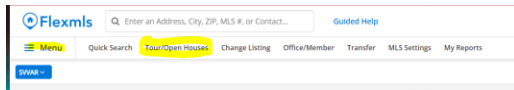
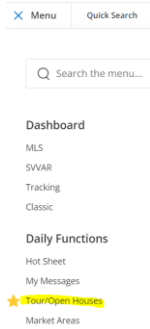


## How to print the Tour sheets:

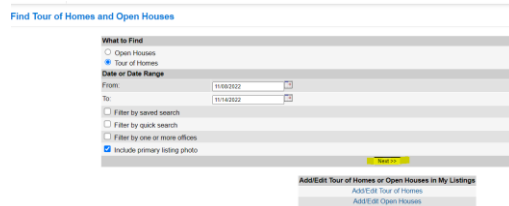
Locate the Tour/Open House option: You will find this in the menu, or you can save it to your favorites bar



Under the Menu, Daily Functions: (Mine has a star because it is saved on my favorites bar)



From here you can search for Open houses (for the public) or Tour of homes (for the agents) you can adjust the dates and you can even add or edit your tours.



After you make your date selection, choose "next" This will bring you to the Tour of Homes: select the homes or all of them you wish to tour. Now you can print, view on the map, create a report or send back to flex to view as listings.

