

Manage Mapping of Listings with Listing Services Records

The Manage Mapping of Listings with Listing Service Records feature allows users to manage the mapping of new and previously mapped listings with records in the Listing Services (CIE).

The step-by-step instructions below take you through the process of managing the mapping of listings with listing service records (CIE).

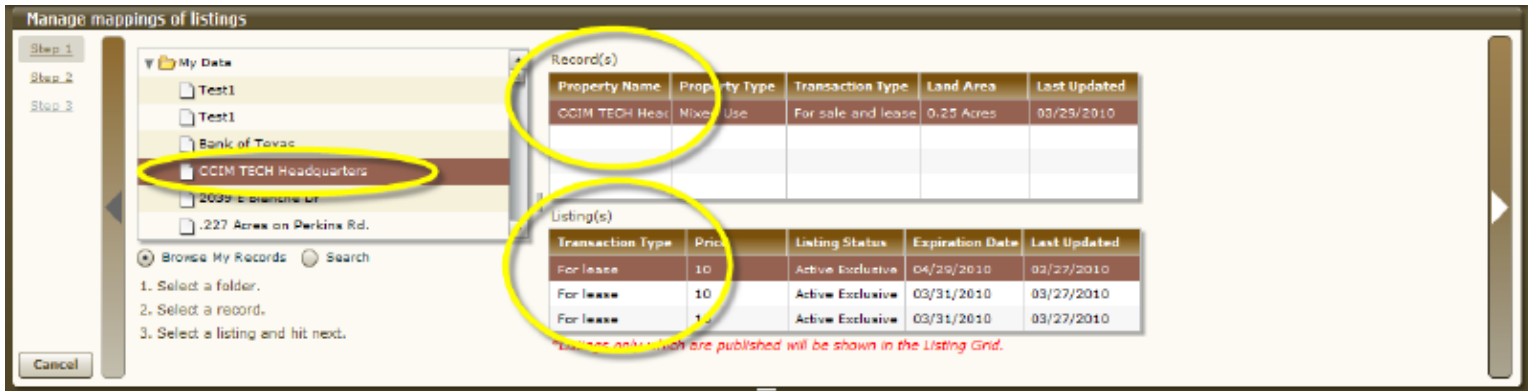
Step 1: Click 'Sync with Listing Services (CIE)' located on the Task Menu. Select 'Manage mapping of listings with listing service records'.



The 'Manage Mappings of Listings' workflow will open at the top of the screen.



Select the record in the table on the left to choose the entire record or listings associated with the record. The record will appear in the table on the right. The associated listings will appear in the bottom table on the right.

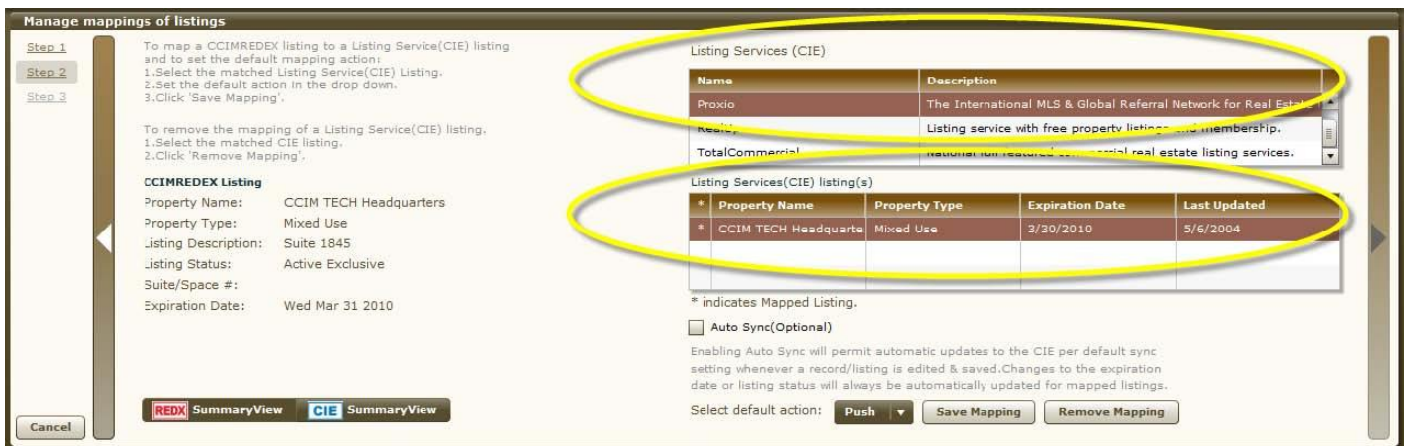


Note: Listings only which are published will be shown in the Listing Grid.

Select a listing from the bottom table on the right to manage mapping of the listing. When the desired listing has been selected, click the arrow on the right of the workflow to continue to the next step.



Step 2: To map a CCIMREDEX listing to a Listing Service (CIE) listing and to set the default mapping action, the user must select the Listing Service (CIE) and the matched Listing Services (CIE) Listing.



Select a default action from the drop down menu.

Manage mappings of listings

Step 1 To map a CCIMREDEX listing to a Listing Service(CIE) listing and to set the default mapping action:
Step 2 1.Select the matched Listing Service(CIE) Listing.
Step 3 2.Set the default action in the drop down.
3.Click 'Save Mapping'.

To remove the mapping of a Listing Service(CIE) listing.
1.Select the matched CIE listing.
2.Click 'Remove Mapping'.

CCIMREDEX Listing
Property Name: CCIM TECH Headquarters
Property Type: Mixed Use
Listing Description: Suite 1845
Listing Status: Active Exclusive
Suite/Space #:
Expiration Date: Wed Mar 31 2010

Listing Services (CIE)

Name	Description
Proxio	The International MLS & Global Referral Network for Real Estate
RealUp	Listing service with free property listings and membership.
TotalCommercial	National full featured commercial real estate listing services.

Listing Services(CIE) listing(s)

* Property Name	Property Type	Expiration Date	Last Updated
* CCIM TECH Headquarte	Mixed Use	3/30/2010	5/6/2004

* indicates Mapped Listing.
 Auto Sync(Optional)
Enabling Auto Sync will permit automatic updates to the CIE per default sync setting whenever a record/listing is edited & saved.Changes to the expiration date or listing status will always be automatically updated for mapped listings.

Select default action: **Push** **Save Mapping** **Remove Mapping**

To remove the mapping of a Listing Service (CIE) listing, select the matched CIE listing, and click the 'Remove Mapping' button.

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3.Click 'save Mapping'.

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1.Select the matched CIE listing.
2.Click 'Remove Mapping'.

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Listing Services(CIE) listing(s)

* Property Name	Property Type	Expiration Date	Last Updated
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 Auto Sync(Optional)
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Select default action: **Push** **Save Mapping** **Remove Mapping**

Optional: The user has the option of enabling 'Auto Sync' which will permit automatic updates to the CIE per default sync setting whenever a record/listing is edited & saved. Changes to the expiration date or listing status will always be automatically updated for mapped listings.

Click the 'Save Mapping' button and click the arrow on the right of the workflow to continue to the next step.

Manage mappings of listings

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Step 2 1.Select the matched Listing Service(CIE) Listing.
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3.Click 'Save Mapping'.

To remove the mapping of a Listing Service(CIE) listing.
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Step 4: What Do You Want To Do Next?



1. **Manage the mapping of new and previously mapped listings** with records in the Listing Services (CIE).



2. **Sync recently published record(s) to Listing Services (CIE).**



Note: Please be advised that the selected listing(s) must be “Published” (Click ‘My Records’ from the ‘Task Menu’, then click the ‘Publish’ tab) before you can use the ‘Sync with Listing Services (CIE)’ or ‘Push to Listing Syndications’ services.

3. **Push listing information to Listing Syndications.**



If the user does not want to continue to a new workflow with one of the options listed above, they can click the 'Return to Task Menu' button and be taken back to the CCIMREDEX home screen.

