



Matrix Overview

Houston Association of Realtors®



4 Hours CE

Course#: 31761

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1 Home

1.1 Home Widgets

All Home widgets with the exception of the "News & Alerts" widget, can be repositioned by clicking and dragging the widget header.

Widgets can be collapsed or expanded by hovering over the widget header and clicking the "up" or "down" icon.

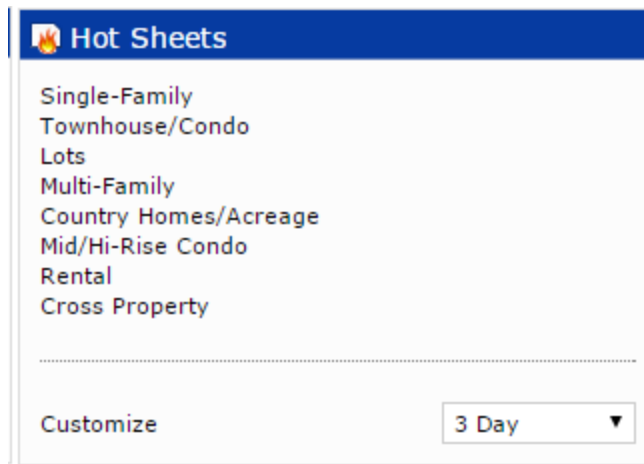
Widgets can be closed by hovering over the widget header and clicking the "close" icon. Closed widgets are automatically sent to the "Additional" widget and can be added back to the Homepage simply by clicking and dragging the closed widget header out of the "Additional" widget.


1. **News & Alerts:** click an item from the list to display the news or alert content in a modal pop-up window.
2. **My Carts:** click a cart link to display all listings currently saved in a recently used cart.
3. **Market Watch:** click on a status link to display all listings with a change to that selected status. Note: each number in brackets represents how many listings will be displayed based on the Property Type and time frame you selected. To customize this widget click "Customize".
4. **Recent Portal Visitors:** quickly view a recent Portal visitor's information by clicking on their name or open their Portal by clicking on the associated "Portal" icon.
5. **My Favorite Searches:** click a link to display the results of your favorite saved search.
6. **My Listings:** click a link to display all your listings.
7. **Concierge:** click a client's name to display all listings waiting on approval before being sent.
8. **Recent Use Contacts:** click a name to display details of a recently used contact.
9. **Hot Sheets:** click to view changes that have taken place in the MLS.
10. **Contact Requests:** click on a name to view information sent from your IDX or Agent Website visitor.
11. **Additional:** close any widget or click and drag widget headers to/from this area to help manage the Homepage layout.
12. **External Links:** links to external MLS resources including MLS rules, Data Input Sheets, etc.
13. **Search:** quick search for a property address

The screenshot displays a collection of real estate widgets on a homepage. The widgets are organized into two main columns. The left column includes 'News & Alerts' (showing a webinar on Dec 16), 'My Favorite Searches' (no searches), 'My Listings' (1 listing), 'My Stats' (no stats), 'My Carts' (1 cart), and an 'Additional' widget. The right column includes 'Hot Sheets' (listing types and a 'Customize' button), 'Market Watch' (a bar chart showing listing status changes), 'Concierge' (2 listings needing approval), 'Search' (a form with fields for St #, St Name, St Type, Unit, City, and Zip), 'Recent Portal Visitors' (no visitors), 'Recent Use Contacts' (1 contact), and 'External Links' (links to MLS rules, compensation, area map, and school zone finder).

1.2 Hot Sheets (Customize)

1. From the Homepage, click the "Customize" link on the "Hot Sheets" widget.
2. Select a Hot Sheet to manage. Click the "Add" link to create a new Hot Sheet or click the "Edit Criteria" link to edit an existing Hot Sheet.
3. Select a time frame to use for your Hot Sheet.
 - New Only: only shows listings which are new/changed since the last time the user ran the Hot Sheet.
 - This Session: only shows listings which are new/changed since the last time the user ran the Hot Sheet in a prior session.
 - 24 Hour, Today, 3 Days, 7 Days: only shows listings which are new/changed during the specified time frame.
 - Custom: allows the user to run a Hot Sheet using a custom date or a time range.



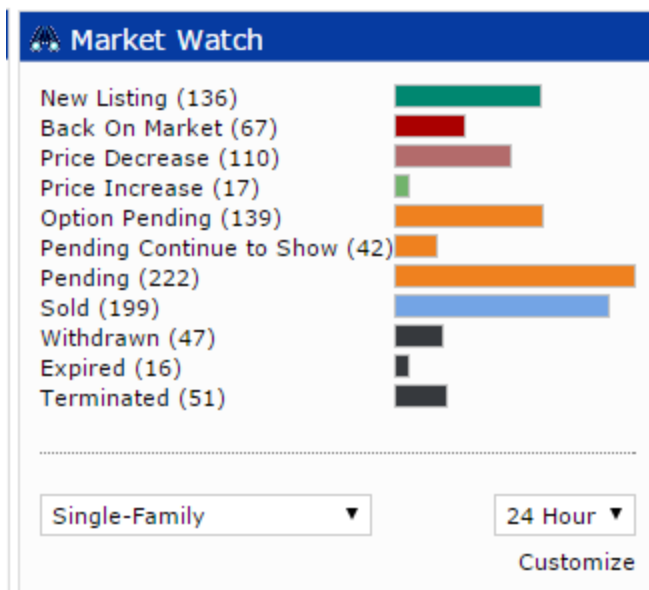
 Hot Sheets

- Single-Family
- Townhouse/Condo
- Lots
- Multi-Family
- Country Homes/Acreage
- Mid/Hi-Rise Condo
- Rental
- Cross Property

Customize 3 Day ▼

1.3 Market Watch (Customize)


1. From the Home Page, click "Customize" on the "Market Watch" widget.
2. Click the "Map Search" link and use the map shape tools to select specific areas to watch (optional).
Note: you may also select a general location from any of the controls below the Map link.
3. Enter the specific criteria that you would like to include as a part of your customized search. Note: for more information see "Criteria Search" in the "Search" section.
4. Add/Remove Additional Fields (optional).
5. Click "Save" on the Button Bar.
6. Select a property type from the dropdown list.
7. Select a time frame from the dropdown list.
8. Click a status link to view listings that now meet your new, custom Market Watch search criteria.
Note: to run another Market Watch search without having to return to the Homepage, click the dropdown arrow on the "Results" page to display your Market Watch options.



2 My Matrix

2.1 Contacts (Add)

1. From the Matrix navigation menu, hover over the "My Matrix" tab and select "Contacts".
2. Click "Add" on the Button Bar.
3. From the "Personal Information" modal pop-up, fill out all mandatory fields.
4. Additional option fields can be viewed by clicking the "Show All Fields" link on the Button Bar.
5. Click "Save" on the Button Bar.

 **Personal Information**

| | | | |
|----------------|---|------------|----------------------|
| Title: | <input type="text"/> | Category: | <input type="text"/> |
| First Name: | <input type="text"/> | Last Name: | <input type="text"/> |
| Email Address: | <input type="text" value="Enter one or more email addresses separated by a comma (,)"/> | | |
| Salutation: | <input type="text" value="Dear ,"/> | | |
| Phone: | <input type="text"/> | Cell: | <input type="text"/> |

[+ Show All Fields](#)[✕ Cancel](#)[Save](#)

2.2 Contacts (Manage)

1. View number of "Contacts" displayed.
2. Search for contacts by name or by filter.
3. Click the "Expand" icon to open a section panel. Click the "Collapse" icon to close a section panel. Click the "Collapse All" icon to close all subsection panels at once.
4. Manage Contact
5. Expand to view, or manage, the following items.
 - 5a. Portal Activity: view a timeline of this contacts most recent Portal activity.
 - 5b. Portal Searches: view the results of custom searches created, and saved, in the Client Portal.
 - 5c. Auto Emails: manage each of the Auto Emails created for this contact.
 - 5d. Saved Searches: manage each of the saved searches created for this contact.
 - 5e. CMAs: manage each of the CMAs created for this contact.
 - 5f. Sent Email: view a collection of recent emails sent to this contact.
6. Click a number to view listings that are stored in this contact's cart, grouped in their favorites/possibilities/discards folder, or display a collection of sent/received listing notes.

| <input type="checkbox"/> | Name | Email | Category | | My Last Use | Last Portal Visit | | | | | |
|--------------------------|-----------------------|--------------|----------|---|-------------|-------------------|-------|---|---|---|---|
| <input type="checkbox"/> | Banks George | gb@me.com | | 0 | 0 | never | never | 0 | 0 | 0 | 0 |
| <input type="checkbox"/> | Barker Bob | bb@har.com | | 0 | 0 | never | never | 0 | 0 | 0 | 0 |
| <input type="checkbox"/> | Cooper Bradley | bc@har.com | | 0 | 0 | never | never | 0 | 0 | 0 | 0 |
| <input type="checkbox"/> | Dylan Bob | bobd@har.com | | 1 | 0 | 12/17/2016 | never | 6 | 0 | 0 | 0 |
| <input type="checkbox"/> | Details | | | | | | | | | | |
| <input type="checkbox"/> | Auto Emails (1) | | | | | | | | | | |
| <input type="checkbox"/> | CMAs (1) | | | | | | | | | | |
| <input type="checkbox"/> | Sent Email (1) | | | | | | | | | | |

Edit Contact
 Delete Contact
 Start CMA
 Open Portal
 Open Cart

2.3 Saved Searches

1. From the Matrix navigation menu, hover the "My Matrix" tab and select "Saved Searches".
2. Click the Saved Search name you would like to manage and select an action.
3. Click Settings to update your Saved Search name, assign the search to a specific contact or add/remove it as a Home Page favorite. Note: a saved search can also be turned into an Auto Email.
4. Click "Criteria" to update your Saved Search criteria.
5. Click "Results" to display the results of your Saved Search.
6. Click "Date Since" to display the results of your Saved Search since the last time the search was run.
7. Click "Market Update" to display the results of your Saved Search since the last time the search was run or between a specified date range.
8. Click "Delete" to permanently delete your Saved Search.

The screenshot displays the 'Saved Searches' interface. At the top, there is a search bar and a filter dropdown. Below this is a table with three columns: 'Subject', 'Contact Name', and 'My Last Run'. Three searches are listed: '77379 250-300', '800-1000 act 2+ 3+ 1500 sqft', and 'Energy Corridor 4+ beds'. The 'Energy Corridor 4+ beds' search is selected, and its details are shown in a panel below the table. The details panel includes tabs for 'Settings', 'Criteria', 'Results', 'Date Since', 'Market Update', and 'Delete'. The 'Criteria' tab is active, showing the search criteria: 'Property Type is 'Single-Family'', 'Status is one of 'Active', 'Option Pending', 'Pend Cont to Show', 'Pending'', 'Beds Total is 4+', 'Year Built is 2005+', 'Geo Market Area is 'Energy Corridor'', and 'Ordered by Status, Current Price'.

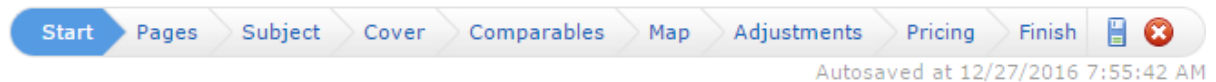
| Subject | Contact Name | My Last Run |
|------------------------------|---------------|-------------|
| 77379 250-300 | | 12/15/2016 |
| 800-1000 act 2+ 3+ 1500 sqft | Johnson, John | 12/08/2016 |
| Energy Corridor 4+ beds | | 12/14/2016 |


Settings | Criteria | Results | Date Since | Market Update | Delete

Property Type is 'Single-Family'
Status is one of 'Active', 'Option Pending', 'Pend Cont to Show', 'Pending'
Beds Total is 4+
Year Built is 2005+
Geo Market Area is 'Energy Corridor'
Ordered by Status, Current Price

2.4 My Matrix CMAs

1. From the Matrix navigation menu, hover the "My Matrix" tab and select "My Matrix CMAs".
2. Click "Start a New CMA" on the Button Bar.
3. Click "Start" (default position) to select a CMA Contact.
4. Click "Pages" to select from "Available Pages".
5. Click "Subject" to fill Subject Property details from a blank form, a listing number or by searching for a listing.
 - 5a. Click the Custom Field dropdown list to add an additional field to the Subject Property.
6. Click "Cover" to add your contact information, subject photo, agent information and agent logo to the CMA cover.
7. Click "Comparables" to add comparables from a search or from a cart.
8. Click "Map" to include a map that displays the location of comparables in relation to the subject property.
9. Click "Adjustments" to adjust a comparable's feature value.
10. Click "Pricing" to view a Summary of Comparable Prices and Adjusted Comparable Prices.
11. Click "Finish" for a "CMA Summary" and to view or email your completed CMA.



 **Select CMA Contact**

Welcome to the CMA Wizard. Use this Start page to select your Contact. Use the above Navigation Bar to navigate through the steps.

Select Contact Name: [Create a New Contact](#)

Description:

Please Note: This CMA will be saved for 180 days from the Last Modified date and then automatically be deleted. If you need to keep it longer, modify the CMA before the end of the 180 day period or save a copy of the generated PDF to your computer (you should do that anyway).

Note: My Matrix CMAs is also where you manage a previously created CMA.

2.5 My Information

1. From the Matrix navigation menu, hover the "My Matrix" tab and select "My Information".
2. My Information: update your roster information as you would like it to appear in the following Matrix features:
 - 2a. Information: click the "My Information" link to pre-populate how your contact information will appear in the following Matrix features. Click the "Override" checkbox to override any associated Roster information, then click "Save".

[Information](#)
[Header & Footer](#)
[CMA Cover Sheet](#)
[Email Signature](#)
[Portal Profile](#)

This page allows you to manage the personal information used by Matrix. For each of the fields below you can either use the value from your roster entry, if there is one, or enter a value manually. **It is recommended that you use the roster value whenever one is available.**


| | | | |
|-------------------------------|---|-----------|-------------------------------------|
| First Name: | Cristina | Override? | <input type="checkbox"/> |
| Last Name: | Schaefer | Override? | <input type="checkbox"/> |
| Public Email Address: | cristina@har.com | Override? | <input type="checkbox"/> |
| Title of Employment: | Training and Member Outreach Specialist | | |
| Cell Phone Number: | (713) 629-1900 | Override? | <input checked="" type="checkbox"/> |
| Fax Number: | (713) 961-4869 | Override? | <input type="checkbox"/> |
| Direct Office Contact Number: | (713) 629-1900 | Override? | <input type="checkbox"/> |
| Agency/Office: | Houston Assn of REALTORS | | |
| Office Phone Number: | (713) 629-1900 | | |
| Office Email Address: | | | |
| Office Fax Number: | (713) 961-4869 | | |
| Office Mailing Address: | 3693 Southwest Freeway | Override? | <input type="checkbox"/> |
| Office Site: | www.har.com | | |
| Office City Location: | Houston | Override? | <input type="checkbox"/> |
| Office State Location: | | | |
| Office Zip Code: | 77027 | Override? | <input type="checkbox"/> |
| Office Website: | http://www.har.com | | |
| Public Contact Number: | | | |
| Tag Line: (i.e., Slogan) | I love teaching Realtors! | | |
| Additional Information: | | | |

 Save


2b. Header & Footer: used to brand printed reports, agent webpages and the Client Portal.

[Information](#)
[Header & Footer](#)
[CMA Cover Sheet](#)
[Email Signature](#)
[Portal Profile](#)

Use this page to customize your personal Header which is displayed on your contacts' Portals and also available when you print displays and reports. You can select from a library of standard banner images for your Header, each with a complimentary color scheme for your branding, or upload your own. You can also customize your Print Footer.



Cristina Schaefer
 I love teaching Realtors!
 cristina@har.com
 Houston Assn of REALTORS



Portal Header:

Banner Image: Your current banner image is displayed above. [Select a different banner image/theme](#)
[Upload a custom banner image](#)

Photo: ☐ No Photo ☒ Use Custom Photo [Change photo](#)

Branding:

Colors: ☒ Use theme defaults

[Reset Branding to Defaults](#)
[Save](#)

2c. CMA Cover Sheet: manage how you would like your contact information to appear on a CMA cover page. Click on the "Override" checkbox to override any associated pre-populated information, then click "Save".

[Information](#)
[Header & Footer](#)
[CMA Cover Sheet](#)
[Email Signature](#)
[Portal Profile](#)

The following fields are used on your CMA Cover Sheet. For each field you can either use the value defined on the Information tab, or override it with a value which is specific to the CMA Cover Sheet.

| | | | | |
|--|--|--------------------------|-----------|-------------------------------------|
|  Change photo | Name: | Cristina Schaefer | Override? | <input type="checkbox"/> |
| | Company: | Houston Assn of REALTORS | | <input type="checkbox"/> |
| | Address Line 1: | 3693 Southwest Freeway | | <input type="checkbox"/> |
| | Address Line 2: | www.har.com | | <input type="checkbox"/> |
| | City: | Houston | | <input type="checkbox"/> |
| | State or Province: | <input type="text"/> | | |
| | Postal Code: | 77027 | | <input type="checkbox"/> |
| | Phone: | <input type="text"/> | | <input checked="" type="checkbox"/> |
| | Email: | cristina@har.com | | <input type="checkbox"/> |
| Office Site: | <input type="text" value="www.har.com"/> | | | |

 Save

2d. Email Signature: add your photo, text, as well as any links, then click the "Save" button to include this signature on all outgoing messages sent by you, or on your behalf, from Matrix.

[Information](#) [Header & Footer](#) [CMA Cover Sheet](#) [Email Signature](#) [Portal Profile](#)

This page allows you to set your email signature, which is added to the bottom of emails you send from Matrix.

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Font


Size

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Thank you,






Cristina Schaefer
Training and Member Outreach Specialist
Houston Association of REALTORS®
(713)629-1900 ext. 705
cristina@har.com


 Save

2e. Portal Profile: manage the Agent information that you would like to display on your Client's Portal Welcome page. Select, as an option, an Inventory checkbox to include your current listings, or your office's current listings, to the Portal information section, then click "Save".

[Information](#)
[Header & Footer](#)
[CMA Cover Sheet](#)
[Email Signature](#)
[Portal Profile](#)

Your Portal includes a customizable page named 'My Agent' which gives your contacts more information about you. Take the opportunity to standout! You can turn each of the available sections below on or off, edit the content in them, and drag them into the order you want.

| | |
|---|-----------------------|
|  Photo | <input type="radio"/> |
|  About Me | <input type="radio"/> |
|  Inventory Slideshow & Links | <input type="radio"/> |
|  Video | <input type="radio"/> |
|  Contact Information | <input type="radio"/> |

 Save

3. Speed Bar Shortcuts: manage existing Speed Bar Shortcuts by clicking on your custom shortcut name.

4. Team Settings: manage team members by allowing them to create new listings, send CMA's, Reports and email under your identity or just to work on your behalf.

5. Custom Displays: from the "Available Columns" listbox, first select which fields you would like to appear on your custom results display, name your custom display, then click "Save".

6. Custom Exports: export specific fields from your selected listing(s) to a .csv file.

6a. From the "Manage Custom Exports" page, click the "Add Export" button.

6b. From the "Available Fields" listbox, select which field(s) you would like to export.

6c. Identify each column in your .csv file by including the field name or label (optional).

6d. Name your custom export.

6e. Click "Save".

3 Add / Edit Listings

Currently, all listings, media and open houses that are added or edited will be done through the Tempo system. However, this can be accessed through Matrix. From the Matrix navigation menu, hover the "Add/Edit" tab and select "Add/Edit", "Add/Edit Media" or "Add/Edit Open House".

+ Input

Listings

Add new or Edit existing Listings

Quick Modify:

--MLS#--

Edit

Roster

Add new or Edit existing Agent Roster

Dictionary

Add new or Edit existing Legal Subdivision

4 Searching

4.1 Criteria Search

From the Search menu, this is the Single Family Quick Search screen.

Quick

Criteria Map Results

Status

- ☒ Active
- ☒ Option Pending
- ☒ Pending Cont to Show
- ☒ Pending
- ☐ Sold
- ☐ Withdrawn
- ☐ Expired
- ☐ Terminated

Price and DOM

List: (000s)

Sale: (000s)

DOM

CDOM

Property Information

Sq Foot

Lot Size

Year Built

of Garages

New Construction

Beds

Full Baths

Half Baths

Stories

Private Pool

Location Information

Map Search: No Map Selected

Within 0.25 miles of My Location

(Use * as a wildcard, e.g., *garden* will find Old Garden and Gardenbrook)

St # Dir Pfx St Name Street Suffix Dir Sfx Unit #

City Zip Code

County School District

Subdivision

Master Planned Community

Geo Market Area

Location

Area

Legal Subdivision

Hot Sheets

Change Type

- New Listing
- Back On Market
- Price Decrease
- Price Increase
- Active
- Option Pending
- Pending Continue to Show
- Pending
- Sold
- Leased
- Withdrawn
- Expired
- Terminated

Or Not

Change Date

4.1.1 Numeric Fields

The **price** defaults to include the trailing zeroes:

Price and DOM

List
 ☒ (000s)

Sale
 ☒ (000s)

DOM

CDOM

The price is an exact match field.

| | |
|--|---------------|
| If the search is for \$200,000 | Enter 200 |
| If the search is for \$200,000 and over | Enter 200+ |
| If the search is for \$200,000 - \$300,000 | Enter 200-300 |

Property Information Fields

Property Information

Sq Foot

Lot Size

Year Built

of Garages

Beds

Full Baths

Half Baths

Stories

All of the property information fields are also exact match fields.

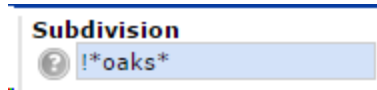
| | |
|---|-----------|
| If the search is for 3 or more bedrooms | Enter 3+ |
| If the search is for exactly 3 bedrooms | Enter 3 |
| If the search is for 3 to 5 bedrooms | Enter 3-5 |
| If the search is for 3 or less bedrooms | Enter 3- |

4.1.2 Search Symbols and Wildcards

In fields where text is entered instead of choosing an item off of a list (such as Subdivision), wildcards may be entered.

* is the wildcard symbol

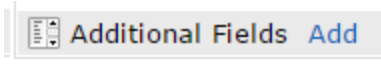
! is the negative symbol



| | |
|--|--------------------|
| Begins With- if the search is for: Garden Oaks [anything] <i>i.e. Garden Oaks Section 1, Garden Oaks Section 2</i> | Enter Garden Oaks* |
| Ends With- If the search is for [anything] Oaks <i>i.e. Garden Oaks, Bay Oaks, River Oaks</i> | Enter *Oaks |
| Contains- If the search is for: [anything] Oaks [anything] <i>i.e. Bay Oaks Section 1, Garden Oaks Section 2</i> | Enter *Oaks* |
| Not- If the search is for: anything but exactly Garden Oaks <i>i.e. Garden Oaks Section 1, Garden Oaks Section 2, but not Garden Oaks</i> | Enter !Garden Oaks |
| Does Not Contain- If the search is for: anything without Oaks <i>i.e. Garden Villas but not Garden Oaks</i> | Enter !*Oaks* |

4.1.3 Additional Fields

If there is a need to search by a field that is not on the main search screen, it can be added by using the Additional Fields.



When Add is selected, the Frequently Used Fields window presents fields available to be added.

Frequently Used Fields

These are the frequently used search fields; you can add them to your search page to create customized searches.

Available Fields

- Acres
- Acres Description
- Amortized Years
- Area
- Auction Date
- Baths Full
- Baths Half
- Baths Total
- Bed Room Description
- Beds Max
- Bonus End Date
- Builder Name

Search:

Add ->

Remove <-

Selected Fields

Move Up

Move Down

Back

When a field is highlighted and the Add button is selected, it becomes a Selected Field. When the Back button is selected, that field will appear under Additional Fields.

Additional Fields

Add/Remove

School Elementary

?

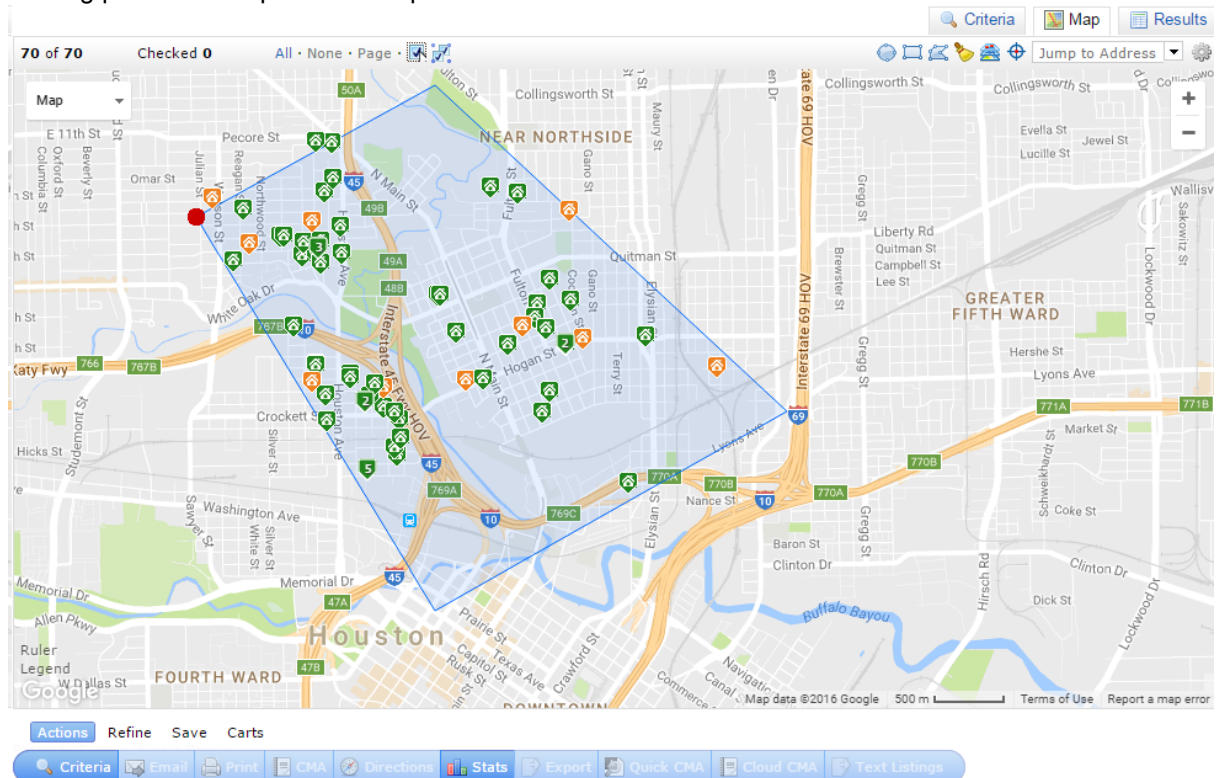
- A B DUNCAN ELEMENTARY SCHOOL
- A B MCBAY ELEMENTARY SCHOOL
- A E BUTLER INTERMEDIATE SCHOOL
- A G ELDER EL
- A M PATE ELEMENTARY SCHOOL

☒ Or
 ☐ Not

An area can be searched by selecting the Radius, Rectangle or Polygon tools.



The desired area can be traced with a click/tap each time the direction changes. Clicking/tapping the red starting point will complete the shape.



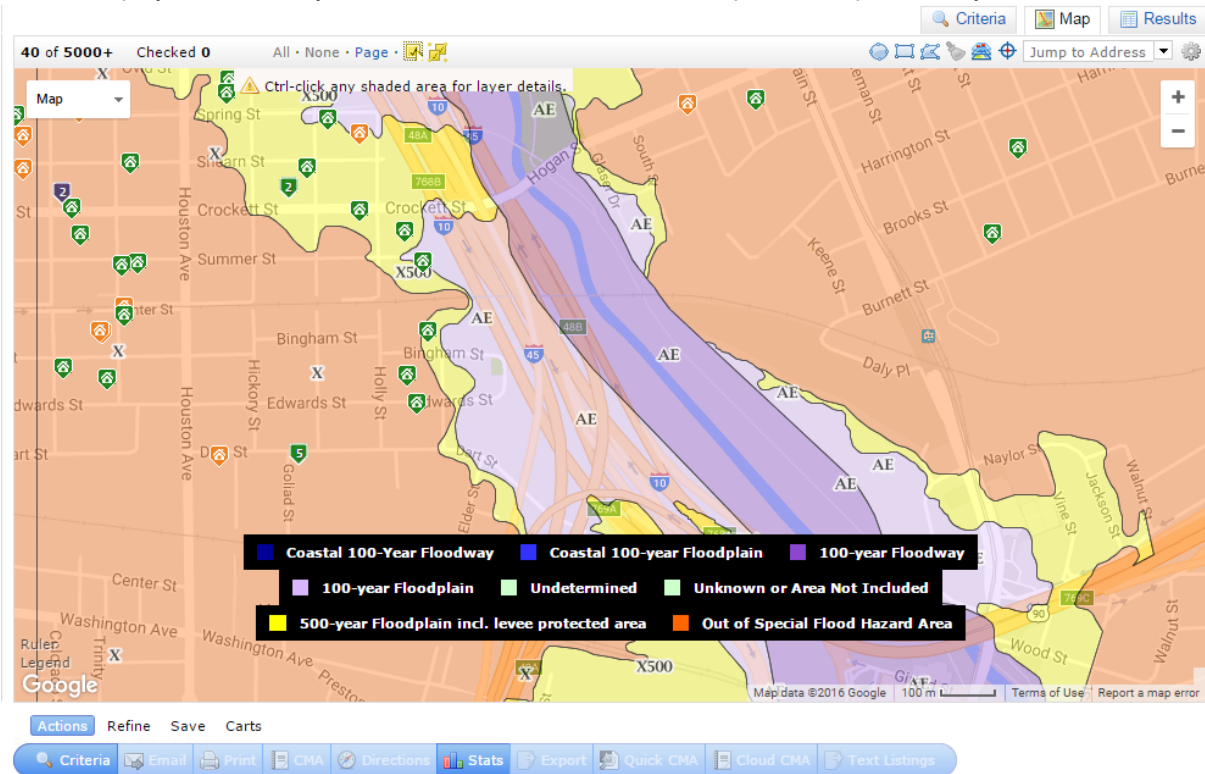
The shape can now be used to define the search area (Include this Shape) or exclude a specific area from the search results (Exclude this Shape). Delete Shape will remove the user-defined shape from the map.

The resulting listings will be limited by the area(s) selected on the map.

Note: More than one shape may be used. Also, there can be a shape within a shape (i.e. limited to a certain area, minus a few streets).

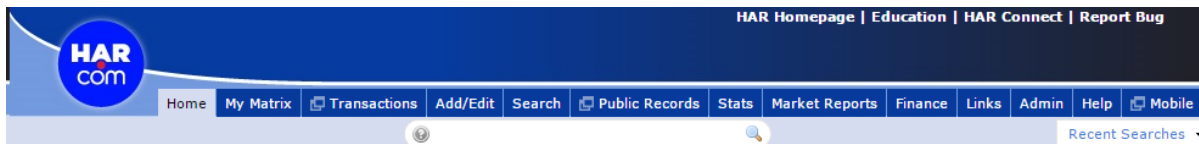
4.2.1 Map Layers

Design your own custom maps by choosing from several layers of geographic information. Each layer can be displayed individually or mixed with others to create the perfect map to meet your needs.



4.3 Speed Bar Search

Throughout Matrix, the Speed Bar populates at the top of the screen.



The primary uses for the Speed Bar are:

- MLS Number Search
- Address Search
- Agent Search
- Office Search
- Open House Search

However, the Speed Bar can be used for several different search criteria options. Click the Question Mark icon for Speed Bar shortcuts.

4.4 Recent Searches

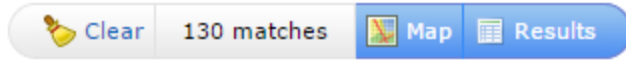
From both the Home Screen and the Search screen, when the down arrow next to Recent Searches is selected, the most recent searches run in Matrix are displayed. The system will keep searches in the Recent Searches for no more than a week, the maximum number of searches stored is 50.

The screenshot displays the HAR.com Matrix interface. The top navigation bar includes links for Home, My Matrix, Transactions, Add/Edit, Search, Public Records, Stats, Market Reports, Finance, Links, Admin, Help, and Mobile. The main content area is divided into several sections:

- News & Alerts:** Dec 16 - Recorded Webinar now ...
- My Favorite Searches:** You have no favorite searches.
- My Listings:** My Firm - Sold Listings (365 days) (1)
- My Stats:** You have no stats links
- My Carts:** Cart: Dylan, Bob (6)
- Additional:** There are no additional widgets.
- Hot Sheets:** Single-Family, Townhouse/Condo, Multi-Family, Country Homes/Acreage, Mid/Hi-Rise Condo, Rental, Cross Property. Includes a 'Customize' button.
- Market Watch:** A bar chart showing various market metrics: New Listing (244), Back On Market (48), Price Decrease (122), Price Increase (32), Option Pending (122), Pending Continue to Show (44), Pending (176), Sold (321), Withdrawn (44), Expired (33), and Terminated (60). Includes a dropdown for 'Single-Family' and a '24 Hour' filter.
- Recent Searches:** A dropdown menu showing a list of recent searches with details like 'Single-Family Active or Option Pending or Pend Cont to ...', 'Single-Family Subdivision is like 'garden*'; Active or ...', and 'Single-Family 16 - Central Zip Code is not like '77019*'; ...'. Each entry includes a timestamp and a count.
- Recent Portal Visitors:** You have no recent portal visitors.
- Recent Use Contacts:** Johnson, John
- External Links:** A list of links including 'MLS Rules and Regulations', 'Top MLS Rules to Remember', 'MLS and Offers of Compensation', 'MLS Area Map', 'School Zone Finder', 'Data Co-op', 'Find', 'Cloud CMA', 'Image Resizer for Windows 32-bit', 'Image Resizer for Windows 64-bit', 'MUD Bond Information', and 'MUD and Annexation Notices Walkthrough'.

5 Working With Results

As criteria are entered on the search screen, the number of results is reported in the bottom left side of the screen.



When the Results tab is selected, properties are displayed on the Results Grid.

Criteria

Map

Results

Previous · Next · 1-25 of 130

Checked 0

All · None · Page

Display Agent Single Line

at 25

per page

| # | TX | MLS # | Stat | AR | Office | Address | Subdivision | Lot Size | SF | Price | Prc/SF | YB | BR | Bth | DOM |
|----|----|----------|------|----|--------|-----------------------|-------------------------|----------|-------|-----------|----------|------|----|-----|------|
| 1 | | 81414447 | ACT | 20 | CREG02 | 4317 Lafayette Street | SOUTHDALE | 5,125 | 1,378 | \$285,000 | \$206.82 | 1956 | 3 | 1/1 | 61 |
| 2 | | 77091441 | ACT | 20 | KWSG01 | 5114 Beechnut Street | Meyerland | 11,076 | 1,323 | \$289,900 | \$219.12 | 1957 | 3 | 1/1 | 47 |
| 3 | | 98116173 | ACT | 17 | RMXS01 | 4309 Lafayette | Southdale | 5,125 | 1,128 | \$329,900 | \$292.46 | 1956 | 3 | 1/0 | 228 |
| 4 | | 95358052 | ACT | 20 | BSPP01 | 4302 Dorothy Street | Southdale | 5,125 | 1,438 | \$359,999 | \$250.35 | 1950 | 3 | 2/0 | 69 |
| 5 | | 90930444 | ACT | 21 | CNRE02 | 1220 Howard Lane | Mulberry Manor | 6,555 | 899 | \$380,000 | \$422.69 | 1944 | 2 | 2/0 | 3 |
| 6 | | 99074454 | ACT | 17 | NANP01 | 4700 Bellview | Evergreen Terrace Th | 3,072 | 2,165 | \$384,900 | \$177.78 | 1973 | 3 | 2/1 | 41 |
| 7 | | 77701841 | ACT | 17 | KWHM01 | 4412 Lafayette | Southdale | 5,125 | 1,072 | \$389,000 | \$362.87 | 1947 | 3 | 1/0 | 37 |
| 8 | | 55889741 | ACT | 17 | WOLF01 | 4314 Cynthia Street | Southdale | 5,125 | 1,050 | \$395,000 | \$376.19 | 1960 | 3 | 1/0 | 9 |
| 9 | | 39938500 | ACT | 17 | KWSW01 | 4630 Willow Street | Willow Lane Place | 8,040 | 1,962 | \$399,900 | \$203.82 | 1955 | 3 | 2/0 | 68* |
| 10 | | 17886666 | ACT | 21 | HTEX15 | 5516 Huisache Street | Richmond Plaza | 6,820 | 1,070 | \$410,000 | \$383.18 | 1950 | 2 | 1/0 | 40 |
| 11 | | 99636024 | ACT | 17 | RCPR01 | 7305 S Rice Avenue | Bellaire Place | 8,820 | 1,228 | \$429,000 | \$349.35 | 1946 | 2 | 1/0 | 369 |
| 12 | | 80752442 | ACT | 17 | SUAN02 | 6205 S Rice Avenue | Frank L Holton | 7,800 | 1,277 | \$430,000 | \$336.73 | 1955 | 3 | 1/0 | 147* |
| 13 | | 18543354 | ACT | 20 | KWSW01 | 5121 Maple Street | Braeburn Gardens Sec 02 | 7,345 | 1,374 | \$435,000 | \$316.59 | 1952 | 3 | 1/1 | 171 |
| 14 | | 92958469 | ACT | 17 | BUCK01 | 4803 Wedgewood Drive | West Post Oak | 8,125 | 2,129 | \$439,000 | \$206.20 | 1950 | 2 | 2/0 | 128* |
| 15 | | 43571452 | ACT | 17 | HTEX01 | 803 Jaquet | Post Oak Court | 8,125 | 1,265 | \$449,900 | \$355.65 | 1950 | 3 | 2/0 | 76* |
| 16 | | 2649745 | ACT | 17 | PLIN01 | 6305 S Rice | BELLAIRE | 10,598 | 1,508 | \$475,888 | \$315.58 | 1950 | 3 | 1/0 | 23* |
| 17 | | 43325928 | ACT | 17 | CREG01 | 5133 Mimosa Drive | Braeburn Gardens Sec 02 | 7,475 | 1,543 | \$480,000 | \$311.08 | 1952 | 3 | 2/0 | 10 |
| 18 | | 64240445 | ACT | 20 | WOLF01 | 506 Wilmington Drive | Richmond Post Oaks | 7,800 | 1,817 | \$489,000 | \$269.12 | 1950 | 3 | 2/0 | 65* |
| 19 | | 15462394 | ACT | 17 | RMXM01 | 4927 Mimosa | Bellaire Oaks | 7,705 | 1,795 | \$512,000 | \$285.24 | 1952 | 4 | 2/0 | 159 |
| 20 | | 97079029 | ACT | 17 | GKPI01 | 5110 Patrick Henry | Peaceful Valley | 6,324 | 1,526 | \$524,900 | \$343.97 | 1949 | 3 | 2/0 | 5 |
| 21 | | 3512434 | ACT | 20 | KABE01 | 4320 Phil Street | Southdale Add | 5,125 | 1,300 | \$529,000 | \$406.92 | 1947 | 3 | 1/0 | 9 |
| 22 | | 44279694 | ACT | 17 | KWHM01 | 4626 Verone Street | Boyker & Vest | 8,910 | 1,432 | \$534,000 | \$372.91 | 1952 | 3 | 2/0 | 223 |

Actions

Refine

Save

Carts

Criteria

Email

Print

CMA

Directions

Stats

Export

Quick CMA

Cloud CMA

Text Listings

130

\$548,000

\$250.46

1954

4

2/1

174

5.1 Icons

On the left of the Results Grid, icons can be selected for more information.



The first checkbox is to Select a listing.



This icon allows you to view photos of the listing.



This icon will show the property on a map.



This icon links to the Realist Tax data for the listing.



This icon will show the Property History report.



This icon opens attachments or documents for the listing.

Note: If an icon is not applicable to the listing, it might not appear. For example, if there are no attachments uploaded, the attachment icon will not be placed on that listing.

5.2 Adjusting the Results Grid

Criteria Map Results

Previous · Next · 1-25 of 130 Checked 0 All · None · Page Display Agent Single Line at 25 per page

| # | TX | MLS # | Stat | AR | Office | Address | Subdivision | Lot Size | SF | Price | Prc/SF | YB | BR | Bth | DOM |
|----|----|----------|------|----|--------|-----------------------|-------------------------|----------|-------|-----------|----------|------|----|-----|------|
| 1 | | 81414447 | ACT | 20 | CREG02 | 4317 Lafayette Street | SOUTHDALE | 5,125 | 1,378 | \$285,000 | \$206.82 | 1956 | 3 | 1/1 | 61 |
| 2 | | 77091441 | ACT | 20 | KWSG01 | 5114 Beechnut Street | Meyerland | 11,076 | 1,323 | \$289,900 | \$219.12 | 1957 | 3 | 1/1 | 47* |
| 3 | | 98116173 | ACT | 17 | RMXS01 | 4309 Lafayette | Southdale | 5,125 | 1,128 | \$329,900 | \$292.46 | 1956 | 3 | 1/0 | 228 |
| 4 | | 95358052 | ACT | 20 | BSP01 | 4302 Dorothy Street | Southdale | 5,125 | 1,438 | \$359,999 | \$250.35 | 1950 | 3 | 2/0 | 69 |
| 5 | | 90930444 | ACT | 21 | CNRE02 | 1220 Howard Lane | Mulberry Manor | 6,555 | 899 | \$380,000 | \$422.69 | 1944 | 2 | 2/0 | 3 |
| 6 | | 99074454 | ACT | 17 | NANP01 | 4700 Bellview | Evergreen Terrace Th | 3,072 | 2,165 | \$384,900 | \$177.78 | 1973 | 3 | 2/1 | 41 |
| 7 | | 77701841 | ACT | 17 | KWHM01 | 4412 Lafayette | Southdale | 5,125 | 1,072 | \$389,000 | \$362.87 | 1947 | 3 | 1/0 | 37 |
| 8 | | 55889741 | ACT | 17 | WOLF01 | 4314 Cynthia Street | Southdale | 5,125 | 1,050 | \$395,000 | \$376.19 | 1960 | 3 | 1/0 | 9 |
| 9 | | 39938500 | ACT | 17 | KWSW01 | 4630 Willow Street | Willow Lane Place | 8,040 | 1,962 | \$399,900 | \$203.82 | 1955 | 3 | 2/0 | 68* |
| 10 | | 17886666 | ACT | 21 | HTEX15 | 5516 Huisache Street | Richmond Plaza | 6,820 | 1,070 | \$410,000 | \$383.18 | 1950 | 2 | 1/0 | 40 |
| 11 | | 99636024 | ACT | 17 | RCPR01 | 7305 S Rice Avenue | Bellaire Place | 8,820 | 1,228 | \$429,000 | \$349.35 | 1946 | 2 | 1/0 | 369 |
| 12 | | 80752442 | ACT | 17 | SUAN02 | 6205 S Rice Avenue | Frank L Holton | 7,800 | 1,277 | \$430,000 | \$336.73 | 1955 | 3 | 1/0 | 147* |
| 13 | | 18543354 | ACT | 20 | KWSW01 | 5121 Maple Street | Braeburn Gardens Sec 02 | 7,345 | 1,374 | \$435,000 | \$316.59 | 1952 | 3 | 1/1 | 171 |
| 14 | | 92958469 | ACT | 17 | BUCK01 | 4803 Wedgewood Drive | West Post Oak | 8,125 | 2,129 | \$439,000 | \$206.20 | 1950 | 2 | 2/0 | 128* |
| 15 | | 43571452 | ACT | 17 | HTEX01 | 803 Jaquet | Post Oak Court | 8,125 | 1,265 | \$449,900 | \$355.65 | 1950 | 3 | 2/0 | 76* |
| 16 | | 2649745 | ACT | 17 | PLIN01 | 6305 S Rice | BELLAIRE | 10,598 | 1,508 | \$475,888 | \$315.58 | 1950 | 3 | 1/0 | 23* |
| 17 | | 43325928 | ACT | 17 | CREG01 | 5133 Mimosa Drive | Braeburn Gardens Sec 02 | 7,475 | 1,543 | \$480,000 | \$311.08 | 1952 | 3 | 2/0 | 10 |
| 18 | | 64240445 | ACT | 20 | WOLF01 | 506 Wilmington Drive | Richmond Post Oaks | 7,800 | 1,817 | \$489,000 | \$269.12 | 1950 | 3 | 2/0 | 65* |
| 19 | | 15462394 | ACT | 17 | RMXM01 | 4927 Mimosa | Bellaire Oaks | 7,705 | 1,795 | \$512,000 | \$285.24 | 1952 | 4 | 2/0 | 159 |
| 20 | | 97079029 | ACT | 17 | GKPI01 | 5110 Patrick Henry | Peaceful Valley | 6,324 | 1,526 | \$524,900 | \$343.97 | 1949 | 3 | 2/0 | 5 |
| 21 | | 3512434 | ACT | 20 | KABE01 | 4320 Phil Street | Southdale Add | 5,125 | 1,300 | \$529,000 | \$406.92 | 1947 | 3 | 1/0 | 9 |
| 22 | | 44279694 | ACT | 17 | KWHM01 | 4626 Verone Street | Boyker & Vest | 8,910 | 1,432 | \$534,000 | \$372.91 | 1952 | 3 | 2/0 | 223 |

Actions Refine Save Carts

Criteria Email Print CMA Directions Stats Export Quick CMA Cloud CMA Text Listings

[1] 2 3 4 5 6 · Previous · Next

Sorting Columns

Columns can be sorted by selecting the column heading. When the pointer is above the column name, the pointing hand icon appears allowing the column to be sorted by clicking.

Columns can be moved by hovering the mouse above the column heading, selecting the column using the crosshairs icon and dragging the column to the new position.

Adding Columns

Columns can be added by hovering the mouse above any column heading and selecting the column using the crosshairs icon. When the heading is selected, a dialog box opens. Select Insert Column to add.

When the desired column is selected and Apply is chosen, the new column will be added.

Setting the Default Grid

If the changes are to be saved, there are two steps to the process- saving a copy of the grid and selecting the copy as the new default.

From the Results Grid:

Previous · Next · 26-50 of 130

Checked 0

All · None · Page

Display Agent Single Line

at 25

per page

#

TX

MLS #

Stat

AR

Office

Address

Subdivision

Lot Size

SF

Price

Prc/SF

YB

BR

Bth

DOM

1

53208524

ACT

17

YARG01

4307 Lamont Circle

La Mont

8,125

1,237

\$550,000

\$444.62

1953

2

1/0

92

Under Results, by clicking on the Manage Display icon () a copy of the Results Grid can be saved.

Once the copy has been saved, the copy can be set as the default for future search results. From the

Set/Clear Defaults Icon (), selecting "Set current display, sort order and count per page as my Search starting default" will retain the customized results grid setting for future searches.

6 Button Bar

6.1 Actions


6.1.1 Email

On the results screen, when listings are selected, they can be emailed.

The screenshot displays a results screen with a list of 10 items. Each item has a checkbox, a small map icon, a 'TX' button, a circular arrow icon, a listing number, a status, a code, and an address. The button bar at the bottom includes 'Actions', 'Refine', 'Save', 'Carts', 'Criteria', 'Email', 'Print', 'CMA', 'Directions', 'Stats', 'Export', and 'Quick C'.

| Item | Listing | Status | Code | Address |
|------|----------|--------|-----------|--------------------------|
| 1 | 53208524 | ACT | 17 YARG01 | 4307 Lamont Circle |
| 2 | 47077324 | ACT | 17 KWHM01 | 5217 Palmetto |
| 3 | 21442234 | ACT | 17 KWHM01 | 5634 Woodbrook Way |
| 4 | 73709404 | ACT | 17 KWHM01 | 5625 Mina Way |
| 5 | 91465725 | ACT | 17 KWHM01 | 5622 Woodbrook Way |
| 6 | 22075765 | ACT | 17 KWHM01 | 5604 Whitehaven Street |
| 7 | 36047249 | ACT | 17 SUAN11 | 5000 Beech Street |
| 8 | 85308730 | ACT | 17 JLAR01 | 4629 N Braeburn |
| 9 | 52973860 | ACT | 17 HAYN01 | 4916 Holt Street |
| 10 | 22346931 | ACT | 17 HUSH01 | 5417 SW Newcastle Street |

The email will be sent when the agent adds a recipient, a subject and a message and selects Send.

 Email 25 Listings

From: "Cristina Schaefer" <cristina@har.com>

To:

CC:

[Create a New Contact](#)

☒ Bcc me a copy of this message.

Display: All customer displays are automatically available to your contact.

Subject:

Email Body:

Characters Remaining: 4000

Signature: Thank you,
 Cristina Schaefer
 Training and Member Outreach Specialist
 Houston Association of REALTORS®
 (713)629-1900 ext. 705
 cristina@har.com

[Edit Your Signature](#)

✖ Cancel 🔍 Preview ✉ Send

6.1.2 Print

On the results screen, when listings are selected, they can be printed.

| | | | | | | | | |
|-------------------------------------|----|--|--|----------|-----|----|--------|--------------------------|
| <input checked="" type="checkbox"/> | 1 | | | 53208524 | ACT | 17 | YARG01 | 4307 Lamont Circle |
| <input checked="" type="checkbox"/> | 2 | | | 47077324 | ACT | 17 | KWHM01 | 5217 Palmetto |
| <input checked="" type="checkbox"/> | 3 | | | 21442234 | ACT | 17 | KWHM01 | 5634 Woodbrook Way |
| <input checked="" type="checkbox"/> | 4 | | | 73709404 | ACT | 17 | KWHM01 | 5625 Mina Way |
| <input checked="" type="checkbox"/> | 5 | | | 91465725 | ACT | 17 | KWHM01 | 5622 Woodbrook Way |
| <input checked="" type="checkbox"/> | 6 | | | 22075765 | ACT | 17 | KWHM01 | 5604 Whitehaven Street |
| <input checked="" type="checkbox"/> | 7 | | | 36047249 | ACT | 17 | SUAN11 | 5000 Beech Street |
| <input checked="" type="checkbox"/> | 8 | | | 85308730 | ACT | 17 | JLAR01 | 4629 N Braeburn |
| <input checked="" type="checkbox"/> | 9 | | | 52973860 | ACT | 17 | HAYN01 | 4916 Holt Street |
| <input checked="" type="checkbox"/> | 10 | | | 22346931 | ACT | 17 | HUSH01 | 5417 SW Newcastle Street |

Actions Refine Save Carts

Criteria Email Print CMA Directions Stats Export Quick C

From the Print dialog box, a report can be selected and printed.

Print 25 Listings

Print which format(s)? To select multiple at once, hold Ctrl while you click (option key, on a Mac).

Agent Single Line

HotSheet

Agent Full

Agent Full w Tabs

Agent Full w Tabs v2

Agent One Page

Active Agent One Page

History

Client Single Line

Client Full

Client Thumbnail

Show All Fields

Multi-Map

----- Reports below print as PDF only -----

CMA 1-Line

3 Up Comparison

Customer Flyer

☒ Print agent header & footer

☐ Print with roll-outs (if any) open

☐ Print search criteria

☐ Ink saver; if any, don't print images

6.1.3 CMA

On the results screen, when listings are selected, they can be used as comparables in a CMA.

| | | | | | | | |
|-------------------------------------|----|--|----------|-----|----|--------|--------------------------|
| <input checked="" type="checkbox"/> | 1 | | 53208524 | ACT | 17 | YARG01 | 4307 Lamont Circle |
| <input checked="" type="checkbox"/> | 2 | | 47077324 | ACT | 17 | KWHM01 | 5217 Palmetto |
| <input checked="" type="checkbox"/> | 3 | | 21442234 | ACT | 17 | KWHM01 | 5634 Woodbrook Way |
| <input checked="" type="checkbox"/> | 4 | | 73709404 | ACT | 17 | KWHM01 | 5625 Mina Way |
| <input checked="" type="checkbox"/> | 5 | | 91465725 | ACT | 17 | KWHM01 | 5622 Woodbrook Way |
| <input checked="" type="checkbox"/> | 6 | | 22075765 | ACT | 17 | KWHM01 | 5604 Whitehaven Street |
| <input checked="" type="checkbox"/> | 7 | | 36047249 | ACT | 17 | SUAN11 | 5000 Beech Street |
| <input checked="" type="checkbox"/> | 8 | | 85308730 | ACT | 17 | JLAR01 | 4629 N Braeburn |
| <input checked="" type="checkbox"/> | 9 | | 52973860 | ACT | 17 | HAYN01 | 4916 Holt Street |
| <input checked="" type="checkbox"/> | 10 | | 22346931 | ACT | 17 | HUSH01 | 5417 SW Newcastle Street |

Actions Refine Save Carts

Criteria Email Print CMA Directions Stats Export Quick C

Use the navigation bar at the top of the screen as your guide. Following the steps in the order they are listed will guide users through the process of creating a CMA report.

Start Pages Subject Cover Comparables Map Adjustments Pricing Finish

Autosaved at 03/15/2017 8:22:35 AM

Select CMA Contact

Welcome to the CMA Wizard. Use this Start page to select your Contact. Use the above Navigation Bar to navigate through the steps.

Select Contact Name: [Create a New Contact](#)

Description:

Please Note: This CMA will be saved for 180 days from the Last Modified date and then automatically be deleted. If you need to keep it longer, modify the CMA before the end of the 180 day period or save a copy of the generated PDF to your computer (you should do that anyway).

6.1.4 Driving Directions

On the results screen, when listings are selected, driving directions can be created.

Previous • Next • 1-10 of 10
Checked 5
All • None • Page
Display
Age

| <input type="checkbox"/> | # | TX | MLS # | Stat | AR | Office | Address | Subdivision |
|-------------------------------------|----|----|----------|------|----|--------|--------------------------|---------------------------|
| <input checked="" type="checkbox"/> | 1 | | 53208524 | ACT | 17 | YARG01 | 4307 Lamont Circle | La Mont |
| <input checked="" type="checkbox"/> | 2 | | 47077324 | ACT | 17 | KWHM01 | 5217 Palmetto | Bellaire |
| <input checked="" type="checkbox"/> | 3 | | 21442234 | ACT | 17 | KWHM01 | 5634 Woodbrook Way | Edison Park |
| <input checked="" type="checkbox"/> | 4 | | 73709404 | ACT | 17 | KWHM01 | 5625 Mina Way | Edison Park |
| <input checked="" type="checkbox"/> | 5 | | 91465725 | ACT | 17 | KWHM01 | 5622 Woodbrook Way | Edison Park |
| <input type="checkbox"/> | 6 | | 22075765 | ACT | 17 | KWHM01 | 5604 Whitehaven Street | Braeburn Club Estates Sec |
| <input type="checkbox"/> | 7 | | 36047249 | ACT | 17 | SUAN11 | 5000 Beech Street | Bellaire |
| <input type="checkbox"/> | 8 | | 85308730 | ACT | 17 | JLAR01 | 4629 N Braeburn | POST OAK TERRACE |
| <input type="checkbox"/> | 9 | | 52973860 | ACT | 17 | HAYN01 | 4916 Holt Street | Bellaire Oaks |
| <input type="checkbox"/> | 10 | | 22346931 | ACT | 17 | HUSH01 | 5417 SW Newcastle Street | Mulberry Manor |

Actions
Refine
Save
Carts

Email
Print
CMA
Directions
Stats
Export
Quick CMA
Cloud CMA
Text Listings

The desired properties can be checked, then Directions selected.

Map

1
5625 Mina Way
MLS #: 73709404
Status: ACT
Price: \$575,000
SqFt: 2,503
Beds: 3
Bath: 3.1 (3 1)

2
5634 Woodbrook Way
MLS #: 21442234
Status: ACT
Price: \$575,000
SqFt: 2,503
Beds: 3
Bath: 3.1 (3 1)

3
5622 Woodbrook Way
MLS #: 91465725
Status: ACT
Price: \$575,000
SqFt: 2,503
Beds: 3
Bath: 3.1 (3 1)

4
5217 Palmetto
MLS #: 47077324
Status: ACT
Price: \$550,000
SqFt: 2,023
Beds: 3
Bath: 2 (2 0)

5
4307 Lamont Circle
MLS #: 53208524
Status: ACT
Price: \$550,000
SqFt: 1,237
Beds: 2
Bath: 1 (1 0)

Back to Results
Directions
Email
Print

Add Start
Add Stop

The listings can be dragged and dropped into the desired order.

The Add Start and Add Stop buttons can be used to add beginning and end points that are not listings (i.e. the agent's office). These directions can be both emailed and printed.

6.1.5 Stats

On the results screen, when listings are selected, they can be used in a stats report.

| | | | | | | | | |
|-------------------------------------|----|--|--|----------|-----|----|--------|--------------------------|
| <input checked="" type="checkbox"/> | 1 | | | 53208524 | ACT | 17 | YARG01 | 4307 Lamont Circle |
| <input checked="" type="checkbox"/> | 2 | | | 47077324 | ACT | 17 | KWHM01 | 5217 Palmetto |
| <input checked="" type="checkbox"/> | 3 | | | 21442234 | ACT | 17 | KWHM01 | 5634 Woodbrook Way |
| <input checked="" type="checkbox"/> | 4 | | | 73709404 | ACT | 17 | KWHM01 | 5625 Mina Way |
| <input checked="" type="checkbox"/> | 5 | | | 91465725 | ACT | 17 | KWHM01 | 5622 Woodbrook Way |
| <input checked="" type="checkbox"/> | 6 | | | 22075765 | ACT | 17 | KWHM01 | 5604 Whitehaven Street |
| <input checked="" type="checkbox"/> | 7 | | | 36047249 | ACT | 17 | SUAN11 | 5000 Beech Street |
| <input checked="" type="checkbox"/> | 8 | | | 85308730 | ACT | 17 | JLAR01 | 4629 N Braeburn |
| <input checked="" type="checkbox"/> | 9 | | | 52973860 | ACT | 17 | HAYN01 | 4916 Holt Street |
| <input checked="" type="checkbox"/> | 10 | | | 22346931 | ACT | 17 | HUSH01 | 5417 SW Newcastle Street |

Actions Refine Save Carts

Criteria Email Print CMA Directions Stats Export Quick C

Once the stats report is selected, it will display a chart-style report.



Back Printer friendly

Criteria: 10 Listings have been selected.
Search Time: 0.11s

6.1.6 Export

On the results screen, when listings are selected, they can be exported on to an Excel spreadsheet.

| | | | | | | | |
|-------------------------------------|----|--|----------|-----|----|--------|--------------------------|
| <input checked="" type="checkbox"/> | 1 | | 53208524 | ACT | 17 | YARG01 | 4307 Lamont Circle |
| <input checked="" type="checkbox"/> | 2 | | 47077324 | ACT | 17 | KWHM01 | 5217 Palmetto |
| <input checked="" type="checkbox"/> | 3 | | 21442234 | ACT | 17 | KWHM01 | 5634 Woodbrook Way |
| <input checked="" type="checkbox"/> | 4 | | 73709404 | ACT | 17 | KWHM01 | 5625 Mina Way |
| <input checked="" type="checkbox"/> | 5 | | 91465725 | ACT | 17 | KWHM01 | 5622 Woodbrook Way |
| <input checked="" type="checkbox"/> | 6 | | 22075765 | ACT | 17 | KWHM01 | 5604 Whitehaven Street |
| <input checked="" type="checkbox"/> | 7 | | 36047249 | ACT | 17 | SUAN11 | 5000 Beech Street |
| <input checked="" type="checkbox"/> | 8 | | 85308730 | ACT | 17 | JLAR01 | 4629 N Braeburn |
| <input checked="" type="checkbox"/> | 9 | | 52973860 | ACT | 17 | HAYN01 | 4916 Holt Street |
| <input checked="" type="checkbox"/> | 10 | | 22346931 | ACT | 17 | HUSH01 | 5417 SW Newcastle Street |

Actions
Refine
Save
Carts

Criteria
Email
Print
CMA
Directions
Stats
Export
Quick C

Export 10 Records

Export file format: 1004_MC
Export

Back to Results

6.1.7 Quick CMA

On the results screen, when listings are selected, a Quick CMA report can be generated to download or print.

Previous • Next • 1-17 of 17

Checked 10 All • None • Page

Display Agent Single Line at 25 p

| | | TX | MLS # | Stat | AR | Office | Address | Subdivision | Lot Size | SF | Price |
|-------------------------------------|----|----|----------|-------|----|--------|--------------------------|-----------------------|----------|-------|-------------|
| <input checked="" type="checkbox"/> | 1 | | 9052408 | CLOSD | 23 | RMXV01 | 12346 Barryknoll Lane | MEMORIAL HOLLOW | 9,040 | 5,027 | \$1,135,000 |
| <input checked="" type="checkbox"/> | 2 | | 42215303 | CLOSD | 23 | RELX01 | 12910 Tosca Lane | Memorial Bend Sec 01 | 8,640 | 4,420 | \$1,245,000 |
| <input checked="" type="checkbox"/> | 3 | | 9559646 | CLOSD | 23 | GKPI02 | 12607 Barryknoll Lane | Fonn Villas | 8,520 | 4,103 | \$1,250,000 |
| <input checked="" type="checkbox"/> | 4 | | 61941024 | CLOSD | 23 | SHUR01 | 12830 Butterfly Lane | Memorial Bend Sec 01 | 9,206 | 5,083 | \$1,275,000 |
| <input checked="" type="checkbox"/> | 5 | | 66912424 | CLOSD | 23 | NTGL01 | 402 Mignon Lane | Memorial Bend Sec 01 | 9,600 | 4,859 | \$1,300,000 |
| <input checked="" type="checkbox"/> | 6 | | 60255422 | CLOSD | 23 | TRNR06 | 12710 Cobblestone Drive | Fonn Villas | 9,041 | 4,923 | \$1,596,000 |
| <input checked="" type="checkbox"/> | 7 | | 70734248 | CLOSD | 23 | BERN01 | 11323 Surrey Oaks Lane | Surrey Oaks | 9,366 | 5,058 | \$2,100,000 |
| <input checked="" type="checkbox"/> | 8 | | 59747443 | CLOSD | 23 | GKPI02 | 12010 Surrey Lane | Surrey Lane Place | 19,035 | 6,076 | \$2,400,000 |
| <input checked="" type="checkbox"/> | 9 | | 19061384 | CLOSD | 23 | GKPI02 | 742 E Creekside Drive | Creekside Manor | 22,629 | 5,014 | \$2,550,000 |
| <input checked="" type="checkbox"/> | 10 | | 81602485 | CLOSD | 23 | HAW01 | 11926 Broken Bough Drive | Memorial Shadows | 20,155 | 6,657 | \$2,661,500 |
| <input type="checkbox"/> | 11 | | 26496074 | CLOSD | 23 | TRNR01 | 11602 Oak Shadows Lane | Curlee | 20,001 | 6,564 | \$2,800,000 |
| <input type="checkbox"/> | 12 | | 86630036 | CLOSD | 23 | TRNR01 | 737 W Creekside Drive | Creekside Manor U/R | 15,174 | 6,512 | \$3,050,000 |
| <input type="checkbox"/> | 13 | | 89209458 | CLOSD | 23 | TRNR01 | 11914 Knippwood Lane | Bunker Hill | 19,401 | 7,540 | \$3,095,000 |
| <input type="checkbox"/> | 14 | | 32012543 | CLOSD | 23 | BERN01 | 817 E Friar Tuck Lane | Sherwood Forest Sec C | 33,105 | 7,026 | \$3,500,000 |
| <input type="checkbox"/> | 15 | | 68978382 | CLOSD | 23 | PERD01 | 11010 Landon Lane | Hedwig Shadows | 23,712 | 7,535 | \$3,675,000 |
| <input type="checkbox"/> | 16 | | 14172214 | CLOSD | 23 | TRNR01 | 8730 Memorial | Pine Wood Estates | 39,281 | 5,817 | \$3,950,000 |
| <input type="checkbox"/> | 17 | | 57943107 | CLOSD | 23 | TRNR01 | 11713 Wink Road | Forest Glen | 24,496 | 7,095 | \$3,974,179 |

Actions Refine Save Carts

Criteria Email Print CMA Directions Stats Export Quick CMA Cloud CMA Text Listings

[1]

The Quick CMA will compare listings in a chart-style format. This PDF can be printed or downloaded to a computer.



Cristina Schaefer
 Cell: (713) 629-1900
 cristina@har.com
 I love teaching Realtors!
 Houston Assn of REALTORS



Comparative Market Analysis

Prepared By: Cristina Schaefer

Listings as of 03/15/17 at 8:36 am

Property Type is 'Single-Family' Status is 'Sold' Status Contractual Search Date is 03/15/2017 to 09/16/2016 Current Price is 1000000 to 5000000 Beds Total is 3+ Year Built is 2010+ Zip Code is like '77024'

Single-Family

Sold Properties

| MLS # | Address | Subdivision | BR | FB | HB | # Gar | Lot SqFt | Bld SqFt | Yr Blt | List Price | DOM | Cls Date | Sold Price | Adj SP | SP/SqFt | SP/LP% |
|----------------|--------------------------|------------------|-----------|----|----|-------|----------|----------|--------|-------------|------|----------|-------------|-------------|----------|--------|
| 9052408 | 12346 Barryknoll Lane | MEMORIAL HOLI | 5 | 4 | 2 | 2 | 9,040 | 5,027 | 2015 | \$1,399,990 | 620 | 11/30/16 | \$1,135,000 | \$1,135,000 | \$225.78 | 81.07 |
| 42215303 | 12910 Tosca Lane | Memorial Bend Si | 4 | 3 | 1 | 3 | 8,640 | 4,420 | 2016 | \$1,399,000 | *0 | 12/09/16 | \$1,245,000 | \$1,245,000 | \$281.67 | 88.99 |
| 9559646 | 12607 Barryknoll Lane | Fonn Villas | 4 | 4 | 1 | 2 | 8,520 | 4,103 | 2016 | \$1,325,000 | *36 | 11/23/16 | \$1,250,000 | \$1,250,000 | \$304.66 | 94.34 |
| 61941024 | 12830 Butterfly Lane | Memorial Bend Si | 4 | 3 | 1 | 2 | 9,206 | 5,083 | 2016 | \$1,375,000 | *179 | 10/27/16 | \$1,275,000 | \$1,275,000 | \$250.84 | 92.73 |
| 66912424 | 402 Mignon Lane | Memorial Bend Si | 5 | 6 | 1 | 3 | 9,600 | 4,859 | 2015 | \$1,399,000 | 63 | 12/06/16 | \$1,300,000 | \$1,300,000 | \$267.54 | 92.92 |
| 60255422 | 12710 Cobblestone Drive | Fonn Villas | 4 | 4 | 1 | 2 | 9,041 | 4,923 | 2013 | \$1,650,000 | *62 | 10/13/16 | \$1,596,000 | \$1,596,000 | \$324.19 | 96.73 |
| 70734248 | 11323 Surrey Oaks Lane | Surrey Oaks | 4 | 5 | 1 | 2 | 9,366 | 5,058 | 2016 | \$2,175,000 | *122 | 02/23/17 | \$2,100,000 | \$2,100,000 | \$415.18 | 96.55 |
| 59747443 | 12010 Surrey Lane | Surrey Lane Plao | 5 | 5 | 1 | 3 | 19,035 | 6,076 | 2016 | \$2,438,000 | *40 | 12/14/16 | \$2,400,000 | \$2,400,000 | \$395.00 | 98.44 |
| 19061384 | 742 E Creekside Drive | Creekside Manor | 4 | 3 | 2 | 2 | 22,629 | 5,014 | 2016 | \$2,695,000 | 110 | 09/28/16 | \$2,550,000 | \$2,550,000 | \$508.58 | 94.62 |
| 81602485 | 11926 Broken Bough Drive | Memorial Shadow | 5 | 5 | 2 | 3 | 20,155 | 6,657 | 2016 | \$2,790,000 | *9 | 02/23/17 | \$2,661,500 | \$2,661,500 | \$399.80 | 95.39 |
| # LISTINGS: 10 | | | Medians: | | 4 | 4 | 1 | 2 | 9,286 | 5,021 | 2016 | | \$1,448,000 | \$1,448,000 | \$329.05 | 94.48 |
| | | | Minimums: | | 4 | 3 | 1 | 2 | 8,520 | 4,103 | 2013 | | \$1,135,000 | \$1,135,000 | \$270.51 | 81.07 |
| | | | Maximums: | | 5 | 6 | 2 | 3 | 22,629 | 6,657 | 2016 | | \$2,661,500 | \$2,661,500 | \$537.50 | 98.44 |
| | | | Averages: | | 4 | 4 | 1 | 2 | 12,523 | 5,122 | 2016 | | \$1,751,250 | \$1,751,250 | \$337.32 | 93.18 |

Quick Statistics (10 Listings Total)

| | Min | Max | Average | Median |
|------------|-------------|-------------|-------------|-------------|
| List Price | \$1,325,000 | \$2,790,000 | \$1,864,599 | \$1,524,995 |
| Sold Price | \$1,135,000 | \$2,661,500 | \$1,751,250 | \$1,448,000 |
| LP/SP | \$270.51 | \$537.50 | \$359.94 | \$329.05 |
| SP/SP | \$225.78 | \$508.58 | \$337.32 | \$314.43 |

6.1.8 Cloud CMA

On the results screen, when listings are selected, they can be used as comparables in the Cloud CMA tool.

| Previous • Next • 1-17 of 17 | | Checked 10 | | All • None • Page | | Display Agent Single Line | | at 25 | | p | |
|-------------------------------------|----|------------|----------|-------------------|----|---------------------------|--------------------------|-----------------------|----------|-------|-------------|
| <input type="checkbox"/> | # | TX | MLS # | Stat | AR | Office | Address | Subdivision | Lot Size | SF | Price |
| <input checked="" type="checkbox"/> | 1 | | 9052408 | CLOSD | 23 | RMXV01 | 12346 Barryknoll Lane | MEMORIAL HOLLOW | 9,040 | 5,027 | \$1,135,000 |
| <input checked="" type="checkbox"/> | 2 | | 42215303 | CLOSD | 23 | RELX01 | 12910 Tosca Lane | Memorial Bend Sec 01 | 8,640 | 4,420 | \$1,245,000 |
| <input checked="" type="checkbox"/> | 3 | | 9559646 | CLOSD | 23 | GKPI02 | 12607 Barryknoll Lane | Fonn Villas | 8,520 | 4,103 | \$1,250,000 |
| <input checked="" type="checkbox"/> | 4 | | 61941024 | CLOSD | 23 | SHUR01 | 12830 Butterfly Lane | Memorial Bend Sec 01 | 9,206 | 5,083 | \$1,275,000 |
| <input checked="" type="checkbox"/> | 5 | | 66912424 | CLOSD | 23 | NTGL01 | 402 Mignon Lane | Memorial Bend Sec 01 | 9,600 | 4,859 | \$1,300,000 |
| <input checked="" type="checkbox"/> | 6 | | 60255422 | CLOSD | 23 | TRNR06 | 12710 Cobblestone Drive | Fonn Villas | 9,041 | 4,923 | \$1,596,000 |
| <input checked="" type="checkbox"/> | 7 | | 70734248 | CLOSD | 23 | BERN01 | 11323 Surrey Oaks Lane | Surrey Oaks | 9,366 | 5,058 | \$2,100,000 |
| <input checked="" type="checkbox"/> | 8 | | 59747443 | CLOSD | 23 | GKPI02 | 12010 Surrey Lane | Surrey Lane Place | 19,035 | 6,076 | \$2,400,000 |
| <input checked="" type="checkbox"/> | 9 | | 19061384 | CLOSD | 23 | GKPI02 | 742 E Creekside Drive | Creekside Manor | 22,629 | 5,014 | \$2,550,000 |
| <input checked="" type="checkbox"/> | 10 | | 81602485 | CLOSD | 23 | HAW01 | 11926 Broken Bough Drive | Memorial Shadows | 20,155 | 6,657 | \$2,661,500 |
| <input type="checkbox"/> | 11 | | 26496074 | CLOSD | 23 | TRNR01 | 11602 Oak Shadows Lane | Curlee | 20,001 | 6,564 | \$2,800,000 |
| <input type="checkbox"/> | 12 | | 86630036 | CLOSD | 23 | TRNR01 | 737 W Creekside Drive | Creekside Manor U/R | 15,174 | 6,512 | \$3,050,000 |
| <input type="checkbox"/> | 13 | | 89209458 | CLOSD | 23 | TRNR01 | 11914 Knippwood Lane | Bunker Hill | 19,401 | 7,540 | \$3,095,000 |
| <input type="checkbox"/> | 14 | | 32012543 | CLOSD | 23 | BERN01 | 817 E Friar Tuck Lane | Sherwood Forest Sec C | 33,105 | 7,026 | \$3,500,000 |
| <input type="checkbox"/> | 15 | | 68978382 | CLOSD | 23 | PERD01 | 11010 Landon Lane | Hedwig Shadows | 23,712 | 7,535 | \$3,675,000 |
| <input type="checkbox"/> | 16 | | 14172214 | CLOSD | 23 | TRNR01 | 8730 Memorial | Pine Wood Estates | 39,281 | 5,817 | \$3,950,000 |
| <input type="checkbox"/> | 17 | | 57943107 | CLOSD | 23 | TRNR01 | 11713 Wink Road | Forest Glen | 24,496 | 7,095 | \$3,974,179 |

Actions

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[1]

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Listings

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Client

Notes (These are private notes that don't appear in the report)

Subject Property

Address

Enter a location with city/state or zip

Photo (Optional)

Choose File No file chosen

Property Type

Residential

Sq Ft

Beds

Baths

[Advanced info](#) - Additional subject info used in four column layouts.

How do you want to get comparative listings?

Exactly what you want - By MLS Numbers

9052408,42215303,9559646,61941024,66912424,60255422,70734248,59747443,19061384,81602485

Get exactly the listings you want by narrowing down your comps on the MLS first.

Tip: Separate your MLS Numbers with commas, spaces, or new lines.

OR

Quick and dirty - By Proximity

☐ Automatically find listings near the Subject Property

Get at least 10 listings

Only go back 6 months for off market listings

This method automatically brings back listings closest to the Subject Property.

Tip: Get more listings than you need - you can filter out listings that are not good comps in the next step.

6.1.9 Text Listings

On the results screen, when listings are selected, they can be sent via text message.

Previous • Next • 1-17 of 17
Checked 10
All • None • Page
Display Agent Single Line at 25

| | | TX | MLS # | Stat | AR | Office | Address | Subdivision | Lot Size | SF | Price |
|-------------------------------------|----|----|----------|-------|----|--------|--------------------------|-----------------------|----------|-------|-------------|
| <input checked="" type="checkbox"/> | 1 | | 9052408 | CLOSD | 23 | RMXV01 | 12346 Barryknoll Lane | MEMORIAL HOLLOW | 9,040 | 5,027 | \$1,135,000 |
| <input checked="" type="checkbox"/> | 2 | | 42215303 | CLOSD | 23 | RELX01 | 12910 Tosca Lane | Memorial Bend Sec 01 | 8,640 | 4,420 | \$1,245,000 |
| <input checked="" type="checkbox"/> | 3 | | 9559646 | CLOSD | 23 | GKPI02 | 12607 Barryknoll Lane | Fonn Villas | 8,520 | 4,103 | \$1,250,000 |
| <input checked="" type="checkbox"/> | 4 | | 61941024 | CLOSD | 23 | SHUR01 | 12830 Butterfly Lane | Memorial Bend Sec 01 | 9,206 | 5,083 | \$1,275,000 |
| <input checked="" type="checkbox"/> | 5 | | 66912424 | CLOSD | 23 | NTGL01 | 402 Mignon Lane | Memorial Bend Sec 01 | 9,600 | 4,859 | \$1,300,000 |
| <input checked="" type="checkbox"/> | 6 | | 60255422 | CLOSD | 23 | TRNR06 | 12710 Cobblestone Drive | Fonn Villas | 9,041 | 4,923 | \$1,596,000 |
| <input checked="" type="checkbox"/> | 7 | | 70734248 | CLOSD | 23 | BERN01 | 11323 Surrey Oaks Lane | Surrey Oaks | 9,366 | 5,058 | \$2,100,000 |
| <input checked="" type="checkbox"/> | 8 | | 59747443 | CLOSD | 23 | GKPI02 | 12010 Surrey Lane | Surrey Lane Place | 19,035 | 6,076 | \$2,400,000 |
| <input checked="" type="checkbox"/> | 9 | | 19061384 | CLOSD | 23 | GKPI02 | 742 E Creekside Drive | Creekside Manor | 22,629 | 5,014 | \$2,550,000 |
| <input checked="" type="checkbox"/> | 10 | | 81602485 | CLOSD | 23 | HAW01 | 11926 Broken Bough Drive | Memorial Shadows | 20,155 | 6,657 | \$2,661,500 |
| <input type="checkbox"/> | 11 | | 26496074 | CLOSD | 23 | TRNR01 | 11602 Oak Shadows Lane | Curlee | 20,001 | 6,564 | \$2,800,000 |
| <input type="checkbox"/> | 12 | | 86630036 | CLOSD | 23 | TRNR01 | 737 W Creekside Drive | Creekside Manor U/R | 15,174 | 6,512 | \$3,050,000 |
| <input type="checkbox"/> | 13 | | 89209458 | CLOSD | 23 | TRNR01 | 11914 Knippwood Lane | Bunker Hill | 19,401 | 7,540 | \$3,095,000 |
| <input type="checkbox"/> | 14 | | 32012543 | CLOSD | 23 | BERN01 | 817 E Friar Tuck Lane | Sherwood Forest Sec C | 33,105 | 7,026 | \$3,500,000 |
| <input type="checkbox"/> | 15 | | 68978382 | CLOSD | 23 | PERD01 | 11010 Landon Lane | Hedwig Shadows | 23,712 | 7,535 | \$3,675,000 |
| <input type="checkbox"/> | 16 | | 14172214 | CLOSD | 23 | TRNR01 | 8730 Memorial | Pine Wood Estates | 39,281 | 5,817 | \$3,950,000 |
| <input type="checkbox"/> | 17 | | 57943107 | CLOSD | 23 | TRNR01 | 11713 Wink Road | Forest Glen | 24,496 | 7,095 | \$3,974,179 |

Actions
Refine
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Carts

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CMA
Directions
Stats
Export
Quick CMA
Cloud CMA
Text Listings

[1]

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Cristina Schaefer would like to share some properties with you. Please click the link to view them. <http://www.har.com/u/1E8188449>

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Please Note: Please make sure your cell phone is on and capable to receive text messages. Mobile Providers may charge fees for receiving text messages. Please check with your mobile phone provider .

6.2 Refine

6.2.1 Narrow

On the results screen, when listings are selected, clicking narrow will remove the unselected listings.

Previous · Next · 1-17 of 17 Checked 10 All · None · Page Display Agent Single Line at 25 per page

| | TX | MLS # | Stat | AR | Office | Address | Subdivision | Lot Size | SF | Price | Prc/SF | YB | BR | Bth | DOM |
|-------------------------------------|----|----------|-------|----|--------|--------------------------|-----------------------|----------|-------|-------------|----------|------|----|-----|------|
| <input checked="" type="checkbox"/> | | 9052408 | CLOSE | 23 | RMXV01 | 12346 Barryknoll Lane | MEMORIAL HOLLOW | 9,040 | 5,027 | \$1,135,000 | \$225.78 | 2015 | 5 | 4/2 | 620 |
| <input checked="" type="checkbox"/> | | 42215303 | CLOSE | 23 | RELX01 | 12910 Tosca Lane | Memorial Bend Sec 01 | 8,640 | 4,420 | \$1,245,000 | \$281.67 | 2016 | 4 | 3/1 | * |
| <input checked="" type="checkbox"/> | | 9559646 | CLOSE | 23 | GKPI02 | 12607 Barryknoll Lane | Fonn Villas | 8,520 | 4,103 | \$1,250,000 | \$304.66 | 2016 | 4 | 4/1 | 36* |
| <input checked="" type="checkbox"/> | | 61941024 | CLOSE | 23 | SHUR01 | 12830 Butterfly Lane | Memorial Bend Sec 01 | 9,206 | 5,083 | \$1,275,000 | \$250.84 | 2016 | 4 | 3/1 | 179* |
| <input checked="" type="checkbox"/> | | 66912424 | CLOSE | 23 | NTGL01 | 402 Mignon Lane | Memorial Bend Sec 01 | 9,600 | 4,859 | \$1,300,000 | \$267.54 | 2015 | 5 | 6/1 | 63 |
| <input checked="" type="checkbox"/> | | 60255422 | CLOSE | 23 | TRNR06 | 12710 Cobblestone Drive | Fonn Villas | 9,041 | 4,923 | \$1,596,000 | \$324.19 | 2013 | 4 | 4/1 | 62* |
| <input checked="" type="checkbox"/> | | 70734248 | CLOSE | 23 | BERN01 | 11323 Surrey Oaks Lane | Surrey Oaks | 9,366 | 5,058 | \$2,100,000 | \$415.18 | 2016 | 4 | 5/1 | 122* |
| <input checked="" type="checkbox"/> | | 59747443 | CLOSE | 23 | GKPI02 | 12010 Surrey Lane | Surrey Lane Place | 19,035 | 6,076 | \$2,400,000 | \$395.00 | 2016 | 5 | 5/1 | 40* |
| <input checked="" type="checkbox"/> | | 19061384 | CLOSE | 23 | GKPI02 | 742 E Creekside Drive | Creekside Manor | 22,629 | 5,014 | \$2,550,000 | \$508.58 | 2016 | 4 | 3/2 | 110 |
| <input checked="" type="checkbox"/> | | 81602485 | CLOSE | 23 | HAWEO1 | 11926 Broken Bough Drive | Memorial Shadows | 20,155 | 6,657 | \$2,661,500 | \$399.80 | 2016 | 5 | 5/2 | 9* |
| <input type="checkbox"/> | | 26496074 | CLOSE | 23 | TRNR01 | 11602 Oak Shadows Lane | Curlee | 20,001 | 6,564 | \$2,800,000 | \$426.57 | 2014 | 5 | 5/2 | 143 |
| <input type="checkbox"/> | | 86630036 | CLOSE | 23 | TRNR01 | 737 W Creekside Drive | Creekside Manor U/R | 15,174 | 6,512 | \$3,050,000 | \$468.37 | 2016 | 5 | 5/2 | 123 |
| <input type="checkbox"/> | | 89209458 | CLOSE | 23 | TRNR01 | 11914 Knippwood Lane | Bunker Hill | 19,401 | 7,540 | \$3,095,000 | \$410.48 | 2015 | 5 | 5/3 | 86* |
| <input type="checkbox"/> | | 32012543 | CLOSE | 23 | BERN01 | 817 E Friar Tuck Lane | Sherwood Forest Sec C | 33,105 | 7,026 | \$3,500,000 | \$498.15 | 2014 | 5 | 6/2 | 134 |
| <input type="checkbox"/> | | 68978382 | CLOSE | 23 | PERD01 | 11010 Landon Lane | Hedwig Shadows | 23,712 | 7,535 | \$3,675,000 | \$487.72 | 2016 | 6 | 7/2 | 116* |
| <input type="checkbox"/> | | 14172214 | CLOSE | 23 | TRNR01 | 8730 Memorial | Pine Wood Estates | 39,281 | 5,817 | \$3,950,000 | \$679.04 | 2012 | 4 | 5/2 | 75* |
| <input type="checkbox"/> | | 57943107 | CLOSE | 23 | TRNR01 | 11713 Wink Road | Forest Glen | 24,496 | 7,095 | \$3,974,179 | \$560.14 | 2015 | 5 | 5/1 | 248 |

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Narrowed Results:

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| | TX | MLS # | Stat | AR | Office | Address | Subdivision | Lot Size | SF | Price | Prc/SF | YB | BR | Bth | DOM |
|--------------------------|----|----------|-------|----|--------|------------------------|-----------------------|----------|-------|-------------|----------|------|----|-----|------|
| <input type="checkbox"/> | | 26496074 | CLOSE | 23 | TRNR01 | 11602 Oak Shadows Lane | Curlee | 20,001 | 6,564 | \$2,800,000 | \$426.57 | 2014 | 5 | 5/2 | 143 |
| <input type="checkbox"/> | | 86630036 | CLOSE | 23 | TRNR01 | 737 W Creekside Drive | Creekside Manor U/R | 15,174 | 6,512 | \$3,050,000 | \$468.37 | 2016 | 5 | 5/2 | 123 |
| <input type="checkbox"/> | | 89209458 | CLOSE | 23 | TRNR01 | 11914 Knippwood Lane | Bunker Hill | 19,401 | 7,540 | \$3,095,000 | \$410.48 | 2015 | 5 | 5/3 | 86* |
| <input type="checkbox"/> | | 32012543 | CLOSE | 23 | BERN01 | 817 E Friar Tuck Lane | Sherwood Forest Sec C | 33,105 | 7,026 | \$3,500,000 | \$498.15 | 2014 | 5 | 6/2 | 134 |
| <input type="checkbox"/> | | 68978382 | CLOSE | 23 | PERD01 | 11010 Landon Lane | Hedwig Shadows | 23,712 | 7,535 | \$3,675,000 | \$487.72 | 2016 | 6 | 7/2 | 116* |
| <input type="checkbox"/> | | 14172214 | CLOSE | 23 | TRNR01 | 8730 Memorial | Pine Wood Estates | 39,281 | 5,817 | \$3,950,000 | \$679.04 | 2012 | 4 | 5/2 | 75* |
| <input type="checkbox"/> | | 57943107 | CLOSE | 23 | TRNR01 | 11713 Wink Road | Forest Glen | 24,496 | 7,095 | \$3,974,179 | \$560.14 | 2015 | 5 | 5/1 | 248 |

Actions [Refine](#) [Save](#) [Carts](#) [1] · Previous · Next

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6.2.2 Discard

On the results screen, when listings are selected, clicking discard will remove the selected listings.

Previous · Next · 1-17 of 17

Checked 10 All · None · Page

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| | # | TX | MLS # | Stat | AR | Office | Address | Subdivision | Lot Size | SF | Price | Prc/SF | YB | BR | Bth | DOM |
|-------------------------------------|----|----|----------|--------|----|--------|--------------------------|-----------------------|----------|-------|-------------|----------|------|----|-----|------|
| <input checked="" type="checkbox"/> | 1 | | 9052408 | CLOSED | 23 | RMXV01 | 12346 Barryknoll Lane | MEMORIAL HOLLOW | 9,040 | 5,027 | \$1,135,000 | \$225.78 | 2015 | 5 | 4/2 | 620 |
| <input checked="" type="checkbox"/> | 2 | | 42215303 | CLOSED | 23 | RELX01 | 12910 Tosca Lane | Memorial Bend Sec 01 | 8,640 | 4,420 | \$1,245,000 | \$281.67 | 2016 | 4 | 3/1 | * |
| <input checked="" type="checkbox"/> | 3 | | 9559646 | CLOSED | 23 | GKPI02 | 12607 Barryknoll Lane | Fonn Villas | 8,520 | 4,103 | \$1,250,000 | \$304.66 | 2016 | 4 | 4/1 | 36* |
| <input checked="" type="checkbox"/> | 4 | | 61941024 | CLOSED | 23 | SHUR01 | 12830 Butterfly Lane | Memorial Bend Sec 01 | 9,206 | 5,083 | \$1,275,000 | \$250.84 | 2016 | 4 | 3/1 | 179* |
| <input checked="" type="checkbox"/> | 5 | | 66912424 | CLOSED | 23 | NTGL01 | 402 Mignon Lane | Memorial Bend Sec 01 | 9,600 | 4,859 | \$1,300,000 | \$267.54 | 2015 | 5 | 6/1 | 63 |
| <input checked="" type="checkbox"/> | 6 | | 60255422 | CLOSED | 23 | TRNR06 | 12710 Cobblestone Drive | Fonn Villas | 9,041 | 4,923 | \$1,596,000 | \$324.19 | 2013 | 4 | 4/1 | 62* |
| <input checked="" type="checkbox"/> | 7 | | 70734248 | CLOSED | 23 | BERN01 | 11323 Surrey Oaks Lane | Surrey Oaks | 9,366 | 5,058 | \$2,100,000 | \$415.18 | 2016 | 4 | 5/1 | 122* |
| <input checked="" type="checkbox"/> | 8 | | 59747443 | CLOSED | 23 | GKPI02 | 12010 Surrey Lane | Surrey Lane Place | 19,035 | 6,076 | \$2,400,000 | \$395.00 | 2016 | 5 | 5/1 | 40* |
| <input checked="" type="checkbox"/> | 9 | | 19061384 | CLOSED | 23 | GKPI02 | 742 E Creekside Drive | Creekside Manor | 22,629 | 5,014 | \$2,550,000 | \$508.58 | 2016 | 4 | 3/2 | 110 |
| <input checked="" type="checkbox"/> | 10 | | 81602485 | CLOSED | 23 | HAWEO1 | 11926 Broken Bough Drive | Memorial Shadows | 20,155 | 6,657 | \$2,661,500 | \$399.80 | 2016 | 5 | 5/2 | 9* |
| <input type="checkbox"/> | 11 | | 26496074 | CLOSED | 23 | TRNR01 | 11602 Oak Shadows Lane | Curlee | 20,001 | 6,564 | \$2,800,000 | \$426.57 | 2014 | 5 | 5/2 | 143 |
| <input type="checkbox"/> | 12 | | 86630036 | CLOSED | 23 | TRNR01 | 737 W Creekside Drive | Creekside Manor U/R | 15,174 | 6,512 | \$3,050,000 | \$468.37 | 2016 | 5 | 5/2 | 123 |
| <input type="checkbox"/> | 13 | | 89209458 | CLOSED | 23 | TRNR01 | 11914 Knippwood Lane | Bunker Hill | 19,401 | 7,540 | \$3,095,000 | \$410.48 | 2015 | 5 | 5/3 | 86* |
| <input type="checkbox"/> | 14 | | 32012543 | CLOSED | 23 | BERN01 | 817 E Friar Tuck Lane | Sherwood Forest Sec C | 33,105 | 7,026 | \$3,500,000 | \$498.15 | 2014 | 5 | 6/2 | 134 |
| <input type="checkbox"/> | 15 | | 68978382 | CLOSED | 23 | PERD01 | 11010 Landon Lane | Hedwig Shadows | 23,712 | 7,535 | \$3,675,000 | \$487.72 | 2016 | 6 | 7/2 | 116* |
| <input type="checkbox"/> | 16 | | 14172214 | CLOSED | 23 | TRNR01 | 8730 Memorial | Pine Wood Estates | 39,281 | 5,817 | \$3,950,000 | \$679.04 | 2012 | 4 | 5/2 | 75* |
| <input type="checkbox"/> | 17 | | 57943107 | CLOSED | 23 | TRNR01 | 11713 Wink Road | Forest Glen | 24,496 | 7,095 | \$3,974,179 | \$560.14 | 2015 | 5 | 5/1 | 248 |

Actions [Refine](#) [Save](#) [Carts](#)

[1] · Previous · Next

View as Select a Contact

Narrow

Discard

Sort

Search selected for

Discarded Results:

Search run Tuesday, 11:32 AM

[Criteria](#) [Map](#) [Results](#)

Previous · Next · 1-7 of 7

Checked 0 All · None · Page

Display Agent Single Line at 25 per page

| | # | TX | MLS # | Stat | AR | Office | Address | Subdivision | Lot Size | SF | Price | Prc/SF | YB | BR | Bth | DOM |
|--------------------------|---|----|----------|--------|----|--------|------------------------|-----------------------|----------|-------|-------------|----------|------|----|-----|------|
| <input type="checkbox"/> | 1 | | 26496074 | CLOSED | 23 | TRNR01 | 11602 Oak Shadows Lane | Curlee | 20,001 | 6,564 | \$2,800,000 | \$426.57 | 2014 | 5 | 5/2 | 143 |
| <input type="checkbox"/> | 2 | | 86630036 | CLOSED | 23 | TRNR01 | 737 W Creekside Drive | Creekside Manor U/R | 15,174 | 6,512 | \$3,050,000 | \$468.37 | 2016 | 5 | 5/2 | 123 |
| <input type="checkbox"/> | 3 | | 89209458 | CLOSED | 23 | TRNR01 | 11914 Knippwood Lane | Bunker Hill | 19,401 | 7,540 | \$3,095,000 | \$410.48 | 2015 | 5 | 5/3 | 86* |
| <input type="checkbox"/> | 4 | | 32012543 | CLOSED | 23 | BERN01 | 817 E Friar Tuck Lane | Sherwood Forest Sec C | 33,105 | 7,026 | \$3,500,000 | \$498.15 | 2014 | 5 | 6/2 | 134 |
| <input type="checkbox"/> | 5 | | 68978382 | CLOSED | 23 | PERD01 | 11010 Landon Lane | Hedwig Shadows | 23,712 | 7,535 | \$3,675,000 | \$487.72 | 2016 | 6 | 7/2 | 116* |
| <input type="checkbox"/> | 6 | | 14172214 | CLOSED | 23 | TRNR01 | 8730 Memorial | Pine Wood Estates | 39,281 | 5,817 | \$3,950,000 | \$679.04 | 2012 | 4 | 5/2 | 75* |
| <input type="checkbox"/> | 7 | | 57943107 | CLOSED | 23 | TRNR01 | 11713 Wink Road | Forest Glen | 24,496 | 7,095 | \$3,974,179 | \$560.14 | 2015 | 5 | 5/1 | 248 |

Actions [Refine](#) [Save](#) [Carts](#)

[1] · Previous · Next

View as Select a Contact

Narrow

Discard

Un-Discard

Sort

Search selected for

6.2.3 Sort

Clicking Sort will allow users to change the sort order of the Results Grid.

Search run Tuesday, 11:32 AM

Criteria Map Results

Previous · Next · 1-17 of 17 Checked 0 All · None · Page Display Agent Single Line at 25 per page

Matrix - Google Chrome

matrix.harmls.com/Matrix/MultiSortPopup.aspx?BB=MultiSort&c=AAEAAAD*****AQAAAAAAAAAQAQAAAFQAAAAAGAgA

Sort Results

Select the field(s) to sort by. Double-click an item in the "Sort Fields" list to change the sort order between Ascending and Descending.

Available Fields

- Acres
- Acres Description
- Active Date
- Active Open House Count
- Amortized Years
- Area
- Auction Date
- Baths Full
- Baths Half
- Beds Max
- Bonus End Date
- Builder Name
- Building Name
- Buyer Contingent
- Buyer Rep YN

Sort Fields

- Status (Ascending)
- Current Price (Ascending)

Search:

Cancel OK

Actions Refine

View as Select a

Property Type is 'Single' Status is 'Sold'

| Prc/SF | YB | BR | Bth | DOM |
|--------|------|----|-----|------|
| 225.78 | 2015 | 5 | 4/2 | 620 |
| 281.67 | 2016 | 4 | 3/1 | * |
| 304.66 | 2016 | 4 | 4/1 | 36* |
| 250.84 | 2016 | 4 | 3/1 | 179* |
| 267.54 | 2015 | 5 | 6/1 | 63 |
| 324.19 | 2013 | 4 | 4/1 | 62* |
| 415.18 | 2016 | 4 | 5/1 | 122* |
| 395.00 | 2016 | 5 | 5/1 | 40* |
| 508.58 | 2016 | 4 | 3/2 | 110 |
| 399.80 | 2016 | 5 | 5/2 | 9* |
| 426.57 | 2014 | 5 | 5/2 | 143 |
| 468.37 | 2016 | 5 | 5/2 | 123 |
| 410.48 | 2015 | 5 | 5/3 | 86* |
| 498.15 | 2014 | 5 | 6/2 | 134 |
| 487.72 | 2016 | 6 | 7/2 | 116* |
| 679.04 | 2012 | 4 | 5/2 | 75* |
| 560.14 | 2015 | 5 | 5/1 | 248 |

Previous · Next

6.3 Save

6.3.1 New Saved Search

On the results screen, New Saved Search will allow users to save a search for quick access at a later time.

Previous • Next • 1-11 of 11
Checked 0
All • None • Page
Display Agent Single Line ▼ at 25 ▼

| <input type="checkbox"/> | # | TX | MLS # | Stat | AR | Office | Address | Subdivision | Lot Size | SF | Price |
|--------------------------|----|----|----------|------|----|--------|------------------------|---------------------------|----------|-------|-----------|
| <input type="checkbox"/> | 1 | | 61251924 | ACT | 33 | utxr01 | 305 Oak Creek Lane | Rustic Oaks Sec 1 95 | 8,880 | 2,993 | \$309,900 |
| <input type="checkbox"/> | 2 | | 62340134 | ACT | 33 | RMXD02 | 620 Castle Cove Lane | South Shore Harbour Sec S | 7,130 | 2,913 | \$329,900 |
| <input type="checkbox"/> | 3 | | 69857931 | ACT | 33 | utxr01 | 301 Torrey Court | The Meadows Sec 6 2007 | 15,181 | 3,139 | \$332,500 |
| <input type="checkbox"/> | 4 | | 97614884 | ACT | 33 | ROEX01 | 4414 Field Glen Court | Claremont Park Sec 2 99 | 10,158 | 3,253 | \$344,000 |
| <input type="checkbox"/> | 5 | | 894251 | ACT | 33 | KWHM01 | 2703 Porto Bianco Lane | Tuscan Lakes | 13,212 | 3,388 | \$350,000 |
| <input type="checkbox"/> | 6 | | 25062484 | ACT | 33 | PRYR01 | 2008 Bywater Court | Marina Bay Park Sec 3 96 | 7,747 | 3,206 | \$359,900 |
| <input type="checkbox"/> | 7 | | 78249745 | ACT | 33 | JDIR01 | 2212 Navajo Pass | SEDONA 2009 | 10,400 | 2,872 | \$379,999 |
| <input type="checkbox"/> | 8 | | 10814801 | ACT | 33 | utxr01 | 5210 Sandy Meadow Lane | Magnolia Creek Sec 3 2000 | 9,439 | 3,870 | \$387,000 |
| <input type="checkbox"/> | 9 | | 61198974 | ACT | 33 | BERK02 | 381 Henderson Lane | Westover Park | 18,515 | 4,334 | \$399,900 |
| <input type="checkbox"/> | 10 | | 50211376 | OP | 33 | SPKK01 | 2212 Crossbrook Court | South Shore Harbour | 9,170 | 2,929 | \$337,500 |
| <input type="checkbox"/> | 11 | | 87366954 | PEND | 33 | RESN01 | 2226 Ocotillo Street | The Meadows Sec 3 2006 | 13,185 | 3,088 | \$375,000 |

Actions
Refine
Save
Carts

New Saved Search
New Auto Email
New Speed Bar Shortcut

Save a New Saved Search

Search Name:

Contact: [Create a New Contact](#)

☐ Enable as Favorite Search on Home tab (10 maximum)

Criteria

Property Type is 'Single-Family'
Status is one of 'Active', 'Option Pending', 'Pend Cont to Show', 'Pending'
Current Price is 300000 to 400000
Beds Total is 4+
Pool Private is yes
Market Area is 'League City'

6.3.2 New Auto Email

On the results screen, New Auto Email will allow users to have the system notify their contacts when there are new or updated properties that match their criteria.

Previous · Next · 1-11 of 11

















Checked 0

All · None · Page

Display

Agent Single Line ▾

at 25 ▾

| <input type="checkbox"/> | # |  | TX |  | MLS # | Stat | AR | Office | Address | Subdivision | Lot Size | SF | Price |
|--------------------------|----|---|----|---|----------|------|----|--------|------------------------|---------------------------|----------|-------|-----------|
| <input type="checkbox"/> | 1 |  | TX |  | 61251924 | ACT | 33 | utxr01 | 305 Oak Creek Lane | Rustic Oaks Sec 1 95 | 8,880 | 2,993 | \$309,900 |
| <input type="checkbox"/> | 2 |  | TX |  | 62340134 | ACT | 33 | RMXD02 | 620 Castle Cove Lane | South Shore Harbour Sec S | 7,130 | 2,913 | \$329,900 |
| <input type="checkbox"/> | 3 |  | TX |  | 69857931 | ACT | 33 | utxr01 | 301 Torrey Court | The Meadows Sec 6 2007 | 15,181 | 3,139 | \$332,500 |
| <input type="checkbox"/> | 4 |  | TX |  | 97614884 | ACT | 33 | ROEX01 | 4414 Field Glen Court | Claremont Park Sec 2 99 | 10,158 | 3,253 | \$344,000 |
| <input type="checkbox"/> | 5 |  | TX |  | 894251 | ACT | 33 | KWHM01 | 2703 Porto Bianco Lane | Tuscan Lakes | 13,212 | 3,388 | \$350,000 |
| <input type="checkbox"/> | 6 |  | TX |  | 25062484 | ACT | 33 | PRYR01 | 2008 Bywater Court | Marina Bay Park Sec 3 96 | 7,747 | 3,206 | \$359,900 |
| <input type="checkbox"/> | 7 |  | TX |  | 78249745 | ACT | 33 | JDIR01 | 2212 Navajo Pass | SEDONA 2009 | 10,400 | 2,872 | \$379,999 |
| <input type="checkbox"/> | 8 |  | TX |  | 10814801 | ACT | 33 | utxr01 | 5210 Sandy Meadow Lane | Magnolia Creek Sec 3 2000 | 9,439 | 3,870 | \$387,000 |
| <input type="checkbox"/> | 9 |  | TX |  | 61198974 | ACT | 33 | BERK02 | 381 Henderson Lane | Westover Park | 18,515 | 4,334 | \$399,900 |
| <input type="checkbox"/> | 10 |  | TX |  | 50211376 | OP | 33 | SPKK01 | 2212 Crossbrook Court | South Shore Harbour | 9,170 | 2,929 | \$337,500 |
| <input type="checkbox"/> | 11 |  | TX |  | 87366954 | PEND | 33 | RESN01 | 2226 Ocotillo Street | The Meadows Sec 3 2006 | 13,185 | 3,088 | \$375,000 |

Actions Refine Save Carts

New Saved Search New Auto Email New Speed Bar Shortcut

*For more information on the Auto Email function, see the 'Auto Email to Contacts' section.

6.3.3 New Speed Bar Shortcut

On the results screen, New Speed Bar Shortcut will allow users to create new shortcuts.

Previous · Next · 1-11 of 11












































Checked 0

All · None · Page

Display


Agent Single Line ▾

at 25 ▾

| <input type="checkbox"/> | # | <input type="checkbox"/> | <input type="checkbox"/> | TX | <input type="checkbox"/> | MLS # | Stat | AR | Office | Address | Subdivision | Lot Size | SF | Price | |
|--------------------------|----|---|---|---|---|---|----------|------|--------|---------|------------------------|---------------------------|--------|-------|-----------|
| <input type="checkbox"/> | 1 |  |  |  |  |  | 61251924 | ACT | 33 | utxr01 | 305 Oak Creek Lane | Rustic Oaks Sec 1 95 | 8,880 | 2,993 | \$309,900 |
| <input type="checkbox"/> | 2 |  |  |  |  |  | 62340134 | ACT | 33 | RMXD02 | 620 Castle Cove Lane | South Shore Harbour Sec S | 7,130 | 2,913 | \$329,900 |
| <input type="checkbox"/> | 3 |  |  |  |  |  | 69857931 | ACT | 33 | utxr01 | 301 Torrey Court | The Meadows Sec 6 2007 | 15,181 | 3,139 | \$332,500 |
| <input type="checkbox"/> | 4 |  |  |  |  |  | 97614884 | ACT | 33 | ROEX01 | 4414 Field Glen Court | Claremont Park Sec 2 99 | 10,158 | 3,253 | \$344,000 |
| <input type="checkbox"/> | 5 |  |  |  |  |  | 894251 | ACT | 33 | KWHM01 | 2703 Porto Bianco Lane | Tuscan Lakes | 13,212 | 3,388 | \$350,000 |
| <input type="checkbox"/> | 6 |  |  |  |  |  | 25062484 | ACT | 33 | PRYR01 | 2008 Bywater Court | Marina Bay Park Sec 3 96 | 7,747 | 3,206 | \$359,900 |
| <input type="checkbox"/> | 7 |  |  |  |  |  | 78249745 | ACT | 33 | JDIR01 | 2212 Navajo Pass | SEDONA 2009 | 10,400 | 2,872 | \$379,999 |
| <input type="checkbox"/> | 8 |  |  |  |  |  | 10814801 | ACT | 33 | utxr01 | 5210 Sandy Meadow Lane | Magnolia Creek Sec 3 2000 | 9,439 | 3,870 | \$387,000 |
| <input type="checkbox"/> | 9 |  |  |  |  |  | 61198974 | ACT | 33 | BERK02 | 381 Henderson Lane | Westover Park | 18,515 | 4,334 | \$399,900 |
| <input type="checkbox"/> | 10 |  |  |  |  |  | 50211376 | OP | 33 | SPKK01 | 2212 Crossbrook Court | South Shore Harbour | 9,170 | 2,929 | \$337,500 |
| <input type="checkbox"/> | 11 |  |  |  |  |  | 87366954 | PEND | 33 | RESN01 | 2226 Ocotillo Street | The Meadows Sec 3 2006 | 13,185 | 3,088 | \$375,000 |

Actions Refine Save Carts

New Saved Search New Auto Email New Speed Bar Shortcut


 Save a New Speed Bar Shortcut


Speed Bar Shortcut: /

Description (optional):

Criteria:

- Property Type is 'Single-Family'
- Status is one of 'Active', 'Option Pending', 'Pend Cont to Show', 'Pending'
- Current Price is 250000 to 300000
- Beds Total is 4
- Year Built is 2010+
- No Of Garage Cap is 3+
- Zip Code is like '77433*'

 Cancel

 Save

6.4 Carts

Carts will allow users to store properties for use at a later time.

Previous · Next · 1-11 of 11 Checked 0 All · None · Page Display Agent Single Line at 25

| <input type="checkbox"/> | # | TX | MLS # | Stat | AR | Office | Address | Subdivision | Lot Size | SF | Price |
|--------------------------|----|----|----------|------|----|--------|------------------------|---------------------------|----------|-------|-----------|
| <input type="checkbox"/> | 1 | | 61251924 | ACT | 33 | utxr01 | 305 Oak Creek Lane | Rustic Oaks Sec 1 95 | 8,880 | 2,993 | \$309,900 |
| <input type="checkbox"/> | 2 | | 62340134 | ACT | 33 | RMXD02 | 620 Castle Cove Lane | South Shore Harbour Sec S | 7,130 | 2,913 | \$329,900 |
| <input type="checkbox"/> | 3 | | 69857931 | ACT | 33 | utxr01 | 301 Torrey Court | The Meadows Sec 6 2007 | 15,181 | 3,139 | \$332,500 |
| <input type="checkbox"/> | 4 | | 97614884 | ACT | 33 | ROEX01 | 4414 Field Glen Court | Claremont Park Sec 2 99 | 10,158 | 3,253 | \$344,000 |
| <input type="checkbox"/> | 5 | | 894251 | ACT | 33 | KWHM01 | 2703 Porto Bianco Lane | Tuscan Lakes | 13,212 | 3,388 | \$350,000 |
| <input type="checkbox"/> | 6 | | 25062484 | ACT | 33 | PRYR01 | 2008 Bywater Court | Marina Bay Park Sec 3 96 | 7,747 | 3,206 | \$359,900 |
| <input type="checkbox"/> | 7 | | 78249745 | ACT | 33 | JDIR01 | 2212 Navajo Pass | SEDONA 2009 | 10,400 | 2,872 | \$379,999 |
| <input type="checkbox"/> | 8 | | 10814801 | ACT | 33 | utxr01 | 5210 Sandy Meadow Lane | Magnolia Creek Sec 3 2000 | 9,439 | 3,870 | \$387,000 |
| <input type="checkbox"/> | 9 | | 61198974 | ACT | 33 | BERK02 | 381 Henderson Lane | Westover Park | 18,515 | 4,334 | \$399,900 |
| <input type="checkbox"/> | 10 | | 50211376 | OP | 33 | SPKK01 | 2212 Crossbrook Court | South Shore Harbour | 9,170 | 2,929 | \$337,500 |
| <input type="checkbox"/> | 11 | | 87366954 | PEND | 33 | RESN01 | 2226 Ocotillo Street | The Meadows Sec 3 2006 | 13,185 | 3,088 | \$375,000 |

Actions Refine Save **Carts**

Add to Cart View Cart: My Cross Property (0) New Contact

Julie Andrews · Cart (4) (1*) (0) (0) (0)

Previous · Next · 1-4 of 4 Checked 4 All · None · Page Display Agent

| <input checked="" type="checkbox"/> | Emailed | # | TX | MLS # | Stat | AR | Office | Address | Subdivi |
|-------------------------------------|---------|---|----|----------|------|----|--------|-----------------------|---------|
| <input checked="" type="checkbox"/> | Never | 1 | | 61251924 | ACT | 33 | utxr01 | 305 Oak Creek Lane | Rustic |
| <input checked="" type="checkbox"/> | Never | 2 | | 62340134 | ACT | 33 | RMXD02 | 620 Castle Cove Lane | South |
| <input checked="" type="checkbox"/> | Never | 3 | | 69857931 | ACT | 33 | utxr01 | 301 Torrey Court | The Me |
| <input checked="" type="checkbox"/> | Never | 4 | | 97614884 | ACT | 33 | ROEX01 | 4414 Field Glen Court | Clarem |

Actions Refine Save **Carts**

Email Print CMA Directions Stats Export Quick CMA Cloud CMA Text Listings

7 Auto Email to Contacts

To have the system generate listings emails to clients, first a search needs to be created. Once the initial listings are selected/checked, click "Save", then "New Auto Email".

Previous · Next · 1-23 of 23 Checked 0 All · None · Page Display Agent Single Line at 25 per page

| # | TX | MLS # | Stat | AR | Office | Address | Subdivision | Lot Size | SF | Price | Prc/SF | YB | BR | Bth | DOM |
|----|----|----------|------|----|--------|----------------------------|---------------------------|----------|-------|-------------|----------|------|----|-----|-----|
| 1 | | 10731055 | ACT | 31 | RELX01 | 11133 Olympia | Torre Villas 2.0 | | 2,717 | \$459,900 | \$169.27 | 2016 | 4 | 3/1 | 236 |
| 2 | | 76886629 | ACT | 31 | DYCO01 | 13220 Dartmoor Terrace | Parkway Terrace | | 2,969 | \$480,000 | \$161.67 | 2015 | 4 | 4/1 | 566 |
| 3 | | 48696024 | ACT | 31 | BRTN01 | 13218 Parkway Glen Drive | Parkway Terrace | 4,500 | 3,116 | \$518,990 | \$166.56 | 2016 | 5 | 4/0 | 92 |
| 4 | | 1726184 | ACT | 31 | RMXP01 | 2016 Arrowood Glen Drive | PARKWAY TERRACE | 6,283 | 3,458 | \$675,000 | \$195.20 | 2014 | 4 | 3/1 | 46 |
| 5 | | 4125340 | ACT | 31 | TRNR01 | 13606 Westin Hills Court | The Parkway | 6,125 | 3,668 | \$790,000 | \$215.38 | 2016 | 4 | 3/1 | 12* |
| 6 | | 16305407 | ACT | 31 | TRNR01 | 2103 Camden Creek Lane | The Parkway | 7,306 | 4,184 | \$810,000 | \$193.59 | 2016 | 5 | 4/1 | 41 |
| 7 | | 3001487 | ACT | 31 | TRNR01 | 2107 Camden Creek Lane | The Parkway | 7,200 | 4,721 | \$860,000 | \$182.16 | 2016 | 5 | 3/2 | 42 |
| 8 | | 49059724 | ACT | 31 | MALR01 | 1811 Jade Hollow Lane | Lakes of Parkway | 7,200 | 4,893 | \$875,000 | \$178.83 | 2012 | 5 | 4/1 | 55 |
| 9 | | 31828944 | ACT | 31 | SHUR01 | 1326 E Vistawood Drive | Lakeside Place Sec 01 | 11,438 | 4,349 | \$898,900 | \$206.69 | 2017 | 4 | 4/1 | 68 |
| 10 | | 49623036 | ACT | 31 | BBFH01 | 14423 Tivoli Drive | Terraces on Memorial Ame | 8,477 | 4,449 | \$899,900 | \$202.27 | 2009 | 5 | 4/1 | 62 |
| 11 | | 11539876 | ACT | 31 | TRNR01 | 13702 Harrison Hill Court | The Parkway | 7,445 | 4,634 | \$935,000 | \$201.77 | 2016 | 5 | 4/2 | 39* |
| 12 | | 11306540 | ACT | 31 | TRNR01 | 2331 Wyndam Heights Lane | The Parkway | 7,994 | 4,369 | \$995,000 | \$227.74 | 2016 | 4 | 4/1 | 29 |
| 13 | | 56196896 | ACT | 31 | TIFM01 | 14450 Kingston Cove Lane | Lakes Of Parkway | 9,478 | 4,347 | \$1,000,000 | \$230.04 | 2013 | 5 | 5/2 | 34 |
| 14 | | 64311677 | ACT | 31 | TRNR01 | 13706 Harrison Hill Court | The Parkway | 12,743 | 4,378 | \$1,082,000 | \$247.14 | 2016 | 5 | 5/1 | 22* |
| 15 | | 62295406 | ACT | 31 | BERK02 | 13919 Hampton Cove Drive | Lakes/Parkway Sec 15 | 11,040 | 4,441 | \$1,200,000 | \$270.21 | 2006 | 4 | 3/1 | 12 |
| 16 | | 52912437 | ACT | 31 | DYCO01 | 14218 Teal Cove Lane | Lakes Of Parkway Sec 18 A | 8,469 | 5,542 | \$1,295,000 | \$233.67 | 2013 | 5 | 5/1 | 260 |
| 17 | | 78203432 | ACT | 31 | HTEX05 | 2110 Diamond Springs Drive | Lakes of Parkway | 14,765 | 7,010 | \$1,498,000 | \$213.69 | 2007 | 5 | 6/1 | 258 |
| 18 | | 67566849 | ACT | 31 | MONI01 | 13911 Slate Creek | LAKES OF PARKWAY SEC 1 | 8,750 | 6,559 | \$1,750,000 | \$266.81 | 2012 | 5 | 4/2 | 70* |
| 19 | | 37001649 | OP | 31 | WOLF01 | 2202 Capri Isle Court | Lakes Of Parkway | 14,606 | 8,487 | \$1,995,000 | \$235.07 | 2005 | 5 | 4/3 | 58* |
| 20 | | 49299794 | PSHO | 31 | COLD05 | 14438 Basalt Lane | Terraces on Memorial | 3,412 | 3,162 | \$415,000 | \$131.25 | 2008 | 4 | 3/1 | 56* |
| 21 | | 18111444 | PSHO | 31 | BRTN01 | 13222 Parkway Glen Drive | Parkway Terrace | 4,499 | 3,496 | \$535,000 | \$153.03 | 2016 | 4 | 3/1 | 71 |

Actions Refine Save Carts [1] Previous · Next

New Saved Search New Auto Email New Speed Bar Shortcut

This opens the Auto Email dialog box.

Save a New Auto Email

Recipients

Contact: [Create a New Contact](#)
To:
CC:
☒ BCC me a copy of all emails

Message

Subject:

Welcome Email Recurring Email

Salutation:
Message:

Welcome to "The Portal!"

All messages I send to you containing listing information, whether they have been sent manually or through an automated search that I have created for you, will contain a link to your personalized page on The Portal.

You can access The Portal with your favorite web browser, where you'll be able to view the listing information, photographs, maps, and more. For

Signature: Thank you,

Cristina Schaefer
Training and Member Outreach Specialist
Houston Association of REALTORS®
(713)629-1900 ext. 705
cristina@har.com

[Edit Your Signature](#)

Language:

Criteria:

Property Type is 'Single-Family'
Status is one of 'Active', 'Option Pending', 'Pend Cont to Show', 'Pending'
Beds Total is 4+
Year Built is 2005+
Geo Market Area is 'Energy Corridor'

Settings

Concierge: ☐ Enable concierge mode
☐ Enable as a Favorite Search on Home tab (10 maximum)

Schedule

☐ ASAP: Emails are sent as soon as possible.
☒ Daily: Emails are sent on the days you choose.

Sun Mon Tue Wed Thu Fri Sat


☒ All AM ☒ AM ☒ AM ☒ AM ☒ AM ☒ AM ☒ AM
☐ All PM ☐ PM ☐ PM ☐ PM ☐ PM ☐ PM ☐ PM

Clear

☐ Monthly: Emails are sent on the first of the month at midnight.

Cancel Save

Either an existing Contact may be chosen by selecting the down arrow and choosing from a list or a new Contact may be created. First name, last name and email address are all required fields.

 **Recipients**


Contact: [Create a New Contact](#)

To:

CC:

☒ [BCC me a copy of all emails](#)

Next, a Subject must be entered for the emails. The system will generate a message for the body of the email, but it can be modified by entering new text in the Message field.

 **Message**

Subject:

Properties that match your criteria

Welcome Email

[Recurring Email](#)

Salutation:

Message:

Welcome to "The Portal"!

All messages I send to you containing listing information, whether they have been sent manually or through an automated search that I have created for you, will contain a link to your personalized page on The Portal.

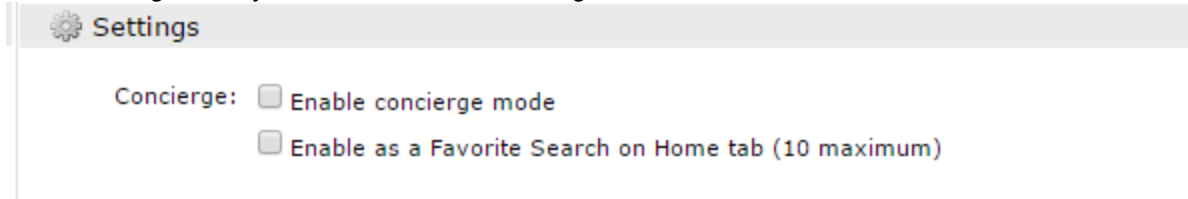
You can access The Portal with your favorite web browser, where you'll be able to view the listing information, photographs, maps, and more. For


Signature: Thank you,

Cristina Schaefer
Training and Member Outreach Specialist
Houston Association of REALTORS®
(713)629-1900 ext. 705
cristina@har.com

[Edit Your Signature](#)

Under Settings, the system defaults can be changed.



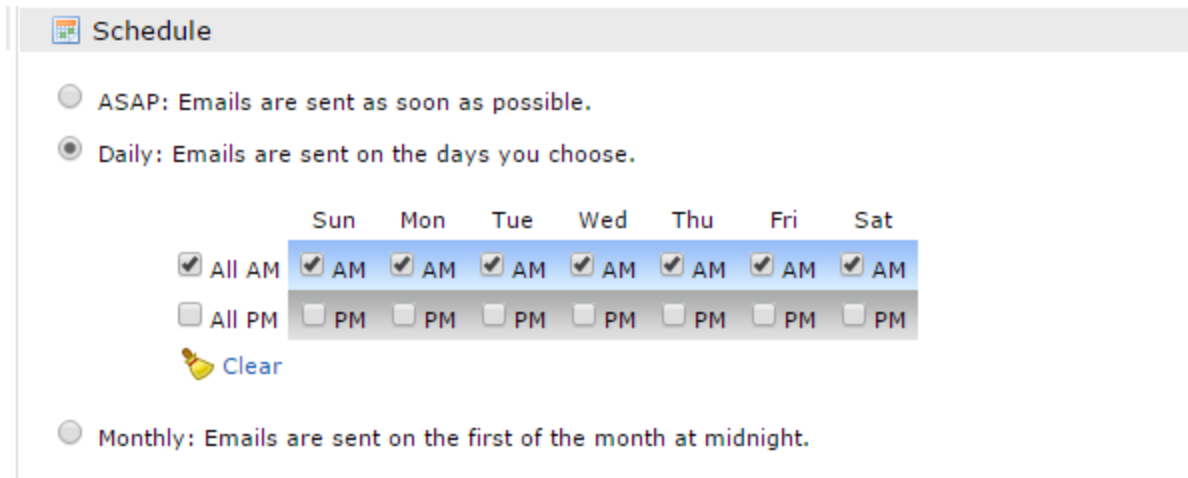
 **Settings**


Concierge: ☐ Enable concierge mode

☐ Enable as a Favorite Search on Home tab (10 maximum)

Enable Concierge Mode sends the listings to the agent to select/review before sending the listings to the client.

Enable as Favorite Search saves the search for immediate access on the Home Screen.




 **Schedule**

☐ ASAP: Emails are sent as soon as possible.

☒ Daily: Emails are sent on the days you choose.

| | Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|--|--|--|--|--|--|--|--|
| <input checked="" type="checkbox"/> All AM | <input checked="" type="checkbox"/> AM | <input checked="" type="checkbox"/> AM | <input checked="" type="checkbox"/> AM | <input checked="" type="checkbox"/> AM | <input checked="" type="checkbox"/> AM | <input checked="" type="checkbox"/> AM | <input checked="" type="checkbox"/> AM |
| <input type="checkbox"/> All PM | <input type="checkbox"/> PM | <input type="checkbox"/> PM | <input type="checkbox"/> PM | <input type="checkbox"/> PM | <input type="checkbox"/> PM | <input type="checkbox"/> PM | <input type="checkbox"/> PM |

 [Clear](#)

☐ Monthly: Emails are sent on the first of the month at midnight.

Schedule determines the frequency of the auto emails. ASAP sends the emails when a listing matches the criteria. Daily can be set to email up to twice a day on the selected days. Monthly sends the email on the first of the month.

Once the information is saved, the system will start sending the emails.

8 The Client Portal

The activity of all contacts can be accessed from the Matrix navigation menu. Hover the "My Matrix" tab and select "Contacts".

Active Contacts (13)

Search: Filter Contacts: ... choose a filter


| <input type="checkbox"/> | Name | Email | Category | My Last Use | Last Portal Visit | | | | | | |
|--------------------------|-------------------|------------------|----------|----------------|-------------------|---|---|---|---|---|---|
| <input type="checkbox"/> | Banks George | gb@me.com | | 0 0 never | never | 0 | 0 | 0 | 0 | 0 | 0 |
| <input type="checkbox"/> | Barker Bob | bb@har.com | | 0 0 never | never | 0 | 0 | 0 | 0 | 0 | 0 |
| <input type="checkbox"/> | Cooper Bradley | bc@har.com | | 0 0 never | never | 0 | 0 | 0 | 0 | 0 | 0 |
| <input type="checkbox"/> | Dylan Bob | bobd@har.com | | 1 0 12/17/2016 | never | 6 | 0 | 0 | 0 | 0 | 0 |
| <input type="checkbox"/> | Fallon Jimmy | jf@har.com | | 0 0 never | never | 0 | 0 | 0 | 0 | 0 | 0 |
| <input type="checkbox"/> | Foster Arian | afoster@har.com | | 0 0 never | never | 0 | 0 | 0 | 0 | 0 | 0 |
| <input type="checkbox"/> | Frog Kermit | kf@har.com | | 0 0 never | never | 0 | 0 | 0 | 0 | 0 | 0 |
| <input type="checkbox"/> | Johnson Andre | aj@me.com | | 0 0 never | never | 0 | 0 | 0 | 0 | 0 | 0 |
| <input type="checkbox"/> | Johnson John | jjohnson@har.com | | 3 1 12/14/2016 | never | 0 | 0 | 0 | 0 | 0 | 0 |
| <input type="checkbox"/> | Lawrence Jennifer | jlaw@har.com | | 0 0 never | never | 0 | 0 | 0 | 0 | 0 | 0 |
| <input type="checkbox"/> | Poppins Mary | mp@har.com | | 0 0 never | never | 0 | 0 | 0 | 0 | 0 | 0 |
| <input type="checkbox"/> | Roberts Julia | jr@har.com | | 0 0 never | never | 0 | 0 | 0 | 0 | 0 | 0 |
| <input type="checkbox"/> | Watt JJ | jjw@har.com | | 0 0 02/18/2016 | never | 0 | 0 | 0 | 0 | 0 | 0 |

The icons in the top right corner indicated listings the client may have marked as a favorites, possibilities or discards.


| | | | | | |
|--------------------------|-----------------|----------------|----------------|-------------|-------------|
| <input type="checkbox"/> | Dylan Bob | bobd@har.com | 1 0 12/17/2016 | never | 6 0 0 0 0 0 |
| | Details | | | | |
| | Auto Emails (1) | | | | |
| | CMAs (1) | | | | |
| | Sent Email (1) | | | | |
| | Edit Contact | Delete Contact | Start CMA | Open Portal | Open Cart |

The down arrow next to the client's name can be selected to see the client's portal details.

Selecting Open Portal will display the client's welcome screen.



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 I love teaching Realtors!
 Houston Assn of REALTORS




[Find a Home](#)
[My Searches](#)
[Favorites](#)
[Messages](#)
[My Agent](#)


Dear Bob Dylan,

Hi! My name is Cristina Schaefer and I am a Training and Member Outreach Specialist for the Houston Association of Realtors. As a native Houstonian, I feel very fortunate to have found a "home" at HAR. HAR is the local association for Realtors in Houston and surrounding areas and happens to be one of the largest Realtor associations in the country with about 34,000 members. I teach a variety of classes offered onsite at each of the four HAR branch offices. These courses include Social Media applications, Matrix MLS, Marketing and Branding, as well as our New Member Orientations. I also travel outside of HAR to area Brokerage offices to help broaden our member's knowledge of the many free client retention and agent productivity tools offered them through their HAR membership.

[View My Active Listings](#)
[View My Office Active Listings](#)

Why Consumers Should Always Use a Realtor

Why Consumers Should Always Use a REALTO... 



Cristina Schaefer
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 cristina@har.com
 I love teaching Realtors!
 Houston Assn of REALTORS

9

Public Records will give the user access to the Realist Tax program as well as Mud Bond information.

[illegible]

10 Stats

Use System Presets to create and save customized statistical reports.

PresetsCustomizeSave

System Presets

ADOM vs List Price Median

Historic Count of Active Listings

Historic Sales by Year

Historic Sales Price Trend

Historic Sales x Price Range

List Price / Sqft Ratios

Original Price vs Sold Price

Sale Price / List Price Ratios

My Presets

77339 Historic Sales

List Price / Sqft Ratios 77406

Sale Price / List Price Ratios in Bellaire

Sale Price / List Price Ratios Memorial West

Sale to List Price Ratio for 77027

Generate

Map Search: No Map Selected

Within 0.25 miles of My Location

Area

34 - Aldine-Westfield Area

28 - Alief Area

75 - Anderson County

45 - Angelina County

57 - Austin County

Or Not

Geo Market Area

1960/Cypress

1960/Cypress Creek North

1960/Cypress Creek South

Aldine Area

Alief

Or Not

City

Subdivision

Legal Subdivision

School District

1 - Aldine

Zip Code

Section #

Key Map

Location

278 - Ace

Property Type

Single-Family

Townhouse/Condo

Lots

Multi-Family

Country Homes/Acreage

Not

Price

(000s)

Beds

Full Baths

Half Baths


Sq Foot

Lot Size

Year Built

11 Market Reports

Market Reports gives you access to On Demand Reports. The list of reports available will be different based on the user's access.

 **On Demand Reports**

This page displays a list of the available On Demand reports. You can set the criteria for any On Demand report by just clicking on the report name.

General

- [Inventory Counts](#)
- [Ranking Report](#)
- [Real Estate Trend Indicator](#)
- [Agent Production Report](#)
- [Office Production Report](#)
- [Company Production Report](#)

12 Finance

Finance will give the user access to several different financial calculators, seller's net proceeds and buyer closing costs worksheets.

Financial Calculators

Home Financing - Personal Financing - Investment - Retirement

Seller's Estimated Net Proceeds

How much should a seller expect to take away from the sale?

Buyer's Closing Costs

How much should a buyer expect to pay out in closing costs?

13 Matrix Mobile

Matrix Mobile is designed as a light, versatile solution to quickly access the system's most essential functions.

Note: custom settings from the desktop version of Matrix are automatically transferred to Matrix Mobile. To access the full version of Matrix from a mobile device, simply click "Full Site".

