SUPRA/IBOX SETUP GUIDE

ShowingTime integrates with your lockbox to give you enhanced reporting capabilities! With the Supra eKEY integration, you will have one place to see when the scheduled showing took place, when the home was accessed along with the showing feedback. Follow the simple instructions below to learn more.



Lockbox Integration Work Flow

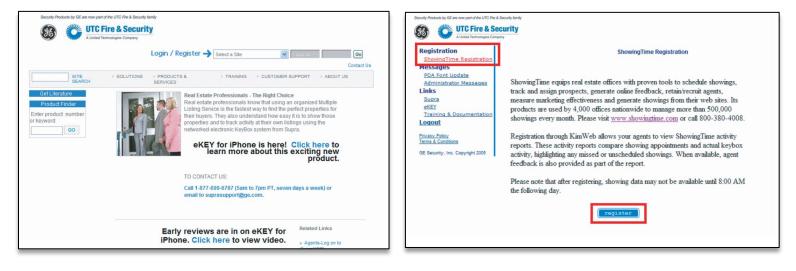
1. Log into <u>www.SupraeKey.com</u> 2. Register ShowingTime 3. Enter the lockbox serial number 4. Review the Listing Activity Report

Step One:

✓ Log into <u>www.SupraeKey.com</u> – Individuals with a brokerage level logon will need to register ShowingTime to integrate the shared data from the Supra eKEY system.

Step Two:

 Register ShowingTime – Once logged into SupraeKey.com, click on the "ShowingTime Registration" link from the menu on the left. Then click on the blue button titled "Register".



Step Three:

Enter the lockbox serial number – After logging into the ShowingTime program, locate your desired listing. Open the listing worksheet. In the Access Information section, under Lockbox & Access details, select Supra iBox then enter the lockbox's serial number in the appropriate field.

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e (How will this work ? Advanced Notifications	Add new Co-Listing				
ctions +	Access Information					
y Report 🕒	Lockbox & Access Details:	Alarm Details:				
ations 🖂	How can the agent Supra iBox access the home?:	Would you like to provide a accessing the home?:				
ges Log 🛛 🕓	Lockbox Serial #: 123456	O Yes 💿 No				
	Lockbox Location: front door					
	Manage Key Sets: Are keys available at a remote location for the agent to pickup to access the home?:					
	Showing Restrictions					
	Required Lead Time: 0 hours					
	Suggested Lead Time: 12 hours No Showings During: Add New Showing Restriction	-				
	No Showings During: Add New Showing Restriction	S 🕈				

Step Four:

Review the Listing Activity Report – Once steps 1 through 3 are complete, you will begin to see lockbox activity within the Listing Activity Report such as key box access details with a corresponding scheduled showing and/or key box access details without a scheduled showing.

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			278 - Listing Activity D				
	1		Lctivity Type	Activity Date *	Showing Agent	Notes	Feedback
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Activity Details	Recain 02/24/2	erz F 910 05 34 AM	\$ Price Change	05/24/2011 8:21 AM		From \$275,000 to \$265,000	
1962/2010 11:00 AN	I-11:30 AM		Status Change	02/15/2011 10:36 AM		From ACTIVE to Pending - Cont. Show	
			Past Showing	11/15/2010 10:00 AM - 10:30 AM Lockbox Access @ 9:55 AM	John Berry REIMAX Homeward Bound (331) 425-3419 assistest/Bshowingtime.com	This is the 1st showing.	Not received. (manage)
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Supra	06/24/2011 2:15 PM - 2:45 PM Lookex Access @ 2:17 PM	John Berry REARCA Networks (331) 425-3419 atouthet/Gahowhells	Past Showing (details)	11/13/2010 12:00 PM - 12:30 PM No Lockbox Access	John Beny REMAX Homeward Bound (331) 425-3419 assistest@chowingtime.com	This is the 1st showing.	Received on 11/16/2010 at 10:42 AM (details)
adjuttatus Champs	82/15/2011 16:36 AM		Past Showing	11/12/2010 10:15 AM - 10:45 AM	John Berry RE/MAX Homeward Bound (331) 425-3419		Not received. (manage)
Supra	13/15/2015 18:00 AM - 10:30 AM LONGOX ADDISE @ 3.50 AM	John Serry REAMX Homeword I (031) 425-3419 RESISTENT[Shows pt	Supra	Lockbox Access @ 10:12 AM	(301) 425-3419 assistest@showingtime.com	t de strach dad borne	Facility in the set of the
C /dvertiling	19142015		Banday Home Inset chicago M Paga 20	ture Feedback net requested for			
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Fact Showing	11/12/2018 18:15 AM - 18:45 AM	John Barry REASS Internet Back		Net received. (Manager			
Supra	Lackbox Access @ 1012 Acc	(01) 45-3418					

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