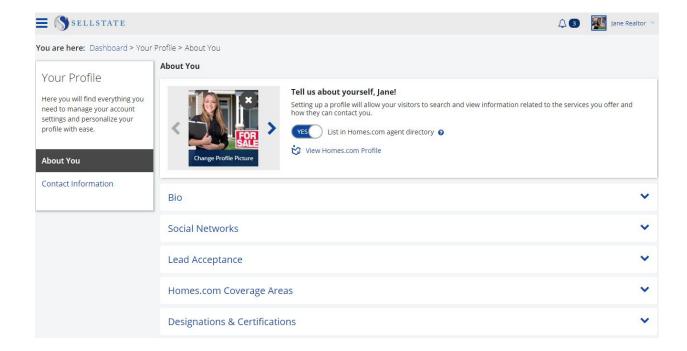






Tell your website and Homes.com visitors a little about yourself! Setting up a profile will allow visitors to see the services that you offer, how active you are with social media, and read your biography.

## **About You:**



To access Your Profile App, you'll need to open your applications menu and select **Your Profile**.





The first item will be to to add your personal photo. To add your photo, under "Change Profile Picture," click to upload a photo from your computer to your profile.





#### Tell us about yourself, Jane!

Setting up a profile will allow your visitors to search and view information related to the services you offer and how they can contact you.





#### Personal Photo

Let your personality shine on your profile by adding a profile picture! Here are the Acceptable File Types.

Choose File No File Chosen

Upload

Cancel

Adding your profile image here will automatically add it to your Homes.com profile as well as to your Power Suite website.





Next, click on **Bio** to expand the section. Here, you can fill out your bio and tell your visitors a little something about yourself. Some highlights can include when you began working in real estate, awards you've received, and community involvement.

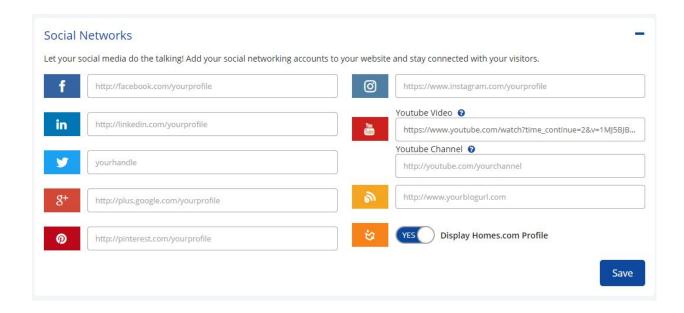


#### -->DON'T FORGET TO SAVE<--



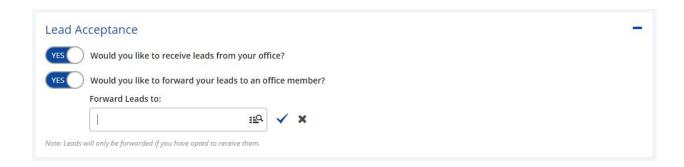


**Connecting your Social Networks** allows your visitors to access your many social media sites straight from your Power Suite website and from your Homes.com profile. Simply add all of your social media profile links to start growing your customer based referrals



**Note** that you can add a YouTube video to your Homes.com profile. This way, you can show off the virtual tour of your new luxury home, or show yourself being interviewed about real estate!

**Lead Acceptance** will allow control over your leads that are sent to you from your office's website or if you would like to forward your incoming leads to another agent in your office:











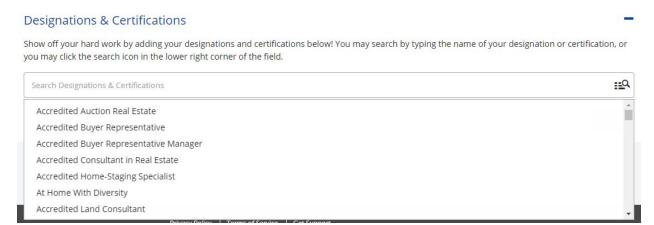
#### Coverage area

Tell your Homes.com visitors what 5 cities you cover. Your profile will also be listed in those cities' section on Homes.com, creating greater exposure for prospective clients who are actively looking for a real estate professional.



#### **Designations**

Show off your industry recognized designations and certifications on your Homes.com profile by selecting the corresponding credential.







#### **Contact Information:**

Contact information will allow you to update your name, title, state license #, etc:



#### **Personal Contact Information:**

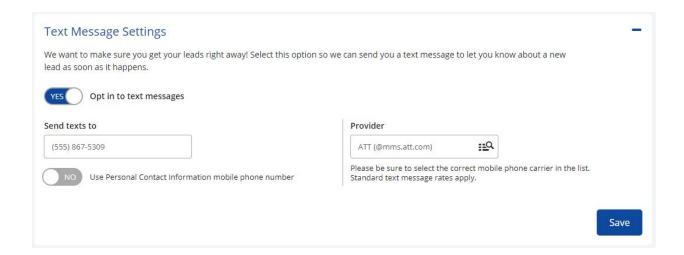






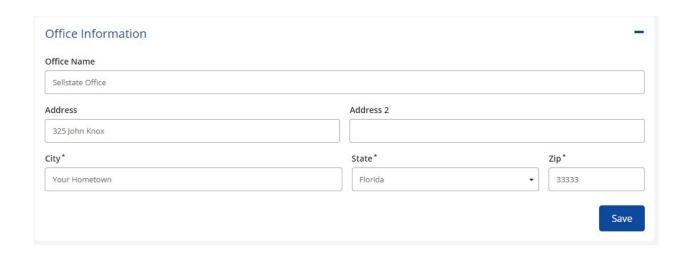
#### **Text Message Settings:**

Tired of missing your lead notifications that are being sent to your email address? Send them to your phone, too, by setting the text alerts below. Simply add your number, opt into the alerts, and select your service provider from the list below.



#### Office Information:

Need to update your office information? This is the place to update the office address for your Power Suite











#### **Password**

Change your current password here. Enter in your current password, then change it by entering your new password.

Please enter a new password that is	between 6-20 characters. Passwords are case sens	sitive and cannot contain spaces or equal (=) signs.
Current Password*	New Password *	Confirm New Password *
		Update



