

Class Name	Class Description
<u>Six Ways to Create a CMA</u>	“How much is my home worth?” In this class you will learn six different ways to answer this question for your clients.
<u>Buyer’s Agent: 101 – Auto Email</u>	Discover how to make the MLS work for you and learn how to share updated property information, showing your clients the value, you bring. Prerequisite: The Basics of Paragon
<u>REALTOR Property Resource® (RPR®) –In-Depth Search Engine Overview</u>	RPR® was made BY Agents FOR Agents. You will gain in-depth access to property information and market statistics nation-wide while generating easy to create, professional looking reports that are sure to impress your clients. Take this class to learn how to use this powerful research tool, making your professionalism shine.
<u>Use RPR® To Create CMAs That Amaze</u>	Join us for this fast paced 60-minute demo that will help you create a detailed Seller Report. Educate your clients about their property value using RPR®’s Refined Value Tool. The in-depth knowledge you provide with this report will help you stand out.
<u>MLS Tools Overview</u>	Not sure what tools are included in your Association membership? This informative class will help new and seasoned agents get the most value from their membership.
<u>Cloud CMA: The Customizable Program for You</u>	This versatile CMA software allows you to easily create amazing CMA reports, Buyer Tours, Property Reports and Flyers. Win more listings with the best CMA tools on the market. Prerequisite: Map search on Paragon Link to video: How to Run Comp Search: https://tinyurl.com/y244myma
<u>How to Input Listings – Key Information</u>	Learn how to seamlessly input listings on the MLS, as well as key information to avoid any violations.
<u>Intro to Transactions (ZipForm® Edition)</u>	Introduction to Transactions - zipForm® edition, is the tool for all your real estate related FORMS. You will learn time-saving functionalities to organize your files, understanding the difference between Transaction and Template will enhance your efficiency and how to use Digital Ink 2.0 for all your electronic signatures. Please bring your C.A.R credentials.
<u>Supra Keys and SupraWEB</u>	Discover all Supra can do for you. Learn how Supra can monitor your keys and lockboxes, and how to generate informative reports along the way.
<u>Free Phone Apps You Need Now</u>	It’s an app world and you need information at your fingertips to impress clients. This class will explore valuable real estate apps for your phone.
<u>Basics of Paragon</u>	This is a mandatory class for all new members and a class for experienced members who would like to revisit the basics. You will gain an overview of the Paragon MLS with emphasis on Search. You must call 925.730.4060 to register.
<u>Personalize Paragon: The MLS for Me!</u>	Need your MLS on the go? Welcome to the next generation of Paragon applications – Paragon Connect. This tool allows you to use Paragon on the go! There’s a whole host of options from property searches, contact managers, tour searching and more.
<u>Top 5 MLS Tips for Buyers Agents</u>	In this short 30 minute virtual class you will learn the top 5 MLS tips that would benefit buyers agents. You’ll learn various tools that are included with your membership. Learn them to be an efficient buyer agent!
<u>Top 5 MLS Tips for Listing Agents</u>	In this short 30 minute virtual class, you will learn the top 5 MLS tips that would benefit listing agents. You’ll learn various tools that are included with your membership. Learn them to be an efficient listing agent!
<u>CRS MLS Tax Suite: The Basics</u>	What is CRS Tax Suite? It is a MLS tool that covers tax information, quick CMA’s, prospecting, etc. You will also learn to use CRS Tax Suite as a lead-generating tool also.
<u>Advanced Paragon</u>	This class goes beyond the basics. This fast-paced class is not for beginners! We’ll cover listing cart, statistical reporting and how to customize the MLS to your liking and so much more. Prerequisite: Basics of Paragon”