

How to share properties between agencies?

eGO users have the possibility of sharing their properties with other eGO clients.

To do so, please take the following steps:

Generate Copy Key:

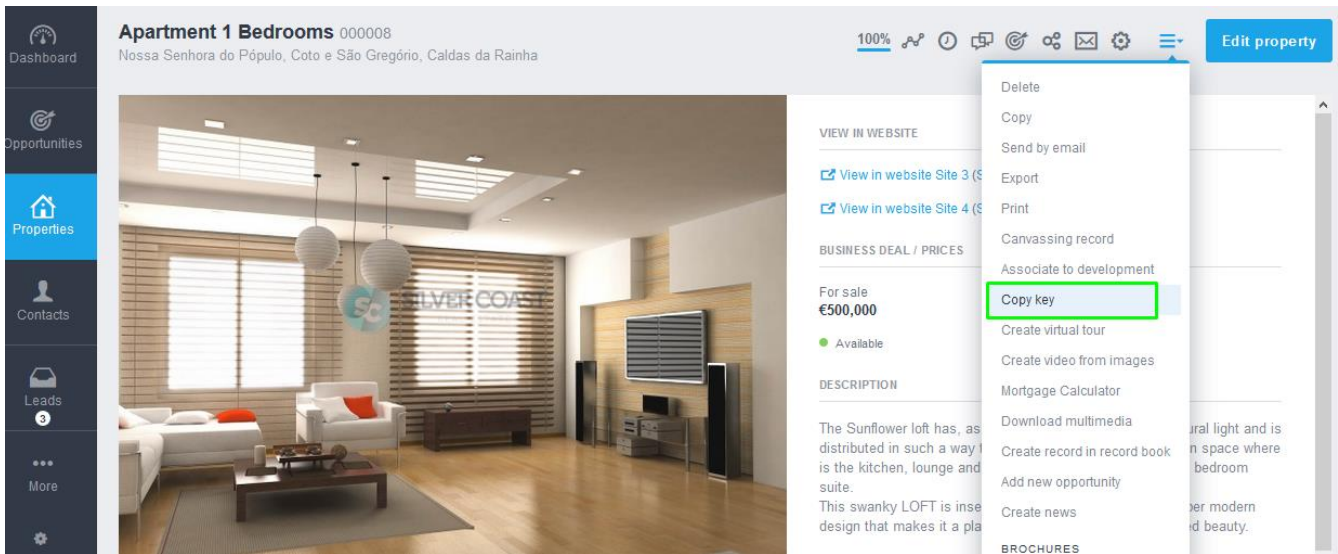
1. Open the 'Properties' tab;

The screenshot shows the eGO software interface. On the left sidebar, the 'Properties' tab is highlighted with a green box. The main content area displays a list of properties under the heading '198 Properties'. The first property is 'Apartment 1 Bedrooms' with a price of €500,000 and an area of 45 m² net and 62.5 m² gross. The property details include a photo, title, location, and description. The 'Properties' tab in the sidebar is highlighted with a green box.

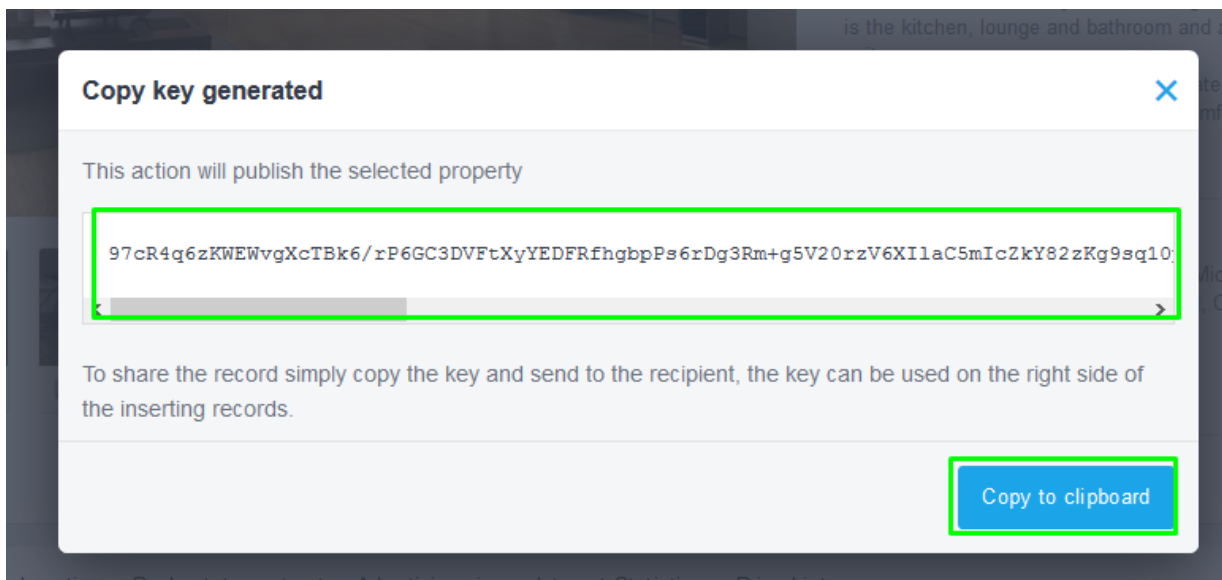
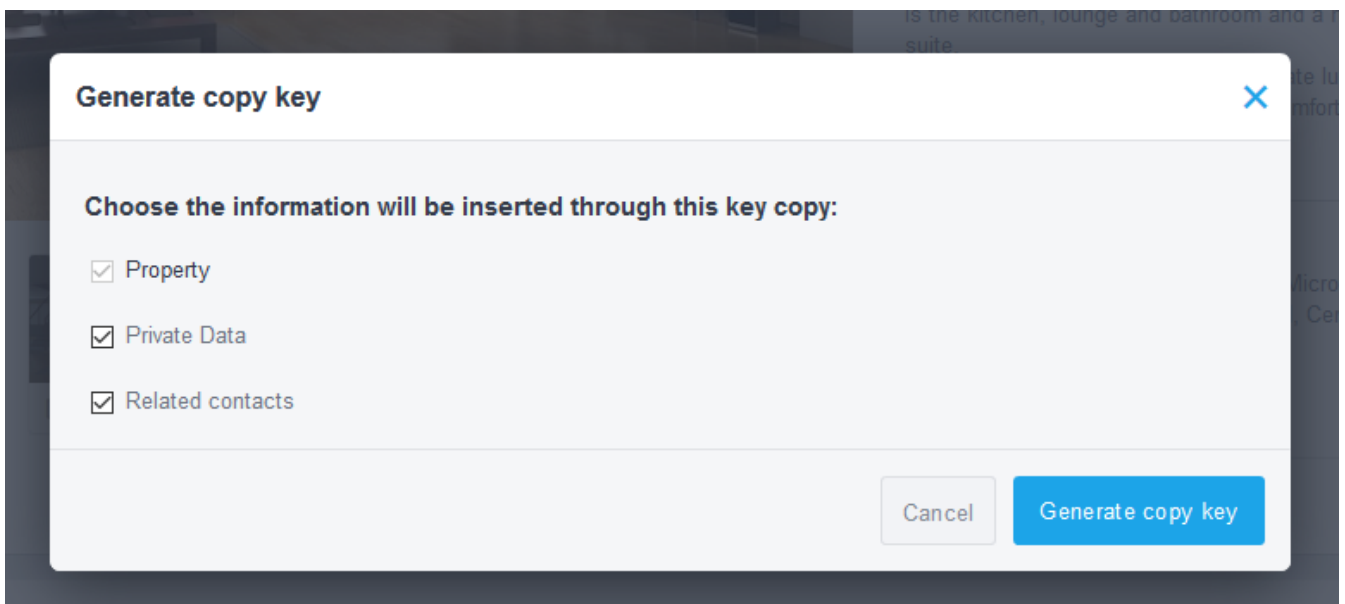
2. Click on the property that you want to share with another agency;

The screenshot shows the eGO software interface. On the left sidebar, the 'Properties' tab is highlighted with a blue box. The main content area displays a list of properties under the heading '198 Properties'. The first property is 'Apartment 1 Bedrooms' with a price of €500,000 and an area of 45 m² net and 62.5 m² gross. The property details include a photo, title, location, and description. The 'Apartment 1 Bedrooms' title in the list is highlighted with a green box.

3. Click on the actions button  and choose 'Copy Key';



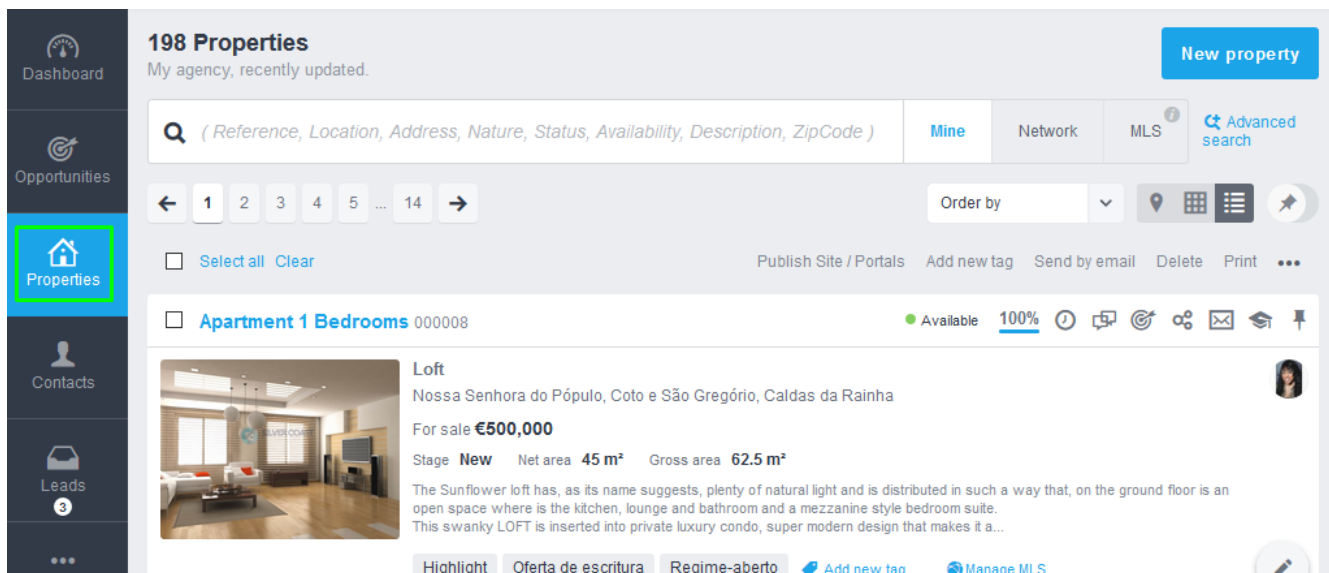
4. In the 'Copy key generated' popup, copy the copy key by clicking on 'Copy to clipboard';



5. You will then be able to share this code with other eGO Users or create copies of your properties

Enter copy key

6. After receiving the property's copy key, go to the 'Properties' tab;




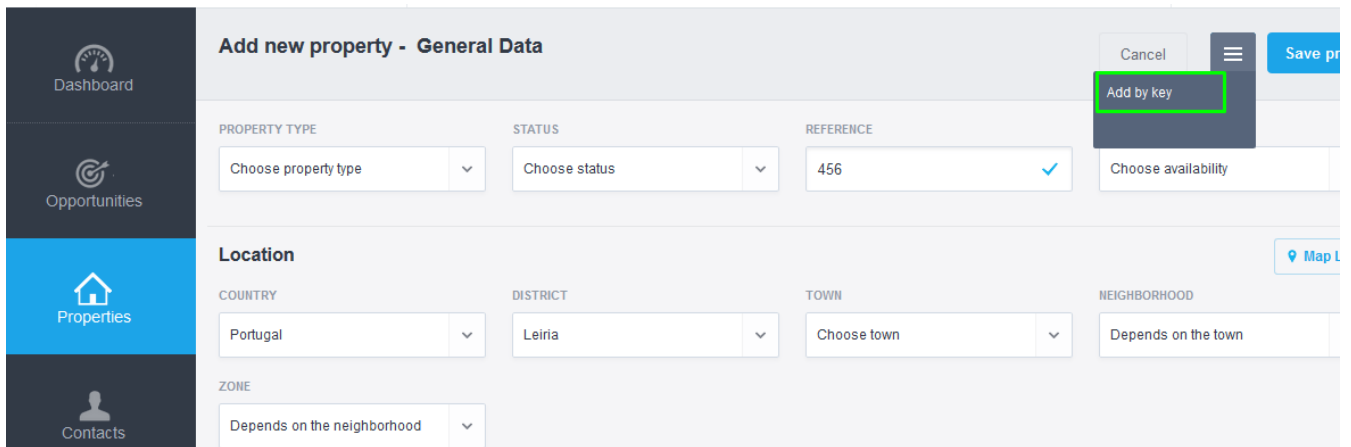
The screenshot shows the eGO dashboard with the 'Properties' tab highlighted in the left sidebar. The main content area displays a list of properties. The first property is a 'Loft' for sale at €500,000, located at Nossa Senhora do Pópulo, Coto e São Gregório, Caldas da Rainha. The property details include a net area of 45 m² and a gross area of 62.5 m². The status is 'Available' and '100%'. The 'New property' button in the top right corner is highlighted with a red box.

7. Create a new property by clicking on 'New property' and then on 'New property' again;



The screenshot shows the eGO dashboard with the 'Properties' tab selected. The 'New property' button in the top right corner is highlighted with a red box. A dropdown menu is open, showing the 'New property' option highlighted with a red box. The main content area displays the same property listing as in the previous screenshot.

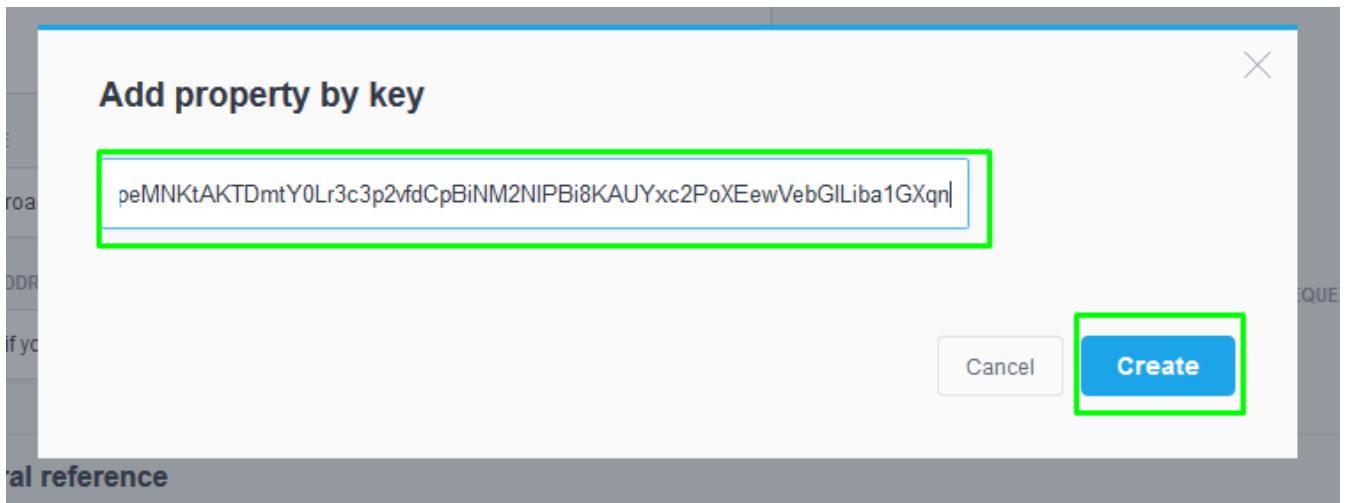
8. Click on the actions button  and choose 'Add by key'. Paste the copy key code that you have received and click on 'Create';



The screenshot shows the 'Add new property - General Data' form. The left sidebar contains navigation options: Dashboard, Opportunities, Properties (highlighted), and Contacts. The main form area has the following fields:

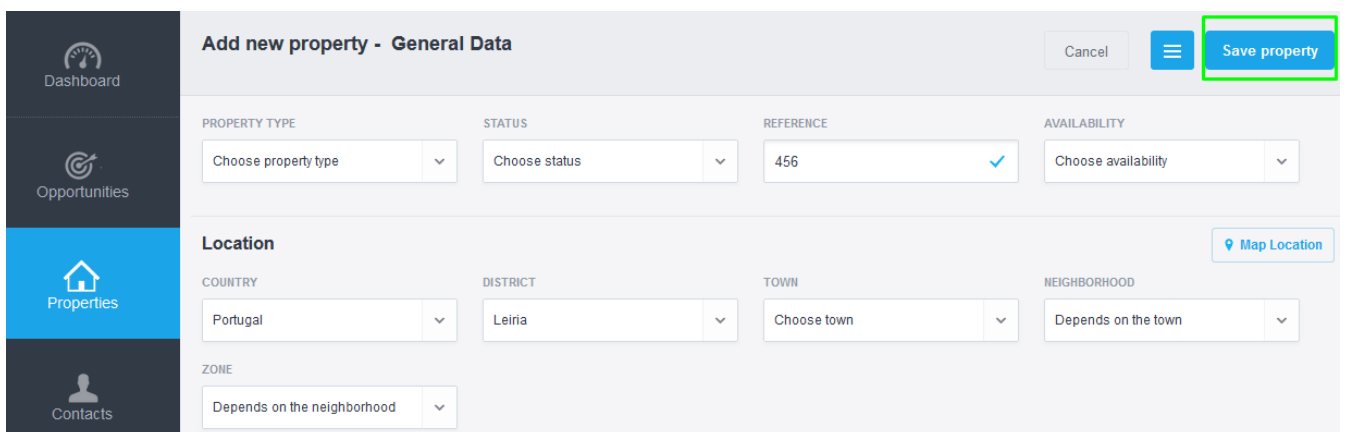
- PROPERTY TYPE:** Choose property type (dropdown)
- STATUS:** Choose status (dropdown)
- REFERENCE:** 456 (input field with a checkmark)
- AVAILABILITY:** Choose availability (dropdown)
- Location:**
 - COUNTRY:** Portugal (dropdown)
 - DISTRICT:** Leiria (dropdown)
 - TOWN:** Choose town (dropdown)
 - NEIGHBORHOOD:** Depends on the town (dropdown)
 - ZONE:** Depends on the neighborhood (dropdown)

The 'Add by key' button is highlighted with a green box.



The screenshot shows the 'Add property by key' modal dialog. The title is 'Add property by key'. The input field contains the key code: `peMnKtAKTDmtY0Lr3c3p2vfdCpBiNM2NIPBi8KAUYxc2PoXEewVebGILiba1GXqn`. The 'Create' button is highlighted with a green box.

9. After importing the property's data, click on 'Save property';



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- Location:**
 - COUNTRY:** Portugal (dropdown)
 - DISTRICT:** Leiria (dropdown)
 - TOWN:** Choose town (dropdown)
 - NEIGHBORHOOD:** Depends on the town (dropdown)
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The 'Save property' button is highlighted with a green box.

10. Finally, the property shared by code has been created.

Dashboard

Opportunities

Properties

Contacts

Leads


More

Apartment 1 Bedrooms 000008

Nossa Senhora do Pópulo, Coto e São Gregório, Caldas da Rainha

100%

Edit property



SILVER COAST

VIEW IN WEBSITE

- [View in website Site 3 \(Short url\)](#)
- [View in website Site 4 \(Short url\)](#)

BUSINESS DEAL / PRICES

For sale
€500,000

Available

DESCRIPTION

The Sunflower loft has, as its name suggests, plenty of natural light and is distributed in such a way that, on the ground floor is an open space where is the kitchen, lounge and bathroom and a mezzanine style bedroom suite.

This swanky LOFT is inserted into private luxury condo, super modern design that makes it a place of high comfort and unparalleled beauty.






FEATURES

Security: Surveillance

Equipment: Wi-fi, Video Intercom(1), Microwave, Fireplace, Piped gas, Cooker, Electric blinds, Extractor Hood, Central Heating, Ambient Music

Infrastructures: Garage

(1)



Learn more about this on our website: <http://academia.egorealestate.com>

For any questions contact us at: support@egorealestate.com