

NVAR Client Presentation Benefits

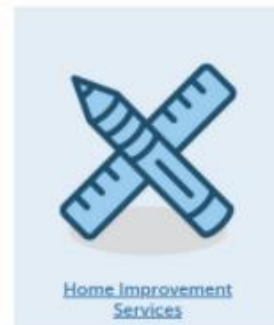
Multiple Listing Service
Photography & Video Partners
Home Improvement Partners
Environmental Services Partners
Measuring Devices
Marketing Services Partners
Presentation Portfolios



Photography & Video Service Providers



Environmental Service Providers



Marketing Services Providers



Access your benefits
www.nvar.com/shoprealtor

Explore new technology and partner with service providers to set your presentation apart, boost your confidence and secure your listings.



Tips to claiming and filling out your **realtor.com**® agent profile

Benefits Of Claiming Your Realtor.com® Profile:

If Google can't find you online then how can your prospective clients? Your **realtor.com**® agent profile lets you manage and maximize your online image and **boosts your Search Engine Optimization (SEO)** making you easier to find online.

Get a polished and professional looking profile with a cover photo, biography and contact information.

Showcase your expertise and specialties by highlighting geographical regions and any special designations you have.

And even better, the **realtor.com**® agent profile is included with your NVAR dues. **There is no additional cost!**

As an added benefit NVAR has now integrated your profile into our Find-A-Realtor directory.

Have These 3 Items Ready To Go When You Claim Your Profile

- ① Your email address
- ② Your MRIS ID
- ③ Your NRDS ID

Claim Your Profile in 3 Easy Steps:

- Step ① : Visit www.realtor.com/realestateagents/ and search for yourself
- Step ② : When you find your profile, click your name to view the profile
- Step ③ : Click on "Claim My Profile" to begin the process

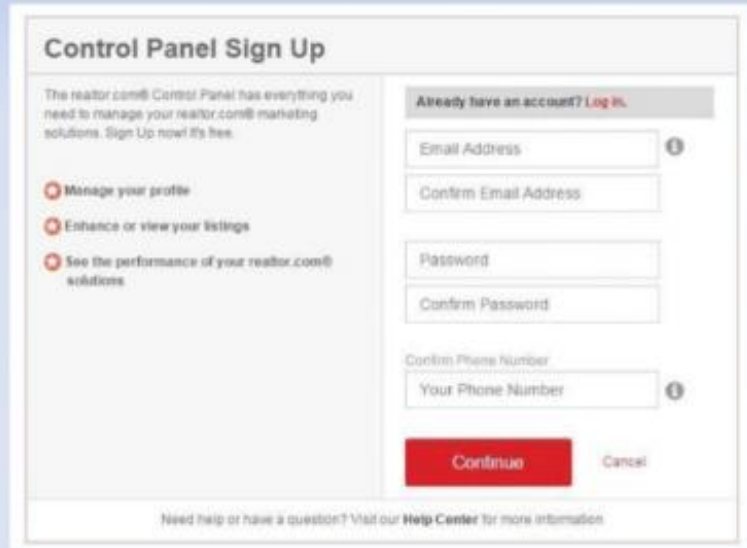
Disclaimer: This guide was created as a courtesy by Northern Virginia Association of REALTORS® to help you with the basics steps of filling out your Realtor.com agent profile. It is not intended to replace any guides or training provided by Realtor.com.

Filling Out Your Profile

① In the Control Panel, enter your email, password, and phone number, then click **CONTINUE**.

② Now enter your state, MLS info, and Name and click **NEXT**.

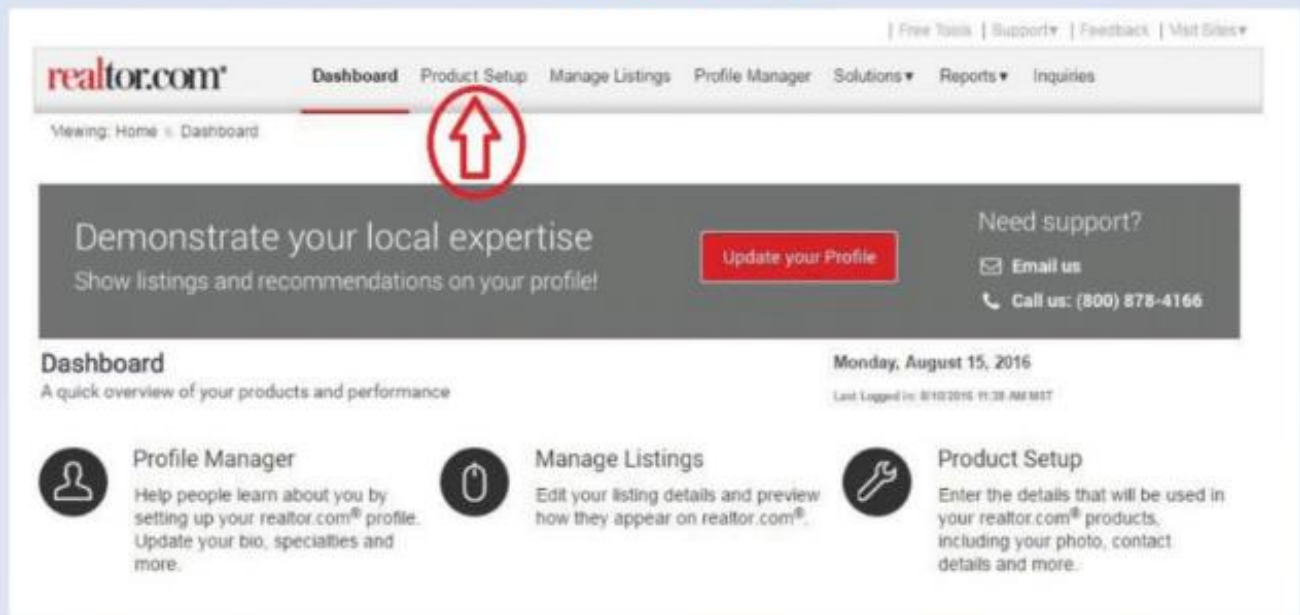
③ Finally, you will be asked to enter your NRDS ID.



The screenshot shows the 'Control Panel Sign Up' form. On the left, there are three radio button options: 'Manage your profile', 'Enhance or view your listings', and 'See the performance of your realtor.com® solutions'. The main form area contains several input fields: 'Email Address', 'Confirm Email Address', 'Password', 'Confirm Password', and 'Your Phone Number'. There are 'Continue' and 'Cancel' buttons at the bottom right. A link for 'Log In' is visible for users who already have an account. A footer note says 'Need help or have a question? Visit our Help Center for more information.'

After your NRDS ID is verified you will be taken to the Dashboard.

④ On the Dashboard, first click **“Product Setup”** to start editing your profile.



The screenshot shows the realtor.com dashboard. The navigation bar includes 'Dashboard', 'Product Setup', 'Manage Listings', 'Profile Manager', 'Solutions', 'Reports', and 'Inquiries'. The 'Product Setup' link is circled in red with an upward-pointing arrow. Below the navigation bar, there is a section for 'Demonstrate your local expertise' with an 'Update your Profile' button. To the right, there is a 'Need support?' section with 'Email us' and 'Call us: (800) 878-4166' options. The main dashboard area is titled 'Dashboard' and 'Monday, August 15, 2016'. It features three main sections: 'Profile Manager' (with a person icon), 'Manage Listings' (with a magnifying glass icon), and 'Product Setup' (with a wrench icon). Each section has a brief description of its function.

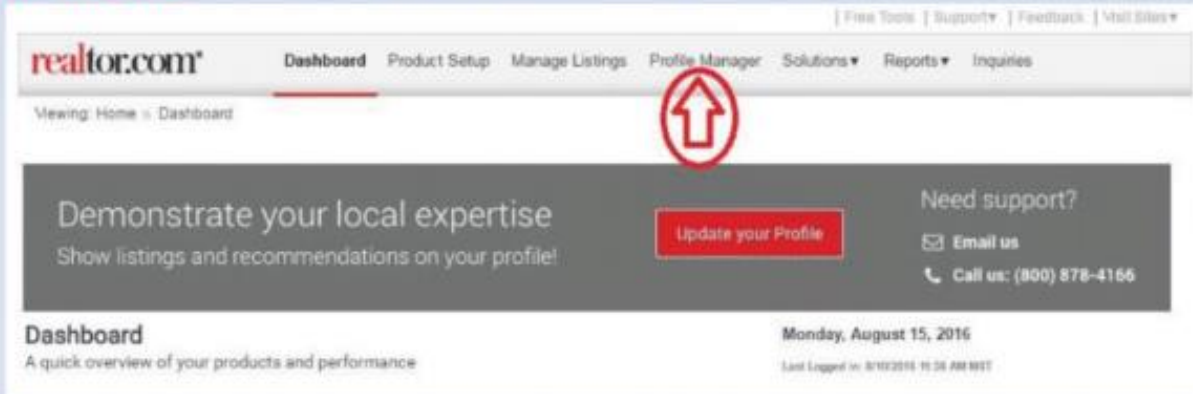
⑤ Click **“Edit”** for each of the sections in **“Product Setup”** to fill out all the information you can.

*** We recommend putting your photo here AND the Profile Manager (step 7 on next page)**

⑥ Remember to click **“Save”** in each section after you finish entering information in that Product Setup section.

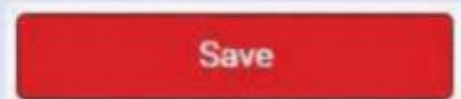
Filling Out Your Profile (continued)

⑦ Now click “Profile Manager” on the top menu bar, or the “**Update your Profile**” button to go to the ‘About Me’ page.



⑧ The ‘About Me’ page is where you can personalize your profile with pictures, bio, and more.

⑨ **SAVE** often.



The **SAVE** button is located towards the middle of the ‘About Me’ page.

⑩ Click ‘Preview Your Profile’



to view your profile **after** saving.



Log in to save favorites, get alerts, and sync devices.



No account? [Sign Up](#)



No account? [Agent Sign Up](#)

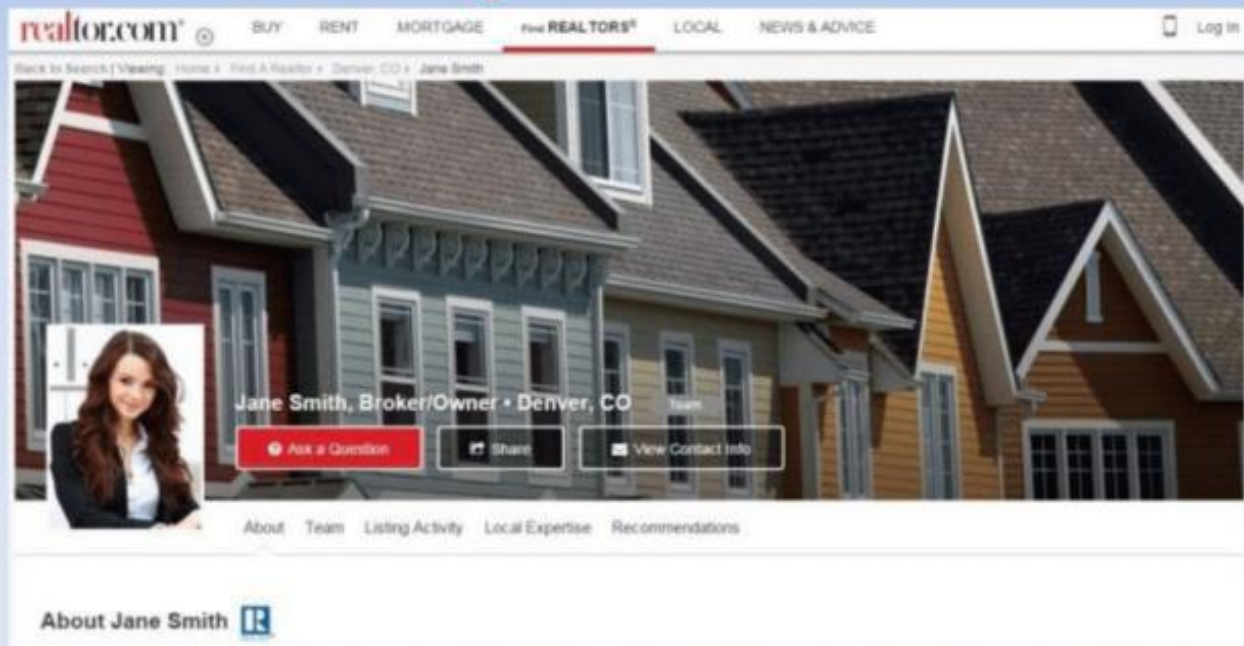
HOW TO LOG IN AFTER CLAIMING

-To properly log in the next time you visit **realtor.com**, be sure to just **HOVER** over “Log-In” in the top right.

-Then click “**Agents Sign In**” as shown on the right.

Making Your Profile Stand Out:

Page 4



Use a great photo for yourself and customize the profile background with a photo of local attractions, neighborhoods, aerials, or brokerage signs. Be creative!

Provide as much info as you can such as your email, website, brokerage, phone, specialties, certifications, and the areas you serve. A great benefit is showing your MLS listings, but if you currently don't have any, simply uncheck "Show Listings" and the section won't appear.

Don't be intimidated to write your bio! This is the first thing prospective clients will read about you. If you need a little help, use this basic template to build from and get you started.

Thank you for visiting my page! My name is Jane Smith. I am an Agent with ABC Realty serving the areas of Fairfax and Falls Church, with in-depth knowledge of the Mantua area and Mosaic District. I am a certified Seller Representative Specialist specializing in home staging, buyers, sellers, and relocating. Visit my website and contact me to learn more about my personalized approach to your real estate needs.

We hope this helps you get started in taking advantage of all the benefits your Realtor.com® agent profile can give you. Claim your profile today at:
www.realtor.com/realstateagents/

Need more assistance? Call **realtor.com®** at
800-878-4166



Check out a demo profile at
tinyurl.com/JaneSmithDemoProfile

realtor.com®