



HOW TO SCHEDULE A VIRTUAL SHOWING

Step 1: Select the property you want to show and click the ‘schedule a showing’ button in FlexMLS.

Step 2: Within ShowingTime, select a date and time for the appointment from the times available on the calendar. This will prompt the appointment details screen to appear.

Step 3: Select Virtual Showing as the type of appointment. You have the option to add a note for the listing agent where you can indicate what streaming video technology you and your client would prefer to use. The listing agent will receive this information along with the showing request.

Address: 4610 West 158th
Charleston, SC 29403

Listing ID: 2498593

Price: \$642,500

Status: ACTIVE

Appointment Type: Appointment Required: Wait for confirmation

Requested date and time: Tue, April 7, 11:15 am

Please indicate the type of Appointment:*
Optionally indicate the latest time that you might be at the property:
Optionally indicate the buyer's name for your reference:
Optionally add a note for the listing agent:
Can we FaceTime?
Is this information accurate?

Virtual Showing

Select One

Showing

2nd Showing

3rd Showing

Virtual Showing

Agent Preview

Appraisal

Inspection

Photography

Broker Price Opinion

Walk-Through

Add Note

Save with listing

Yes

Listing Activity Report for 4610 West 158th, Charleston, SC 29403 (2498593)		
	Snapshot for March 15, 2020 - Apr 07, 2020	
	Listing ID:	2498593
	Address:	4610 West 158th, Chareston, SC 29403
	Price:	\$642,500
	Status:	ACTIVE
Feedback Responses		
Activity Details		Showing Agent
Showing 3/24/2020 9:00 AM - 9:15 AM		Hank Griffin Cowan Group Real Estate
Showing 3/21/2020 12:00 PM - 12:30 PM		William Tobias Show Street Realty Company
Listing Activity Details		
Activity Type	Activity Date	Showing Agent
Future Virtual Showing (details)	04/07/2020 11:15 AM - 11:30 AM	Alison Tow Western R (312) 568- Allison@st

The Virtual Showing appointment type will be indicated in the Listing Activity Report to most accurately reflect all showing information for the listing.

FREQUENTLY ASKED QUESTIONS

What is a virtual showing?

A virtual showing is when the buyer and showing agent view the property, but are not physically present at the location. The showing is conducted using streaming video technology.

How are virtual showings different than a standard showing?

In terms of the system, the process the showing agent and the listing agent goes through is the same. This appointment type is a new label so that all notifications will clearly state that this is a Virtual Showing rather than a Showing, 2nd Showing, or 3rd Showing.

Does the listing agent still have control as to who accesses the home?

Yes – however, once the appointment is confirmed the access details from the listing worksheet will be shared with the Showing Agent.

Can the listing agent set a property to only allow virtual showings?

Not yet, but it’s currently in development. When this feature is live, listing agents will be able to set a listing to virtual showings only.

Why should I use ShowingTime to facilitate a virtual showing?

By using ShowingTime to facilitate virtual showings, listing agents can accept appointments, track all activity on the listing, request feedback and more. Recorded videos and virtual tours are often used as marketing tools to increase buyer interest and engagement. When leveraged with ShowingTime, listing agents can require a confirmed showing appointment to view these tours, which can be tracked to provide meaningful activity reports for clients. This also allows listing agents to identify legitimate buyers planning to make a purchase.

How do I conduct a virtual showing?

Always check with your Broker-in-Charge for guidance on any brokerage policies during this time.

Due to the variety of changes around COVID-19, more and more tools are available to facilitate a virtual showing such as Zoom, Skype, Google Meet, and more.

With any scenario, the listing and buyer agents should communicate prior to the showing to ensure all parties understand and know what to expect for the virtual showing.