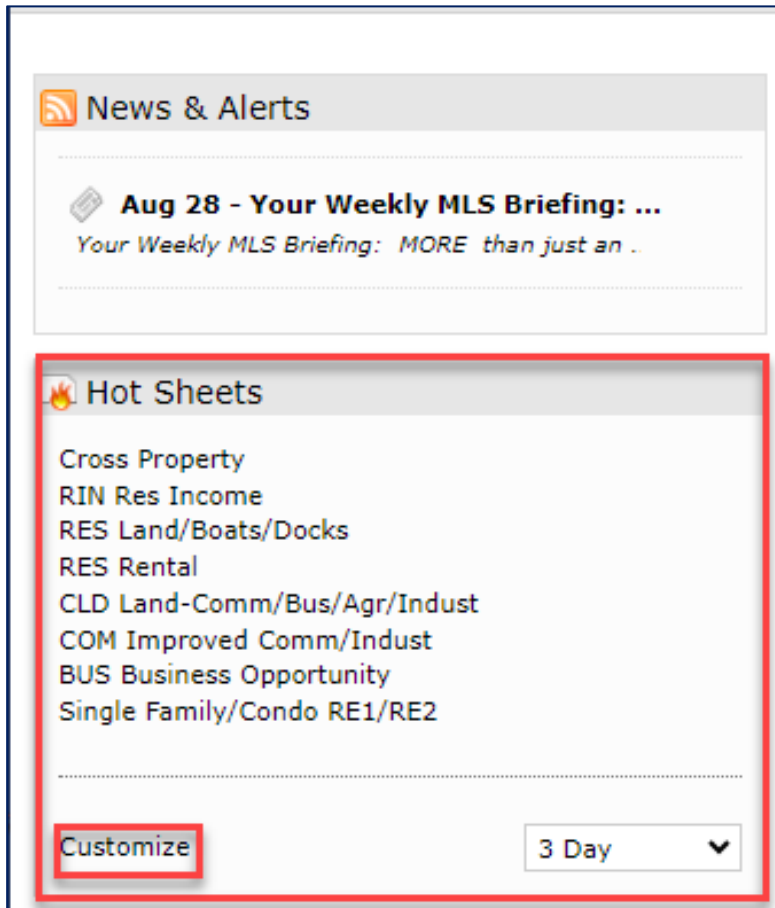




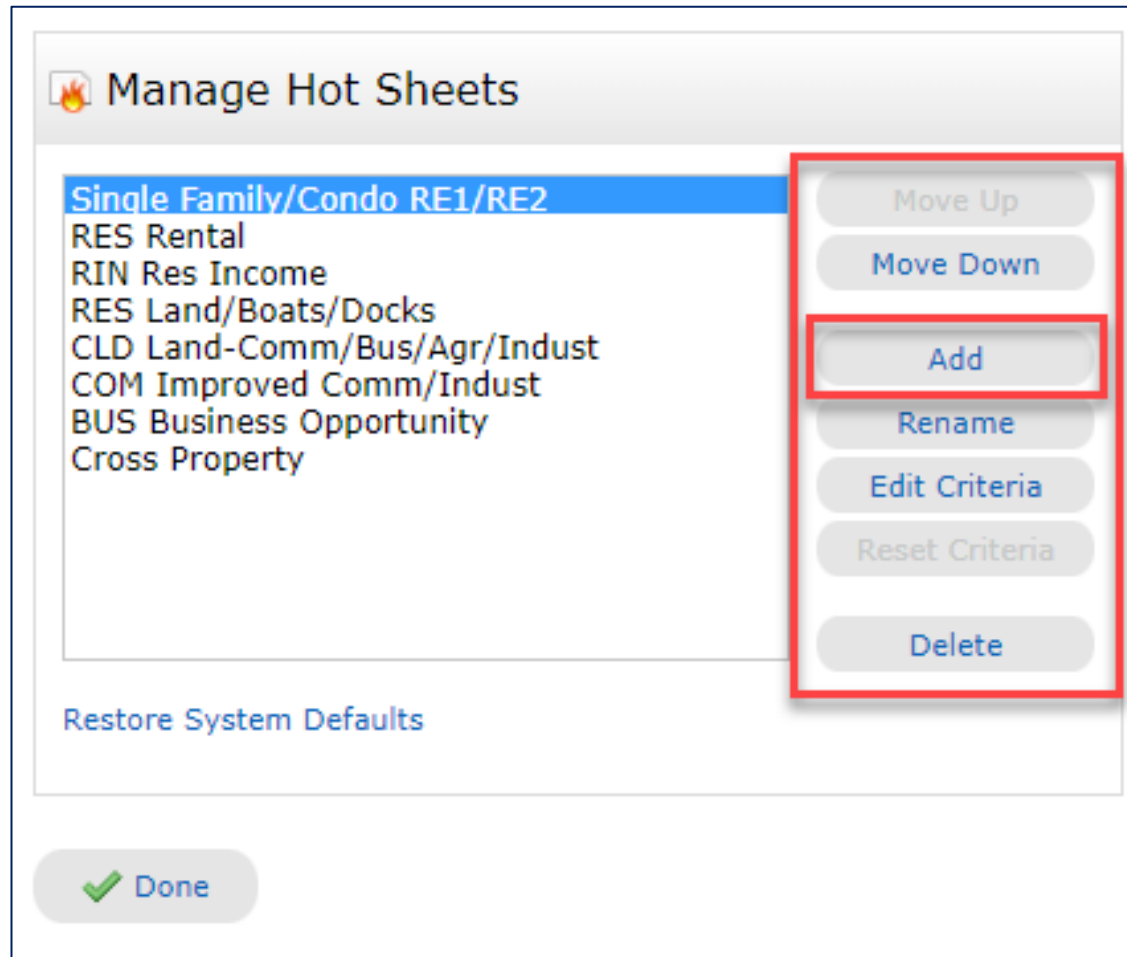
Matrix Homepage: How to Create a Hot Sheet

With Hot Sheets, YOU can keep an eye on DAILY market changes in the area(s) YOU specialize in



Step 1: Locate the Hot Sheet Widget in the Matrix Home tab and click Customize.

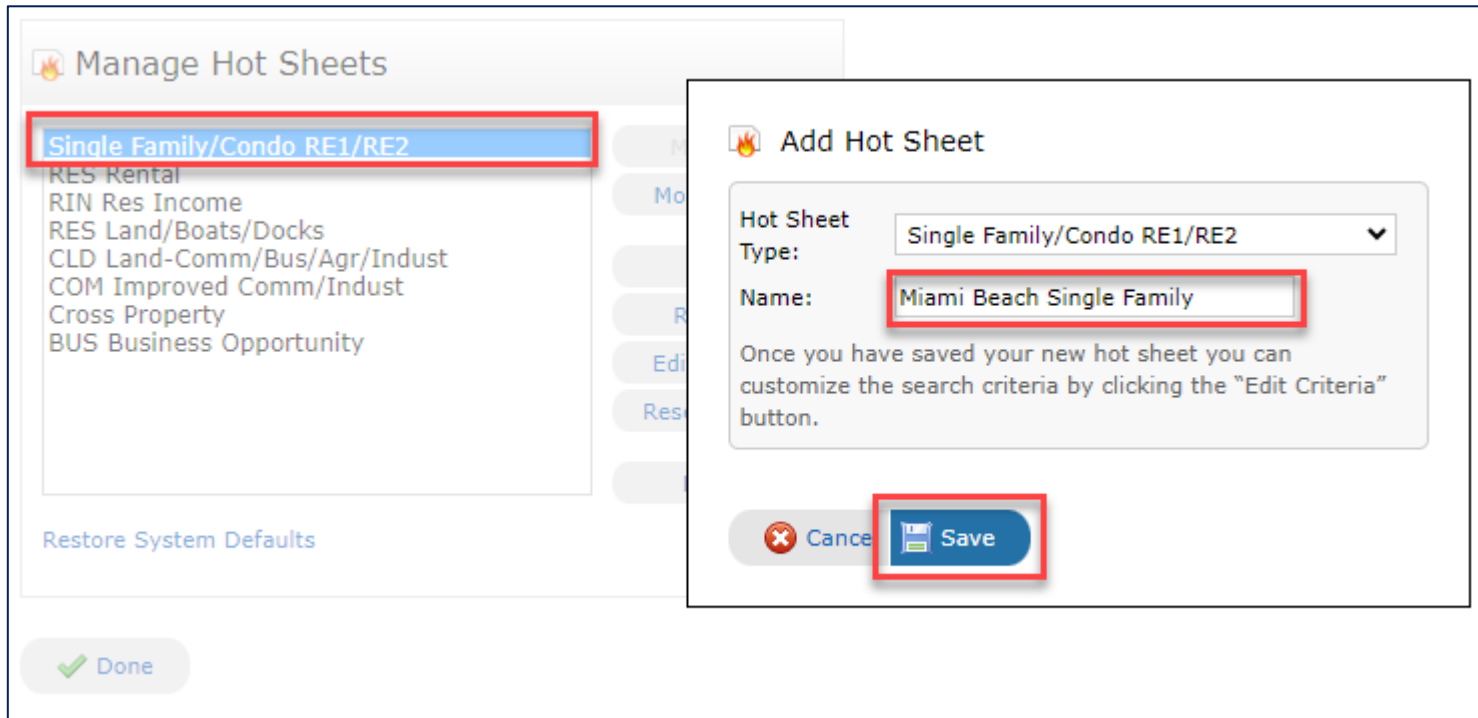
Step 2: From the Manage Hot Sheets window, click the Add button.





Step 3: In the Add Hot Sheet screen, Select the Hot Sheet Type of Listing desired from the drop-down menu.

Step 4: Name this Hot Sheet and click Save.



Manage Hot Sheets

- Single Family/Condo RE1/RE2
- RES Rental
- RIN Res Income
- RES Land/Boats/Docks
- CLD Land-Comm/Bus/Agr/Indust
- COM Improved Comm/Indust
- Cross Property
- BUS Business Opportunity

Restore System Defaults

Done

Add Hot Sheet

Hot Sheet Type: Single Family/Condo RE1/RE2


Name: Miami Beach Single Family

Once you have saved your new hot sheet you can customize the search criteria by clicking the "Edit Criteria" button.

Cancel Save




Step 5: Based on the NEW Highlighted Hot Sheet, Click the Edit Criteria button to set up the search criteria for this Hot Sheet.

 Manage Hot Sheets

Single Family/Condo RE1/RE2	Move Up
RES Rental	Move Down
RIN Res Income	
RES Land/Boats/Docks	Add
CLD Land-Comm/Bus/Agr/Indust	Rename
COM Improved Comm/Indust	
Cross Property	
BUS Business Opportunity	Edit Criteria
Miami Beach Single Family	Reset Criteria
	Delete

Restore System Defaults

 Done



Step 6: Select the Criteria for this Hot Sheet, then click the Save button.

Hot Sheet

Change Type

Coming Soon

New

Back On Market

Price Decrease

Price Increase

Active With Contract

Cancelled

Closed Sale

Pending Sale

Terminated

Rented

Temp Off Market

Withdrawn

Expired

Or

Not

Days Back

Leaving this field blank will allow the Hot Sheet to track the changes since it was last viewed.

Examples:

Use 0 for Today

Use 0-1 for Yesterday and Today

Use 0-3 for Last 3 Days

Use 0-7 for Last Days

Map Search: No Map Selected

Within

0.5

miles of

My Location

Street #

Street Dir

Street Name

Unit #

More

Area

Or

Not

Zip Code

Subdivision Name

County

Broward County

Miami-Dade County

Glades County

Hendry County

Indian River County

Or

Not

City

Miami

Miami Beach

Miami Gardens

Miami Lakes

Miami Shores

Or

Not

Total Bedrooms

Full Baths

Half Baths

Total Sqft

Year Built

Pool


WaterFront


Clear


Cancel

Save



 News & Alerts

 **Aug 28 - Your Weekly MLS Briefing: ...**
Your Weekly MLS Briefing: MORE than just an ..

 Hot Sheets

[Single Family/Condo RE1/RE2](#)
[RES Rental](#)
[RIN Res Income](#)
[RES Land/Boats/Docks](#)
[CLD Land-Comm/Bus/Agr/Indust](#)
[COM Improved Comm/Indust](#)
[Cross Property](#)
[BUS Business Opportunity](#)
[Miami Beach Single Family](#)

[Customize](#)

3 Day

New Only

This Session

24 Hour

Today

3 Day

7 Day

Custom

Step 7: You can now return to the Matrix Home tab where you will see the updated Hot Sheet widget with a link to your custom hot sheet. From here, select the time frame you wish to view from the Days Back drop-down menu then click on the name of the Hot Sheet you wish to run.



Step 8: Preview Daily Market Changes

★ Try Our New Search

Single Family/Condo RE1/RE2
Criteria
Map
Results

Previous
Next
• 1-3 of 3
Checked 0
All • None • Page
Display
RE1/RE2 Hot Sheet
at
25
per page

	ML#	PROP TYPE	Change Detail	Area	Status	Address	List Office	Current Price	Beds	#FB	SqFt Liv Area
<input type="checkbox"/>		Single Family	->A	32	A			\$10,990,000	4	4	≈2,263
<input type="checkbox"/>		Single Family	->A	32	A			\$49,000,000	8	8	≈7,746
<input type="checkbox"/>		Single Family	->A	32	A			\$11,800,000	5	6	≈6,250

Actions
Refine
Save
Carts

Email
Print
Share Link
CMA
Directions
Stats
Export
ShowingTime

Previous
1
Next