

SalesPartner Training

"How can we help you get the most from SalesPartner?"

Training and Educational Material

www.salespartner.co.nz

Download Listings from Realestate.co.nz

1. Open Listing Enquiry
2. Add a Prospect Listing
3. Type TBA in street & Vendor
4. Click OK

- Open Realestate.co.nz
- Find a Listing
- Copy the ID# in the web address

The screenshot shows the SalesPartner software interface. At the top, there are navigation icons for Listing Enquiry, Gallery, Contact Entry, Contact Database, and To Do List. Below these are icons for The Learning Centre, System Maintenance, Synchro Server, and Read in Data. The main window is titled 'Listing Enquiry' and shows search criteria: Address '65 Fraser Ave', Beds '4', Ref '76234', Cat 'R', Style. The 'Listing Quick Entry' dialog box is open, showing 'Prospect Listing' selected. The 'New Listings must have a Reference, Address and Vendor' message is displayed. Fields include 'New Reference Code' (Z00003), 'Last Listing Code' (87231), 'Last Prospect Code' (Z00002), 'Property' (Street No., Street 'Tba', Suburb, District), and 'Vendor' (Name & Initials 'tba|', Surname, Greeting). The 'OK' button is highlighted with an orange circle. Arrows point from the numbered steps to the 'Listing Enquiry' window, the 'Prospect Listing' radio button, the 'Street' field, and the 'OK' button.

The screenshot shows a web browser window with the URL www.realestate.co.nz/1672606. The browser's address bar is highlighted. Below the address bar are 'Signup' and 'Login' buttons. The Realestate.co.nz logo is visible in the top right corner of the page.



For Sale Rentals Find an Agent My Property

The screenshot shows the 'Listing Enquiry' window. The 'Look For' section has 'Address' 'Tba' and 'Beds'. The 'Ref' is 'Z00003' and 'Curr\$' is '\$0'. The 'RealENZ Number' is '1672606', which is highlighted with an orange circle. Below it is the 'Open2View Number' field. The 'Internet' tab is selected, and the 'Download from Realestate.co.nz' button is highlighted with an orange circle. A large orange circle is drawn around the 'Internet' tab and the 'Download from Realestate.co.nz' button. A watermark 'Tender' is visible in the background.

- Paste the ID# into the Internet Tab in Listing Enquiry
- Click the tick button to Save
- Click Download from Realestate.co.nz

