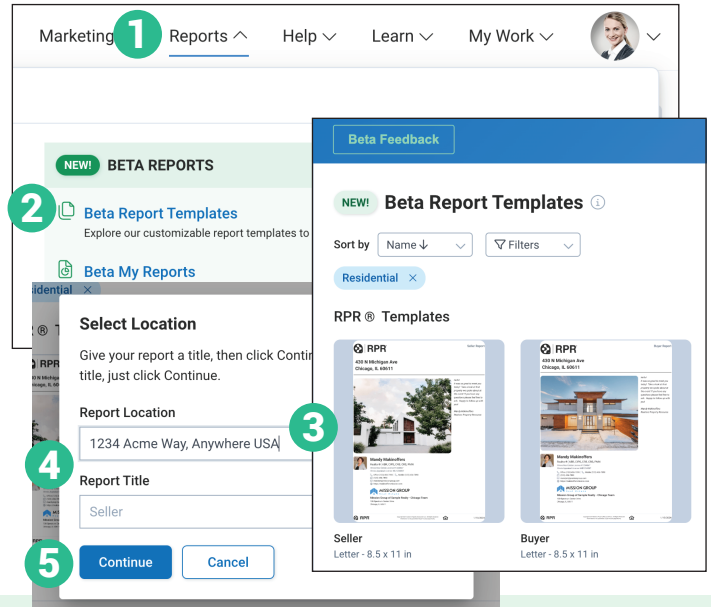
Expand & Contract Sections

Page 8 of 15

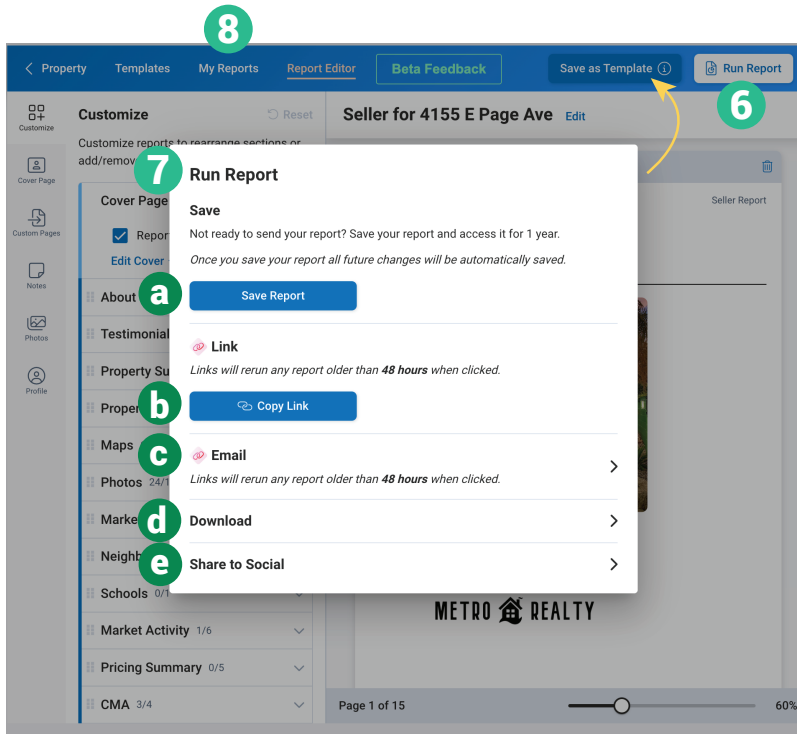


## How do I create a property report?

- 1 Select *Reports* from the top navigation menu.
- 2 Select *Beta Report Templates*.
- or- From a *Property Details* page, select *Create Report*.
- 3 Choose from the RPR Templates: Buyer or Seller or your own customized templates.
- 4 Enter in a *Report Location* and *Report Title*.
- 5 Select *Continue*.



**RPR's New Dynamic Link!** Once the report is generated and shared via a link, that link will produce a PDF report every time it's clicked. If 48 hours have passed since the last click, the report will be re-generated with the latest data instead of displaying the previously generated PDF. This ensures clients are always seeing the most up-to-date information without the need to manually refresh or send new links.



## How do I run a report and access it later?

- 6 Select *Run Report* from the upper right of the Report Editor.
- 7 Choose from one of the following:
  - a **Save Report:** Save your report to continue editing later.
  - b **Link:** Copy a link to the report that will update every 48 hours when clicked.
  - c **Email:** Send an email to your client with a link (that will update every 48 hours) to the report.
  - d **Download:** Download a PDF file of the report.
  - e **Share to Social:** Share your report to Facebook, LinkedIn or X.
- 8 Select *My Reports* to access all saved and run reports (from both website & mobile.)



### PRO TIP

Crafted the perfect report? Save it as your own custom template, so you don't have to start from scratch again! Select *Save as Template* and follow the prompts.