


Need Help? Looking for Answers?



March brought 4643 technical support questions for MRMLS from users like you. These are the most frequently asked questions from March:

Q. How can I generate a statistical report in Matrix?

A. First generate a listing search and select up to 100 listings. Next, click the **Print Report** button and select "Statistical CMA." To generate the report select the **Print/View** button followed by the printer icon  to print your statistical report.

Q. How do I export listings in Matrix?

A. In your listing results, click the **Export** button to export listing information to a custom program.

Note: You have the ability to create a "custom export" from MRMLS Matrix.

Custom export allows you to specify which fields you want to export. Refer to the training document in MRMLS Matrix Advanced Training section 3-3 on how to create a custom Export.
www.imrmls.com/training

Q. How do I get access into MLS Alliance, Sandicor MLS, or Listingbook?

A. First log into MRMLS Matrix. MLS Alliance, Sandicor MLS and Listingbook links are found under the **External links** section on the MRMLS Matrix home page.

Q. How do I "add" an Open House and how do I "search" for an Open House?

A. To add an open house, click on the "Add/Edit" tab and select the "Add New" link under Open House. To search for an "Open House," click the "Search" tab followed by the "Quick Link".

Note, if the "Open House" search is hidden from your view select the "Show # More Categories" to expand your view.

Your clients can also search for open houses through the MRMLS Matrix "Public Property Search." Go to www.imrmls.com, click on "Public Property Search," select language and "Open House Search."



Q. How can my clients search for CARETS listings and Open Houses listings powered on my website?

A. You have the ability to frame our public search of MLS listings on your website. To get the public search links go to www.imrmls.com/support and click on "Link Generator."

Note, CARETS listings and open houses are comprised of 5 MLSs in Southern California, MRMLS, CLAW, CRISNet, iTech and SOCAL MLS. You will the ability to display all these listings and open houses on your website through our frame-able solution.

Need training? All MRMLS training classes are FREE! For a list of classes go to www.imrmls.com/training
For questions or support, please call (800) 925-1525 or visit <http://www.imrmls.com/support>.