

## MLS Customizations and Administration

All options in this section are either configurable via MLS Administration controls or by your System Support Manager as noted.

### Admin – Broker Attribution (NAR Mandate)

Action Item: If you need help with the RETS change contact your SSM (this will require a RETS refresh)

In compliance with the NAR mandate for Broker Attribution, a new node has been added to the Preferences/System tree for “IDX/VOW Contact Info” in Paragon Professional. This addition will allow the broker to select a phone number or email address to be displayed in listings that go out in IDX and VOW data feeds via RETS.

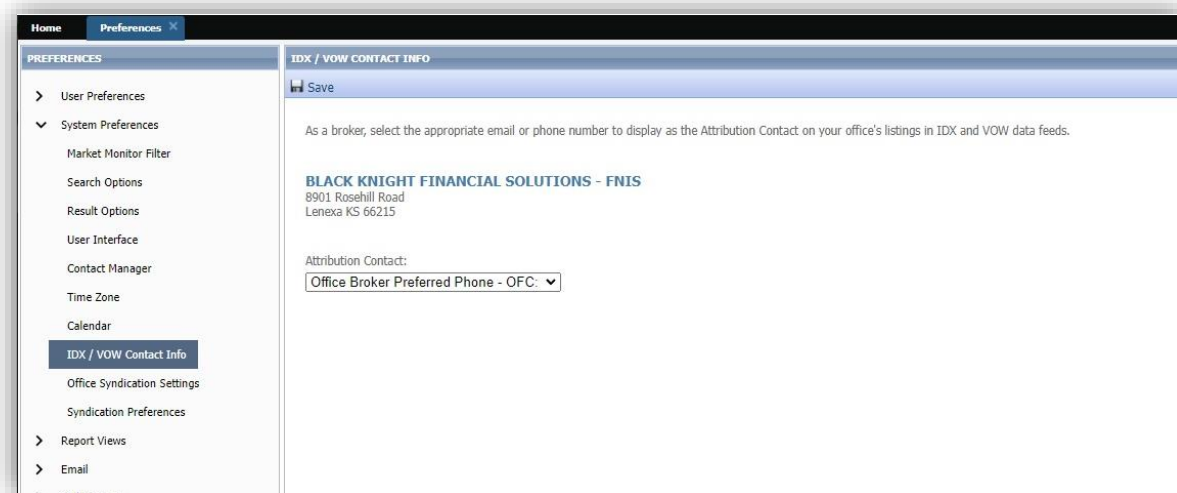


Figure 1: IDX/VOW Contact Info node

A dropdown has been added to the page labeled as ‘Attribution Contact,’ thus allowing the broker to select from a list of phone numbers and emails. However, this field is optional, and the broker does not have to set a value. Only security level 5 and up will be able to populate this field and only one value can be selected. The dropdown list will include the following options:

- No value selected
- Agent preferred phone
- Agent email
- Office broker preferred phone
- Office broker email
- Office phone #1 – 3
- Office email

## Paragon 5.90 Release Enhancements

When any of the above options are not populated with data in Paragon, that option will not display in the dropdown list. If a broker is not assigned to the office, a message will appear indicating, “No broker is currently assigned to this office” and the two broker dropdown options will not appear in the list.

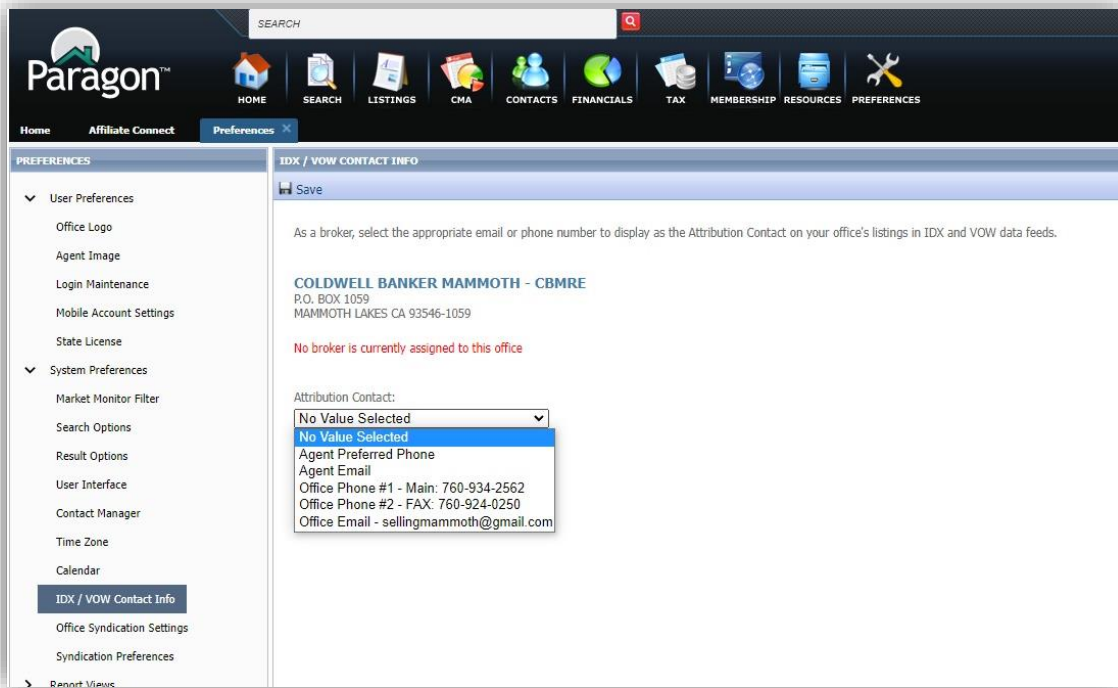


Figure 2: No broker associated with the office

When the broker is assigned to multiple offices, each office will appear with a separate dropdown. The broker will have the ability to set a different value for each office.

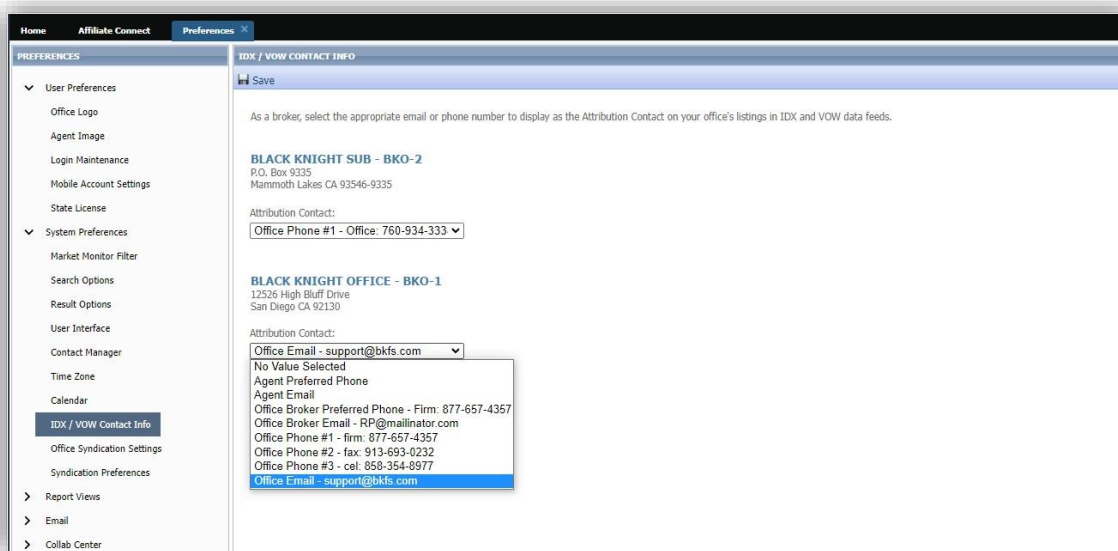


Figure 3: Multiple Offices

# Paragon 5.90 Release Enhancements

The “No Value Selected,” which is equivalent to not having selected an option, will be the default. As per the mandate, the Listing Participant must select the value and therefore, Black Knight is not allowed to pre-select for the Broker/MLS. Once a real value is selected by the broker, the actual phone number or email address will get appended to the Listing fields for outbound IDX and VOW listing data feeds that the MLS has chosen to add them to. The field will be labeled as, ‘AttribContact’ in the data feed. This screenshot illustrates that setup:

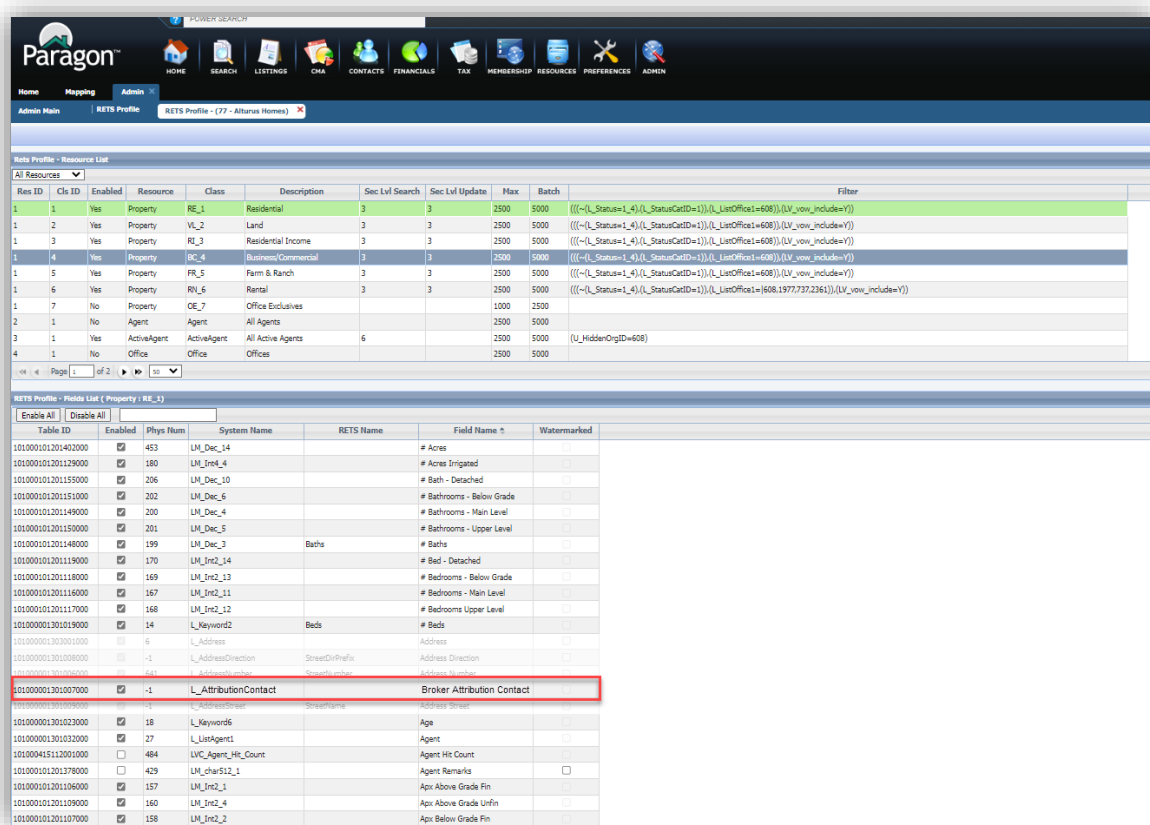


Figure 4: Sample RETS Profile

## Agent Level Changes

The following section contains changes that are active system wide and available to users based on their assigned security levels.

### Broker Attribution – NAR Mandate

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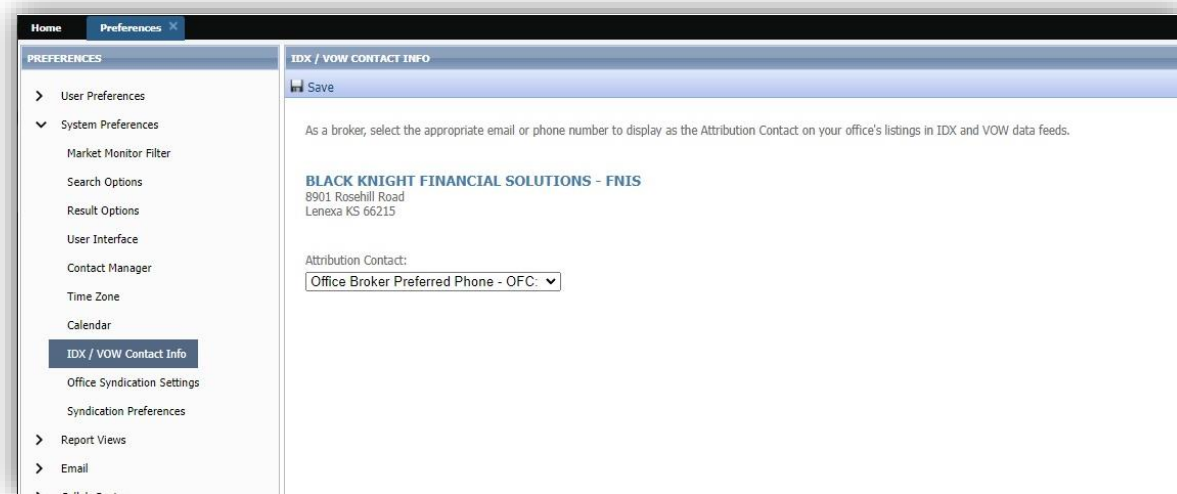


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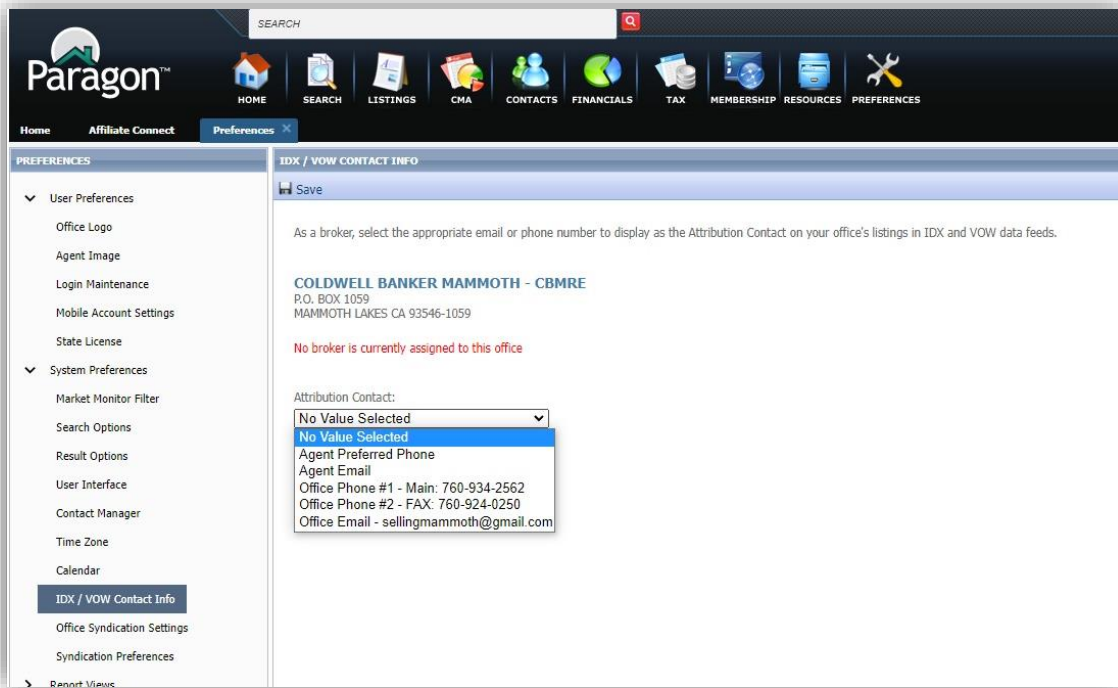


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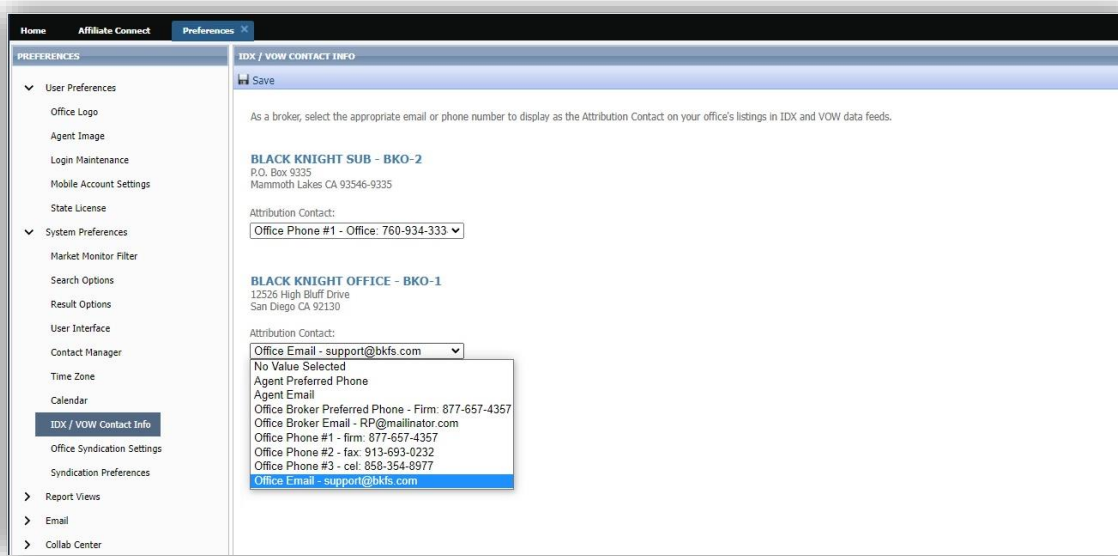


Figure 3: Multiple offices

## Paragon 5.90 Release Enhancements



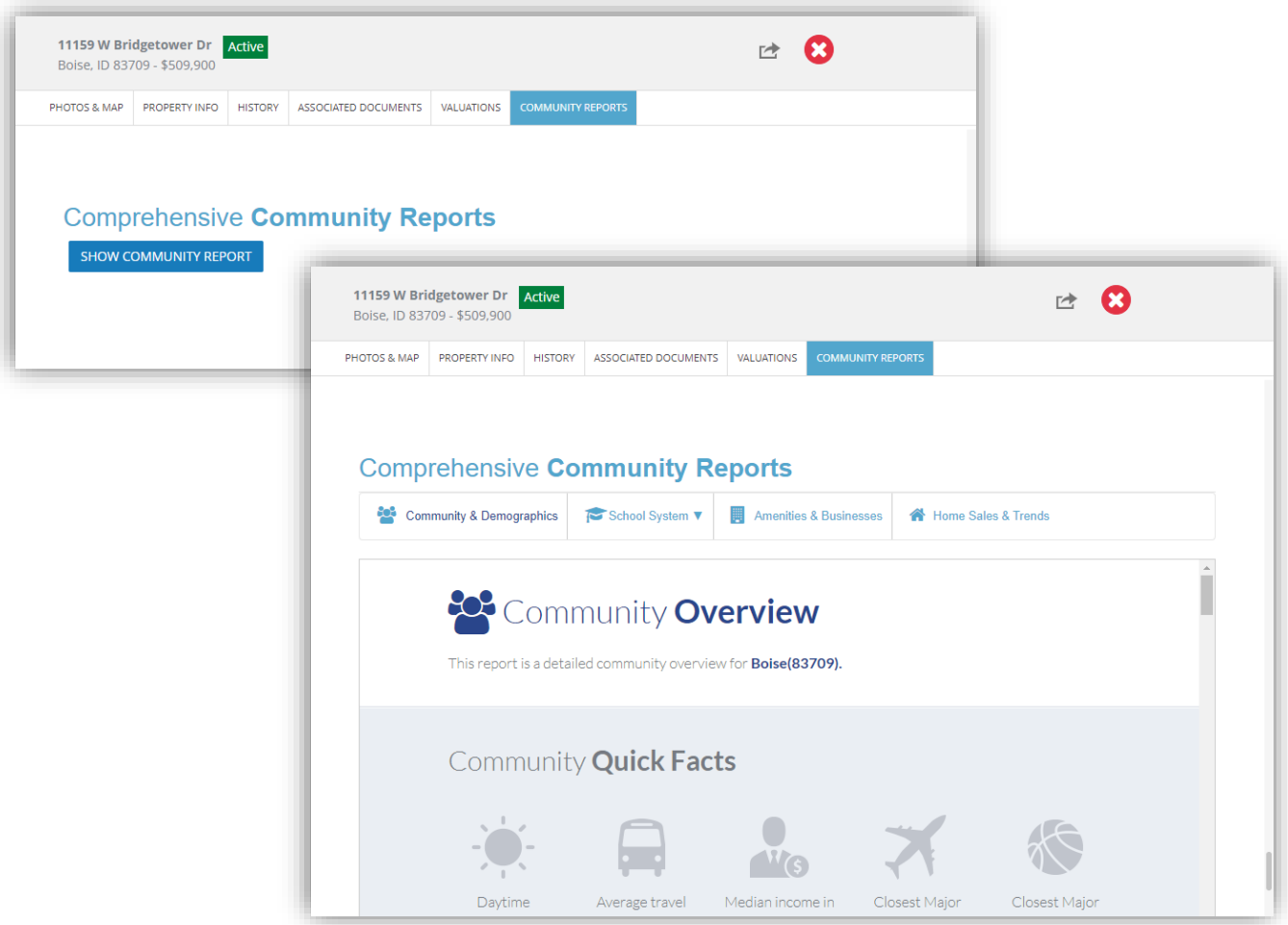
The “No Value Selected,” which is equivalent to not having selected an option, will be the default. As per the mandate, the Listing Participant must select the value and therefore, Black Knight is not allowed to pre-select for the Broker/MLS. Once a value is selected by the broker, the actual phone number or email address will get appended to outbound IDX and VOW listing data feeds. The field will be labeled as, ‘AttribContact’ in the data feed.

## Collaboration Center

All options in this section are either configurable via MLS Administration controls or by your System Support Manager as noted.

### Removal of SHOW COMMUNITY REPORT Button

Previously, CollabLink and Collab Center displayed a SHOW COMMUNITY REPORT. Consumers would have to click the button to view the report. The button has been removed and the report will automatically display when the user clicks the COMMUNITY REPORTS tab OR scrolls to the bottom of the detail view.

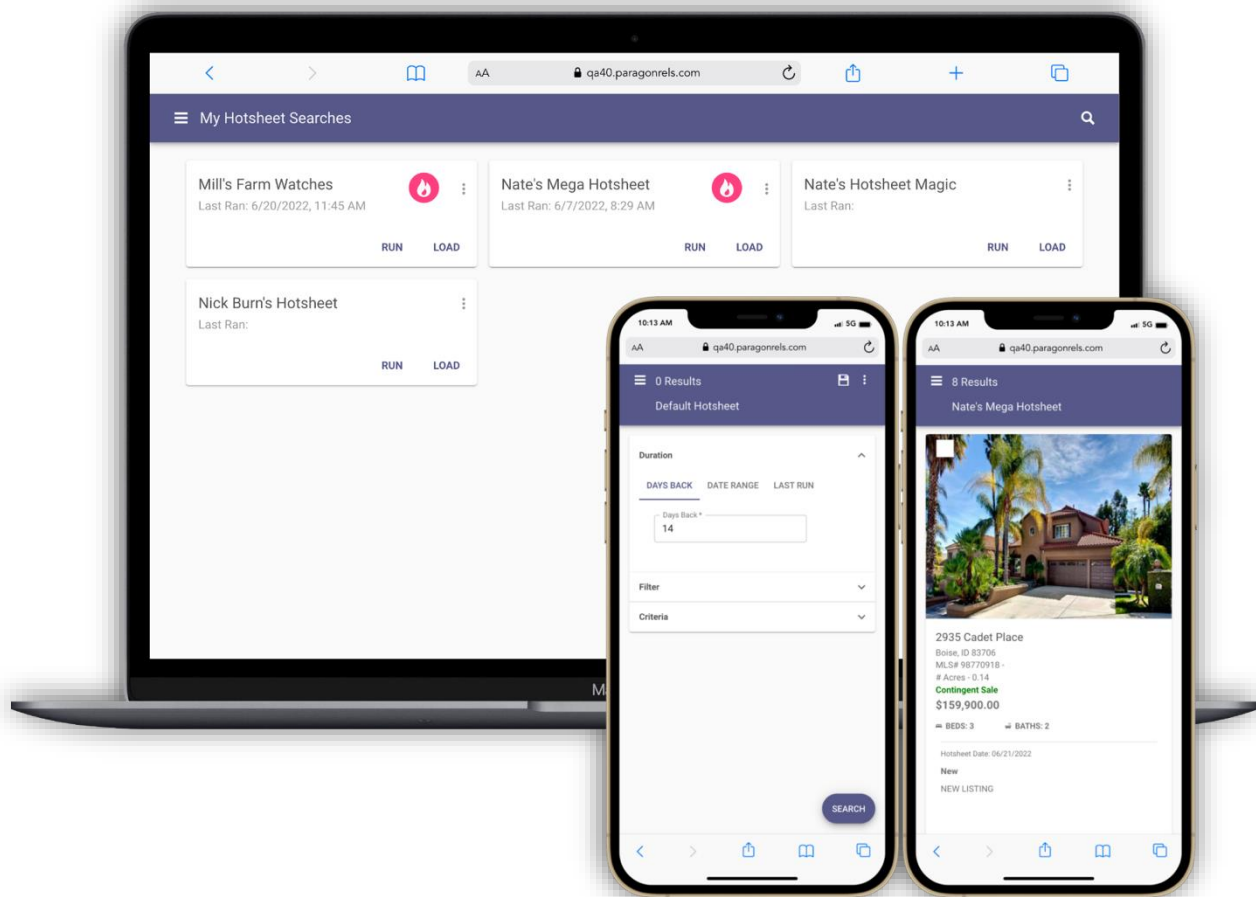


## Paragon Connect

All options in this section are either configurable via MLS Administration controls or by your System Support Manager as noted.

### New Hotsheet

The Hotsheet search in Paragon Connect has been completely remodeled and upgraded in the 5.90 release. This search now includes additional functionality that makes it fully in sync with Paragon Professional. In addition to the new functionality, this module has been migrated into our React/Inferno code base. It even includes a few new features not found in Paragon Professional. Below are some highlights of the new Hotsheet search.





# Paragon 5.90 Release Enhancements

## Hotsheet Duration

Prior to the 5.90 release, the Hotsheet search in Paragon Connect only allowed you to use a date range to locate hotsheet records. Now you have three separate duration options.

### Days Back:

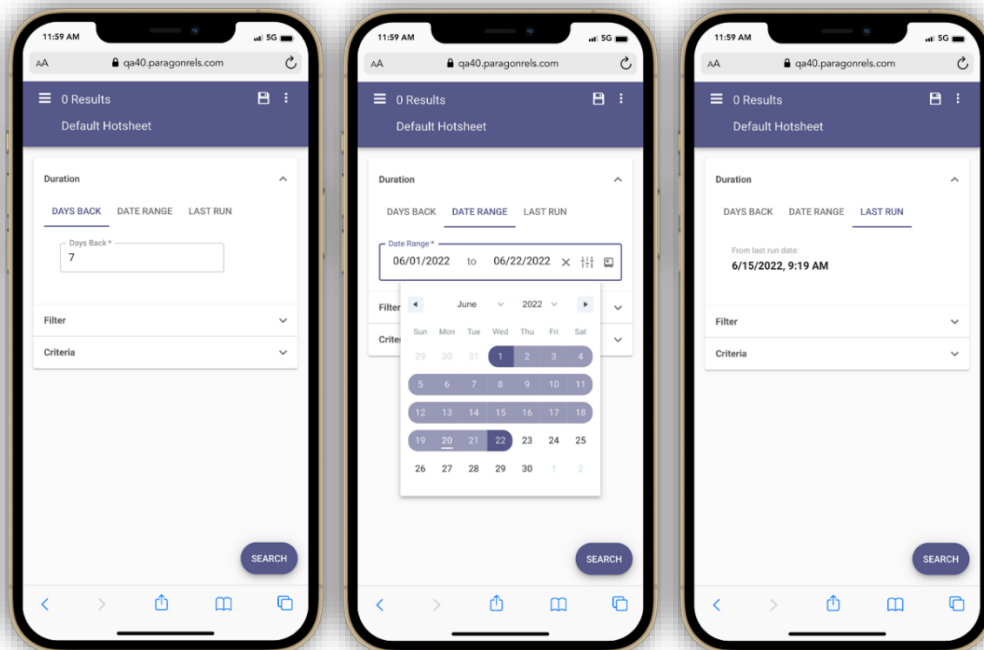
The days back control allows you to quickly search for previous days in the past. The control allows you to search up to 999 days in the past and only accepts numeric values. It is the first option found on the form.

### Date Range:

A new date range component has been implemented on the Hotsheet search. Like the previous version, an agent can manually type a begin and end date. However, the new component also allows you to use an advance operator to choose from MLS defined time frames. You can also use a calendar control to select a begin and end date.

### Last Run:

The last run option allows an agent to run a search based on the last time that Hotsheet was ran. This is also slightly different from how Paragon Pro functions. Paragon Pro will use the last run date regardless of the search loaded. Whereas Paragon Connect will track the last run date for each Hotsheet search.



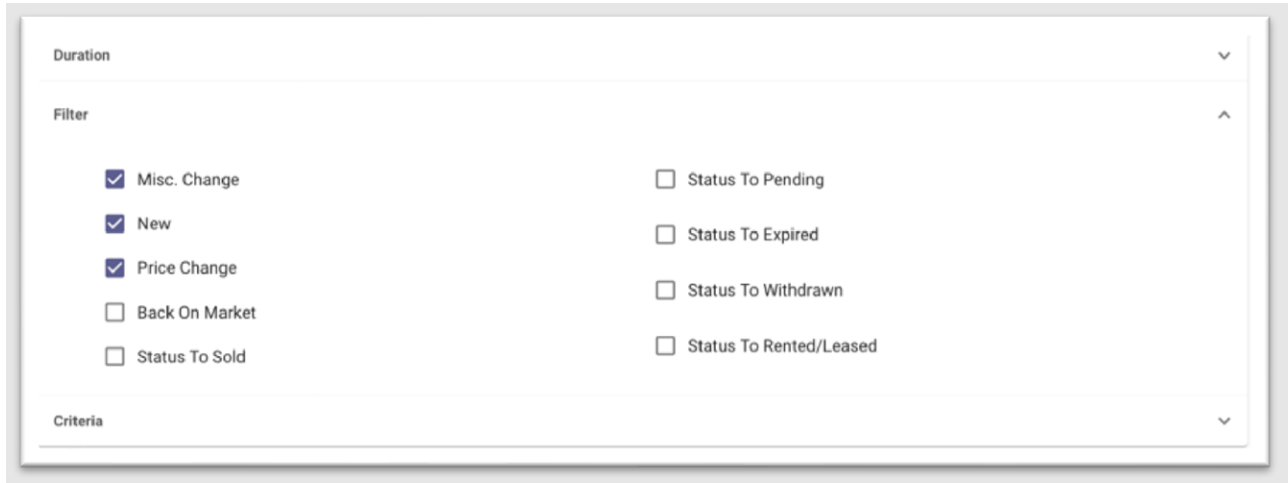
Days Back

Date Range

Last Run Date

## Hotsheet Filter

The filter container consists of a list of Hotsheet types and statuses. These are the same types and statuses found in Paragon Pro. This allows the agent to filter on specific types of hotsheet records.

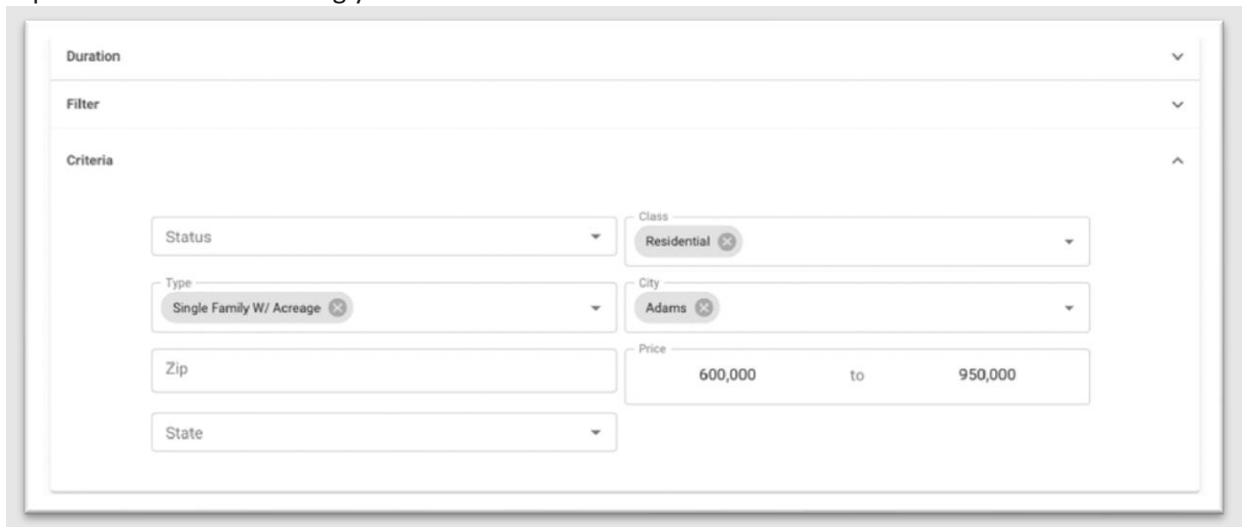


The screenshot shows a 'Filter' container with a list of checkboxes for various hotsheet types and statuses. The 'Filter' container is expanded, showing the following options:

- Misc. Change
- New
- Price Change
- Back On Market
- Status To Sold
- Status To Pending
- Status To Expired
- Status To Withdrawn
- Status To Rented/Leased

## Hotsheet Criteria

You will find up to sixteen additional MLS defined fields in the "Criteria" container. These are the same fields used in your Paragon Pro system. This provides you with even more filtering capabilities. It is like building your own market monitor.



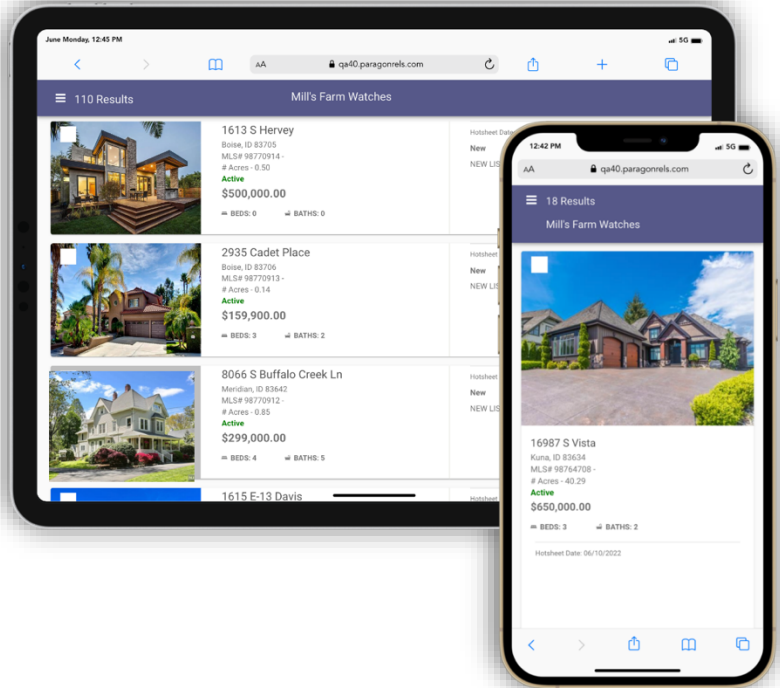
The screenshot shows the 'Criteria' container with various input fields for filtering. The 'Criteria' container is expanded, showing the following fields:

- Status: [Dropdown menu]
- Type: [Dropdown menu with 'Single Family W/ Acreage' selected]
- Zip: [Text input field]
- State: [Dropdown menu]
- Class: [Dropdown menu with 'Residential' selected]
- City: [Dropdown menu with 'Adams' selected]
- Price: [Range input field with '600,000' and '950,000' values]

# Paragon 5.90 Release Enhancements

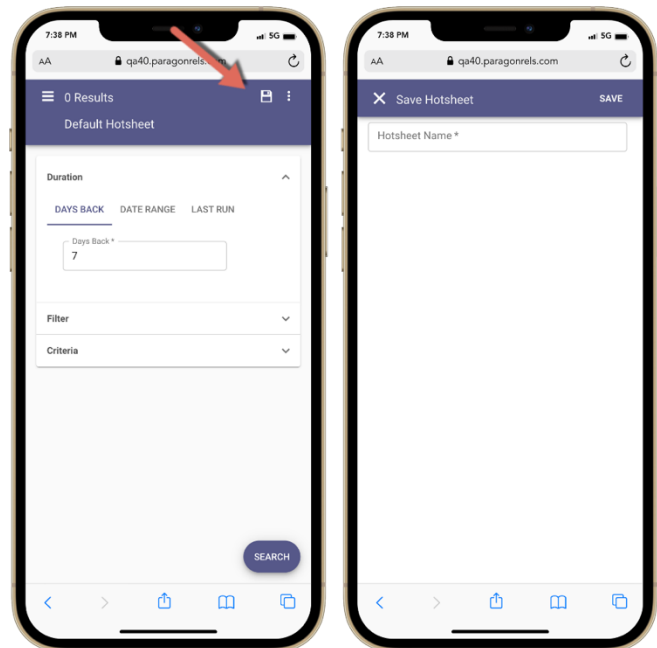
## Hotsheet Results

The Hotsheet thumbnail results has been updated to include Hotsheet update date, status/type, and any Hotsheet comments made. The search results utilize the latest React/Inferno code, allowing for faster response times. In addition, the 500-listing limit is not applied to the hotsheet search. Just like any result in the system, you can select one or more listings and choose to share via email, text, copy link, Facebook, Twitter etc. You can also add listings to a cart, get driving directions, or even access any third-party integration.



## Save Hotsheet Search

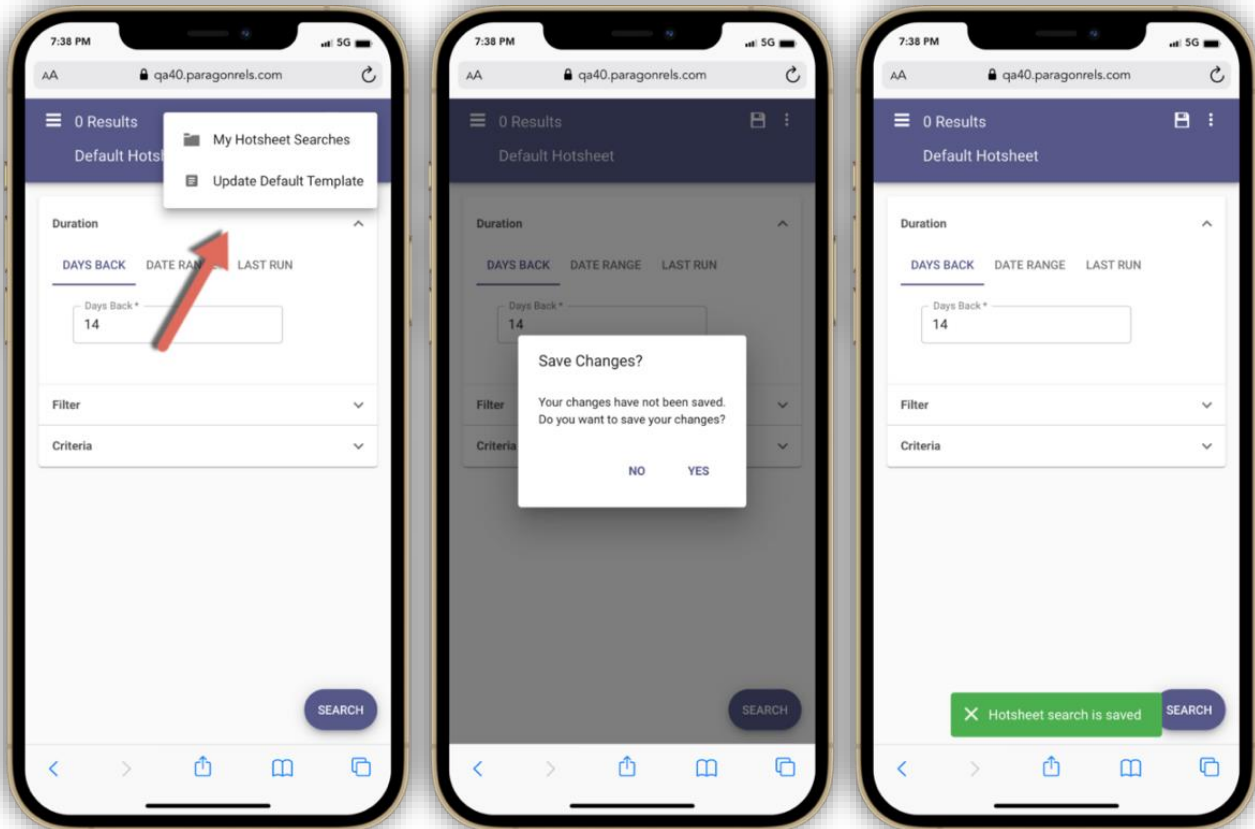
The ability to save a Hotsheet has been added in the 5.90 release. Once created, these hotsheet searches can be found and edited in Paragon Pro and vice versa. To save a Hotsheet search you just tap on the save icon. If you are on the default Hotsheet template, tapping save will create a new Hotsheet search. If you load a Hotsheet, tapping save will just save any changes you made to the Hotsheet.



# Paragon 5.90 Release Enhancements

## Hotsheet - Update Default Template

In addition to saving a Hotsheet, agents can also update their default Hotsheet template. This allows you to retain the criteria you want each time you load the Hotsheet search module. To update the template, make your changes to the form, then from the overflow menu (three dots) tap on "Update Default Template." After you confirm this request, your Hotsheet will load with your new default criteria.



# Paragon 5.90 Release Enhancements

## Load Hotsheet

So far, we know you can update their default template and save hotsheet searches. Now we will look at how you can load a Hotsheet search.

To load a Hotsheet search, you must tap on the overflow (three dot) icon on the top app bar. From the drop-down menu that appears, tap "My Hotsheet Searches." The system will respond by opening a page with saved Hotsheet cards.

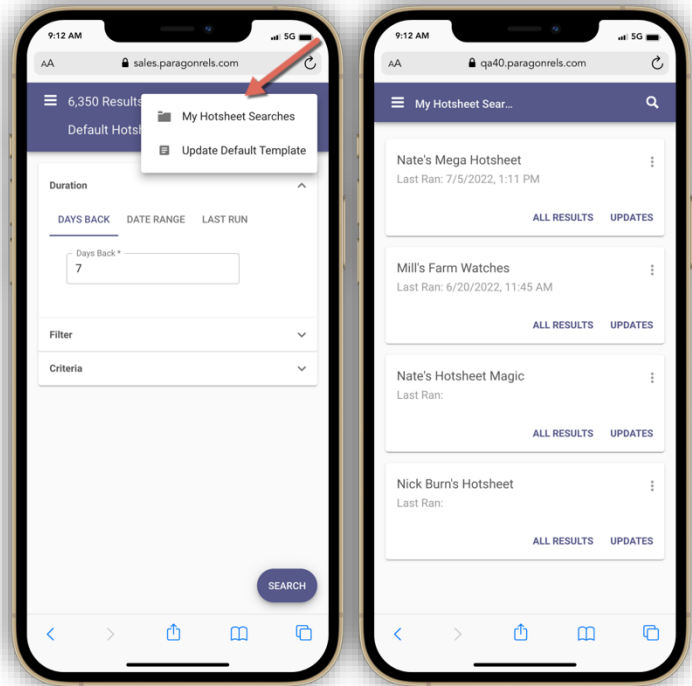
Each Hotsheet is ordered by the last time it was ran. The cards also contain two links.

### All Results:

This allows you to view all hotsheet records found based on the hotsheet criteria you entered.

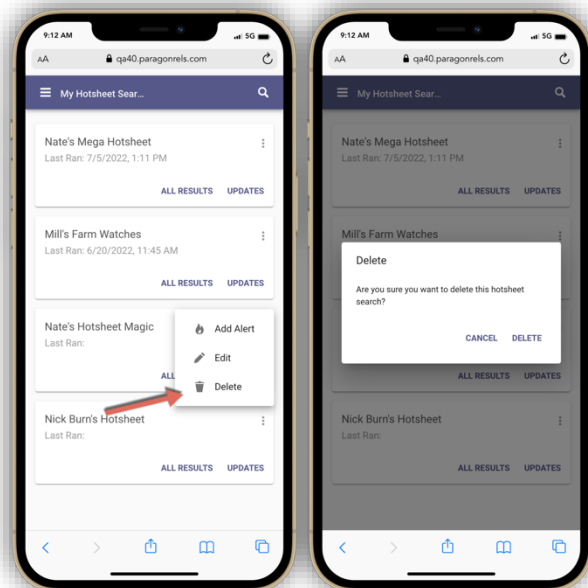
### Updates:

This will only return hotsheet results since you last ran this hotsheet search.



## Delete Hotsheet

Over time you may decide you no longer need a saved hotsheet. Good news, in Paragon Connect, you can now delete saved hotsheets. To delete, you just need to tap "Delete" from the overflow menu found on each saved hotsheet card. Once you confirm the request, the hotsheet saved search is removed from the system and all other cards move up in the order.



# Paragon 5.90 Release Enhancements

## Hotsheet Alerts

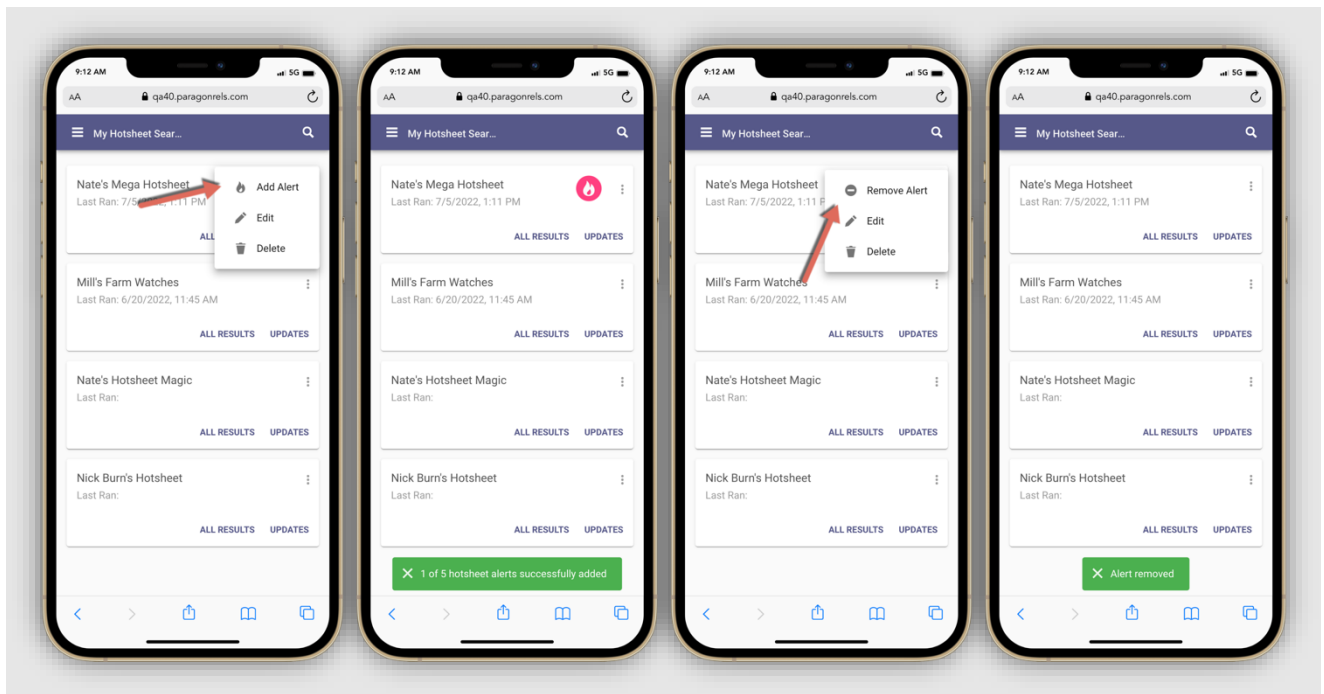
Hotsheet Alerts is a brand-new feature only found in Paragon Connect. It allows you to get notified when new matches are found based since the last time your hotsheet search was ran. You can enable alerts for up to five hotsheets.

### Adding Alert:

To add an alert, you just need to tap on the overflow icon (three dots) on any saved Hotsheet search. From there you just tap on “Add Alert.” This will add a new pink icon on the card indicating an alert has been added.

### Removing Alert:

You can also remove an alert from a saved Hotsheet. Just like when you added an alert, you will tap on the overflow menu on the hotsheet saved card and choose “Remove Alert.” This will remove the alert and the pink fire icon on the card.



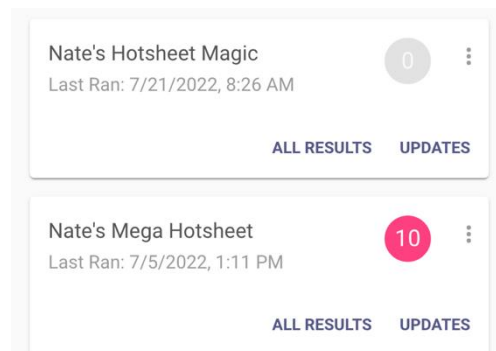
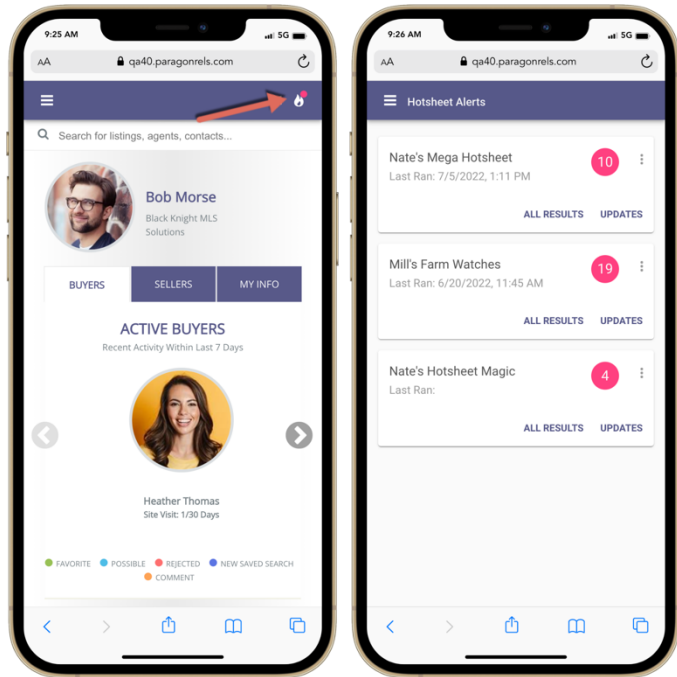
## Homepage Alerts for Hotsheets

On the homepage you will notice a new fire icon on the top app bar. This monitors any updates to hotsheet searches that have alerts.

You will see a pink badge appear above the fire icon when there are new updates. Tapping on the icon will take you to the Hotsheet Alerts page where you will see all your saved alerts.

A pink circle with a count will display on any saved alert card when new updates are found. This number represents how many updates have been found. You will also notice two links at the bottom of each card.

*Note: Alerts are not emailed or sent outside of Paragon Connect at this time. Will be updated to include notifications in a future release.*



### All Results:

This will take you to a thumbnail result of all hotsheet records found with this saved Hotsheet.

### Updates:

This will take you the thumbnail results but will only show the new hotsheet records since this was last ran.

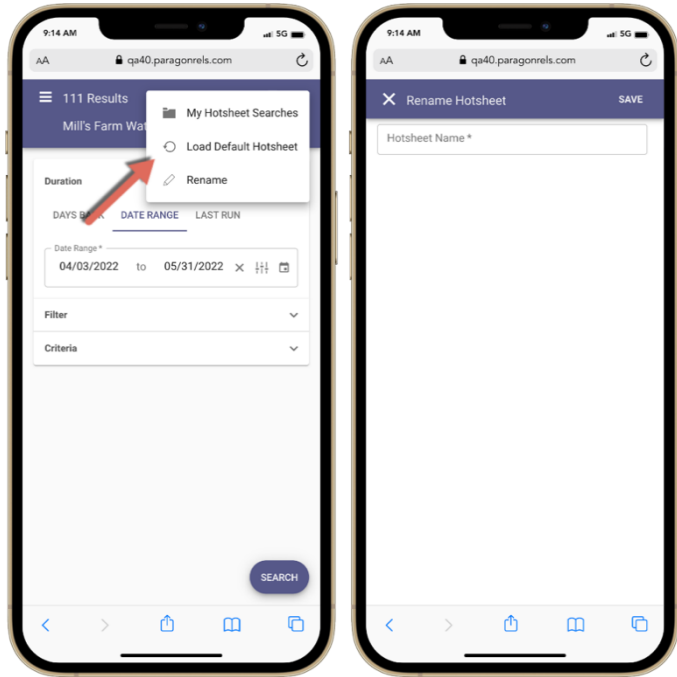
Once you have viewed your updates the circle count goes to zero and changes to gray. This indicates there are no new updates since this Hotsheet was last ran.

### Overflow:

The overflow icon next to the alert count provides you with the ability to edit hotsheet search, remove alert, and delete the hotsheet search completely.

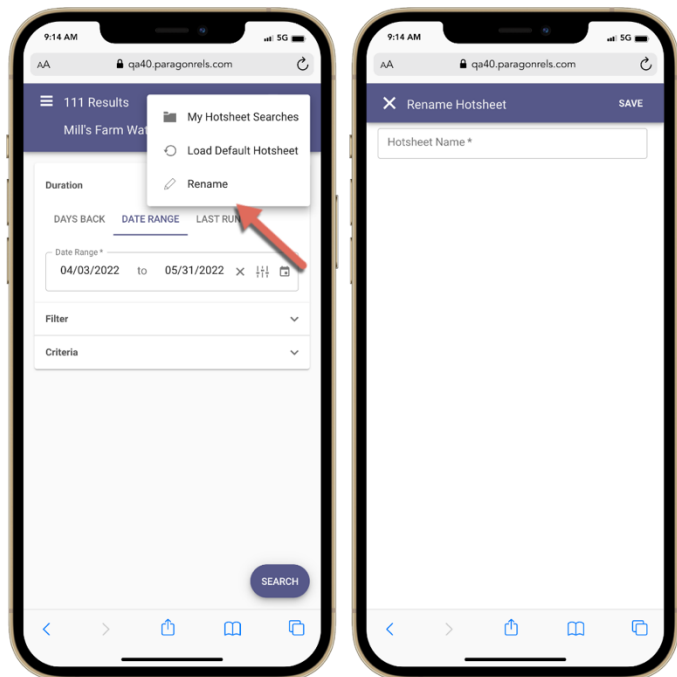
## Load Default Hotsheets

While on a loaded Hotsheet search, the overflow menu will contain different options. One of those options is the “Load Default Hotsheet.” This will allow you to revert the Hotsheet back to the default Hotsheet search. This option only appears while you are on a saved Hotsheet search.



## Rename Hotsheets

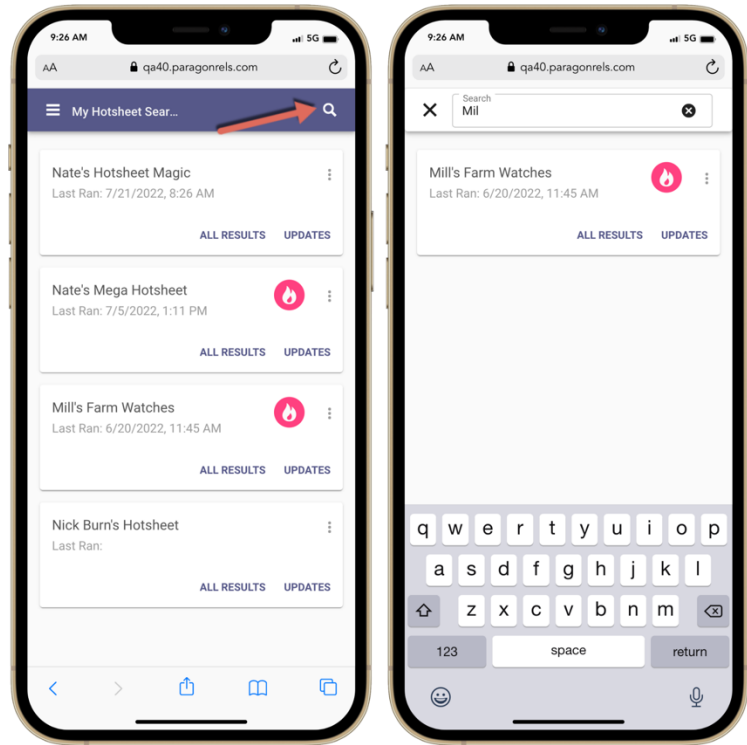
Another option that only appears while on a loaded Hotsheet search is the “Rename” option. This will allow you to rename any saved Hotsheet that you created.





## Search Hotsheets

The last highlighted feature for Hotsheet is the search option. When you attempt to load a Hotsheet search, you will notice a search icon on the top app bar. This search feature allows you to quickly find any Hotsheet search you created.



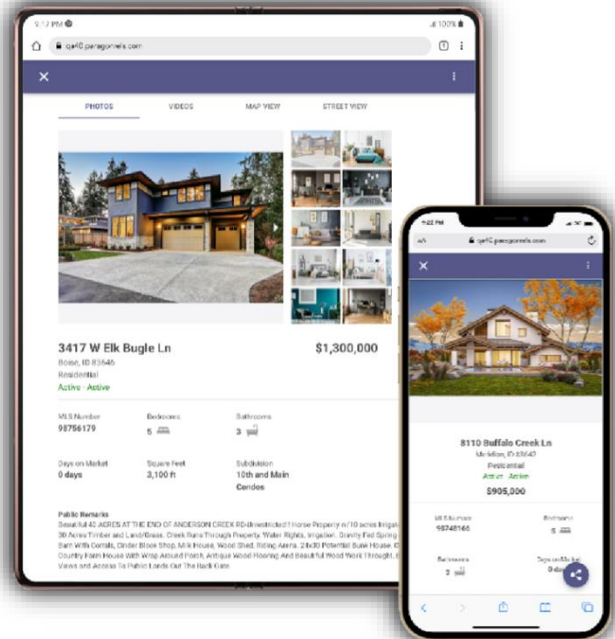
## New Listing Detail Report

The new high performing detail report has replaced the old Paragon Connect detail report throughout the following areas in Paragon Connect.

### Property Class Search

- My Location Search
- Open House Search
- Hotsheet Search
- Power Search
- Single bubble count on active buyer on the dashboard
- Seller's tab on dashboard
- Comments on dashboard
- My Info Page
- My Listing Carts

**Note:** The new version of the Connect View report will not be updated in Paragon Professional until the 5.91 release.



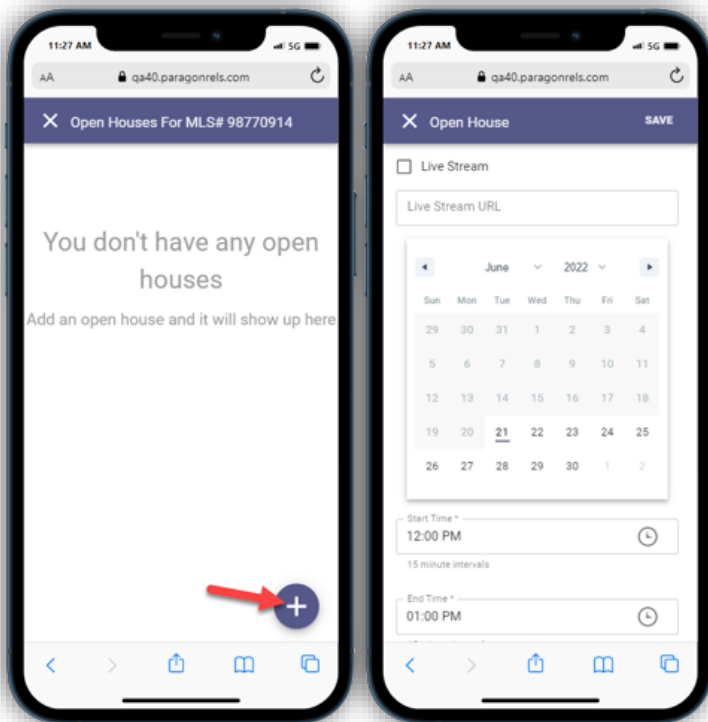
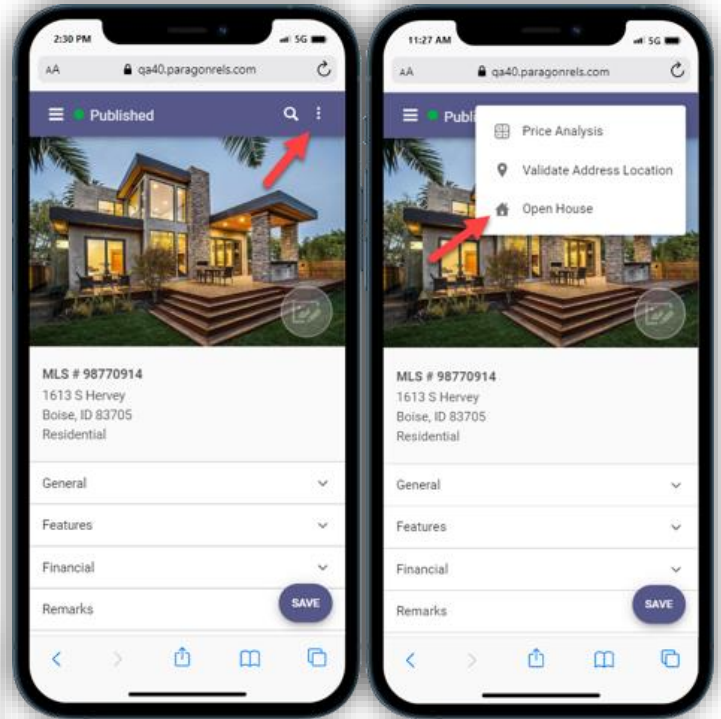
# Paragon 5.90 Release Enhancements

## Open House Creation/Management Feature

This 5.90 release allows the agent to easily create and manage open houses from the Listing Input Module (LIM) on any device. Below are all the features of the Open House.

### Accessing the Menu:

The open house feature can be accessed by clicking the overflow icon on the LIM listing edit screen. Clicking the Open House link will take you to the open house screen.



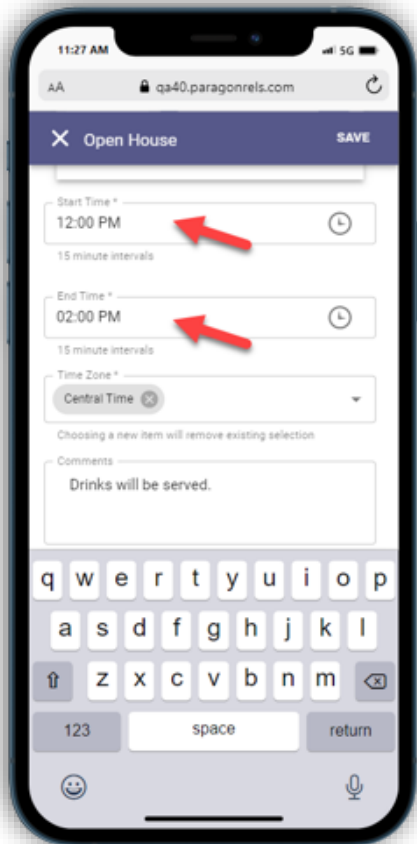
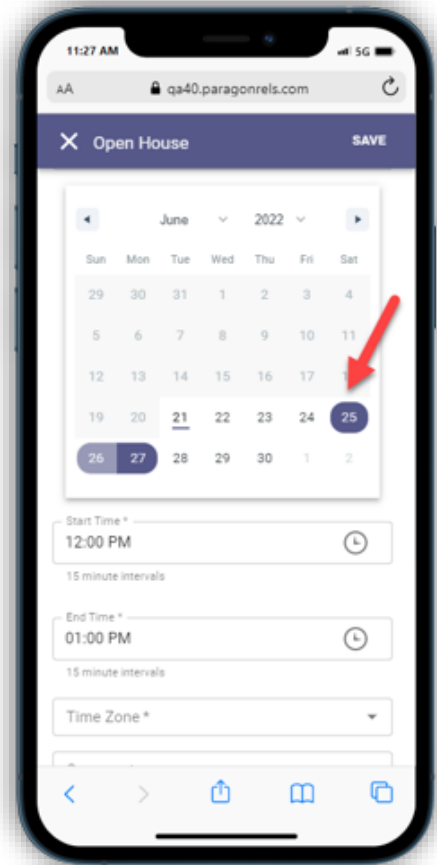
### Creating an Open House:

To create an open house, click on the plus sign icon. This will take you to the open house creation screen.

# Paragon 5.90 Release Enhancements

## Enter the Date:

The open house date can be entered through our calendar component. Clicking a day on the calendar will select that date. The agent also has the option to create multiple open houses using a date range. The date is a required field.



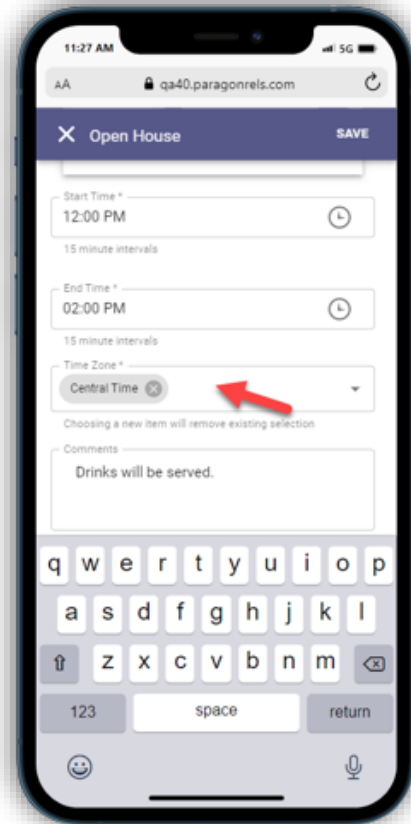
## Enter Start & End Time:

You can also enter the start & end time for the open house by clicking the appropriate fields. Clicking a time field will open our time entry component. The start and end times are required fields.

# Paragon 5.90 Release Enhancements

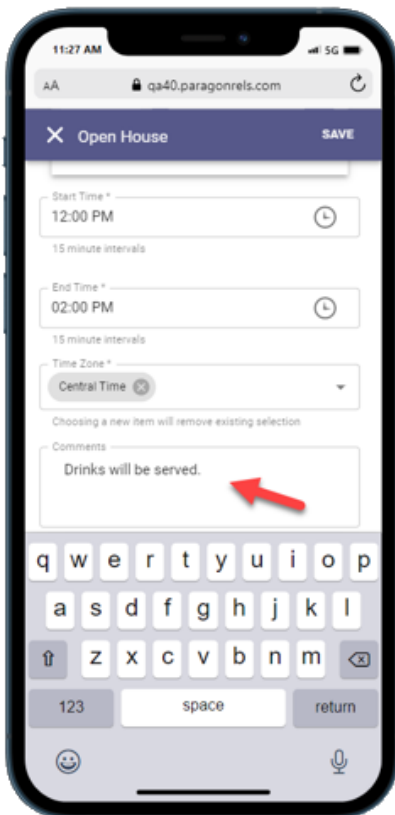
### Add the Time Zone:

You must enter the time zone by clicking this field and selecting the appropriate time zone from the list. The time zone is a required field.



### Adding in Open House Comments:

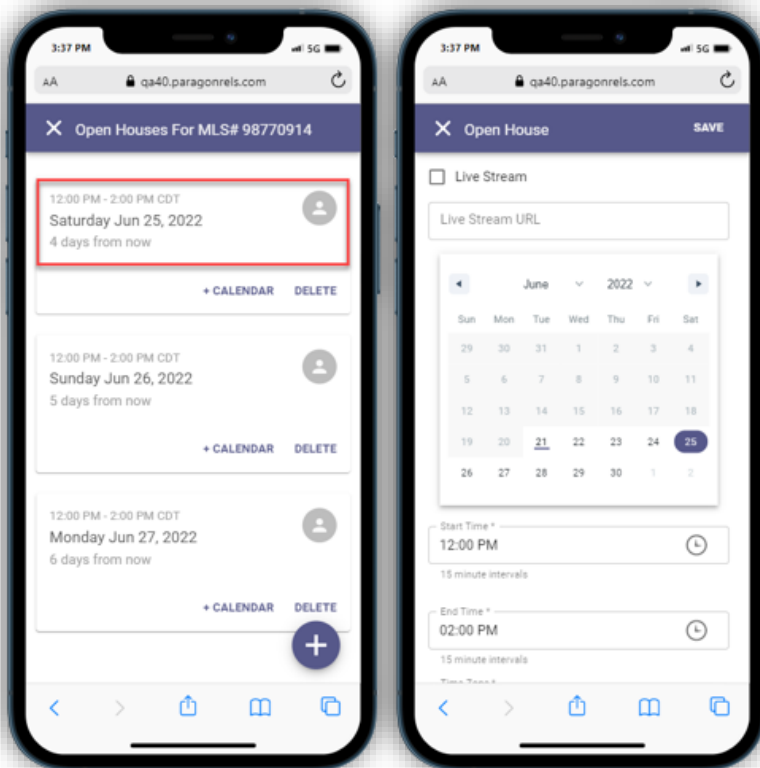
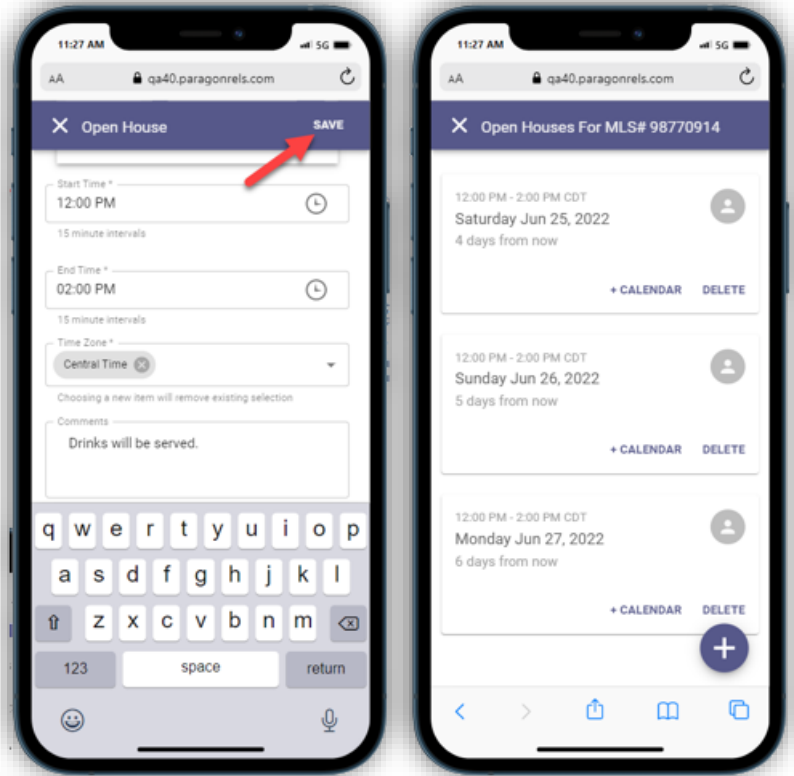
You must enter the time zone by clicking this field and selecting the appropriate time zone from the list. The time zone is a required field.



# Paragon 5.90 Release Enhancements

### Saving an Open House:

Clicking the Save icon will check to see if all required fields are completed before saving the open house information. You will then be directed to the open house management page.



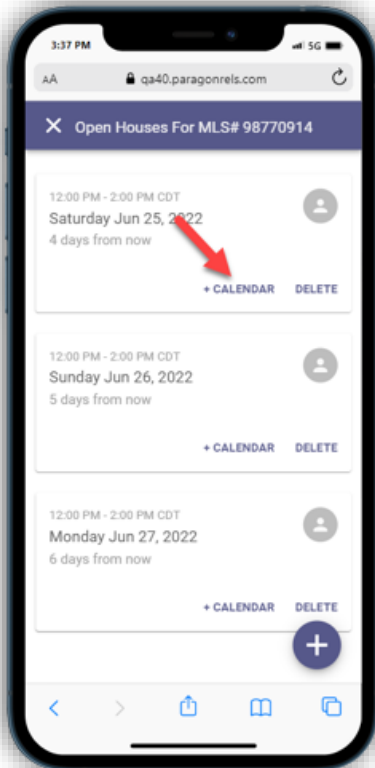
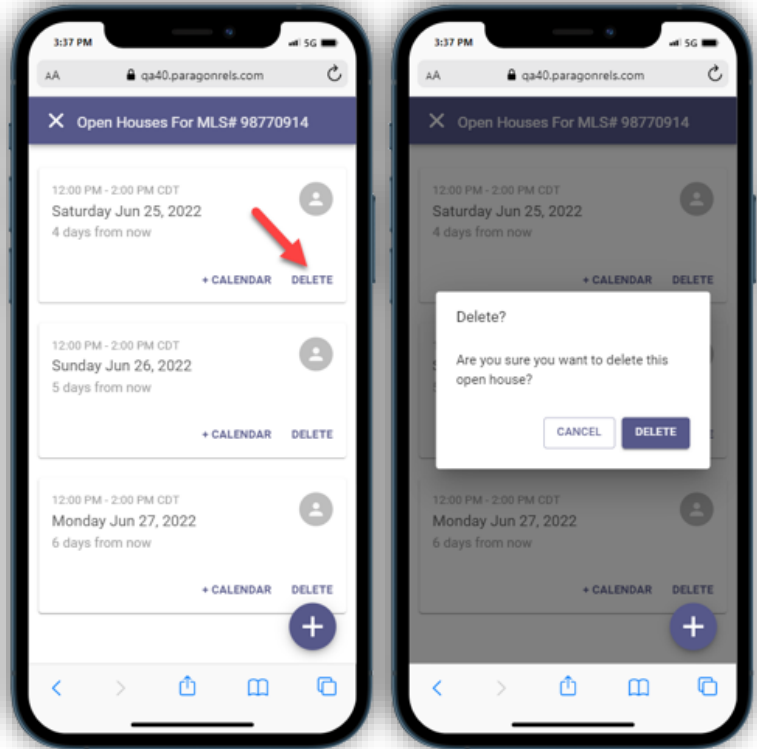
### Editing an Existing Open House:

By clicking the top section of an existing open house card on the open house management page the agent can edit the open house information.

# Paragon 5.90 Release Enhancements

### Deleting an Open House:

You can delete an open house by clicking the DELETE icon on the open house management page. It will prompt you to make sure you want to delete this open house.



### Adding to your Device Calendar:

You can add an existing open house to your device default calendar by clicking the + Calendar button and saving it to your calendar.