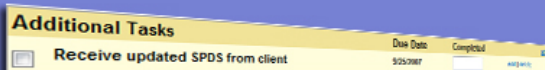




### Date Change and Additional Tasks on Checklist



You now have the option of changing the due date(s) for task(s) on your Checklists just by clicking the date you want to change. We have answered your requests to change dates one at a time on Checklists, even when those dates are calculated from a Critical Date. This is very useful in areas where every transaction is different. It allows you to make minor changes to your Checklists as you go without having to create a new template for every possible scenario.



Just below the Task section you will also notice the new Additional Task section where you can add tasks to your Checklist as they come up and vary with each transaction. You no longer have to go back to the template to make changes. Just add them on the fly.

### Capturing Leads from Your Website



Do you have a *Contact Me* button on your website that allows users to fill out their information? If so, you can have those leads automatically imported into your Wise Agent, categorized, and added to your Call List on the Home Page as soon as they enter their information. This will save you the time of manually entering your leads, and since they are on your Call List, it will remind you to make contact with them. If you would like to take advantage of this FREE service, just click the *Contact Us* on your Wise Agent account. Give us your web address, and we will provide everything your webmaster needs to update your website. It's that easy; it's available for you right now, and best of all it's FREE.





# The Wise Agent™

## News Flash

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### Free Virtual Tours



You may have noticed the banner under the *RE Website* button or the link on the Property Summary page that says "Free Virtual Tours". Well it's true. You can now create your own branded virtual tours through our partner, Flyinside.com. They allow you to upload your photos, all of your branding, and choose music to go along with it. The best thing is, it's completely FREE. Please check with your local MLS before uploading a branded virtual tour to see if it is allowed. If you need an unbranded version of your virtual tour there is a \$10 charge.

### 4th and 5th Inside Team Members



We have now expanded the *Inside Team* adding a section for 4th and 5th team members. This will allow you to have more members of your team to whom you can assign tasks on the Call List, Day Planner and the To-Do List. You may see the color that represents each team member in the drop-down box on the Home Page (above the Day Planner) that says "Current User Is." View what the whole team is doing from the same drop-down box by leaving it on "All", or choose any team member's name and click *Switch* to see the tasks assigned specifically to that person. Once again, the Wise Agent is listening to your needs, implementing them and doing it at no additional cost to you.

Organize & Fly



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