



Welcome to the TEMPO Wireless Tutorial

Before You Get Started

- It's important to understand what Tempo Wireless is:
 - TEMPO Wireless provides agents with the ability to immediately respond to consumer requests and market updates from their mobile phones - even while out of the office!
 - Tempo Wireless is a dedicated website designed specifically for mobile phones.

TEMPO Wireless Requirements

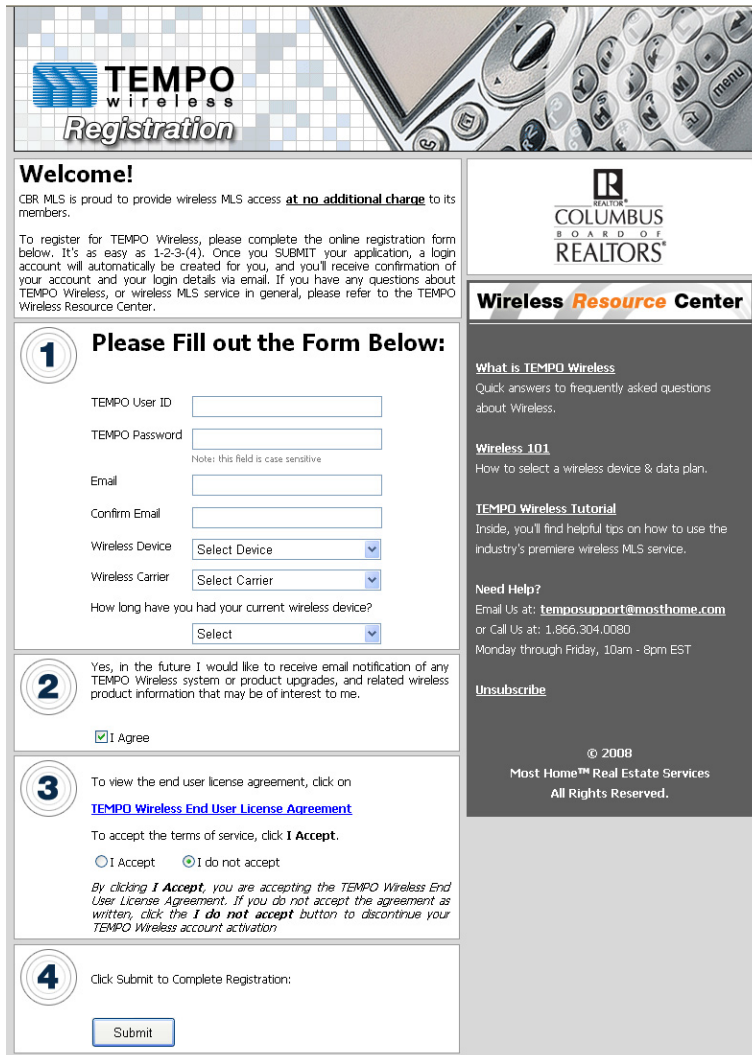
- Mobile phone with a web/Internet browser.
 - Tempo Wireless is compatible with most web enabled mobile phones, however, it is **best experienced** on mobile phones such as:
 - BlackBerry®
 - Apple® iPhone™
 - Windows Mobile®
 - Palm® Treo™
 - Data capable phones with QWERTY keyboards (e.g. BlackJack™, Shadow™, Motorola Q™, Samsung 760)
- Subscription to a data plan from your mobile service provider.

Pricing

- TEMPO Wireless' pricing structure couldn't be more simple! By registering for Tempo Wireless at no additional charge.
- There are no set up fees and no contracts to sign, courtesy of Columbus Board of REALTORS®.

TEMPO Wireless Support

- Before accessing Tempo Wireless for the first time, we encourage you to review this tutorial.
- If you require immediate assistance, please contact TEMPO Wireless Support at toll-free 1-866-304-0080 or via e-mail at temposupport@mosthome.com



TEMPO wireless Registration

Welcome!
 CBR MLS is proud to provide wireless MLS access **at no additional charge** to its members.

To register for TEMPO Wireless, please complete the online registration form below. It's as easy as 1-2-3-4). Once you SUBMIT your application, a login account will automatically be created for you, and you'll receive confirmation of your account and your login details via email. If you have any questions about TEMPO Wireless, or wireless MLS service in general, please refer to the TEMPO Wireless Resource Center.

1 Please Fill out the Form Below:

TEMPO User ID

TEMPO Password
Note: this field is case sensitive

Email

Confirm Email

Wireless Device

Wireless Carrier

How long have you had your current wireless device?

2 Yes, in the future I would like to receive email notification of any TEMPO Wireless system or product upgrades, and related wireless product information that may be of interest to me.

I Agree

3 To view the end user license agreement, click on [TEMPO Wireless End User License Agreement](#)
 To accept the terms of service, click **I Accept**.

I Accept I do not accept

By clicking **I Accept**, you are accepting the TEMPO Wireless End User License Agreement. If you do not accept the agreement as written, click the **I do not accept** button to discontinue your TEMPO Wireless account activation

4 Click Submit to Complete Registration:

WALTER COLUMBUS BOARD OF REALTORS

Wireless Resource Center

What is TEMPO Wireless
 Quick answers to frequently asked questions about Wireless.

Wireless 101
 How to select a wireless device & data plan.

TEMPO Wireless Tutorial
 Inside, you'll find helpful tips on how to use the industry's premiere wireless MLS service.

Need Help?
 Email Us at: temposupport@mosthome.com
 or Call Us at: 1.866.304.0080
 Monday through Friday, 10am - 8pm EST

[Unsubscribe](#)

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 Most Home™ Real Estate Services
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Signing Up

- On your laptop or desktop computer, open the Internet and visit:
- <http://wireless.columbusrealtors.com/register>
- The Wireless Resource Center provides you with TEMPO Wireless support and reference materials.
- Fill out the form and click “Submit” to complete your registration.
- Once you successfully register, you can immediately access TEMPO Wireless website on your mobile phone!

Login Screen

- On your mobile device, open your web/Internet browser and visit:
<http://wireless.columbusrealtors.com>
- Enter your TEMPO User ID and Password.
- Please note that the password field is case sensitive.

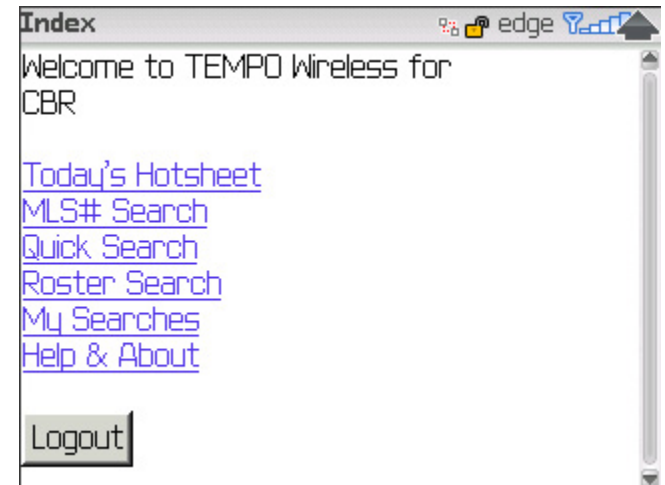
For example, if your password was assigned to or set by you in uppercase, you must enter it here in UPPER CASE.

- Click 'Login'.



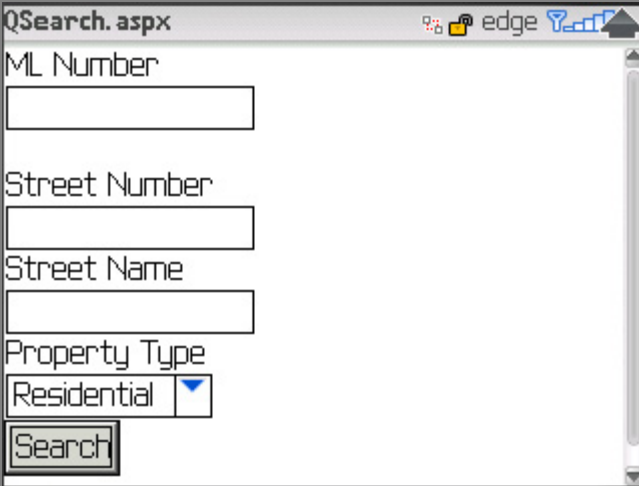
Top Menu

- You will be taken to the following page called the **Top Menu** Screen where you can navigate to different parts of the service:
- The **ML# Search** link will allow you to search for a partial address, full address or an ML number.
- The **Quick Search** link will allow you to search by a number of parameters including status, property type, zone and more.
- **Today's Hotsheet** lets you quickly view all recent changes in the Columbus Board of REALTORS® MLS database.
- The **Roster Search** enables you to search agent and office roster data,
- **My Searches** lets you easily access frequently used searches and listings through My Active Listings, Favorites and Saved Search options.
- The **Help & About** link will launch a section with Help Topics on commonly used features within the wireless access to TEMPO Wireless.



ML# Search

- Clicking the ML# Search link enables you to quickly search for any listing by the ML Number, or any address or partial address.
- For a ML Number search, enter the listing's ML number, select the property type and click 'Search'.
- For an address search, enter the partial or full address and click 'Search'.



The screenshot shows a web browser window titled "QSearch.aspx" with a search form. The form contains the following fields and controls:

- ML Number:** A text input field.
- Street Number:** A text input field.
- Street Name:** A text input field.
- Property Type:** A dropdown menu with "Residential" selected.
- Search:** A button.

Wild Card Searches

- Each search type in TEMPO Wireless, whether conducting searches using the **ML# Search**, **Quick Search** or **Roster Search** method, defaults to a wildcard search.
- For example, if you are searching for listings that start with “Maple”, enter the search in the following manner:

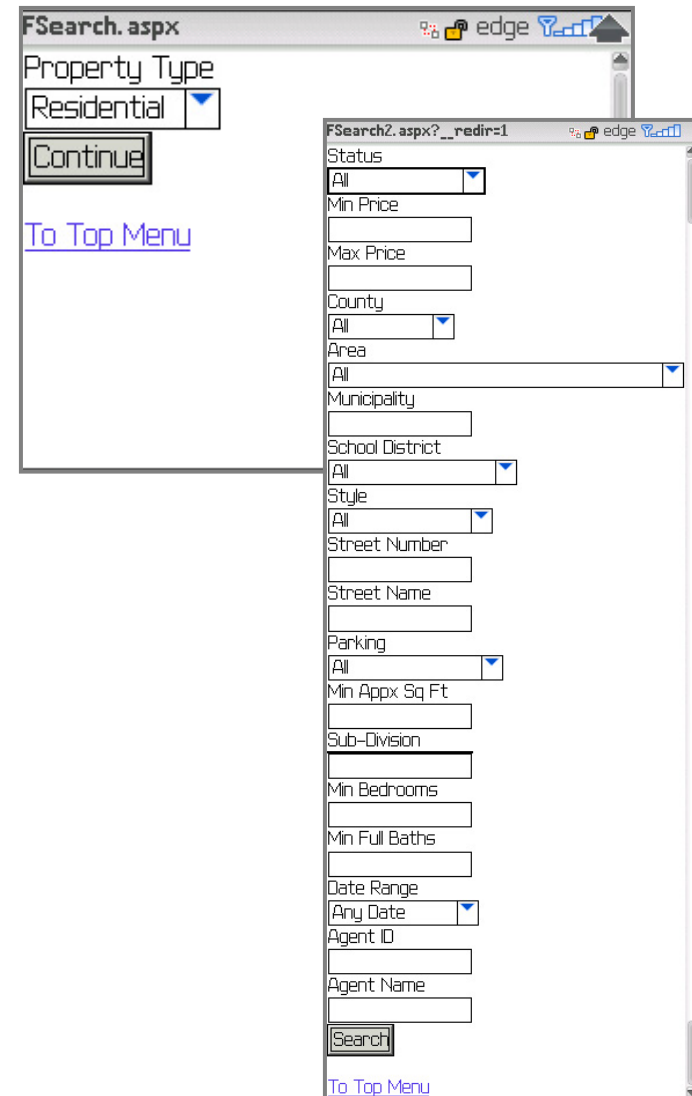
Maple

*Example results: 123 Maple, 456 Maple St,
789 Maple Ave, 222 Mapleton Rd, 987
Mapletown*



Quick Search

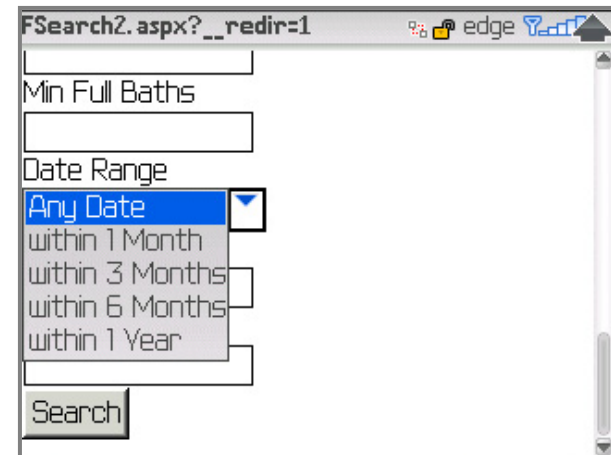
- Selecting Quick Search will allow you to search by a variety of common criteria.
- To perform a search, select a **Property Type** then click 'Continue'.
- In the Quick Search screen, you can enter your desired criteria, and click 'Search' at the bottom of the page to execute your query.



The screenshot displays two browser windows. The top window, titled 'FSearch.aspx', shows a 'Property Type' dropdown menu with 'Residential' selected, a 'Continue' button, and a 'To Top Menu' link. The bottom window, titled 'FSearch2.aspx?__redir=1', shows a detailed search form with the following fields: Status (dropdown), Min Price (text), Max Price (text), County (dropdown), Area (dropdown), Municipality (text), School District (dropdown), Style (dropdown), Street Number (text), Street Name (text), Parking (dropdown), Min Appx Sq Ft (text), Sub-Division (text), Min Bedrooms (text), Min Full Baths (text), Date Range (dropdown), Agent ID (text), Agent Name (text), and a 'Search' button. A 'To Top Menu' link is also present at the bottom of the second window.

Searching by a Specific Date Range

- To restrict your search within a specified time frame, select the desired date range from the drop down menu.
- Note that when searching for “Sold” listings, the search results will yield all matching properties “Sold” within the date range specified.
- With any other status, including the “ALL” option, searching by date will typically return all matching properties “listed since” the date range specified.
- Where available, the search will return matching properties within the date range specified based on the Status (e.g. “Withdrawn” since).
- Click the drop down box under ‘Any Date’ and select the appropriate date range.

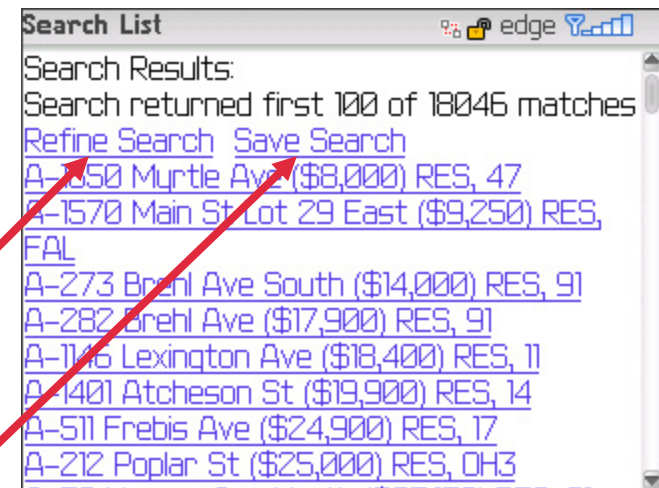


The screenshot shows a web browser window with the address bar displaying 'FSearch2.aspx?__redir=1'. The page content includes a search form with the following elements:

- A text input field.
- A label 'Min Full Baths' followed by another text input field.
- A label 'Date Range' followed by a dropdown menu.
- The dropdown menu is open, showing the following options: 'Any Date' (highlighted in blue), 'within 1 Month', 'within 3 Months', 'within 6 Months', and 'within 1 Year'.
- A 'Search' button is located below the dropdown menu.


Search Results

- Whether you use the **ML# Search** or the **Quick Search** method, you will be presented with a list of matching listings.
- Each item in the list provides the Status, Street Address, List Price, List Type and Area Code for the particular listing. The results are sorted alphabetically by Status, Price, Street Name and Street Number.
- Result sets are limited to a maximum of 100. In the event your search returns more than 100 results, the first 100 matches will be displayed and you'll have the option to **Refine Search** by returning to the search criteria screen to revise your search criteria.
- **Tip:** Save your search criteria as a Saved Search by clicking on the **Save Search** link.
- Click on the property of interest to view the listing details and property photos.




Listing Details

- The Listing Details screen displays pertinent information about the listing.
- The navigational features allow you to easily browse through a set of search results using '<<Previous' and 'Next>>' links
- Click 'Search Results' to return to the one-liner summary.
- By default, the exterior property photo is displayed. Additional photos, if available in your board's database, can be viewed by clicking on 'More Photos'. The number in the parenthesis indicates the number of additional photos for the listing.
- To email the listing to a prospect or client, click on 'Email Listings'.
- When you find a property you would like to save as a favorite, select 'Add to Favorites'.
- To view the property location on a map, click 'Show Map'.
- To start a new search, or to logout, click the 'To Top Menu' link at the bottom of the page to return to the Top Menu Screen



Display.aspx?_redir=1&idx=6

Address: 7628 FRASIER RD
 City/Zip: WESTERVILLE / 43082
 School District: WESTERVILLE
 ML#: 2822764
 List Price: \$504,900
 Status: Active
 Area: SE SUBURBAN DELAWARE CO
 Subdivison/Comp: AUGUSTA WOODS
 Property Type: SINGLE FAMILY DETACHED
 Style: 2 STORY
 Rooms: 1ST FLR MBR,DEN-NDN BSMT,DINING ROOM,MOTHER-IN-LW,REC RM/BSMT,UTIL RM/1NB
 Bedrooms: 4
 Full/Half Baths: 4 / 1
 Approx SqFt:
 Parking: 3 CAR GAR,ATTACHED
 GAR,OPENER,SIDE LOAD
 Basement: BLOCK,FULL,WALKOUT
 Air Conditioning: CENTRAL
 Heating: FORCED AIR,GAS
 Acreage: 0.57
 Listing Office: HER Real Living
 Listing Agent: Kathy Greenwell, CRS, ABR, GRI - 414247
 LA Phone: 614-818-7210
 LO Phone: 614-891-7400
 Additional Contact: 614-203-8158
 Buyer Broker/Tenant: 3
 Listing Agreement Type: Exclusive Right to Sell (ERS)
 Sold Date:
 Sold Price:
 DOM: 48

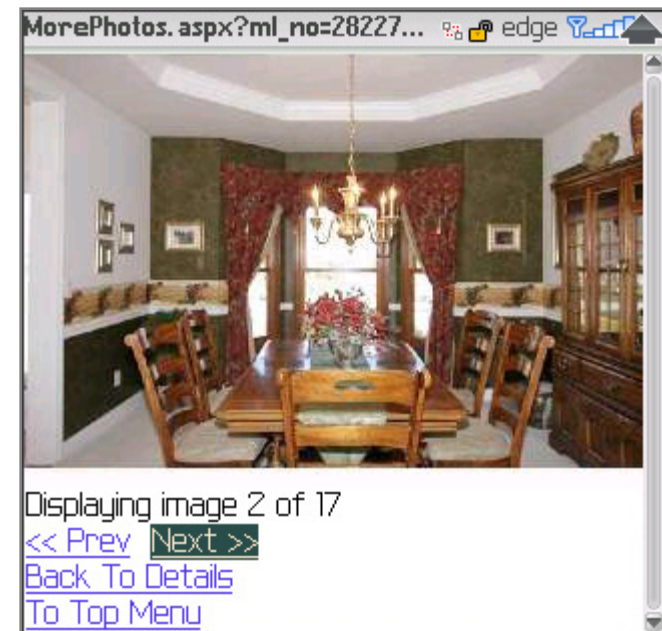


Displaying listing 7 of 100
[<< Prev](#) [Search Results](#) [Next >>](#)
[More Photos \(16\)](#)
[Email Listing](#)
[Add to Favorites](#)
[Show Map](#)
[To Top Menu](#)

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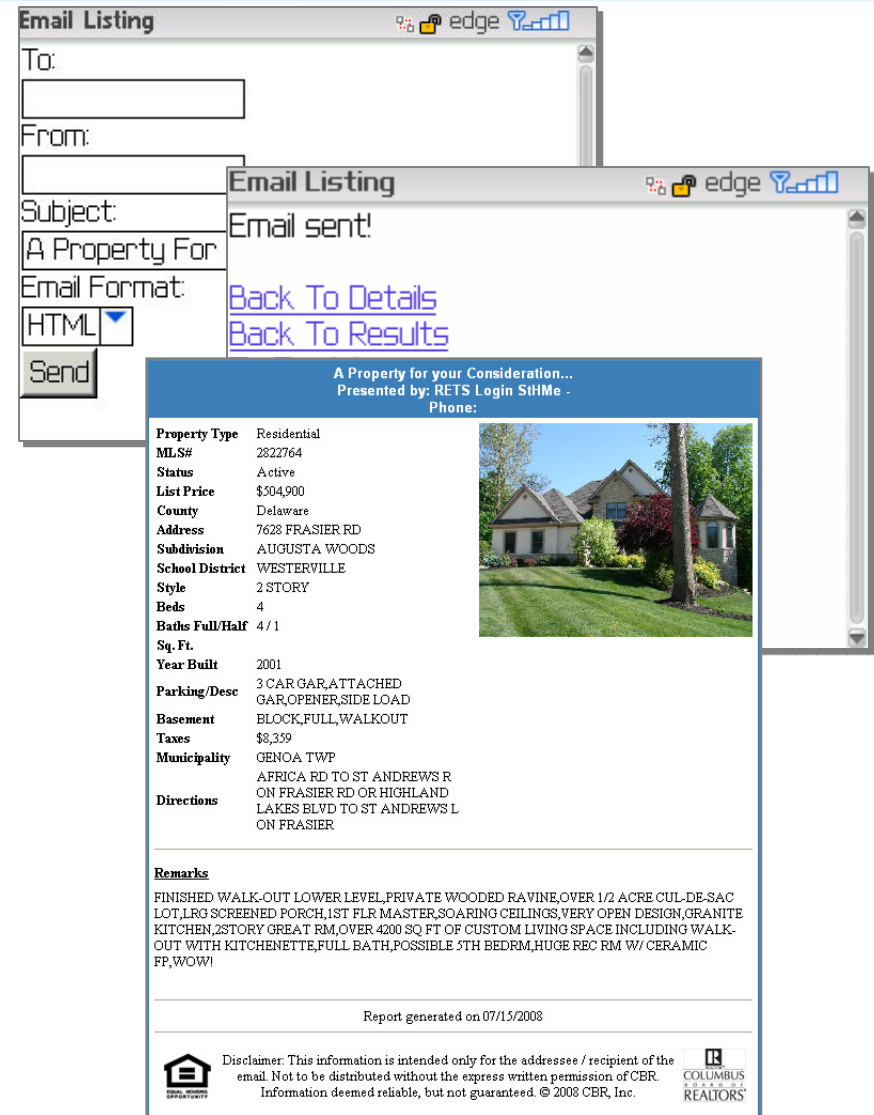
Multiple Property Photos

- Navigate to a different picture using the '<<Previous' or 'Next>>' links.
- By requesting more photos, it may take longer to download the pictures to your device.
- You may incur additional charges to your data plan (per amount of megabytes transferred). Check with your carrier network provider for details.
- To return to the listing details for the property, click on '**Back to Details**'.
- To start a new search, or to logout, click the '**To Top Menu**' link at the bottom of the page to return to the Top Menu Screen.



Email Listing Reports

- When you come across a property that you would like to email to a prospect, click 'Email Listing' in property details, found under the property photo. A new page will appear, prompting you to specify a recipient email address, sender email address and subject line.
- To specify multiple recipients, simply separate the email addresses with a comma. For example: abc@abc.com, 123@123.com.
- Before sending the email, be sure to specify HTML or TEXT format. Text format is advisable if you are sending to a recipient whose email filter may not permit graphics, including mobile phones.
- **Note:** HTML reports are formatted for laptops and personal computers with full sized monitors; HTML reports are not intended for display on handheld devices.



The screenshot shows a web browser window titled 'Email Listing' with a form for sending an email. The form includes fields for 'To:', 'From:', and 'Subject:'. The subject line is 'A Property For'. The 'Email Format:' dropdown is set to 'HTML'. A 'Send' button is visible. Below the form, a property report is displayed for a residential property in Westerville, Ohio. The report includes a photo of the house and detailed information about the property.

Email Listing edge

To:

From:

Subject: A Property For

Email Format: HTML

Send

Email Listing edge

Email sent!

[Back To Details](#)

[Back To Results](#)

A Property for your Consideration...
Presented by: RETS Login STHMe -
Phone:


Property Type	Residential
MLS#	2822764
Status	Active
List Price	\$504,900
County	Delaware
Address	7628 FRASIER RD
Subdivision	AUGUSTA WOODS
School District	WESTERVILLE
Style	2 STORY
Beds	4
Baths Full/Half	4 / 1
Sq. Ft.	
Year Built	2001
Parking/Desc	3 CAR GAR, ATTACHED GAR, OPENER, SIDE LOAD
Basement	BLOCK, FULL, WALKOUT
Taxes	\$8,359
Municipality	GENOA TWP
Directions	AFRICA RD TO ST ANDREWS R ON FRASIER RD OR HIGHLAND LAKES BLVD TO ST ANDREWS L ON FRASIER

Remarks

FINISHED WALK-OUT LOWER LEVEL, PRIVATE WOODED RAWINE, OVER 1/2 ACRE CUL-DE-SAC LOT, LRG SCREENED PORCH, 1ST FLR MASTER, SOARING CEILINGS, VERY OPEN DESIGN, GRANITE KITCHEN, 2STORY GREAT RM, OVER 4200 SQ FT OF CUSTOM LIVING SPACE INCLUDING WALK-OUT WITH KITCHENETTE, FULL BATH, POSSIBLE 5TH BEDRM, HUGE REC RM W/ CERAMIC FP, WOW!

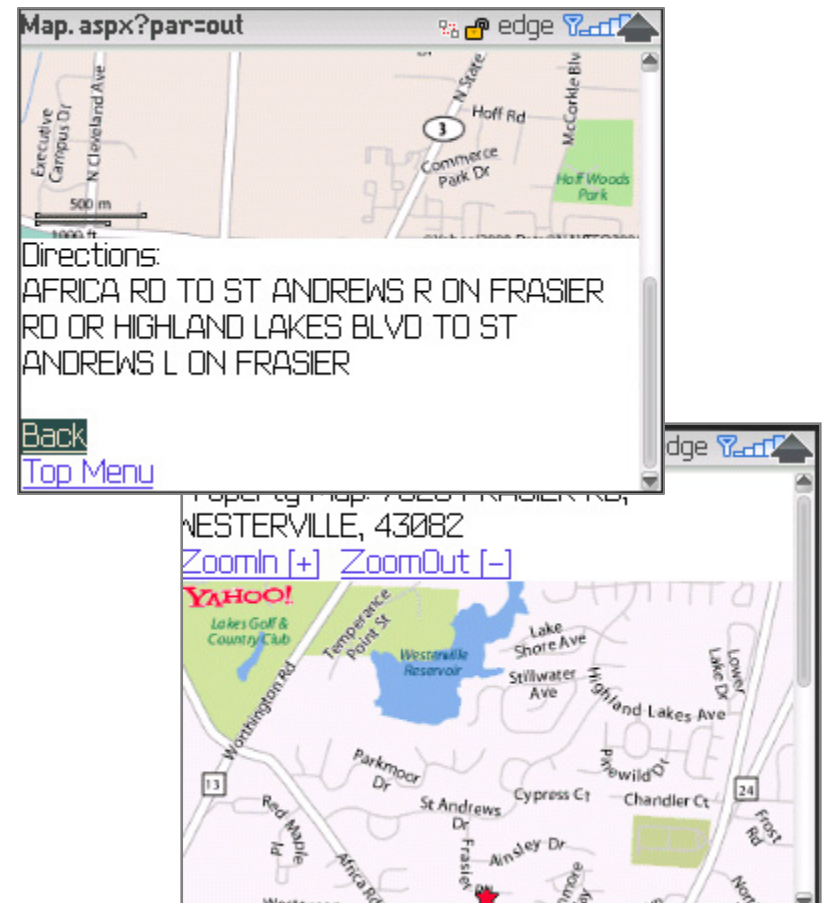
Report generated on 07/15/2008

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 COLUMBUS REALTORS

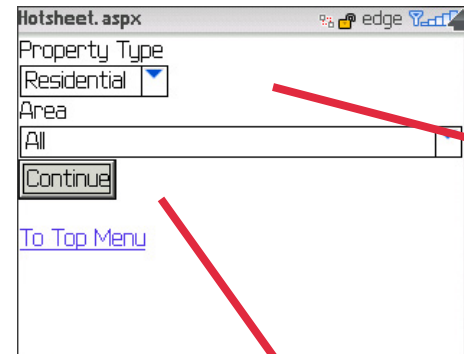
Property Map

- Locate the property using Yahoo! Maps.
- Click the 'Zoom In [+]' and 'Zoom Out [-]' links to navigate the map.
- Scroll down to the bottom of the page to find any available driving directions.
- Click 'Back' to go back to the listing details, or click 'Top Menu' to return to the main menu.



Today's Hotsheet

- Today's Hotsheet tracks new listings and listing changes in the CBR MLS database from midnight the previous day, to the time of your search.
- Select a **Property Type** and an **Area**. Otherwise, simply leave the options at their default setting at 'Residential' and 'All' respectively.
- You will then be presented with a summary of results. Click on any category summary link to view a list of results for that category.



Select a Property Type from the drop down menu:

- Residential
- Land/Farm
- Multi-Family
- Office
- Commercial
- Industrial
- Business

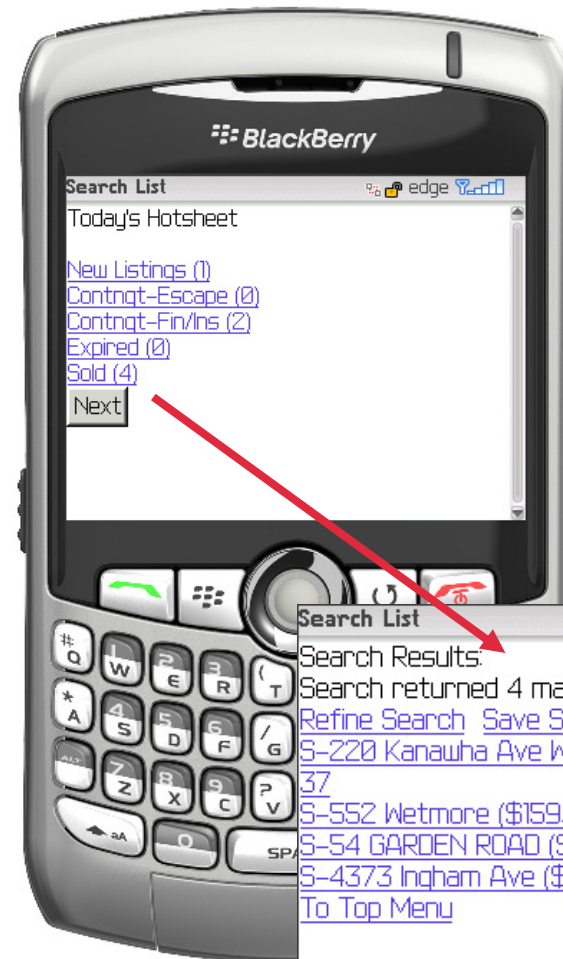
Select an Area from the drop down menu:

- All
- 01 - COLS/FRA CO S DU&HI CORP LIMIT
- 07 - COLS/FRA CO W DU&HI CORP & ADC
- 10 - DOWNTOWN COLUMBUS
- 11 - COLS/FRA CO NORTH I-670
- 14 - COLS/FRA CO W 10, E BE
- 17 - COLS/FRA CO S OF I-70
- 21 - COLS/FRA CO N OF BETHEL RD
- 27 - COLS/FRA CO S OF BETHEL RD
- 31 - COLS/FRA-DEL CO N OF 161
- 37 - COLS/FRA CO S OF RT 161
- 41 - COLS/FRA CO N OF MORSE RD
- 47 - COLS/FRA CO S OF MORSE RD

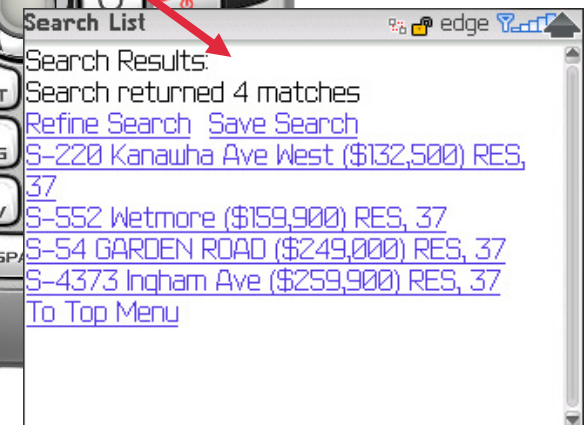
Today's Hotsheet

- From the list of results, click on the property on interest to view the listing details and the property photos, if they are available in the CBR MLS database.
- The property photo will appear at the bottom of the listing details and may take a few seconds to load completely.
- From the listing details screen, you can press your browser's 'Back' button to return to the list of results or click the 'To Top Menu' link at the bottom of the page to return to the Top Menu.

Category Summary Screen:

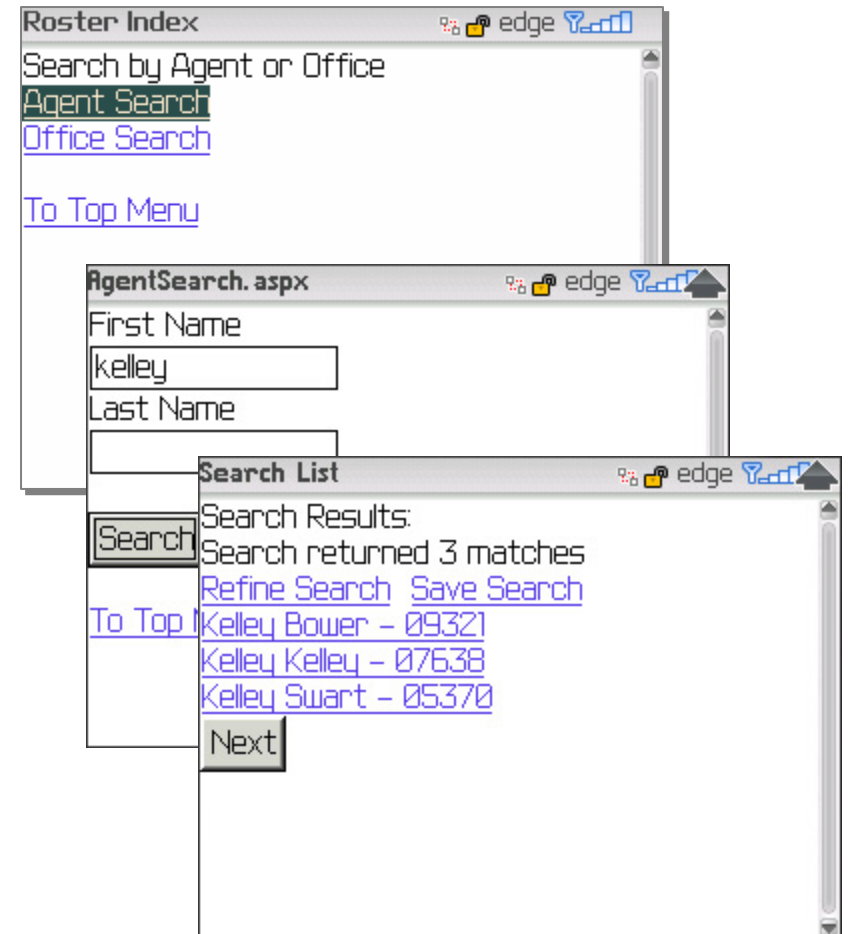


One Liner/Results:



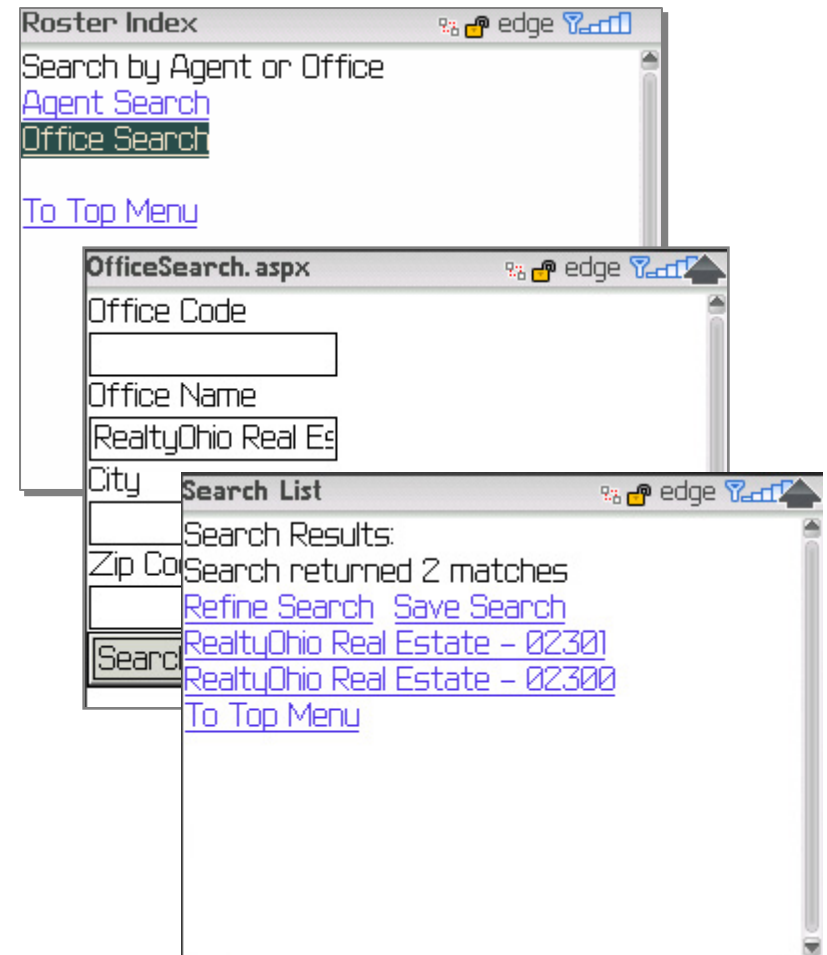
Roster Search – Agent Search

- The **Agent Search** allows you to search for any Columbus Board of REALTORS® MLS member by First Name or Last Name.
- Once your criteria is entered, click **'Search'**. This will return matching records based on your criteria.
- The list of results displays, sorted alphabetically by Last Name.
- Click on any one of the records to view additional details for that particular agent. To view a complete roster of all agents belonging to the office, click on **'Office Roster'** in the Agent Details page.
- To return to the list of matching agents, click on your browser's **'Back'** button . To return to the Top Menu, click **'To Top Menu'**.



Roster Search – Office Search

- The **Office Search** allows you to search by Office Code, Office Name, City and Zip. Once your criteria is entered, hit the ‘**Search**’ button.
- This will return matching records based on your criteria.
- Click on any one of the records to view additional details for that particular sales office including a full roster of sales associates. To view the contact information for a sales associate, click on the ‘**Office Roster**’ link.
- You can press your browser’s ‘**Back**’ button to return to the list of matching offices or click ‘**To Top Menu**’ to return to the main menu for the browser application.



The screenshot displays three overlapping browser windows. The top window, titled 'Roster Index', contains a search prompt 'Search by Agent or Office' and two links: 'Agent Search' and 'Office Search' (which is highlighted). Below these links is a 'To Top Menu' link. The middle window, titled 'OfficeSearch.aspx', shows a search form with fields for 'Office Code', 'Office Name' (containing 'RealtyOhio Real Es'), 'City', and 'Zip Code', followed by a 'Search' button. The bottom window, titled 'Search List', displays the search results: 'Search Results: Search returned 2 matches', with links for 'Refine Search', 'Save Search', and two entries for 'RealtyOhio Real Estate - 02301' and 'RealtyOhio Real Estate - 02300'. A 'To Top Menu' link is also present at the bottom of the results window.

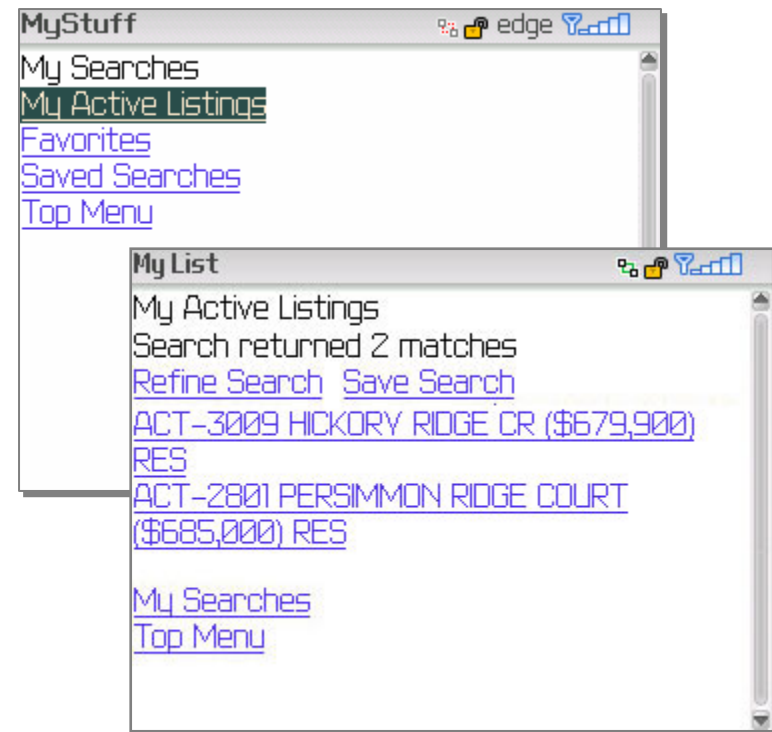
My Searches

- My Searches provides you with a greater level of customization that enables you to access frequently used searches and listings more quickly with the following features:
 1. **My Active Listings:** By clicking on this link, easily retrieve and display all your active listings without having to run separate searches.
 2. **Favorites:** Save properties that may be of interest to your prospects and clients for the instant retrieval at a later time.
 3. **Saved Searches:** Find new matches and updates to your saved searches.



My Searches – My Active Listings

- In the My Searches screen, click on **My Active Listings** to drill down and access your listings.
- From the list of properties, click on the property of interest to view the listing details and the property photos, if available in your board's database.



My Searches - Favorites

- If you find a property that your prospects or clients may be interested in, you can flag it as a **Favorite** for later review.
- To save a listing as a Favorite, click on the **'Add to Favorites'** link, located near the bottom of the listing details.



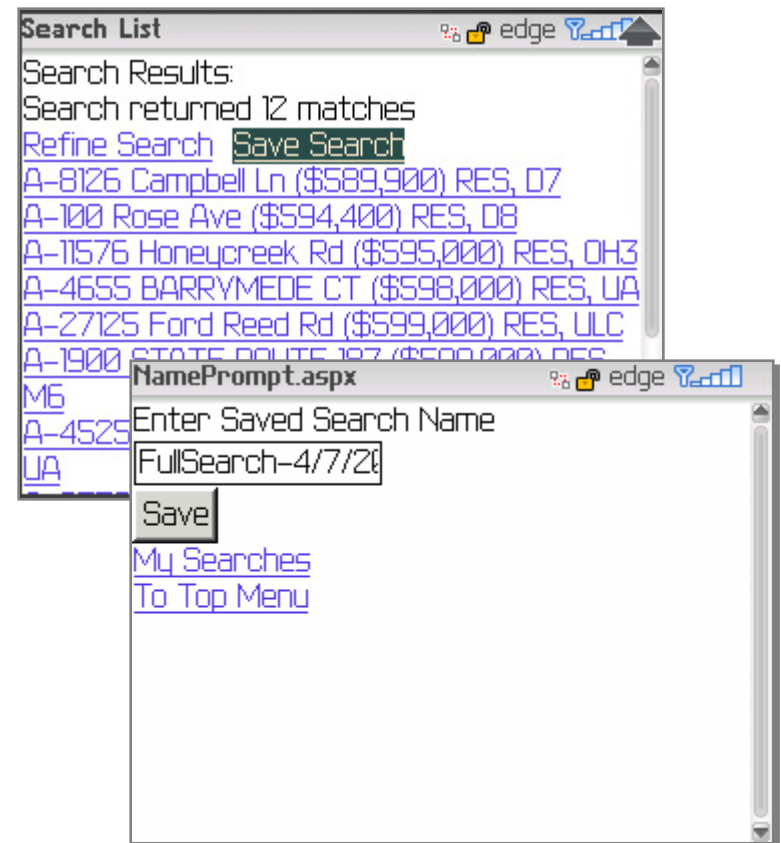
My Searches - Favorites

- To access the saved property, click on **Favorites** in the **My Searches** screen.
- From the list of Favorites, select the property of interest to view the listing details and the property photos.
- To remove all the listings you have saved as a Favorite, click **Delete All** in the Favorites page.
- If you want to delete a specific listing marked as a Favorite, click on the listing you want to remove. The property details will load and click the **Delete from Favorites**, found towards the bottom of the page.



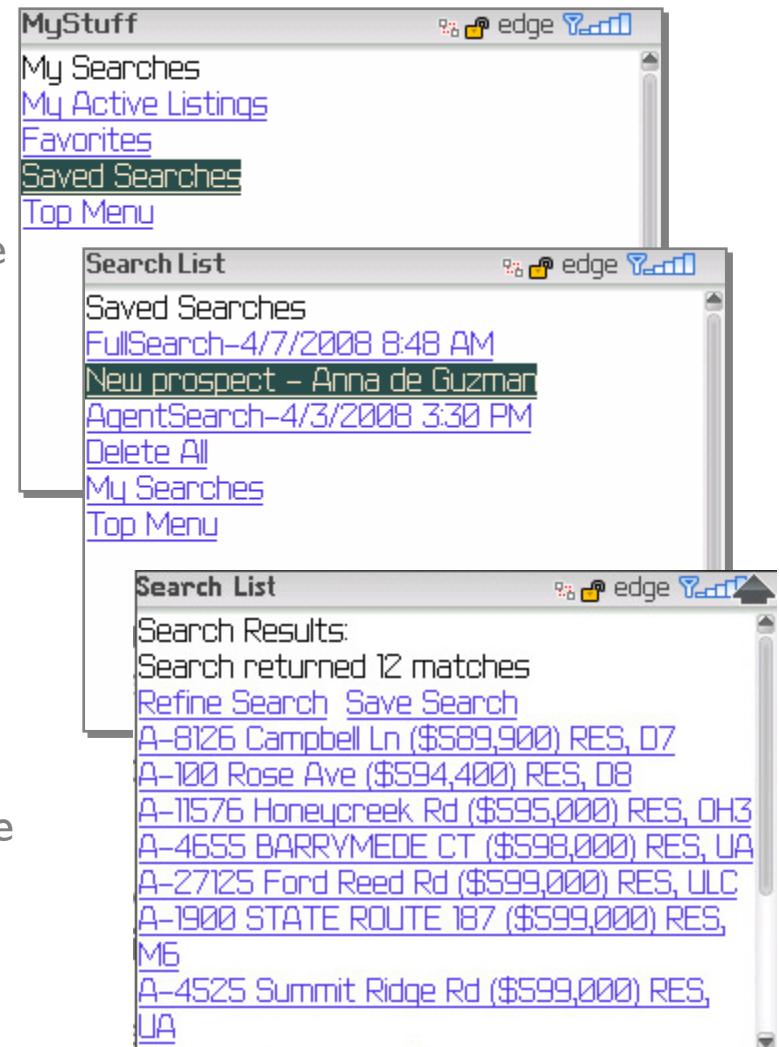
My Searches – Saved Search

- If you are frequently looking for a particular type of property, you can save your search criteria as a **Saved Search**. This automates your search by storing the criteria on which you are searching. **To save search setting for a client:**
- Start a search and specify the criteria for the search you want to create.
- Click 'Search'. A list of matching results will display.
- Select **Save Search**. The Saved Search settings page opens.
- By default, the name of the search is pre-populated with the date and timestamp. You can edit the field with a more descriptive name for the search (optional).
- Click **Save**.



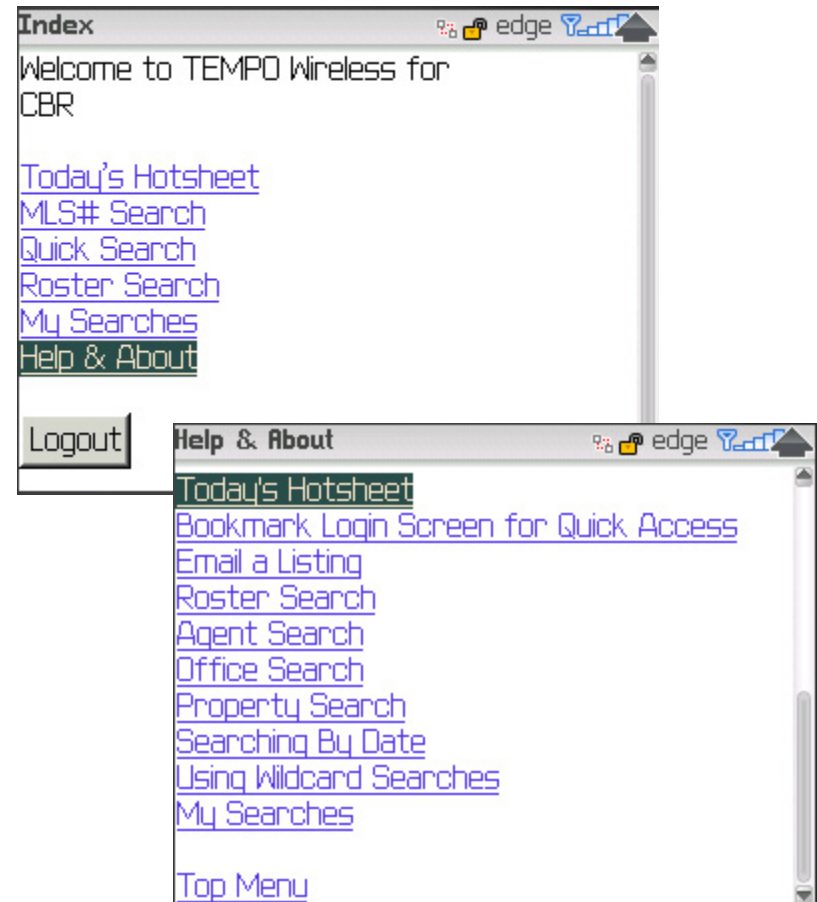
My Searches – Saved Search

- The Saved Search page lets you easily manage the different kinds of searches you have set up, view the results, and delete them.
- In My Searches, click **Saved Searches** to retrieve all the searches created.
- To view the listings matching your Saved Search, click the name of the Saved Search.
- To remove all the Saved Searches you have set up, click **Delete All**.
- To delete a specific Saved Search, click on the Search you want to remove and in the Saved Search Results page, click the **Delete Saved Search** link.



Help & About

- This section includes Help Topics that will help you better utilize all the functions within TEMPO Wireless application.
- You'll find a list of all the help topics covered. Click on the topic of interest to find out how you can use the feature to its fullest extent.



Thank You!

- Thank you for taking the time to review the TEMPO Wireless Tutorial.
- If you have any questions regarding the TEMPO Wireless, please contact TEMPO Wireless Technical Support at 1-866-304-0080 or email us at temposupport@mosthome.com