



Realist[®]

Navigation Quick Start Guide

My Search

- 1 My Region allows you to select the county in which you wish to search.
- 2 Use Quick Search tab for instant search by Address, Owner, Listing Number, or Tax-ID.
- 3 My Search allows you to use many criteria to find the properties that match your selections. You may also create & save customized searches in this section.
- 4 Edit Attributes allows you to add, remove and change the order of the specific search terms you wish to use to perform searches.

The screenshot shows the Realist software interface. On the left is a search filter panel with sections for 'Quick Search', 'Foreclosure And Distressed', and 'Edit Attributes'. The main area features a map with a property popup for '823 Main St, #321, Anytown, USA 12345'. Below the map is a 'Results Grid' table with columns for Tax Amount, Universal Land Use, Recording Date, Living Sq Ft, Beds, Total Baths, and Lot Sq Ft. At the bottom of the grid are buttons for 'View Reports', 'Print Property Details', 'Create Labels', and 'Export'. A 'Print Grid/Map' button is also visible above the grid.

	Tax Amount	Universal Land Use	Recording Date	Living Sq Ft	Beds	Total Baths	Lot Sq Ft	A/A
1	\$3,307	Condominium	03/12/2012	2,100	2	3	7,625.851	633 E A
2	\$4,961	SPR	11/09/1999	5,376	5	6	27,572.1142	22487 M
3	\$6,849	SPR	02/09/1998	3,101	Tax: 2 Hb: 3	Tax: 4 Hb: 3	12,432.9213	9909 Ad
4	\$9,927	Condominium	06/22/2007	1,046	2	2	33,381.7947	24125 V
5	\$3,808	Condominium	11/24/2010	1,498	3	2	392,023.7263	28944 M
6	\$3,024	SPR	09/18/2001	2,028	Tax: 3 Hb: 4	3	4,766.2179	38424 C
7	\$2,722	SPR	07/02/2001	2,377	4	3	7,103.4861	38702 R
8	\$2,942	SPR	04/01/2008	1,036	3	1	3,203.0595	1449 W
9	\$2,344	SPR	11/13/1989	1,630	3	2	7,484.8147	4181 E
10	\$2,709	SPR	07/13/2011	1,779	3	2	56,142.844	38114 A

Results Grid

- 5 The Results Grid displays properties returned from a search. Checkboxes next to a property will plot them on the map. Columns and rows can be clicked and dragged in any order. Click the right side of column headers to re-order all rows in ascending or descending order.
- 6 Icons in some columns indicate the presence of a listing and/or photos associated with a property as well as information about foreclosures and distressed sales.
- 7 View or print reports for selected properties, create mailing labels, export data in Excel format and add or remove columns and rows of data using the tools at the bottom of the Results Grid.
- 8 Print or Email the Grid, Map or both by using the Print & Email buttons.
- 9 Change views between Map, Grid & Split here.

Top Menu Bar

- 10 Open Search, Help & Preferences pages using the Navigation Bar. Search is the default page. If you click on Search again, Realist will re-display the search you are currently conducting. Help offers access to a rich online knowledge base, as well as Realist's excellent training videos.
- 11 These icons take you to Realist's social media pages on Facebook, Twitter, YouTube and the Realist Blog to help you learn more about Realist.



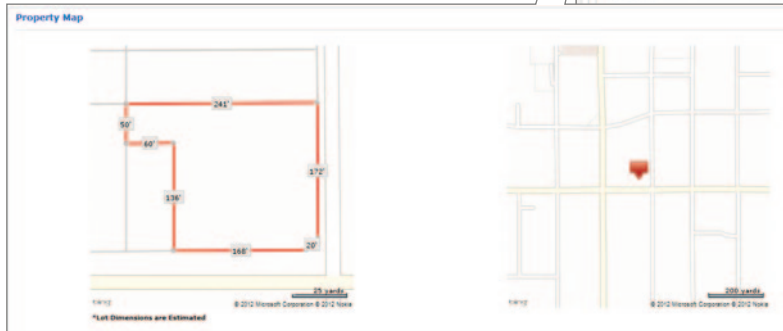
Map

- 12 Clicking on the red "pushpin" or within the property parcel lines on the map displays a snapshot of the selected property. Links take you to Photos, Reports, MLS Listings, Quick Zoom, Lot Dimensions or search all units in a condominium complex.
- 13 Drawing Tools allow you to find properties within drawn shapes, measure distances or annotate the map. Boundaries allow you to overlay Parcel, Zip, City, County, Neighborhood, School District or Flood Zones on the map. Property & Sales Information can plot listings, sales, property characteristics & foreclosure data on the map. Trends provide a heat map overlay for various trends. Points of Interest display nearby businesses and facilities. And Driving Directions provide turn-by-turn directions on the map that can be emailed as well.
- 14 Switch Map Views to Road, Aerial, Hybrid & Birdseye views.
- 15 Zoom and pan the map with these tools.



Reports

- 16 Access a suite of reports for individual properties using tabs at the top. These may include: Comparables, Market Trends, Neighbors, Neighborhood Profile, Foreclosure, Assessor Maps & Flood Maps.
- 17 Scroll through reports using the thumbnail list on the right side of the screen.
- 18 When available, the Property Detail Report will display the main MLS Photo taken by the listing agent. Up to 25 additional photos from the most recent listing for the property may be viewed in Realist by clicking on the photo.



The screenshot shows a real estate report for '123 Main St #321, Anytown, USA 12345-0000, Any County'. The page includes a search bar, navigation tabs (Property Data, Comparables, Market Trends, Neighbors, Neighborhood Profile, Foreclosure, Assessor Map, Flood Map), and a 'Close Report' button. A table displays property details: 2 MLS Beds, 1,847 MLS Sq Ft, 36,777 Lot Sq Ft, \$535,000 Sale Price, 2 MLS Baths, 1987 Yr Built, CONDO Type, and 02/06/2006 Sale Date. Below the table are sections for 'Owner Information' (listing names like Sample John Q, Jane D, and Joe G & Jane D Sample) and 'Location Information' (listing ZIP Code 12345, Zoning XY24, and School District Anytown). A 'Property 24 of 20' sidebar on the right shows a list of other properties with thumbnails. At the bottom right, there are 'Print', 'Save', and 'Email' options, and a 'Hide Photos' button.

- 19 Close out of the report and return to the main screen using the “Close Report” button at the corner of the report.
- 20 Icons next to the address of a property indicate any foreclosure action or listing status.
- 21 You may choose to display a thumbnail road map of the property or a map displaying estimated lot dimensions at the bottom of this page via the Preferences section.
- 22 The Property report includes sections with various types of data, including Owner Information, Location Information, Estimated Value, Assessment & Tax tables, Characteristics, Listing Information & History, Sale, Mortgage & Foreclosure History.
- 23 Print, save or email reports in PDF format using the three options at the bottom right of the report page. You may print, save or email as many reports as you like and control what sections of each report are included.

