

Supra eKEY® Professional QuickStart

For the latest information, visit us online at www.supraekey.com and select the Customer Support tab. Visit our compatible eKEY devices page at www.supraekey.com/Products/Pages/eKEY-compatible-phones-and-tablets-for-iBox.aspx.

Overview

The Supra eKEY professional application software allows you to view MLS listing, roster, and detailed showing information on your phone or tablet (Android™, or BlackBerry®, or Apple products). There are additional features when you subscribe to eKEY Professional. The information update occurs the first time the eKEY software is opened each day. The “Showings” feature updates after each activity.

eKEY Professional Features

Market Area - Define the listings to download and view on your phone or tablet.

Listings - Search and view listings

Roster - Search and view the agent roster

Hotshots - View Hotshots listings.


Showings - View current showing activity for your listings

Market Area

You must be in cell coverage to define your market area and download listings. Once the listings are downloaded you do not need to be in cell coverage to view them.

Tip! Select only listings in areas you show in for your market area to speed up listing searches and updates.


Set up the market area with an Android or Apple product:

1. On the phone or tablet, select the **eKEY** icon to open the eKEY application.
2. Select the **Market Area** icon. 
3. Select Area, Class, Status, and a price range to choose your market area. At least one (1) area, class, and status must be selected.
4. Select **Save**.
5. Enter your 4-digit PIN code to save your market area.
6. Select **Download** to download the listings in the market area to the phone or tablet.

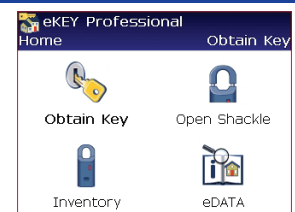
Android/Apple Products



Set up the market area with a BlackBerry:

1. On the phone or tablet, select the **eKEY** icon to open the eKEY application.
2. Select the **eDATA** icon. 
3. Select **Listings** and press the BlackBerry menu button.
4. Click on **Configure Market Area** and press the navigation button.
5. Highlight **Area** and select **Done**. Select at least one (1) area, class, and status.
6. Perform steps 3-5 for Class and Status and then press the menu button when finished.
7. Select **Save**.
8. Enter your 4-digit PIN code to save your market area and select the navigation button.

BlackBerry Products



Listings

There are several different ways to view listings.

- **Quick Search** - Search by address or MLS
- **Custom Search** - Search for a specific area and save
- **Hotshhets** - Information that has changed in the last three (3) days
- **My Listings** - Your personal listings

Quick Search

The Quick Search function can quickly search for listings by entering part or all of a street address or MLS ID. Quick search by zip code, if the zip code is included in the listing address.

Quick search of the listings in the market area:

1. Select the **eKEY** icon to open the eKEY application.
2. Select the **Listings** icon.
3. Select **Quick Search**.
4. Enter part or all of street address, zip code, or MLS ID number. The listings that match are displayed in ascending price order.
5. Select a listing to view detailed information.

Quick search of the listings in the market area:

1. Select the **eDATA** icon to open the eKEY application.
2. Select the **Listings** icon.
3. Enter the partial or complete street address or exact MLS ID number to search. The listings that match are displayed in ascending price order.
4. Select a listing to view detailed information.

Roster

The eKEY software provides a roster of the members in your Association/Board/MLS. Search using the agents first or last name. Select from the search and the agent and office information is displayed.

View the roster:

1. On the phone or tablet, select the **eKEY** icon to open the eKEY application.
2. Select the **Roster** icon (located under eDATA for the BlackBerry).
3. To search for an agent, enter part or all of the agent's first or last name.

Showings

View detailed showing activity for listings within minutes with the Showings function. Tap on a showing to view the date of the showing, the agent, and the agent's contact information.

For more information, please visit our website at:

<http://www.supraekey.com/CustomerSupport/Pages/eKEY-Resources.aspx>.

