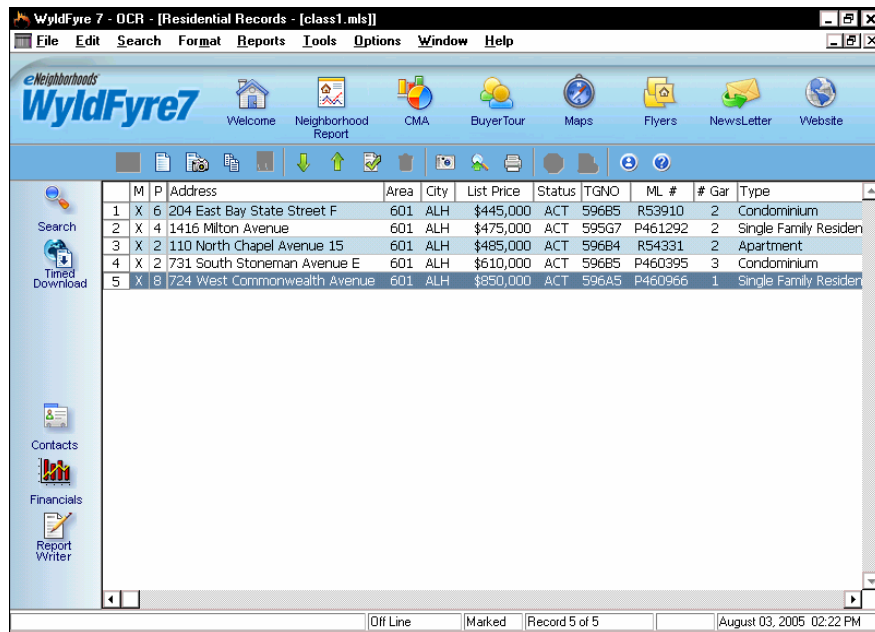


DOWNLOADING PHOTOS

When you are viewing your listings in the Property Listing Table, you have the option to download photos so you can view the reports that have photos.

The P column shows the number of photos available for the property. It is possible to have more than 1 photo per property (*the total amount of multiple photos available is dependent upon your MLS*). A 0 in the column means that no photos are available for the property.

Mark the properties that you would like to have photos of. If you want photos for all of the properties, then click on **Edit > Mark All**.



	M	P	Address	Area	City	List Price	Status	TGNO	ML #	# Gar	Type
1	X	6	204 East Bay State Street F	601	ALH	\$445,000	ACT	596B5	R53910	2	Condominium
2	X	4	1416 Milton Avenue	601	ALH	\$475,000	ACT	595G7	P461292	2	Single Family Residen
3	X	2	110 North Chapel Avenue 15	601	ALH	\$485,000	ACT	596B4	R54331	2	Apartment
4	X	2	731 South Stoneman Avenue E	601	ALH	\$610,000	ACT	596B5	P460395	3	Condominium
5	X	8	724 West Commonwealth Avenue	601	ALH	\$850,000	ACT	596A5	P460966	1	Single Family Resider

After marking the properties, select one of the following options to download photos:

- ❖ Click the **get** icon.

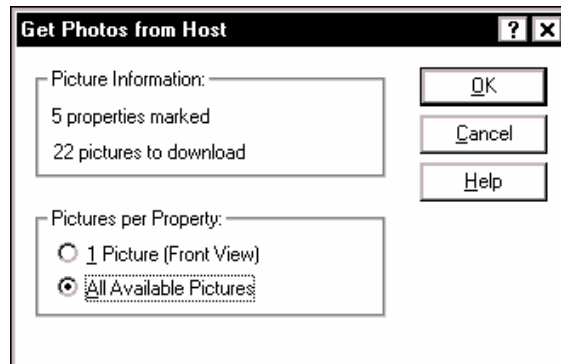


- ❖ Click on **File > Picture Download**.
- ❖ Press the F3 key on your keyboard.

The Get Photos from Host window provides information on the number of photos available. There are two options for downloading photos:

- ❖ 1 Picture (Front View)
- ❖ All Available Pictures

Choose one of the options and click the OK button to download the photos.



- ✓ **Tip:** *When you download photos, they are automatically saved to your hard drive. In doing so, you need to manage the space on your hard drive (see Tutorial 2 – Setting up your Software).*