QUICK START GUIDE

Getting started with ShowingTime is very easy to do! With on-demand training videos, help guides and easy to use tools to enter and update your showing information, ShowingTime provides you with all you need to help you get started.
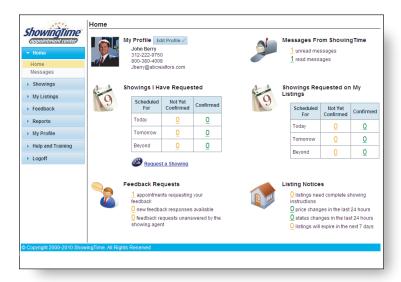Follow the simple instructions below to learn more.

ShowingTime™

Quick Start Work Flow

1. Log into www.800SHOWING.com   2. Review training videos   3. Enter your showing instructions   4. Update the MLS instructions

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Step One:

✔ **Log into www.800SHOWING.com** - The Homepage will give you a dashboard view of important information including a reminder of how many listings require showing instructions
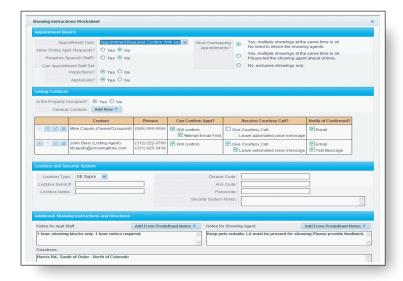

Step Two:

✔ **Review on-demand training videos** - The Help & Training section is a great resource to ensure you get the most out of your service. Review on-demand training, help guides & contact support

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Step Three:

✔ **Enter Your Showing Instructions -** Locate your desired listing. Click on the "Listing Worksheet" button to enter or update the showing instruction and other listing information for this listing. When done click save.

Step Four:

✔ **Update the MLS showing instructions** - Once you have setup your listing for the ShowingTime system, be sure to update the instructions within your MLS as to who the buyer's agents will contact to schedule a showing. i.e. *"Please call 800-SHOWING to schedule a showing."*

ShowingTime™
800-380-4008 | showingtime.com