

Replacing ShowingTime appointment scheduling with Homesnap Showings on Nov 8.

Do my previous appointments transfer from ShowingTime to Homesnap Showings?

No, they will not. For your Active listings, go to Listings / Maintain Listings, select “Yes” in the Homesnap Showings field on the very top of the page to indicate you would like Homesnap Showings activated for that particular listing.

Do I have to Opt-in or Opt-out of the Homesnap Showings?

You will opt-in on each listing that you would like to activate Homesnap Showings.

Am I opt-in automatically for all my listings?

No, you will opt-in on each listing that you would like to activate Homesnap Showings.

How do I add Homesnap Showings to my listings?

For your Active listings, go to Listings / Maintain Listing, select “Yes” in the Homesnap Showings field on the very top of the page to indicate you would like Homesnap Showings activated for that listing.

Where does the Homesnap Showings icon appear on my listing?

The icon will be on the Agent Two-page report.

How do I access my dashboard for Homesnap Showings?

Under Preferences, you will see links to My Calendar, My Itineraries, My Listings.

Within Listing Maintenance:

- Select an Action / Manage Showings

- Within listing input screen, left pane navigation, Homesnap Showings

- From the Listing Congrats modal window, Manage in Homesnap Showings

- Within Paragon Connect, Scheduling a Showing from the search result

Is there an App I can download?

Download the Homesnap Pro/House Finder by Homesnap App for Apple & Android

What should I do to make sure my scheduling link information shows on the data share MLS?

Within your Showings dashboard, you can copy and paste the showing link into the *Showing Schedule Link* field in your active listing. This field shows up on all the MLSs that datashare with Paragon.

Is there a phone number that I can call if I need real-time support or have questions while using Homesnap Showings?

Homesnap has a team of specialists ready to offer live support! Agents can call 1-800-431-5509 and select (1) for Showings support. Homesnap's Support team is available Monday to Friday from 8 a.m. to 8 p.m. EST, Saturday from 9 a.m. to 6 p.m. EST, and Sunday from 10 a.m. to 6 p.m. EST.