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Software

How to Add properties

Adding properties to the real estate platform is quick and easy.

To do so, take the following steps:

1. Click the 'Properties' tab. Then on the right sidebar, click 'Add new property';

(Reference, Location, Address, Nature, Status, Availability, Description)	Ouick search	
r advanced search	• Tage (0	
2 Properties, my properties	🗶 Fast Edit	
how [My properties] •	First page Next	
elect (Copy Ernal Croate recollector Espant Distribution Datate Mark	H 101	
Terraced House, Flower House	Cruated in 26 Oct 2012	
Westminister, Inner Landan, Landan		
For sale \$6,200,000	3 Rooms Austable	
A LT R Land Status New Magnificant Not area: 90 m ²	semi-detached house located in a private luxurious development. Designed	
Gross area 125 m ^a Divided into Land area corr, ktcha	2 floors where on the first floor is a guest bathroom, an open space living r s and small partry. On the second floor is 2 bedroom, one of them is a bedr	
0071		

2. Complete the new property form with specific information regarding this property and related:

Contacts

1000	Add new proper	ly		
-	Reference	5		
- (Property type	(Choose property type)	<u> </u>	
	Availability	(Choose availability)	<u>_</u>	
	Status	(Choose status)	<u>.</u>	
Broker	1			
Salesman	+			
607 C		1		

Price and location

Add another			
More info			
 Location 			
Country	United Kingdom		
District	London	•	
Town	Inner London	•	
Neighborhood	City of London	•	
Zone	Tower	•	
Zip code			
Road type	(Choose road type)	<u>•</u>	
Address			Export addres

Multimedia

1	
	▼ Multimedia
	Photos
	Panoramic photos
	Logos
	Plans
	Flyers
	Videos
	Urls
	▼ More details
	» Areas
	Divisions
	Equipment / Infrastructures

3. Select the option to export to sites (if this is intended);

Leads 1 Marketing	Manage Website	Save property	Cancel	Exports to sites
ose property type)	-			118 Properties selected (No limit) Portals available to subscribe
ose availability)	-			• Add property by key 🕕
ose status)	<u>.</u>			

4. Set permissions for who can see this property (Everyone, only the user adding the property or this user plus a restrict group of users);

Security	
Services	
▹ Surroundings	
Private Data	
▹ Commissions	
▶ Extra fields	manage e
Who can see this property Everyone Only me Me and plus	
	Save property
GOO Settings Users Groups Support FAQ Updates Image: Settings Image: Settings Set	

5. Finally, click the **`Save property**' button.

	manage extra fields
operty	
	Save property Cancel
Users Groups Support FAQ Updates 블 🎞 🖼 🖾 👫 👫 드	
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Learn more at: <u>http://academy.egorealestate.com</u>

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Questions: support@egorealestate.com