

Private Client Website (PCW)

The **PCW** (Private Client Website) allows you to create a personalized client website that gives your client the ability to search The MLS[®] database for listings that match his/her criteria and needs.

A. New Features Available!

- New PCW Management Page
- Option to create an unlimited number of PCWs (Previously 50 Max.)
- Addition of Horse Property Y/N, View Y/N, and Pool Y/N fields on the criteria screen
- PCWs are no longer deleted upon expiration date
- PCW Expiration date increased from 30 days to 90 days
- Ability to renew multiple PCWs at any time
- Increase in the number of areas that can be selected from 8 to 25
- Ability to search for Area(s) instead of scrolling through a long pick list
- Ability for The MLS member to view the an Agent Detail Report from the PCW Module

B. PCW Management Page

<input type="button" value="Renew"/> <input type="button" value="Delete"/> <input type="button" value="New PCW"/> <input type="button" value="Client Login"/> ? Help								
<input type="checkbox"/>	Client Name ^	Password	Expiration Date	# of Visits	Last Visited	Auto Notify	Edit	Links
<input type="checkbox"/>	Daniel Smith	PCWTest	1/7/10	0		<input type="radio"/> Yes <input checked="" type="radio"/> No	Edit	Search Reports
<input type="checkbox"/>	Elsa Garcia	test	1/7/10	1	10/7/09 1:56 PM	<input checked="" type="radio"/> Yes <input type="radio"/> No	Edit	Search Reports
<input type="checkbox"/>	James Smith	PCWTEST1	1/7/10	0		<input type="radio"/> Yes <input checked="" type="radio"/> No	Edit	Search Reports
<input type="checkbox"/>	Manny Smith	manny	1/7/10	0		<input type="radio"/> Yes <input checked="" type="radio"/> No	Edit	Search Reports

- Renew Button – Use this button to Renew the selected PCW(s)
- Delete Button – Use this button to Delete the selected PCW(s)
- New PCW Button – Use this button to Create a new PCW
- Client Login Button – Use this button to view the PCW login page that your client will see
- Sort Columns – Columns can be sorted by clicking the column headers
- Edit Link – Edit the criteria for an existing PCW
- Search Link – Simulate the search page the client will see after logging into their PCW
- Reports Link – Keep track of Searches Ran, Properties Viewed, Saved Listings, and Scheduled Showings.

C. To Create a Client Website using the PCW:

1. Click on the green **New PCW** button.

Private Client Website									
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2. Fill in the form. Click **“Save.”**

D. Reports Page

On this page you will be able to track Searches Ran, Properties Viewed, Saved Listings, and Scheduled Showings.

Private Client Website								
Search Ran (2)		Properties Viewed (9)		Saved Listings (2)		Schedule Showings (1)		
<input type="button" value="Delete All"/>	<input type="button" value="Back to PCW Manager"/>	Client Name: Elsa Garcia		Password: test				
Date	Area	Property Type	Price	Beds	Baths	# of Units	MLS #	Action
10/7/09 1:57 PM	328	SFR						Run search Delete
10/7/09 1:57 PM	478, 4, 50, 328	SFR						Run search Delete

- **Search Ran** – Displays the criteria conducted by your client from the PCW site.
- **Properties Viewed** – Displays the listings your client viewed in detail.
- **Saved Listings** – View homes that your client saved.
- **Schedule Showings** - View a list of homes that your client wants to schedule showings for. This will notify you via email of the date, time, etc.