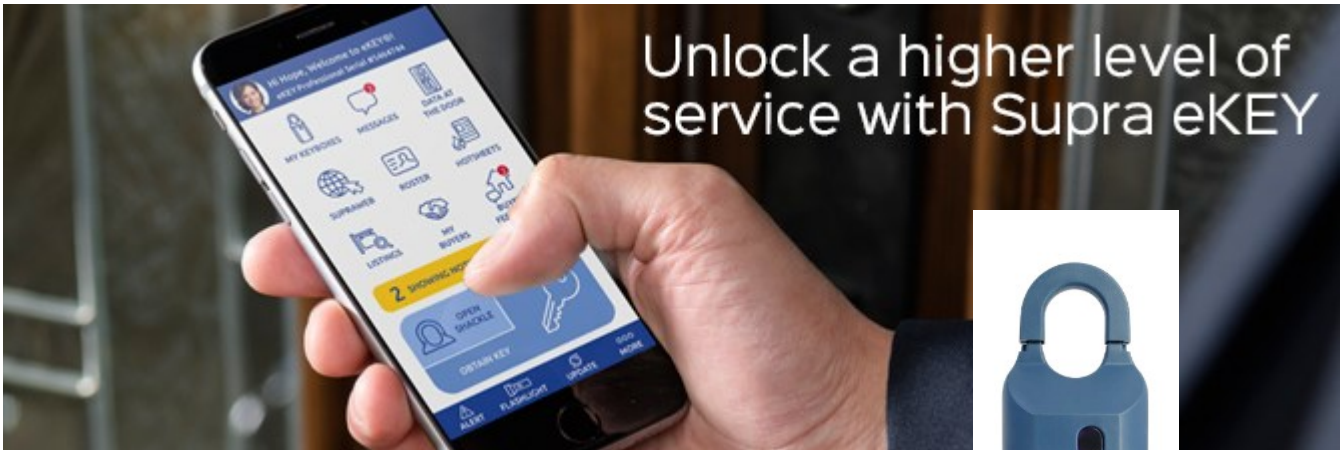


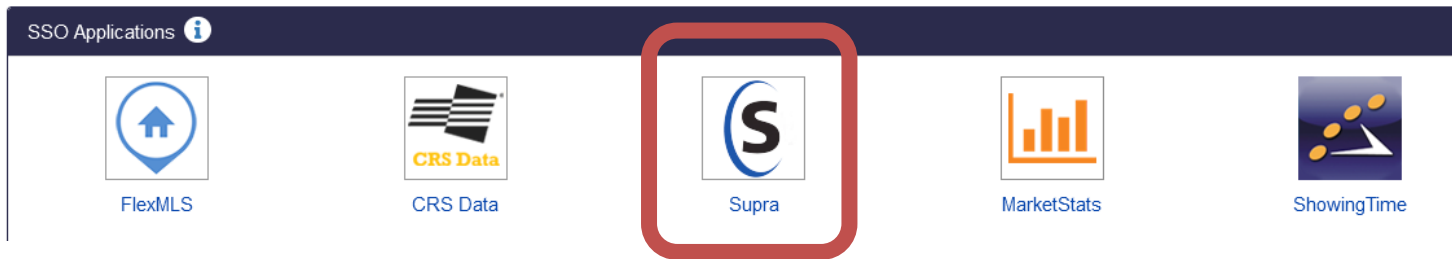


SupraWEB



LOG-IN to www.mlssaz.com

Click on the SUPRA icon



Enter your eKEY App serial number

Enter your 4 digit pin #

Choose the appropriate option (AZ—MLS of So AZ) from the drop down menu



Welcome to SupraWEB!

Please enter your key serial number and PIN, and then select your Association/MLS.

Key Serial Number:

PIN:

Association/MLS:

Having problems signing in?
Please contact support 1-877-699-6787 (5am to 7pm PT, seven days a week)

User Registration

You have successfully registered an account. You will receive an email confirmation shortly.

[Continue to complete your registration](#)

SupraWEB Homepage

The SupraWEB homepage is designed for easy access of your most used functions.



BethAnn Neynaber [[Log Out](#)]

SupraWEB
Management Website

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[LISTINGS](#)

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QUICK LINKS

- › [Update Code](#)
- › [Identify Keyholder](#)
- › [Authorization Code](#)
- › [Change PIN](#)
- › [Add Keybox](#)

CONNECT WITH US

 [Facebook](#)

ONLINE ORDERING

Order Supra accessories online!
[Click Here](#)

Showings Dashboard

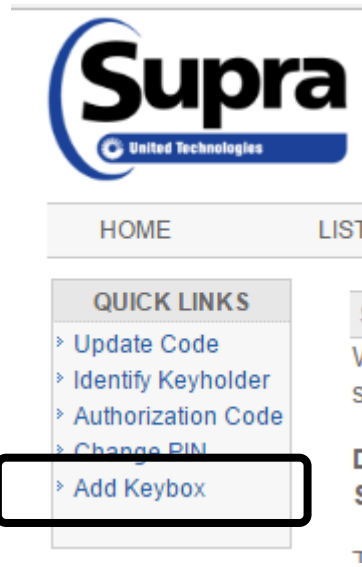
Welcome to SupraWEB! This dashboard view contains the showing activity for the date range specified. Change the date range to show more or less information on your Showing Dashboard.

Dashboard Date Range: 3/26/2017 to 4/25/2017 [Change](#)

Showing Count: 0 **Feedback Count:** 0 [Feedback Reminders](#)

There are no showings for the date range specified in the dashboard.

If the Keybox is not listed in your inventory you can add it here. Note: Assigning of a Keybox to your SupraWEB does not necessarily mean you are the owner of the box.



BethAnn Neynaber [Log Out]

SupraWEB

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QUICK LINKS

- › Listings
- › Keyboxes

ACTIONS

- › Add Keybox

Add Keybox to Inventory

You can add keyboxes to your inventory and then assign them a listing MLS#. Keyboxes in your inventory can belong to you. A keybox must be in your inventory and assigned before you can create and view showing reports or receive real-time notifications.

Keybox Information

KeyBox Serial Number:

Shackle Code:

MLS #: Leave blank to unassign from current listing.

Listing Details

Keybox Settings

Listing Details

MLS #: 21706291

Change MLS #

999 W Test Avenue

Address: Other AZ 99217

Edit Address

Listing Date: Not Available

Client: Not Available

Occupant: Not Available



Add Photo

Showing Hours

24 Hour Access

Feedback Questions

You can add 10 feedback questions to each listing. Anyone who has shown this listing will be asked these questions when providing feedback.

Add Feedback Question

Showing Notifications (for individual keybox)

Send me showing notifications for the keybox associated with MLS #21706291.

Important: Be sure to assign keyboxes to listings to include the property address in showing notifications.

Save

Cancel

QUICK LINKS

- › Listings
- › Keyboxes

ACTIONS

- › Add Keybox

Add/Edit Feedback Question for Listing# 21706291

Adding a custom feedback question allows you to solicit detailed feedback about your listing. Keep your question short and concise to ensure the showing agent provides the feedback you are looking for.

Enter a feedback question:

Text input field for entering a feedback question.

Save

Cancel

Showing Notifications (for individual keybox)

Send me showing notifications for the keybox associated with MLS #21706291.

Also send a copy to:

1.

2.

3.

4.

5.

Enabling this feature provides alerts via email. To send a text message via email, address the email alert to the recipient's 10-digit wireless phone number. See examples below.

Verizon: 5551234567@vzwpix.com

AT&T: 5551234567@txt.att.net

Sprint: 5551234567@messaging.sprintpcs.com

For more examples mouse hover [help](#).

Important: Be sure to assign keyboxes to listings to include the property address in showing notifications.

Save

Cancel

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QUICK LINKS

- › Update Code
- › Identify Keyholder
- › Authorization Code
- › Change PIN
- › Add Keybox

Create Reports

Create reports from your listings showing data, your showing activity or your non-member access. These reports can be viewed, printed or email as a PDF document.

If you would like to schedule a recurring report, go to [Scheduled Email Settings](#).



Create Showing Report

This report provides showing and feedback for your listings.



Create Key Activity Report

This report provides information on the showings that you have performed.

Configure Showing Report

This report provides showing and feedback for your listings.

Showing Activity Report Settings

Create a showing activity for

- All of my listings
- Specific keybox ▼
- Specific MLS #

Select the date range for this report.

From to

- Include showing agent contact information in report
- Include feedback information in report
- Export to CSV (Comma Separated File)
- View Results

Showing Activity Report Settings

Create a showing activity for

- All of my listings
- Specific keybox ▼
- Specific MLS #

Select the date range for this report.

From to

Showing Report for All Listings

Showings from 10/28/2016 to 4/26/2017

Report Generated on 4/26/2017

1 Records



DateTime	ListingID	Address	Showing Agent	Keybox#	Key#	Showing Office	Feedback
Oct 31, 2016 10:33 AM	21020151	999 W Test Avenue Other AZ 99217	BethAnn Neynaber bethann@tucsonrealtors.org (520)5958477 Tucson Association of Realtors (520)3274218	32935974	6008692	Tucson Association of Realtors	

Legend Showing Start Showing End Showing Timeout

HOME LISTINGS REPORTS SETTINGS BILLING SUPPORT

QUICK LINKS

- › Update Code
- › Identify Keyholder
- › Authorization Code
- › Change PIN
- › Add Keybox

Identify Keyholder

Identify Keyholder

To find the name of a keyholder, please enter his/her serial number in the textbox below, then click on Find button.

Key Serial:

Results

Keyholder Name Board Name
BethAnn Neynaber MLS of So AZ

HOME LISTINGS REPORTS SETTINGS BILLING SUPPORT

QUICK LINKS

- › Update Code
- › Identify Keyholder
- › Authorization Code
- › Change PIN
- › Add Keybox

Configure Key Activity Report

This report provides information on the showings that you have performed.

Key Activity Report Settings

Select the date range for this report.

From to

- Include feedback information in report
- Export to CSV (Comma Separated File)
- View Results

- QUICK LINKS**
- > Listings
 - > Keyboxes
- ACTIONS**
- > Add Keybox

Listing Inventory

1 Listing - Print Report

MLS # ▾	Keybox # ⬆	Address ⬆	Actions
21706291	32935974	999 W Test Avenue	

Sort on multiple columns by holding down Shift and clicking column header(s).

1/1

Listings Per Page: 1 ▾

Legend Showing Activity Email Showing Agents Listing Details

- QUICK LINKS**
- > Update Code
 - > Identify Keyholder
 - > Authorization Code
 - > Change PIN
 - > Add Keybox

Configure Key Activity Report

This report provides information on the showings that you have performed.

Key Activity Report Settings

Select the date range for this report.

From to

Include feedback information in report

Export to CSV (Comma Separated File)

View Results

Viewing KeyBox Inventory

Manage your KeyBoxes by going to the Listings menu then within the Quick Links section click on Keyboxes. From this menu you are able to see which KeyBoxes you have in your inventory, this means boxes that you have put into your inventory from either SupraWEB or your eKEY (ActiveKey does not allow you to add boxes to your inventory). This might not be all the boxes you own or boxes that are owned by you.



BethAnn Neynaber [Log Out]

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QUICK LINKS

- > Listings
- > Keyboxes

ACTIONS

- > Add Keybox

Keybox Management

1 Keybox - Print Report

Type	MLS #	Keybox #	Shackle Code	CBS Code	Actions
	21706291	32935974	6333	5958477	

Sort on multiple columns by holding down Shift and clicking column header(s).

1/1

Keyboxes Per Page: 1

Legend

- Delete From Inventory
- Assign Listing MLS#
- Showing Activity
- Email Showing Agents
- Settings

SETTINGS

- QUICK LINKS**
- › Update Code
 - › Identify Keyholder
 - › Authorization Code
 - › Change PIN
 - › Add Keybox

Account Settings

User Information

Name: BethAnn Neynaber	Key Serial #: 6008692
Email: bethann@tucsonrealtors.org	Type: eKEY Basic
Board: MLS of So AZ	Device Type: Not Available
Login: Update Login Settings	Version: Not Available

General Settings

- › [General Email](#) - Personalize email notifications, email signature and more!
- › [Scheduled Email](#) - Scheduled a listing activity report.
- › [eKEY Showings](#) - Configure the days of activity data to show on eKEY.

General Email Settings

Email Address:

If this email address is not the same as the one your MLS, it may be overwritten by the email your organization has on record.

Showing Notifications (for all keyboxes)

Send me showing notifications for all keyboxes in my inventory

Important: Be sure to assign keyboxes to listings to include the property address in showing notifications.

Also send a copy to:(CC)

Feedback Emails

Send me an email when another agent sends feedback on any of my listings.

Also send a copy to:(CC)

Separate multiple addresses with a semicolon

Separate multiple addresses with a semicolon

Tip : To send showing notifications on a particular listing to a recipient, click on LISTINGS at the top of the page, click on the desired listing ID and enter the recipient's information.

Reminder Emails

Remind me by email to send feedback on listings I have shown.

Enable listing assignment email reminders.
(Not applicable for ActiveKeys)

Listing Update Emails

Allow listing agents to send me update emails on listings I have shown.

Personalized Signature Image

Personalized Signature Text

Email Address:

If this email address is not the same as the one your MLS, it may be overwritten by the email your organization has on record.

Showing Emails

Send me an email when another agent shows my listings.

Once a Week on

Include feedback

Once a Month on

Include feedback

Also send a copy to:(CC)



BethAnn Neynaber [Log Out]

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- Billing Menu
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Email Print

Account Balance

Customer: BethAnn Neynaber
Supra Customer Number: 2782517
Agent ID: 41018
Serial #: 6008692
Key Type: EKey
Date: 6/5/2019