QUICK START GUIDE FOR LISTING AGENTS



Showing Time will be your showing appointment scheduling provider!

We're excited to work with you, and will do all we can to be sure you're happy with our services. To help ease the transition, below you'll find information to get started using ShowingTime.

Step One:

Open ShowingTime via your MLS and review your listing instructions to make sure they are correct

Step Two:

Review your profile preferences so you receive notifications the way you like

Step Three:

Install our mobile app to manage your listings on the go

The ShowingTime Mobile App

ShowingTime's Mobile App - available for iPhone, iPad, iPod Touch and Android devices - will equip you to do just about anything you can do from your desktop! With it, you can:

- ✓ See upcoming showing appointments
- ✓ Schedule or confirm showings
- ✓ Review feedback submitted by other agents
- \checkmark Share feedback and other activity with your sellers
- ✓ Enter/update showing instructions on your listings
- √ Send price adjustment emails

