

# Preview Mode Email

When Preview Mode is enabled, the subscription will be sent to **you** to review new listings. You will then decide which listings to send to the Contact(s) associated with this prospecting subscription. If you have Preview Mode enabled for a Contact's subscription, details on this feature will appear in the blue area beneath the option. You may also hover over the blue question mark icon for details.

## Edit Subscription

General Subscription Options

Subscription name: Subscription Barkleys 2

Send notification of new listings to:

- You (sender)
- Selected contacts
- Send me an email when a contact clicks the link
- Enable Preview Mode ?

When Preview Mode is enabled, contacts will not receive any emails until you approve the listings you'd like them to see. When there are new or changed listings, you will receive an email to review and approve the listings you would like to have emailed to your contact.

This is what the Preview email looks like that comes to you (the agent). To approve listings to send to the Contact, click the '**Click here to approve listings for (Contact's name)**' link in the **Preview Email Only** message box.

Angela Washington-Marshall, Angela Washington-Marshall via flexmls <listingupdates@flexmail.fl> To: awmmlm@gmail.com Oct 11 at 9:25 AM

Preview Email Only - no listings were sent to Barkleys.

[Click here to approve listings for Barkleys](#)

## preview

↓ \$405,000

W130S9623 Jimmy Demaret Dr

Muskego, WI 53150-5240 • #1546187

Active






You are receiving this email because you have a flexmls account. Manage your e-mail subscriptions by logging into [flexmls Web](#)  
FBS, Creators of flexmls, 3415 39th St S, Fargo, ND 58104



In the listing screen that opens, review and select listings you would like to send to your Contact; click the **Approve** button at the upper right side. The selected listings will be sent to the Contact for that event.

The screenshot shows a real estate listing interface. On the left, there is a sidebar with the user's profile: Angela Washington-Marshall, EcoBroker, GREEN, e-PRO, Metro MLS Staff. Below the profile are sections for 'News Feed' (50+), 'Searches' (Milwaukee Comm..., open house, preview, Tosa Condos, Tosa SF), and 'Listings' (Hidden: 3, Saved: 19, Recommended: 8, Hidden by Agent: 3, Created 3-1-17: 4, Super Hot House: 3, Listings in Fox Point).

The main content area is titled 'News Feed for Barkleys'. At the top right, there is a navigation bar with buttons: 'Approve' (highlighted with a red box), 'Save', 'E-Mail', 'Print', 'CMA', 'Export', and 'ShowingCart'. Below this is a filter bar with 'List', 'Detail', 'Photos', 'Map', 'Compare', and 'Messages'. The main listing area shows a table of results with columns: 'Price | Status | MLS #', 'Postal Municipality', 'List Price', and 'Property Type'. There are 11 results in total, with 3 selected. The first five results are visible:

Price   Status   MLS #	Postal Municipality	List Price	Property Type
 \$239,900 7172 State ROAD 33 Addison, WI 53002-9780 Active / 1539696 Back On Market at 10-11-2017 9:27 AM Approve	Allenton	239,900	Single-Family
 \$179,900 303 N 111th St Wauwatosa, WI 53226-4112 Active / 1533873 Status Change at 10-11-2017 9:27 AM Approve	Wauwatosa	179,900	Single-Family
 \$599,900 6121 N Lake DR Whitefish Bay, WI 53217-4320 Active / 1546793 Open House Approve	Whitefish Bay	599,900	Single-Family
 \$284,900 21113 120th St Bristol, WI 53104-9690 Active / 1552562 Status Change at 10-11-2017 9:25 AM Approve	Bristol	284,900	Single-Family
 \$405,000 W130S9623 Jimmy Demaret Dr Muskego, WI 53150-5240 Active / 1546187 Price Change at 10-11-2017 9:24 AM Approve	Muskego	405,000	Single-Family

You can also approve listings individually by clicking the **Approve** button in the thumbnail area.