

In the Know....

February 15, 2021

Eighty percent of success is showing
up.

-Woody Allen



MARK YOUR CALENDARS

FEBRUARY 18 – Lunch-n-Learn 11:00 – 12:00 zoom. Speaker Joe Gugelman from Upstar & Evelyn from Homesnap. Sponsored by Community State Bank. For more information see flyer on page 4. Please RSVP at niaor1@mchsi.com or 260-347-1593 to receive a zoom meeting link.

MARCH 11 – Broker/owner meeting 8:00 a.m. Zoom

MARCH 11 – BOD meeting 9:00 a.m. Zoom

MARCH 16 & 17 – CE Classes – Zoom – **CLASS IS FULL**

APRIL 13 & 14 – CE Classes – Zoom – Registration forms on page 3

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2021

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MEMBER NEWS:

2021 CE Classes Update

CE classes scheduled for March 16&17 are full.

Openings for CE classes in April are still available. See information on page 3.

RPAC UPDATE:

WE ARE NOW TAKING DONATIONS AND PLANNING THE EVENT FOR SEPTEMBER 16!!

MLS Board Openings

If you would like to have an impact in your association, we invite you to consider joining the MLS board of Directors. We currently have 5 seats available. If you are interested, please contact a member of the board or the board office at niaro1@mchsi.com

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Broker/Owner meetings are back! See page 5 for more details.

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UPSTAR 12HR CE BROKERS & MANAGING BROKERS

REGISTRATION FORM

12-HOUR CE COURSE - FOR BROKERS & MANAGERS

Indiana licensees must complete 12 hours of approved CE by June 30th every year. (Managing Brokers must have 4 of the 12 hours in an approved management course. This two-day course satisfies Indiana's 12-hour CE requirement for both Brokers & Managing Brokers.)

Tuesday, April 13, 2021 - via ZOOM

UPSTAR | 3403 E. Dupont Road, Fort Wayne, IN

- ☐ The Ins and Outs of New Construction and Updates on Code (2CE) 8 AM–10 AM
- ☐ *Professionalism and Real Estate (2CE) 10–12 PM
(* This class is subject to change. It does not count toward the NAR Code of Ethics Requirement.)
- ☐ Soooo You Want to be an Investor (2CE) 1–3 PM
- ☐ Till Death Do Us Part (2CE) 3–5 PM

Wednesday, April 14, 2021 - via ZOOM

UPSTAR | 3403 E. Dupont Road, Fort Wayne, IN

- ☐ **Hot Topics for Managing Brokers (4CE) 8 AM–12 PM
(** This class is for Brokers & Managing Brokers.)

CLASS FEES:

ZOOM DEAL!

\$50

CE PACKAGE

for UPSTAR & NEIAOR
REALTOR® Members!



Call Ashley Lanning at UPSTAR, (260) 426-4700, for questions regarding continuing education. All classes are held at the Upstate Alliance of REALTORS® (UPSTAR) office or at a specified offsite location. Pre-registration is encouraged for all continuing education programs shown above. You may register with UPSTAR via phone, or submit this form via email, fax, mail or in-person. Checks, cash, or credit cards (Visa & MasterCard) are accepted. Limited seating is available for walk-ins—taken on a first come, first served basis. **CANCELLATION POLICY:** You must cancel in writing 24 hours in advance to receive a refund.

REGISTRATION AND PAYMENT *No reservations will be taken without payment.*

REGISTER ONLINE: UPSTAR members (only) may register online at www.UpstarIndiana.com with a MasterCard of Visa

REGISTER BY PHONE: Call the UPSTAR office at (260) 426-4700 with a MasterCard of Visa

REGISTER VIA THIS FORM: ☐ VISA ☐ MASTERCARD ☐ CHECK ENCLOSED (Make check payable to UPSTAR)

Submit form via: **MAIL:** 3403 E. Dupont Rd, Fort Wayne, IN 46825 **FAX:** (260) 422-9966 or **EMAIL:** Ashley@UpstarIndiana.com

Name (Please print): _____

NRDS#: _____ License#: _____

Phone: _____ Email: _____

Company Name: _____

Company Address: _____

Total Payment: \$ _____ Check No. (If paying by check) _____

CREDIT CARD INFORMATION

Name on Card: _____ Acct# _____

Exp: _____ Signature: _____



Thursday, February 18, 2021

Format: Via Zoom

Time: 11AM - 12 PM

Hosted by: NEIAOR

521 Professional Way
Kendallville, Indiana

Sponsored by:

Community State Bank

RSVP:

Due to recent COVID-19 restrictions in our area, we will be holding the **Lunch-n-Learn via Zoom**. Please RSVP to niaor1@mchsi.com or 260-347-1593 to receive a Zoom meeting link.

ATTEND & LEARN:

Our speaker, UPSTAR MLS Director Joe Gugelman, will conduct an in-depth training session on Homesnap—a mobile platform with an advanced suite of features that link Paragon system information directly to Homesnap. Join Joe as he shows you how to move from your desk to your phone without skipping a beat.

Event Sponsored by:



RPAC MOMENT

Please think about what you and/or your office would like to contribute for the silent and live auctions.

WE ARE TAKING DONATIONS AND PLANNING THE EVENT FOR SEPTEMBER 16!!

Auction items can be dropped off at the Board office or contact an RPAC committee person and they will be glad to pick them up.

Contact:

Dawn Miller, 260-367-1778

Cyndi Andrew, 260-466-5757

Kelly Grimes, 260-318-1770

Shala Cook-Hoover, 260-463-1111

Dani Rittermeyer, 260-499-1334

Kay Kunce, 260-316-1422

Keith Forbes, 260-318-2788

Patty Suetter 260-302-1899

The Board Office 260-347-1593

Thank you

ATTENTION BROKER/OWNERS:

The Board has decided to bring back the quarterly broker/owner meetings. Our first meeting will be held via zoom on Thursday March 11 at 8:00 a.m. You will receive a zoom invite on Wednesday March 10. If you are unable to attend, please email a Board member or the Board office at niaor1@mchsi.com





We will continue our free webinars in 2021!

Upcoming Webinars (Times are CST)

- [Preference Wizard - 2/10 @ 12pm](#)
- [CMA Presentation Packet - 2/10 @ 2pm](#)
- [CMA Preference Wizard - 2/11 @ 10am](#)
- [3 Easy Ways to Create a Subject Property - 2/11 @ 12pm](#)
- [Results Action Button - 2/12 @ 10am](#)
- [Pricing with a Strategy - 2/12 @ 12pm](#)
- [Reverse Prospecting - 2/15 @ 11am](#)
- [Listing Input & Maintenance - 2/15 @ 1pm](#)
- [Contact Manager Exploration - 2/17 @ 12pm](#)
- [Exporting Paragon Listing Data - 2/17 @ 2pm](#)
- [Customizing Paragon Reports - 2/18 @ 10am](#)
- [Home Page Exploration - 2/18 @ 12pm](#)
- [Email Signatures & Email Message Bodies - 2/19 @ 10am](#)
- [Paragon Connect - 2/19 @ 12pm](#)
- [Paragon Help Site - 2/22 @ 11am](#)
- [CMA Presentation Packet - 2/22 @ 1pm](#)
- [Collab Center | Prospect Experience - 2/24 @ 12pm](#)
- [Collab Center | Prospect Setup - 2/24 @ 2pm](#)
- [Listing Input & Maintenance - 2/25 @ 10am](#)
- [Searches - 2/25 @ 12pm](#)
- [Results & Distribution - 2/26 @ 10am](#)
- [Preference Wizard - 2/26 @ 12pm](#)





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Need more? Read this informative blog post: [Five Tips to Help Real Estate Professionals Compete in the Digital World](#) (link is external).

Who: DocuSign is the National Association of REALTORS® official and exclusive provider of electronic signature services under the REALTOR Benefits® Program. DocuSign services are easy-to-use and accessible at any time, from any desktop or mobile device.

What: Solutions available at member-only pricing include the Real Estate Starter eSignature plan for individuals, DocuSign for REALTORS® eSignature for individuals and offices up to 5 users, and DocuSign for Brokers for offices of 6+ users.

How: DocuSign offers a variety of exclusive options for NAR members.

For individuals looking to try DocuSign:

To sign-up for Real Estate Starter or DocuSign for REALTORS® prepaid annual and month-to-month plans at the NAR member discount, go to the member-dedicated page at [docusign.com/nar](#) (link is external). Not ready to commit to the full service? [Try a free trial](#) (link is external).

Individuals or offices up to 5 users:

To sign-up for Real Estate Starter or DocuSign for REALTORS® prepaid annual and month-to-month plans at the NAR member discount, go to the member-dedicated page at [docusign.com/nar](#) (link is external).



PARAGON 5.81 RELEASE

Dear MLS Customer,

We wanted to bring to your attention a few enhancements to be aware of with the release of 5.81. Full Production Release will be on Wednesday, February 24, 2021.

1. Third Party Integrations, Action Icons and the Search Results Menu

- A new Actions button has been added to the search results menu, providing users with a centralized location to access integrations from any spreadsheet or detail view! Besides centralized access, this new button effectively removes the need to insert icons into agent-facing custom reports. In addition to the new menu option, the Actions Icon column for the spreadsheet has been modified to display a single icon 🖱️ to access all integrations, giving users more space for viewing data.
- **Note:** The menu item that was previously called Actions has been renamed to More.

2. Listing Input - Partial Listings Auto-Save

- Now you can add and maintain Photos, Open Houses, Tours, Documents and Videos while adding a listing without having to save it first. Selecting one of these additional actions will automatically save your data as a Partial listing. Previously, you had to save your listing first in order to access those additional options.
- **Note:** Users must remember that their auto-saved listings are under Partial Listings.

Black Knight MLS





The following is a schedule for training classes that Joe from Upstar will be conducting this month.

He has also included a planned Zoom for the digital earnest money platform on the 16th.

A trainer from Earnnest will be teaching and conducting a Q&A after her presentation. Joe would be happy to include anyone from NEIAOR who might want to learn about how this allows you to securely send, receive and track earnest money payments online rather than with paper checks.

If anyone would like to attend any of Joe's zoom trainings this month, please contact Greta at the board office at niaor1@mchsi.com or 260-347-1593. I will have Joe send you a zoom invite.

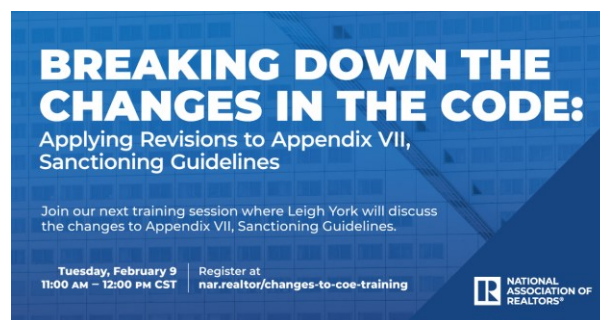
2/11/2021 1pm-4pm - Beginner Paragon – Zoom

2/16/2021 9am-10am - Earnnest (Digital Earnest Money Platform) – Zoom

2/17/2021 9am-12pm - Intermediate Paragon – Zoom

2/23/2021 9-11:30am - Zip Form Training – Zoom

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Join us for next week's virtual Code of Ethics training, where we'll discuss the changes to Appendix VII, Sanctioning Guidelines.

All are welcome to attend, and the session will be recorded for those who are unable to make it.

Register for the session and view recordings of past sessions [here](#).

That's Who We R

National Ad Campaign

[Take a Peek Inside New That's Who We R Ads](#)

NAR's consumer ad campaign will launch a new wave of ads for 2021. View a sneak peek of the making of the commercials, which celebrate REALTORS® as people changing lives with the work they do.

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