

*"My Systems
Help You Achieve
Your Goals"*



A Part of the *Street Smart*® Investor System™

Street Smart® Investor Websites WebWiz™

**Your
Back Office
Guide**

street smart®

Real Estate Systems Helping Thousands Earn Millions

Louis D. Brown

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Welcome to your **Street Smart® WebWiz™** Tutorial!

Congratulations! You've made a wise decision to add **Street Smart® Technology** to your business plan. As you will see, we've helped you use your **Street Smart® Tools** in conjunction with our Technology to help you build your business faster, safer and for much less cost than if you tried to design it on your own. As we're sure you'll agree, these business tools are well thought through and are very user friendly. Designed by investors for investors, these sites use the copyrighted system of Louis "Lou" Brown. You'll probably recognize that many of the paper systems included in your written **Street Smart®** volumes have come to life in these Buying and Selling Websites.

Your Buying and Selling websites will provide you Public Credibility and Lead Generation. Your "**Seller Presentation Kit**" is brought to life on the public side of your Buying site. Your "**Buyer Presentation Kit**" is brought to life on the public side of your Selling/Renting site. Your lead management and marketing tools included in your Buying and Selling volumes have been made interactive and dynamic in your "**WebWiz™**" back office management system.

Your **Street Smart® WebWiz™** will become **the way** to efficiently manage your leads along with many other features we'll discuss here. Combined, these give you the right solution to your basic real estate technology needs.

Public Site- Your buying public site is very user friendly and is designed to answer many of the questions your sellers, buyers, and renters will have. This will make you look very professional and have you appear to be a multi million dollar company. It also gives the seller a place to answer all of the really important questions you need details on to create an offer. Tour the public site on your own as the uses and benefits should be self explanatory.

This tour focuses on your Back Office. We call your private Back Office "**WebWiz™**". **WebWiz™** will allow you to objectively evaluate leads generated through the public site exposure and others you find through other marketing methods. Now let's get started on your **Street Smart® WebWiz™** Back Office tour!

Step 1 – Set Up Your Domain Name

Before we set you up with a website, we need a domain name for you. That's your own address on the World Wide Web. We need one for each of your buying, selling, and lending websites. Unless you've already selected one, you are probably thinking "What kind of name should I use?" That is a common question. Let's give you a few hints. You can choose to be creative. One student has sackmylandlord.com, or you can use your company name alone or with homebuyers / home sellers or buys houses / sells homes after it. You can also use your geographical region such as: www.TriStateHomeSellers.com, metroatlhomebuyers.com. When deciding your name, just keep in mind that the website name has to fit on a sign, business card, or ad in a newspaper. We recommend keeping your name under 25 characters. To check if a domain is available, you can go to www.StreetSmartInvestorDomains.com, click on the text box where it says: 'Enter a Domain Name:' and insert your possible name and click search. When the page loads it will tell you if your name is available

and give you some options. If you have not already purchased your domain names, you can do it here for \$8.95 per year, per name reserved.

Step 2 – Point Your Domain Name Server (DNS) Settings

Once you have purchased your domain names, the Name Server setting needs to be set to point to our server where your websites reside. To change your current DNS settings, click on “Manage Account”, then click on “Manage Domains”. Select the domain names that you are changing the settings of then click on “Name Server Settings”. On the right you should see a place to type in your new settings. Please change each domain name to both **ns1.streetsmartinvestor.biz** and **ns2.streetsmartinvestor.biz**. Be sure to click “Save Changes”. If you don’t, your website(s) won’t be found. Try it, it’s easy. If you have any problems, we can do it for you- just email us or give us a call with the username and password for your domain account and tell us where you purchased the domains. We’ll take it from there and send you an email when it is done. By the way, as we are often on the phone making outbound setup calls, it is highly recommended you communicate with us by email. This often gets you a quicker response time.

Step 3 – Fill out your Setup Sheet

Please fill out **1 sheet per site**. If you licensed both the Buy and Sell sites, we need 2 setup sheets from you with 2 different domain names. The sheet is self explanatory, however if you still have questions, please email StreetSmartWeb@LouisBrown.com or call.

Step 4 – Set Up Your Email Account

You’ll need an email account to keep your lead emails separate from your other email. To setup your e-mail account, you have two options: Option A) SMTP email, or Option B) POP3 email. Option A is a separate email account that would forward to any existing email account you already have. Any email sent to you at your special website email account, for example: You@YourDomainName.com would be forwarded to your regular email account, for example: You@gmail.com (your existing account).

Option B is hosted on our servers. It is a web email account similar to hotmail. You would be able to send and receive email from You@YourDomainName.com. We recommend this option as this allows you to appear more professional – which gives you more credibility. Once you’ve made this decision, fill out the email account setup sheet and fax it in. If you have any questions, please email StreetSmartWeb@LouisBrown.com or call.

****Any domain name you wish to use for your email account must be owned by you. We suggest you use the one you set up for these websites.**

Step 5 – Fax your Setup Sheets to us at 770-939-3177

Once we receive your setup sheets, we will use them to set up your websites. As soon as this is input, your websites will be up within 2 days (usually less).

Yeah Baby! Your sites are up!!

Once your websites are up, check the public side to make sure all your contact information is correct. We also recommend you test the sites by filling out all the forms the public will fill out. This will give you a feel for the system and how it works. Having done that, it's now time to check out where that data went.

Step 6 – Check out your *Street Smart*[®] *WebWiz*[™] Back Office

To login to your back office go to www.StreetSmartInvestor.biz – **BOOKMARK THIS PAGE**. You will use this page to login each time you visit your site. In the beginning this may be daily. Some of our power users login several times per day to manage their leads. Type in the user name and password you gave to us on your setup sheet. Once on the main page, take a look to see what is there. Explore all the links on the left hand side of the page. The top link is “**Account Info**”. Click there to change anything on your website- your contact phone numbers, company name, email where notifications get sent, and most important, your theme. Once you change anything, **make sure you click UPDATE on the bottom of the screen**. ** Changes you make on one site DO NOT transfer to the other site. You will need to change each site (buying, selling, and lending) yourself.

Email Login

To login to your email account, go to <http://webmail.yourdomainname.com>. Bookmark this page as well if you chose the email option B. Your user ID is your WHOLE email address: you@yourdomainname.com and then your password choice. If you have any questions, email us at StreetSmartWeb@LouisBrown.com or call.

FAQ's – Here's a collection of frequently asked questions. Yours is probably answered here.

- **My websites are up - now what?**

Start marketing!!! This is critical. Get your website out there! This is the single most important item needed to build your business. To see our recommended buying and selling marketing materials click the “**Resources**” link on your Back Office *WebWiz*[™] “**Paperwork**” page. Your marketing should always include your buying or selling website address depending on the type of marketing you are doing. You will also use your websites to load leads from other sources so you can manage the lead and follow up from there. You will get occasional “leads from the sky” (folks surfing the web) but do not depend on these. They are often not from your area. Remember, your public websites are primarily a credibility tool and a place to gather information from leads who visit the site. The *WebWiz*[™] is your online office used to manage these leads, both buying and selling leads.

- **How do I load my current leads to *WebWiz*[™]?**

To load your current leads, just go to the public site and fill out the questionnaire. That will load your leads into your online back office.

- **How do I change my theme (graphic design appearance)?**

From the main page of your back office, click “**Account Info**”. Scroll down to the bottom of the screen. Under Keywords and Description you’ll see “**Website Theme**”. You have over 95 designs to choose from. Click that link to the right of the pull down menu to preview what the themes look like. Just be sure to change the theme in the drop down menu before clicking “**Update**”. **Note- the back office theme does not change, only the public side will.

- **How do I upload Testimonials?**

From your **WebWiz™** main page on the left hand side, click on the “**Testimonials**” link. From there it takes you to the page where you can manage all your testimonials. Since you have not added any, it will say click here to add a testimonial. At the top of the screen where you are going to add your testimonial, **be sure to click the Testimonial Switch “ON”**. Then fill in what the clients have said about you. You can also add a photo of your clients or their house. If you don’t have any testimonials, email us and we can add some for you. Just tell your clients “here are testimonials of colleagues of ours.”

- **Why won’t my picture load?**

If you are going to upload a picture to ANY part of your website, it *needs* to be in JPEG format and under 1MB each.

- **How do I upload a property onto my Selling site?**

On your Selling site, click “**Add A Property**”. Fill out ALL the information for the property then click “**Go to Step 2**” at the bottom of the screen to upload any photos of your property. You can add up to 12 photos for each property. To have the property show on your website, go to “**Archived Properties**” and click “**edit property**”. Right underneath “**Property ID**” is the “**Property Switch**” – **click the “ON” circle then click “Update”**.

- **How do I access my *Street Smart®* Lou Brown Paperwork?**

From the **WebWiz™** main page, click “**Paperwork**” on the left. If the volume name is in red, you have access to the paperwork. You will only have access to the volumes you have purchased through *Street Smart®*. If you own a volume and you cannot access the paperwork, click the “**verification form**” link at the top of the page. Check the boxes that need to be turned on and click “**Send**”.

- **How do I add a Free Report?**

From the **WebWiz™** Admin page of either site, click the “**Free Report Follow-Up**” link. On the far right you will see “**Manage Free Reports**”. Click that link. On the page that comes up, all you need to do is enter the title of the free report and click the “**Browse**” button to find the file on your computer. You can upload Word, Word Perfect, Notepad, and PDF (Adobe Acrobat) files. When you have found the

file, click “**Open**” and then click “**Add**”. You should then see the report in red below. Check the box to the left of the Title and click “**Assign**” to have your report live on the public side. There is no limit to the number of free reports you can have. If you own Richard Roop’s Marketing Magic you may upload his free report. You can also customize your own report and even add details about your company and photos of yourself.

- **Complimentary Material**

If you own the products of any of our affiliates such as Richard Roop, you will also be able to access their product from your website as well. Provide proof of ownership, or have their office email us and we’ll turn you on.

- **Other things to do:**

If you haven’t already done so, change your theme to fit your business and you. Explore your website and find out how it works front and back. Add properties and testimonials.

For additional help and support, please call 770-939-8283 or email StreetSmartWeb@LouisBrown.com.

Your *Street Smart*[®] Investor Buying Website

Once you have logged in, you will either be taken directly to your Buy *WebWiz*[™] Back Office or you will see a page that says “Click here to Buy” and “Click here to Sell” depending on what websites you own.




Please click on the Buy site. This is what you should see:



Notice the links on the left hand side of the page. They will become your best friends. Let's start with the first link: “**Account Info**”.

Once you have clicked on Account Info, You should see this:

Account Info Page:



Your Company Name Here

[Admin](#) | [Account](#) | [Seller Follow-up](#) | [Show Me Money](#) | [Testimonials](#) | [Paperwork](#) | [Logout](#)

EDIT ACCOUNT INFORMATION

Please fill in the following information as completely as possible, especially where marked as *Required.
NOTE: Any changes you make below, may not show up on your public website for up to 10 minutes.

*Company Name

*Contact's First Name *Last Name

Contact's Title

*Company Address

Address 2 e.g., Suite or Apt., etc.

*City

*State *Zip

Office Map: [Get Map!](#) ☐ On ☒ Off
This map switch is used to display your office map on your website's "Contact Us" page.

*Phone extension
Enter area code & phone number in the ###-###-#### format.

Phone2 extension

Voice Mail extension

Toll Free extension

Fax extension

Mobile Phone extension

Pager extension

*Primary Email

☐ Yes, my email program can read HTML messages
☒ No, I can only receive plain text email messages

Secondary Email (optional)
☐ Yes, my email program can read HTML messages
☒ No, I can only receive plain text email messages

*Website(s)

Homepage Title
Please limit Title to 80 characters or less.

Keywords
Enter your keywords separated by commas. Please limit keywords to 1200 characters or less.

Description
Enter your description in Paragraph format (sentences). Please limit description to 1200 characters or less.

*Website Theme Visit the [Theme Pak](#) to Preview Themes

*Disable "Not a Realtor" Text ☐ Yes, disable all "Not a Realtor" text
☒ No, enable all "Not a Realtor" text

*Default Language

Display on Site?

Yes ☐ No ☐

Yes ☐ No ☐

Yes ☐ No ☒

Yes ☐ No ☒

Yes ☐ No ☐

Yes ☐ No ☒

Yes ☐ No ☐

Note: Your primary and secondary email address should specify where you want all your email leads and contacts forwarded.

[Admin](#) | [Account Info](#) | [Seller Follow-up Log](#) | [Show Me the Money](#) | [Testimonials](#) | [Paperwork](#)
[Need Help?](#) | [Logout](#)

Switch to [Home Seller](#)

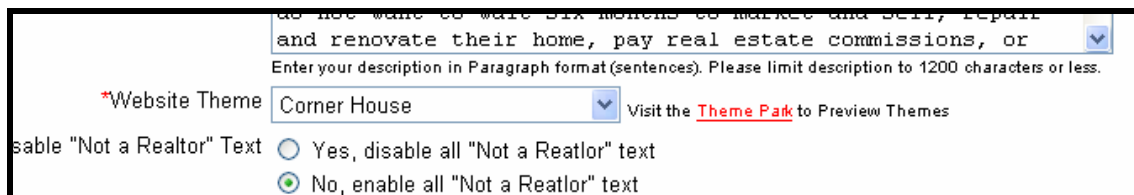
Here's where you edit your information and decide if you want to make it available for exposure on your public side. You should notice there are 2 spaces for emails. The email address you put there are where your leads and 'contact us' notes are going to go. The public will not see your email address, but they can get in touch with you through the Contact Us page which will send the message to your email.

Account Info Page Item Descriptions:

Your Keywords – These are words search engines such as Google, Yahoo, or MSN pull from to find your site. We preload keywords that we know work, but you are welcome to modify or add words if you like. We recommend adding your city or areas where you are, or will be working.

Your Website Description- This is the little blurb that appears beneath the link when you use a search engine. Again, we've preloaded this for you.

Your Website Theme- This is where you change your graphic design theme. Notice the theme park link just to the right of the drop down menu.



The screenshot shows a form with a text area at the top containing the text: "do not want to wait six months to market and sell, repair and renovate their home, pay real estate commissions, or". Below the text area is a label "*Website Theme" followed by a dropdown menu currently set to "Corner House". To the right of the dropdown is a link that says "Visit the [Theme Park](#) to Preview Themes". Below these elements are two radio buttons for the "Not a Realtor" text: "Yes, disable all 'Not a Realtor' text" (which is selected) and "No, enable all 'Not a Realtor' text".

To see all the different themes we offer, click the “**Theme Park**” link. A new window should open and look like this:



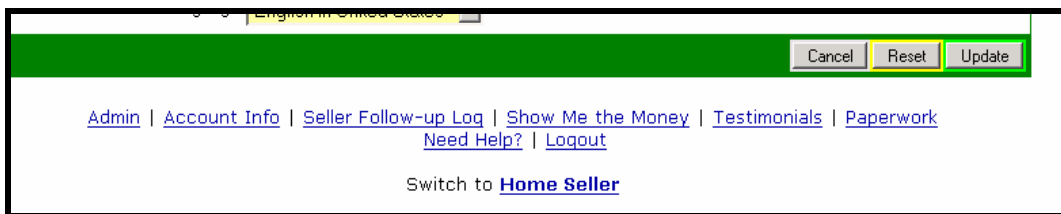
You can see the default theme is corner house. If you click on **Arizona Desert**, the theme changes:



This is what the public side of your site will look like if you choose this theme. Keep in mind that your **WebWiz™** Back Office theme does not change even though your front will. Please look through all our themes to see which one best suits your location and/or your business. Once you have decided on your theme, close the window to go back to your “**Account Info**” page, and choose the theme from the drop down menu and click “**Update**”.

The Realtor® text option is also on this page just below the Theme area. This allows you to automatically change over all the text to “Realtor friendly” text. Choose the version best for your situation, then click “**Update**”.

You should also notice there are several links in blue at both the top and bottom of the page:



These links in the box above take you to the other interactive pages of the website so you can navigate more easily. You can also switch to your other website(s) from the bottom set of links. **** Note- Making changes on one site DOES NOT reflect on the other site(s). ***** You will need to make your changes there as well.

Seller Follow-up Log

When you click on the “**Seller Follow-up**” link, you will view a page that looks like this:



Your Company Name Here

[Admin](#) | [Account](#) | [Seller Follow-up](#) | [Show Me Money](#) | [Testimonials](#) | [Paperwork](#) | [Logout](#)

SELLER FOLLOW-UP LOG

11 Seller(s) found.
Now displaying 1 - 11.

[Set Form Validation](#)

	Pic	Seller	Property	\$	Lead	1st	2nd	3rd	4th	5th	6th	7th	Next
1.	X	Wilson, James	4756 Scenic Overlook (Pleasantville, GA)	\$34,375	11/09/05	10/05	11/07	06/29					07/06/06
2.	X	Taylor, Debbie	204 Compton Circle (Pleasantville, GA)	\$30,425	11/09/05	11/09							11/10/05
3.		Holtes, Darrell	3 Blue Skies Lane (Norcross, GA)	NA	11/09/05	03/23							03/30/06
4.		Wilkins, Chad	2801 Woodland Lane L.S.	NA	11/09/05	07/01							07/31/06
5.		Campo, Chris	4077 E. Galbraith Rd. #333 (Buckstone, IN)	NA	11/09/05								add
6.		Lee, Lucy	5185 MacArthur Blvd. NW #700 (Anytown, CO)	NA	11/09/05								add
7.		Kelley, Don	1065 Brookmont Dr. (Tucker, DE)	NA	11/09/05								add
8.		Kady, Carl	565 Mead Street (Uniontown, FL)	NA	11/09/05								add
9.		Guttschreiber, Gary	(.)	NA	11/25/05								add
10.		softoff, dtdstd	(.)	NA	11/27/05								add
11.		wetwet, test	(.)	NA	04/25/06								add

11 Seller(s) found.
Now displaying 1 - 11.

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Switch to [Home Seller](#)

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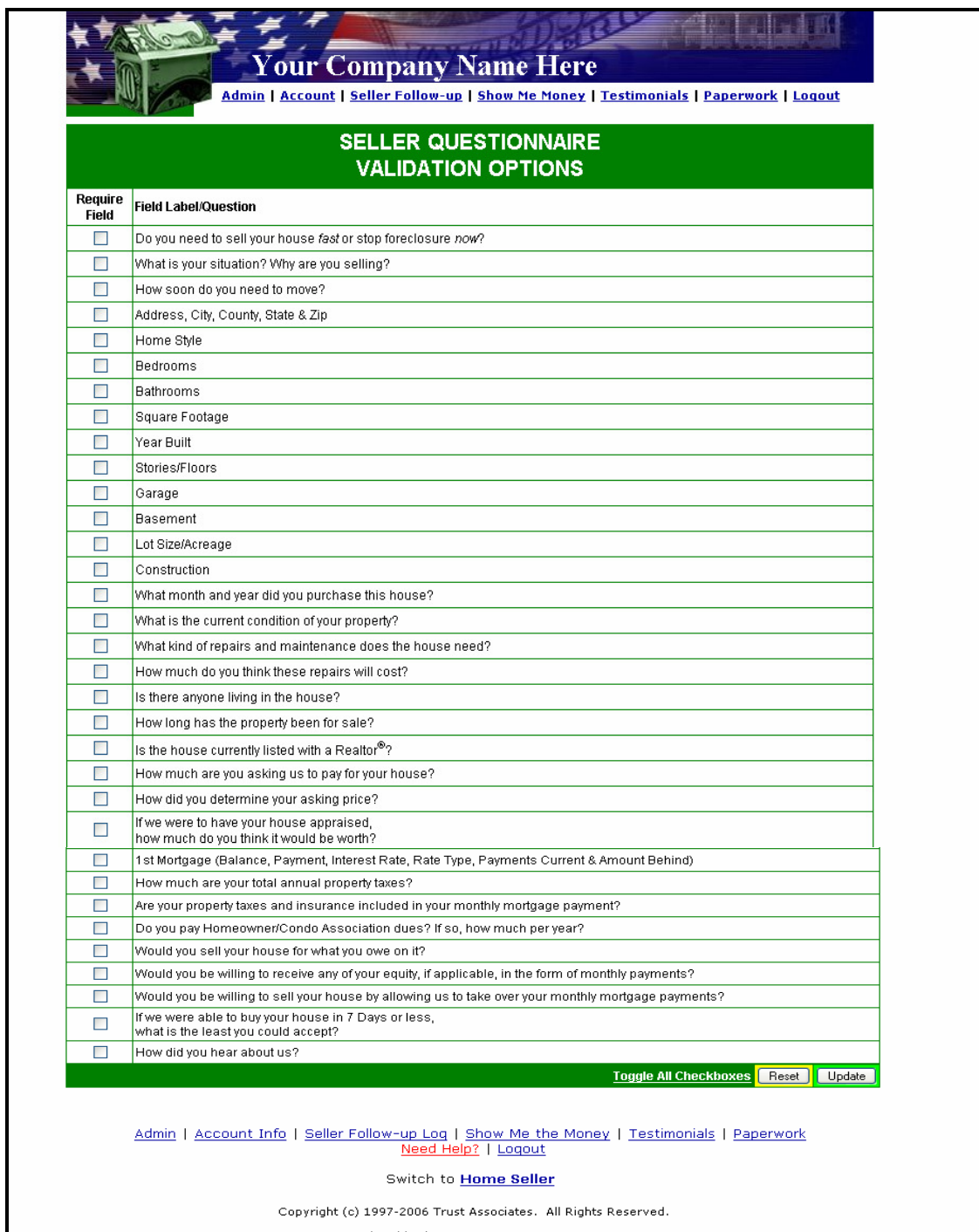
Using this site means you agree to our
[Terms of Use](#) and [Privacy Policy](#).

Please report any problems to our [Help Desk](#)

This is where your leads will be kept. Once someone fills out and submits a questionnaire on the public side the lead will appear here. You will be able to sort your leads alphabetically, by property, by potential profit, or by follow up. Just click on the appropriate word to sort. Notice that some of the names are highlighted in gold and some in green. The green stripe means you previously set your follow up and today is the day for follow up. Green means “Go”. The Gold indicates that it has passed your selected follow up date. The “Gold” is in the follow up! Don’t let that lead go! Also set follow ups thereafter until you get the deal or it gets sold.

****Note-** When you get your first few leads; there is a good chance that the email will be caught by your spam filter. You will need to white list the email address: noreply@streetsmartinvestor.biz to insure you will get your leads emailed to you.

Also on this screen, you will see “**Set Form Validation**”. When that is clicked you’ll see this:



Your Company Name Here
[Admin](#) | [Account](#) | [Seller Follow-up](#) | [Show Me Money](#) | [Testimonials](#) | [Paperwork](#) | [Logout](#)

SELLER QUESTIONNAIRE VALIDATION OPTIONS

Require Field	Field Label/Question
<input type="checkbox"/>	Do you need to sell your house <i>fast</i> or stop foreclosure <i>now</i> ?
<input type="checkbox"/>	What is your situation? Why are you selling?
<input type="checkbox"/>	How soon do you need to move?
<input type="checkbox"/>	Address, City, County, State & Zip
<input type="checkbox"/>	Home Style
<input type="checkbox"/>	Bedrooms
<input type="checkbox"/>	Bathrooms
<input type="checkbox"/>	Square Footage
<input type="checkbox"/>	Year Built
<input type="checkbox"/>	Stories/Floors
<input type="checkbox"/>	Garage
<input type="checkbox"/>	Basement
<input type="checkbox"/>	Lot Size/Acreage
<input type="checkbox"/>	Construction
<input type="checkbox"/>	What month and year did you purchase this house?
<input type="checkbox"/>	What is the current condition of your property?
<input type="checkbox"/>	What kind of repairs and maintenance does the house need?
<input type="checkbox"/>	How much do you think these repairs will cost?
<input type="checkbox"/>	Is there anyone living in the house?
<input type="checkbox"/>	How long has the property been for sale?
<input type="checkbox"/>	Is the house currently listed with a Realtor®?
<input type="checkbox"/>	How much are you asking us to pay for your house?
<input type="checkbox"/>	How did you determine your asking price?
<input type="checkbox"/>	If we were to have your house appraised, how much do you think it would be worth?
<input type="checkbox"/>	1st Mortgage (Balance, Payment, Interest Rate, Rate Type, Payments Current & Amount Behind)
<input type="checkbox"/>	How much are your total annual property taxes?
<input type="checkbox"/>	Are your property taxes and insurance included in your monthly mortgage payment?
<input type="checkbox"/>	Do you pay Homeowner/Condo Association dues? If so, how much per year?
<input type="checkbox"/>	Would you sell your house for what you owe on it?
<input type="checkbox"/>	Would you be willing to receive any of your equity, if applicable, in the form of monthly payments?
<input type="checkbox"/>	Would you be willing to sell your house by allowing us to take over your monthly mortgage payments?
<input type="checkbox"/>	If we were able to buy your house in 7 Days or less, what is the least you could accept?
<input type="checkbox"/>	How did you hear about us?

[Toggle All Checkboxes](#) [Reset](#) [Update](#)


[Admin](#) | [Account Info](#) | [Seller Follow-up Log](#) | [Show Me the Money](#) | [Testimonials](#) | [Paperwork](#)
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Using this site means you agree to our

On the “Validation Options” form you’ll find all the questions from the Seller Questionnaire. You can choose which questions you wish to be required before the seller submits the form. This is one way to screen out the tire kickers. Sellers who are serious about selling are more likely to give the information you will need.

Now when you go back to the “Seller Follow-Up Log” and click on any lead name or property address, you will see that specific questionnaire and their answers:



Your Company Name Here

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SELLER QUESTIONNAIRE

[Seller Follow-up Log](#) | **Seller: 1 Questionnaire** | 2 Property Acquisition Worksheet | 3 Offer Tracking | 4 Communication Record

Contact Information (#393)

*First Name(s) *Day Phone x
 *Last Name *Evening Phone x
 *Email Cell/Pager x
 *Best Time to Call

The Situation

Do you need to sell your house fast or stop foreclosure now? ☒ Yes ☐ No

If so, what is your situation? Why are you selling?

Lost job - have a new one but am behind on the mortgage 2 months

How soon do you need to move?

Property Information

Address
 City
 State Zip [Get Map!](#)
 County
 Home Style Stories/Floors
 Bedrooms Garage
 Bathrooms Basement
 Square Footage Lot Size/Acreage
 Year Built Construction
 What month and year did you purchase this house? format: mm/yyyy
 What is the current condition of your property?
 What kind of repairs and maintenance does the house need?
 Clean Carpets, Paint interior

How much do you think these repairs will cost?

Is there anyone living in the house?

How long has the property been for sale?

Is the house currently listed with a Realtor®? ☐ Yes ☒ No

If Yes, when does the listing expire? format: mm/dd/yyyy

If No, has the house been previously? ☐ Yes ☒ No

Price & Terms

How much are you asking us to pay for your house?

How did you determine your asking price?

If we were to have your house appraised, how much do you think it would be worth?

1st Mortgage	2nd Mortgage	3rd Mortgage
Balance <input type="text" value="\$145987.00"/>	<input type="text" value="\$"/>	<input type="text" value="\$"/>
Payment <input type="text" value="\$1175.00"/>	<input type="text" value="\$"/>	<input type="text" value="\$"/>
Interest Rate <input type="text" value="5.0"/> % <input type="radio"/> Fixed <input type="radio"/> ARM	<input type="text" value=""/> % <input type="radio"/> Fixed <input type="radio"/> ARM	<input type="text" value=""/> % <input type="radio"/> Fixed <input type="radio"/> ARM
Payments Current? <input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
If No, how far behind? <input type="text" value="\$2350.00"/>	<input type="text" value="\$"/>	<input type="text" value="\$"/>
How much are your total annual property taxes?		<input type="text" value="\$1864.00"/>
Are your property taxes and insurance included in your monthly mortgage payment?		<input checked="" type="radio"/> Yes <input type="radio"/> No
Do you pay Homeowner/Condo Association dues? If so, how much per year?		<input type="text" value="\$365.00"/>
Would you sell your house for what you owe on it?	<input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> Undecided	
Would you be willing to receive any of your equity, if applicable, in the form of monthly payments?	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Undecided	

Would you be willing to receive any of your equity, if applicable, in the form of monthly payments? ☒ Yes ☐ No ☐ Undecided
Would you be willing to sell your house by allowing us to take over your monthly mortgage payments? ☐ Yes ☐ No ☒ Undecided
If we were able to buy your house in 7 Days or less, what is the least you could accept? \$155000.00
How did you hear about us? Sign
Do you have any questions or comments you would like to share with us?

Property Photos



Main Photo: Browse...


Delete Cancel Reset Update

[Admin](#) | [Account Info](#) | [Seller Follow-up Log](#) | [Show Me the Money](#) | [Testimonials](#) | [Paperwork](#)
[Need Help?](#) | [Logout](#)

Switch to [Home Seller](#)

This page contains all of the seller's information. If they didn't answer every question, as you are talking with them, you can finish filling this out and save the new information by clicking "**Update**". You can also add a picture of the property to the lead to help you remember what it looks like. This is quite handy when you have to follow up over a period of time.

You can go to the “**Property Acquisition Worksheet**” by clicking the link at the top of the page by the pink number two “2”. Your page should look like this:



Your Company Name Here

[Admin](#) | [Account](#) | [Seller Follow-up](#) | [Show Me Money](#) | [Testimonials](#) | [Paperwork](#) | [Logout](#)

PROPERTY ACQUISITION WORKSHEET

[Seller Follow-up Log](#) | [Seller: 1 Questionnaire](#) | [2 Property Acquisition Worksheet](#) | [3 Offer Tracking](#) | [4 Communication Record](#)

Name James Wilson	ARV \$185,000	Day Phone 770-555-1212
Address 4756 Scenic Overlook Pleasantville, GA 30000 Get Map!	Ask \$185,000	Eve Phone 770-222-5151
Email jwilson@hiswebmail.com	Low Ask \$155,000	Best Time Anytime
	Owe \$145,987, \$1,175, (\$2,350)	
	Repairs \$1	

1. Estimated After Repair Value (Sales Price) \$195000.00

Acquisition Expenses

2. Down Payment \$5000.00

3. Purchase Closing Costs \$0.00

4. Appraisal \$0.00

5. Survey \$0.00

6. Property Inspection \$300.00

7. Termite Report \$175.00

8. Finder's Fee/Commission \$0.00

9. Contingencies/Miscellaneous \$1000.00

10. **Total Acquisition Expenses** (-) \$6,475.00*

Repair/Renovation Expenses (see [Renovation Cost Estimates](#))

11. Repairs Budget \$2000.00

12. Contingencies/Miscellaneous \$1000.00

13. **Total Renovation Expenses** (-) \$3,000.00*

Holding Expenses

14. Payments @ \$_____ X _____ months \$2350.00

15. Property Tax @ \$_____ X _____ months \$0.00
(if not included in payments above)

16. Insurance @ \$_____ X _____ months \$500.00
(if not included in payments above)

17. Utilities @ \$_____ X _____ months \$300.00

18. **Total Holding Expenses** (-) \$3,150.00

Sales Expenses (see [Cost to Sell Guidelines](#))

19. Sales Closing Costs @ % _____ \$0.00

20. Commission @ % _____ \$0.00

21. Advertising \$2000.00

22. **Total Sales Expenses** (-) \$2,000.00

Sales Price (lines 10, 13, 18, 22 subtracted) \$180,375.00

Mortgage Pay-Off(s) (Loan amt + accrued interest + any prepayment penalty required) (-) \$146000.00

ESTIMATED NET PROFIT \$34,375.00

CASH REQUIREMENTS* (lines 10, 13, 14, 16, 17 & 21) \$14,625.00

RATE OF RETURN 235%

Estimated Man-hours (number of personal man-hours needed to complete deal) 10.0 hours

ESTIMATED PAY PER HOUR \$3,438/hour

[Admin](#) | [Account Info](#) | [Seller Follow-up Log](#) | [Show Me the Money](#) | [Testimonials](#) | [Paperwork](#)
[Need Help?](#) | [Logout](#)

Switch to [Home Seller](#)

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At the top you'll see some information from the questionnaire is automatically preloaded to save you time so you can see details at a glance. This means you won't constantly be going back and forth for reference. Is that a time saver or what? The rest of the page is your worksheet calculator. This helps you determine how much profit you will make on the property and if you should go for it. Just fill out all the boxes and click “**Calculate**”. Once you click **Calculate**, you won't have to fill out this information again. This is saved to this property. Your estimated profit will now appear in the Seller Follow-up Log under the money sign “\$” column. This property will now show up under the “**Show Me the Money**” link. We'll visit this a little later.

The next page helps you keep track of your offers, or potential offers related to this property. Please click the **“Offer Tracking”** link to see this:

Your Company Name Here
[Admin](#) | [Account](#) | [Seller Follow-up](#) | [Show Me Money](#) | [Testimonials](#) | [Paperwork](#) | [Logout](#)

SELLER OFFER TRACKING

[Seller Follow-up Log](#) **Seller:** [1 Questionnaire](#) [2 Property Acquisition Worksheet](#) [3 Offer Tracking](#) [4 Communication Record](#)

Name: James Wilson **ARV:** \$185,000 **Day Phone:** 770-555-1212
Address: 4756 Scenic Overlook **Ask:** \$185,000 **Eve Phone:** 770-222-5151
Pleasantville, GA 30000 **Low Ask:** \$155,000 **Best Time:** Anytime
[Get Map!](#) **Owe:** \$145,987; \$1,175; (\$2,350)
Email: jwilson@hiswebmail.com **Repairs:** \$1

1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	More
												add

OFFER **EXIT** **DEL**

SCENARIO 1

OFFER: all cash purchase **EXIT:** hold for long term ☐ **DEL**

[Admin](#) | [Account Info](#) | [Seller Follow-up Log](#) | [Show Me the Money](#) | [Testimonials](#) | [Paperwork](#) | [Need Help?](#) | [Logout](#)

Switch to [Home Seller](#)

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Just write your offers and exit strategies in the corresponding box and click **“Submit”**. Beneath those two boxes you can create and view multiple scenarios for this particular property. Again you should notice the property information at the top. You should craft several potential offers before visiting the seller.

To keep track of your communications with the seller, you'll click the “**Communication Record**” link at the top. The page should look like this:

Your Company Name Here
[Admin](#) | [Account](#) | [Seller Follow-up](#) | [Show Me Money](#) | [Testimonials](#) | [Paperwork](#) | [Logout](#)

SELLER COMMUNICATION RECORD

[Seller Follow-up Log](#) | Seller: [1 Questionnaire](#) [2 Property Acquisition Worksheet](#) [3 Offer Tracking](#) [4 Communication Record](#)

Name: James Wilson **ARV:** \$185,000 **Day Phone:** 770-555-1212
Address: 4756 Scenic Overlook **Ask:** \$185,000 **Eve Phone:** 770-222-5151
Pleasantville, GA 30000 **Low Ask:** \$155,000 **Best Time:** Anytime
[Get Map!](#) **Owe:** \$145,987; \$1,175; (\$2,350)
Email: jwilson@hiswebmail.com **Repairs:** \$1

#	DATE	RECAP OF CONVERSATION or EMAIL MESSAGE	FOLLOW-UP	DEL
4	Jul 31, 06 Mon	From: *@yourdomainname.com To: jwilson@hiswebmail.com CC: BCC: <input type="checkbox"/> Check here to send the message below to the emails above. NOTE: Email will not be sent unless this box is checked. Subject: Message:	Choose a date if you intend to follow up. If not, leave blank. <input type="button" value="Submit"/>	
3	Jun 29, 06 - Thu	talked with James today, he decided not to take deal but agreed to follow up in a week.	Jul 6, 06 - Thu	<input type="checkbox"/>
2	Nov 7, 05 - Mon	No answer	Nov 10, 05 - Thu	<input type="checkbox"/>
1	Oct 15, 05 - Sat	Response		<input type="checkbox"/>
				<input type="button" value="DEL"/>

[Admin](#) | [Account Info](#) | [Seller Follow-up Log](#) | [Show Me the Money](#) | [Testimonials](#) | [Paperwork](#)
[Need Help?](#) | [Logout](#)

This page really allows you to have a paperless office. Here you or your staff can recap any phone conversations or cut and paste email conversations here. In addition, this is where you set your follow up dates. You can also *send* and email directly from this page by checking the box between the CC field and the Subject field. As you will notice, your communications are saved right below this field. This also allows you to make a note and set no follow up date. It's a great way to keep all of your conversation notes in one place and you can access them any time, any where, from any computer. If you run an office with employees, this is a great way to see how they are progressing on a deal if you are not directly working on it yourself.

Now, let's visit the **"Show Me the Money"** page. When you click the link, you will be taken here:

SHOW ME THE MONEY!

2 Seller(s) found.
Now displaying 1 - 2.

Pic	Seller	Property	Next	Profit	Cash	ROR	Hrs	\$/Hr
1	Taylor, Debbie	204 Conston Circle (Pleasantville, GA)	11/20/06	\$30,425	\$9,575	318%	20.0	\$1,521
2	Wilson, James	4756 Scenic Overlook (Pleasantville, GA)	07/05/06	\$34,375	\$14,625	235%	10.0	\$3,438

2 Seller(s) found.
Now displaying 1 - 2.

Admin | Account Info | Seller Follow-up Log | Show Me the Money | Testimonials | Paperwork | Need Help? | Logout

Switch to [Home Seller](#)

Here is another way to prioritize your deals without the clutter of the other leads. These are specific leads that you have already worked the numbers on. It has some other neat features such as allowing you to estimate the number of hours the deal will take and it calculates your earnings per hour. It also shows your Rate of Return (ROR).

Testimonials

Next click on the **"Testimonials Link"** and you should see this:

SELLER TESTIMONIALS

Click on photo or link to edit or delete a testimonial [Add a Seller Testimonial](#)

1 Testimonial(s) found.

1.  **One Limer:** You guys are GREAT! You define customer service!
Testimonial: Thank you so much for the quick and kind responses to all my questions and late night phone calls, you guys are great! You define customer service!
[Edit Testimonial](#) [Debbie Wells \(Edit\)](#)
Atlanta, GA

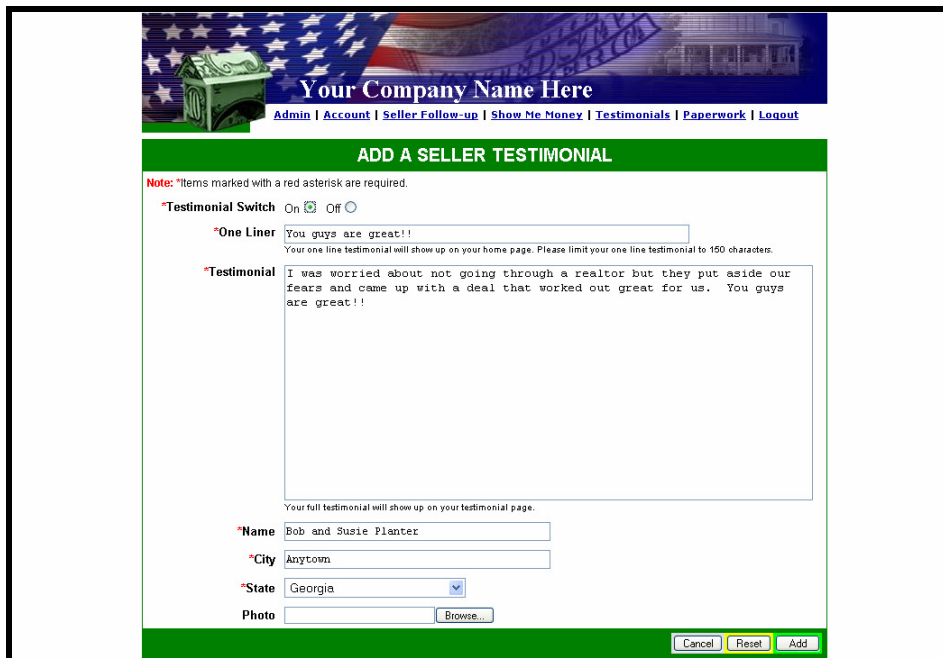
Admin | Account Info | Seller Follow-up Log | Show Me the Money | Testimonials | Paperwork | Need Help? | Logout

Switch to [Home Seller](#)

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Using this site means you agree to our [Terms of Use](#) and [Privacy Policy](#).
Please report any problems to our [Help Desk](#).
This site is designed to operate best on [Microsoft Internet Explorer 6.0](#) or better.

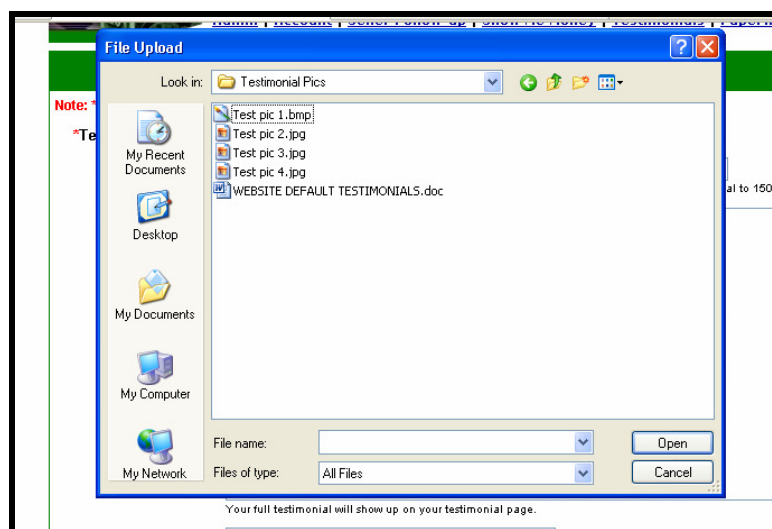
Once you have added a testimonial, your page should look like this. If you have more than one testimonial, then they will all be listed here.

To add a Testimonial, click on **“Add a Seller Testimonial”**.

The screenshot shows a web form titled "ADD A SELLER TESTIMONIAL" with a green header. At the top, there's a banner with an American flag and the text "Your Company Name Here". Below the banner are navigation links: "Admin | Account | Seller Follow-up | Show Me Money | Testimonials | Paperwork | Logout". The form includes a "Note: *Items marked with a red asterisk are required." and a "Testimonial Switch" with "On" and "Off" radio buttons. There are three main text input areas: "*One Liner" (with a 150-character limit), "*Testimonial" (a larger text area), and a section for client information including "*Name", "*City", "*State" (a dropdown menu), and "Photo" (with a "Browse..." button). At the bottom right are "Cancel", "Reset", and "Add" buttons.

After getting to this screen, the first thing you want to do is click the “Testimonial Switch” to “ON”. If this is not clicked on, then your testimonial will not show on the public side of your site. In the One Liner field, just pull a great line from the testimonial to make viewers want to read the rest of it. In the main box named “Testimonial”, just type what your clients wrote about you then put their name and city in the fields below. You can also upload a photo of the property or of your clients. Photos of the people are very powerful.

To upload your testimonial photo, you will first need to save your photo to your computer. When you are ready to post it to your testimonial page, just click **“Browse”** to see this screen:



Just click on the files that you saved your picture as on your computer and click **Open**. The file name automatically appears in the photo field. When you click **Add**, the photo

automatically loads. Just confirm that the photo is saved as a **JPEG format and is under 1MB in size.**

Anytime you want to edit a testimonial that you already created, just click the “**Edit Testimonial**” link located under the photo. This looks exactly like the Add a Testimonial field with a few exceptions.

The screenshot shows a web interface for editing a seller testimonial. At the top, there is a header with a green money bag icon and the text "Your Company Name Here". Below this is a navigation bar with links: Admin | Account | Seller Follow-up | Show Me Money | Testimonials | Paperwork | Logout. The main title of the form is "EDIT A SELLER TESTIMONIAL". A note states: "Note: *Items marked with a red asterisk are required." The form contains several fields: a "Testimonial Switch" with "On" and "Off" radio buttons (the "On" button is selected); a "One Liner" text field with the value "You guys are GREAT! You define customer service!" and a note below it stating "Your one line testimonial will show up on your home page. Please limit your one line testimonial to 150 characters."; a "Testimonial" text area with the value "Thank you so much for the quick and kind responses to all my questions and late night phone calls, you guys are great! You define customer service!" and a note below it stating "Your full testimonial will show up on your testimonial page."; a "Name" text field with the value "Debbie Wells"; a "City" text field with the value "Atlanta"; a "State" dropdown menu with "Georgia" selected; and a "Photo" field with a "Browse..." button, a "View Photo" button, and a "Thumbnail" button. At the bottom right of the form are four buttons: "Cancel", "Delete" (highlighted in red), "Reset", and "Update". A footer at the very bottom contains the same navigation links as the top bar.

You can now view the photo that you uploaded and you are welcome to change it if you like. There is also a **Delete** button if you wish to discard your testimonial, but we don't advise that. The more testimonials you have, the better. If you don't want to delete your testimonial, but want to take it off your site, just click the **Testimonial Switch** to off. This will switch off the particular testimonial, but not the rest of them.

Paperwork

Here is another GREAT benefit of having these websites. LOU'S FAMOUS REAL ESTATE PAPERWORK!!!! It's all right here, available when you need it - accessible any time from any where in the world. Just login to your **WebWiz™** Back Office and click the "**Paperwork**" link.

STREET SMART SYSTEMS PAPERWORK

As the owner of any of our Street Smart Systems Paperwork, you are able to download our latest forms for the courses that you have previously purchased below. If any of the forms that you own are not accessible below, please be sure to complete our Street Smart Systems Paperwork [Verification Form](#). Upon receipt and verification, we will activate the paperwork so you can return here to download the latest updates to our Street Smart Systems' forms 24/7/365.

IMPORTANT NOTE: THE COPYRIGHT HOLDER AUTHORIZES YOU AND ONLY YOU, as the sole licensor of this website and forms disk(s), to make and use copies of the enclosed forms. Any reproduction or use of these forms by other than purchaser may be prosecuted to the full extent allowed by law. Please respect our rights to this material. Govern yourself accordingly.

ADDITIONAL NOTE: In order for these forms to work properly, you will need Microsoft Word, Excel and Adobe Acrobat Reader installed on the computer in which you are attempting to access these files. Please be patient while files download and open in their appropriate application.

Paperwork:

Resources

State Laws

Street Smart BUYING, SELLING and HOLDING - Vol. 1 Buying

Street Smart BUYING, SELLING and HOLDING - Vol. 2 Selling and Holding

Street Smart NEGOTIATION\$ (No Paperwork)

Street Smart ASSET PROTECTION and ESTATE PLANNING - Vol. 4 Land Trusts

Street Smart ASSET PROTECTION and ESTATE PLANNING - Vol. 5 Personal Property Trusts

Street Smart BORROWING

Street Smart BUSINESS MANAGEMENT

Street Smart PROPERTY MANAGEMENT

Street Smart LEASE OPTIONS

Street Smart OWNER FINANCING - Agreement for Deed

Street Smart RENOVATIONS

Street Smart AUCTION PROFITS!

Street Smart SELLER PRESENTATION Credibility Kit

Street Smart BUYER PRESENTATION Credibility Kit

Street Smart LENDER PRESENTATION Credibility Kit

Street Smart WORK for EQUITY Program

Street Smart SHORT SALE PROFITS System

Millionaire Deal Maker Bonus Disk

Massive Passive Income Bonus Disk

Maximum Asset Shield Bonus Disk

Instant Marketing Tools (by Richard Roop)

All the volumes that *you own* will be turned on for access. They will appear as red links and you will be connected so you can download the form that you need. As you attend the different boot camps, those links will be activated as well. If you have purchased a few volumes since you bought the website(s), to get the corresponding links activated, just click the **Verification Form** link and select the links you would like activated. If you are missing any of these systems, you need them! This is all part of our franchise approach to assure your success in this business. Just email StreetSmartWeb@LouisBrown.com or call 1-800-578-8580 for special pricing to complete your success system.

Free Report

The Free Report is also available for your Selling website. Please reference page 35 for details on this feature.

Other Bonuses

On your **WebWiz™** Admin page (the opening page to your website), you will find some other links: **Renovation Cost, Cost to Sell, Offers & Deals, and Statistics**. These links are reference pages to help you calculate the costs to do a deal as well as some of Lou's suggested deals and exit strategies. A quick reference guide if you will. The Statistics page is for those who like to know how many visitors their site has had and discover the most popular page visited. While statistics are nice, they don't tell the whole story. Primarily your websites are a credibility and management tool. Statistics should be analyzed when you do specific lead generation marketing campaigns.

Help Desk

Please reference page 37 for details on this feature.

Your *Street Smart*[®] Investor Selling Website

In order to check leads and do administration to your selling **WebWiz**[™] Back Office do the following:

If you are already in the **WebWiz**[™] Back Office of your buyer site, just click on the “**Home Seller**” link you’ll find at the top or bottom on any page. If you are just logging in and see the welcome screen, click on “**Click to Sell Houses**”. You should see this:

Monday, July 31, 2006

Thank you for licensing a **StreetSmartInvestor.com**

WEBSITE FOR HOME SELLERS!
(for when You Sell Houses)

Getting Started is easy as 1, 2, 3!

1. To get started, login to your private, administrative website and check your account info, post testimonials, and familiarize your self with the private site.
Your Private Website Login is <https://www.streetsmartinvestor.biz>
Your Public Home Seller Website Address is <http://www.yourcompanysellsite.com>
Be sure to bookmark and memorize both these web addresses for easy access and record your username and password in a safe place.
2. Begin Marketing your site immediately! You have to advertise to get people to your website just like you have to advertise to get people to call you on the phone. Put your web address [yourcompanysellsite.com](http://www.yourcompanysellsite.com) anywhere that you would normally put your company name and/or phone number.

Below are a few easy ways to quickly build your online tenant/buyers list:

- Place your web address in your newspaper ads for attracting tenant/buyers. Bold your web address for extra emphasis.
- Pass out flyers containing your properties and web address in apartment complexes and other rental neighborhoods.
- Include you web address on your answering machine for tenant/buyers. Repeat your web address more than once.
- Prominently place your web address on the bandit signs you use for attracting tenant/buyers. It is just as important, if not more so, than your phone number.
- If you send direct mail to rental dwellings, be sure to include your web address on all your letterhead and in the contents of the message.

Need Help?
Website Questions?
Billing Questions?
Suggestions?
[Get Help Here!](#)

Louis Brown
If you don't already own the Whole Enchilada, click here to [GET IT NOW!](#)

It looks familiar, doesn't it? That's one of our best features – you don't have to learn a whole new system for your selling back office. It is set up in a similar way as your Buying websites.

The “**Account Info**” is the exact same as the buy site (reference pg 6), just make sure you change the information on each site because changes on one do not affect your other sites.

If you click the “**Tenant/Buyer**” link, you should see this screen:

Admin | Account | Tenant/Buyers | Properties | Testimonials | Paperwork | Logout

TENANT/BUYERS LIST

5 Tenant/Buyers found.
Now displaying 1 - 5.

Tenant/Buyer	Location	Price	Down	Month	Bd	Ba	SqFt	G	B	Age
1. Mullins, Archie	Birmingham area	\$175,000	\$5,000	\$1,000	4	2	1750	N	N	265
2. Mullins, Archie	Birmingham area	\$175,000	\$5,000	\$1,000	4	2	1750	N	N	265
3. Mullins, Archie	Birmingham Alabama	\$175,000	\$5,000	\$1,000	4	2	1750	N	N	265
4. Black, Dennis	Gwinnett	\$5,000	\$500	\$250	0	0	500	Y	Y	129
5. Jones, Brad	Gwinnett	\$5,000	\$500	\$250	0	1	500	Y	Y	129

Admin | Account Info | Tenant/Buyer List | View Properties | Add Property | Testimonials | Paperwork
[Need Help?](#) | [Logout](#)

Switch to [Home Buyer](#)

The system allows you to maintain a database of Buyers or Renters specific to renting apartments or renting or buying houses. Those who submit an application to buy or rent appear here. So now you are collecting information on the kind of house or apartment they are looking for and what they can afford. The numbers on this screen show the highest amount they say they can afford.

When you click on their name, you will see the detailed Tenant/Buyer Questionnaire form with all their answers:

Your Company Name Here
[Admin](#) | [Account](#) | [Tenant/Buyers](#) | [Properties](#) | [Testimonials](#) | [Paperwork](#) | [Logout](#)

TENANT/BUYER QUESTIONNAIRE
[Tenant/Buyer Specific Links](#) | [Tenant/Buyer Questionnaire](#) | [Communication Record \(All\)](#)

Contact Information (#401) Tuesday, November 8, 2005

*First Name(s) *Day Phone x
 *Last Name *Evening Phone x
 *Address Cellular/Pager x
 *City *Best Time to Call
 *State *Zip *Buyer or Tenant? ☒ Tenant/Buyer ☐ Tenant
 *Email

Property Needs

*What's the most you can afford to pay monthly for your new home?
 *What's the most you can you afford to put down on your home?
 *What price range house are you looking for? to
 *How is your credit?
 *How soon are you looking to purchase your next home?
 *In which area(s) do you wish to purchase your home?
 *How many bedrooms do you require?
 *How many bathrooms do you require?
 *How many square feet do you require?
 *Do you require a garage?
 *Do you require a basement?
 Do you have any other special requirements?
 Do you have any additional questions or comments?
 *How did you hear about us?

[Admin](#) | [Account Info](#) | [Tenant/Buyer List](#) | [View Properties](#) | [Add Property](#) | [Testimonials](#) | [Paperwork](#)
[Need Help?](#) | [Logout](#)
 Switch to [Home Buyer](#)

As with the seller questionnaire, when talking with these prospects you can adjust the numbers accordingly and click **“Update”** to save the changes.

From the Questionnaire form you can click “**Communications Record**” and you’ll see:

Your Company Name Here
[Admin](#) | [Account](#) | [Tenant/Buyers](#) | [Properties](#) | [Testimonials](#) | [Paperwork](#) | [Logout](#)

TENANT/BUYER COMMUNICATION RECORD

Tenant/Buyer Specific Links > [Tenant/Buyer Questionnaire](#) | [Communication Record \(All\)](#)

Name	Archie Mullins	Day Phone	276-395-3372	Beds	4
Max Monthly Payment	\$1,000	Evening Phone	276-395-3372	Baths	2
Max Down Payment	\$5,000	Best Time to Reach	Afternoon	SqFt	1750
Price Range	\$125,000 to \$175,000	Email	arm_cds79@verizon.net	Garage	N
Credit	Poor			Basement	N

#	DATE	RECAP OF CONVERSATION or EMAIL MESSAGE	FOLLOW-UP
1.	Jul 31, 06 Mon	<p>From *@yourdomainname.com</p> <p>To arm_cds79@verizon.net</p> <p>CC</p> <p>BCC</p> <p><input type="checkbox"/> Check here to send the message below to the emails above. NOTE: Email will not be sent unless this box is checked.</p> <p>Subject*</p> <p>Message*</p>	<p>Choose a date if you intend to follow up. If not, leave blank.</p> <p><input type="button" value="Submit"/></p>

[Admin](#) | [Account Info](#) | [Tenant/Buyer List](#) | [View Properties](#) | [Add Property](#) | [Testimonials](#) | [Paperwork](#)

As you can see, you have the Buyer’s information at the top of the screen which has been automatically loaded by your system. This feature allows you to track communications and set follow-up dates. As in the Buy Site, you can send email directly from this screen by checking the box between the BCC and Subject fields. This allows you to follow up 24/7 with all your prospects.

Imagine having office staff who can do this for you. This will allow them to be much more efficient in handling this important income producing part of your business. In the MPI (Massive Passive Income) training we show you how to market to build a buyers list. Imagine already having buyers and renters lined up before you buy. This will allow you to buy with confidence because you won’t have the fear of holding the property.

Properties

Next its time to load the details of any of your vacancies. You'll also do this when you place any property under contract to buy or after you close on it.

To Add a Property, just click “**Add a Property**” from anywhere on your **WebWiz™** Back Office. You should see this screen:

Your Company Name Here
Admin | Account | Tenant/Buyers | Properties | Testimonials | Paperwork | Logout

STEP 1: ADD A PROPERTY

Please fill in the following information as completely as possible, especially where marked as *Required.

***Required Property Information**

*Property Status:

*Property Type:

*Property Zoning: Description:

*Remaining Units: e.g. 3
If zoning is Residential then this field is optional.

*Address:

*City:

*State: Georgia *Zip:
Note: City, State and Zip must be accurate in order to generate a map to your property.

*County:

*Asking Price: e.g. 40000.00
If status is For Rent then this field is optional.
If status is For Sale or For Rent-to-Own then enter purchase price.

*Monthly Price: e.g. 750.00
If status is For Sale then enter monthly payment amount.
If status is For Rent or For Rent-to-Own then enter monthly rent amount.

*Initial Fees: e.g. 1500.00
If status is For Sale then enter down payment amount.
If status is For Rent then enter deposit amount.
If status is For Rent-to-Own then enter option fee amount.

*Initial Fees Negotiable: ☐ Yes, the Initial Fees as Negotiable.
☐ No, the Initial Fees as Not Negotiable.

*Description/Features
Note: No HTML is allowed in the description area.

Optional Property Information

Bedrooms: Baths: 1/2 Baths: SqFt: Floors: Year Built:

Garage: Basement:

Lot Size: Acres:

Cancel Reset Go to Step 2 >>

[Admin](#) | [Account Info](#) | [Tenant/Buyer List](#) | [View Properties](#) | [Add Property](#) | [Testimonials](#) | [Paperwork](#)
[Need Help?](#) | [Logout](#)

Switch to [Home Buyer](#)

Just fill out the information and click “**Go to Step 2 >>**” as you see at the bottom right corner of your screen. Before clicking to Step 2, make sure you have no dollar signs or commas in the numbers field when filling out the numbers; otherwise the system protects you from making a mistake and won't allow you to move on.

Step 2 takes you to a page where you are allowed to upload up to 12 photos of each of your properties. ****NOTE – the photos must be in JPEG format and under 1MB in order to work properly.**



Your Company Name Here

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STEP 2: UPLOAD PROPERTY PHOTOS

Photo Uploader Instructions

- To upload a photo or multiple photos, you must first create the photos with a scanner or digital camera and save them on your computer's hard drive in .JPG format.
- **Naming Your Photos** - When creating file names for your photos, DO NOT use spaces or extra periods in the image name. Use dashes (-) or underscores (_) instead of spaces, otherwise your images may not display properly.
Example: "123 E. Main.jpg" (WRONG - this image has spaces and extra periods), "123_E_Main.jpg" (RIGHT)
- **Photo File Size (in KB)** - All photos must be 1000 KB or less. Photos over 1000 will be deleted from our servers. Our photo optimization software will automatically optimize your images down to approximately 75KB or less after you have uploaded them to the server.
- **Photo Physical Dimension (height & width)** - If the physical dimensions of your photos are greater than 500 pixels wide, they will be automatically resized to 500 pixels wide or less after they are uploaded to our servers.
- To begin the upload process, use the "Browse" buttons below to find and select the photos you saved to your hard drive.
- A Main Photo is required and must be uploaded if any other photos are to be displayed on site.
- A Thumbnail photo will be automatically created from the Main Photo.
- If a given photo already been uploaded, uploading another image on top of it will delete the previous image.
(Ex: If Photo2 has been previously uploaded, uploading another Photo2 will overwrite and delete the previous Photo2.)
- Press "Upload >>" when you are ready to upload your photos.
- **PLEASE BE PATIENT while your photos are being uploaded and processed.** It may take a several minutes to complete depending on the file size of the photos you are uploading.
- This page will be re-loaded when photo processing is complete so you can see your results.

If you wish to skip Step 2 and add your photos later:

- click here to [View All Properties](#)
- click here to [view 328 Santa Cruz Way, Sweet, GA 30000 \(Property #854\)](#)

Photo Uploader for 328 Santa Cruz Way, Sweet, GA 30000 (Property #854)

Main Photo	<input type="text" value="Browse..."/>	(No Main Photo currently uploaded)
Photo 2	<input type="text" value="Browse..."/>	(No Photo2 currently uploaded)
Photo 3	<input type="text" value="Browse..."/>	(No Photo3 currently uploaded)
Photo 4	<input type="text" value="Browse..."/>	(No Photo4 currently uploaded)
Photo 5	<input type="text" value="Browse..."/>	(No Photo5 currently uploaded)
Photo 6	<input type="text" value="Browse..."/>	(No Photo6 currently uploaded)
Photo 7	<input type="text" value="Browse..."/>	(No Photo7 currently uploaded)
Photo 8	<input type="text" value="Browse..."/>	(No Photo8 currently uploaded)
Photo 9	<input type="text" value="Browse..."/>	(No Photo9 currently uploaded)
Photo 10	<input type="text" value="Browse..."/>	(No Photo10 currently uploaded)
Photo 11	<input type="text" value="Browse..."/>	(No Photo11 currently uploaded)
Photo 12	<input type="text" value="Browse..."/>	(No Photo12 currently uploaded)

[Admin](#) | [Account Info](#) | [Tenant/Buyer List](#) | [View Properties](#) | [Add Property](#) | [Testimonials](#) | [Paperwork](#)
[Need Help?](#) | [Logout](#)

The instructions on this page are self explanatory; however we'll take a moment to go over them. To upload your digital photos you'll first need to upload them to your computer. Once that's done, just click the **"Browse"** button on this page to locate the photo file on your computer. If you don't have any photos at this time, or you are going to put more up but haven't taken them yet, that's okay. You can always add more photos later. If you don't load any photos the website simply shows "no photo available" until you upload photos.

From here, click “**View Properties**” at the bottom of the page, or you can click “**View Properties**” from anywhere on the site to get to the same page that will look like this:

Your Company Name Here
[Admin](#) | [Account](#) | [Tenant/Buyers](#) | [Properties](#) | [Testimonials](#) | [Paperwork](#) | [Logout](#)

PROPERTY LISTINGS

- To Edit a property, click on the desired property link below.
- Click here to [Add A Property](#)
- Properties displayed in **White** are active.
- Properties that are listed in **Gray** have been disabled and can be turned on at any time.
- Properties that are listed in **Yellow** have been marked as Sold, Rented or Leased and can be changed at any time.

3 Property Found

Live Properties		Archived Properties	
No.	Photo	Edit a Property	Delete
1.		4256 Scenic Overlook (200) Status: For Sale, For Rent, For Rent-to-Own Type: Single Family Home Price: \$196,500.00 Edit Property	View Prospect Log (3) Mass Email Prospects Print Property Flyer Sample Classifieds View Property Listing
2.		9123 Main Street (227) Status: For Rent-to-Own, For Sale Type: Single Family Home Price: \$249,500.00 Edit Property	View Prospect Log (NONE) Print Property Flyer Sample Classifieds View Property Listing
3.		659 Fairview Ct (729) Status: For Sale, For Rent Type: Single Family Home Price: \$110,000.00 Edit Property	View Prospect Log (NONE) Print Property Flyer Sample Classifieds View Property Listing

[Admin](#) | [Account Info](#) | [Tenant/Buyer List](#) | [View Properties](#) | [Add Property](#) | [Testimonials](#) | [Paperwork](#)
[Need Help?](#) | [Logout](#)

Switch to [Home Buyer](#)

Since we just added a property, you will find it under the “**Archived Properties**” tab. These are the properties loaded to the system that are not activated live on your public selling/renting website.

Your Company Name Here
[Admin](#) | [Account](#) | [Tenant/Buyers](#) | [Properties](#) | [Testimonials](#) | [Paperwork](#) | [Logout](#)

PROPERTY LISTINGS

- To Edit a property, click on the desired property link below.
- Click here to [Add A Property](#)
- Properties displayed in **White** are active.
- Properties that are listed in **Gray** have been disabled and can be turned on at any time.
- Properties that are listed in **Yellow** have been marked as Sold, Rented or Leased and can be changed at any time.

1 Property Found

Live Properties		Archived Properties	
No.	Photo	Edit a Property	Delete
1.		4256 Scenic Overlook (201) Status: For Sale, For Rent, For Rent-to-Own Type: Single Family Home Price: \$196,500.00 Edit Property	View Prospect Log (NONE) Print Property Flyer Sample Classifieds

[Admin](#) | [Account Info](#) | [Tenant/Buyer List](#) | [View Properties](#) | [Add Property](#) | [Testimonials](#) | [Paperwork](#)
[Need Help?](#) | [Logout](#)

Switch to [Home Buyer](#)

This is a great feature as it allows you to store all of your rental, lease option and owner financing (agreement for deed) properties. When your active properties are rented or sold or lease optioned or sold with owner financing you will merely click the “**Property Switch**” to “**Off**” and the property information will disappear from your active selling/renting website, but will be stored until the property comes available again. When it does, you’ll merely click the “**Property Switch**” to “**On**”, change the details such as price and terms and it will once again be active on your site, allowing

you to compare it to your buyers list, send emails, make calls, etc and “put it to bed” again real soon. Are you starting to feel like you’ve got a silent partner who is going to make your life a lot easier? You should because that’s what this will do for you.

***To make a property live on the public selling/renting website, click on the “Edit Property” link. You should see this:

Your Company Name Here
[Admin](#) | [Account](#) | [Tenant/Buyers](#) | [Properties](#) | [Testimonials](#) | [Paperwork](#) | [Logout](#)

EDIT PROPERTY #201

[All Properties](#) | [Print Flyer](#) | [Sample Classifieds](#) | [View Prospect Log](#) | [Add Prospects Now](#)

Edit your property information or upload a new photo below and then press "Update" at the bottom of the page

***Required Property Information** [Add A Property](#)

Property ID: #201 - Use this number when placing a classified ad in your local paper.
[Click here to see a sample ad.](#)

***Property Switch:** ☐ On ☒ Off
The Property Switch is used to turn your property on or off

***Property Status:**
Property can be marked as "Sold/Rented/Leased" and remain online until the Property Switch is turned off above or 10 days pass after the property was marked as "Sold/Rented/Leased", whichever is sooner.

***Property Type:**

***Property Zoning:**
Zoning Description:

***Remaining Units:**
If zoning is Residential then this field is optional.

***Address:**

***City:**

***State:** ***Zip:**
Note: City, State and Zip must be accurate in order to generate a map to your property.

***County:**

***Property Map:** [Get Map!](#) ☐ On ☒ Off
The Map Switch is used to turn your property map on or off in case the map is inaccurate.

***Asking Price:** e.g. 40000.00

***Monthly Price:** e.g. 750.00
If status is For Rent then this field is optional.
If status is For Sale or For Rent-to-Own then enter purchase price.

***Initial Fees:** e.g. 1500.00
If status is For Sale then enter down payment amount.
If status is For Rent then enter deposit amount.
If status is For Rent-to-Own then enter option fee amount.

***Init. Price Negotiable:** ☐ Yes, the Initial Fees as Negotiable
☒ No, the Initial Fees as Not Negotiable

***Description/Features:**

No Property Photos Found!
Adding photos to your property listing is optional. However, we strongly suggest that you include photos since ads with photos result in more sales.
[Add Photos Now!](#)

Optional Property Information

Bedrooms: Baths: 1/2 Baths: SqFt: Floors: Year Built:

Garage: Basement:

Lot Size: Acres:

[Reset](#) [Delete](#) [Cancel](#) [Update](#)

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[Switch to Home Buyer](#)

Let's take a look at how to edit our properties. First, if you want to create marketing for a particular property you may want to include a property ID code so prospects can go directly to details about that property rather than navigate the entire site.

The “**Property Switch**” is located right under the “**Property ID**”.

***Required Property Information**

Property ID: #201 - Use this number when placing a classified ad in your local paper.
[Click here to see a sample ad.](#)

***Property Switch:** ☐ On ☒ Off
The Property Switch is used to turn your property on or off

***Property Status:**
Property can be marked as "Sold/Rented/Leased" and remain online until the Property Switch is turned off above or 10 days pass after the property was marked as "Sold/Rented/Leased", whichever is sooner.

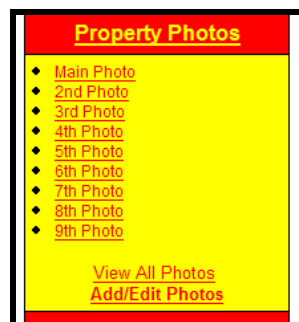
[View Pros](#)
[Add Pros](#)
[Search for](#)
[Pro](#)

Turn the switch “ON” to have your property show on your public website.

While on this page, you will notice a red box with yellow filler. That box has a link to upload photos if you have not already done so, or would like to add more. This takes you back to the **Step 2** screen.

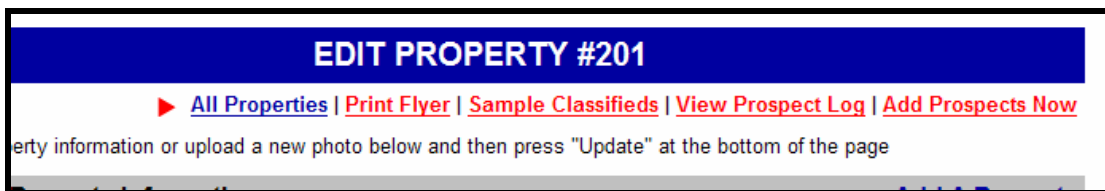


(This is when you have no photos)



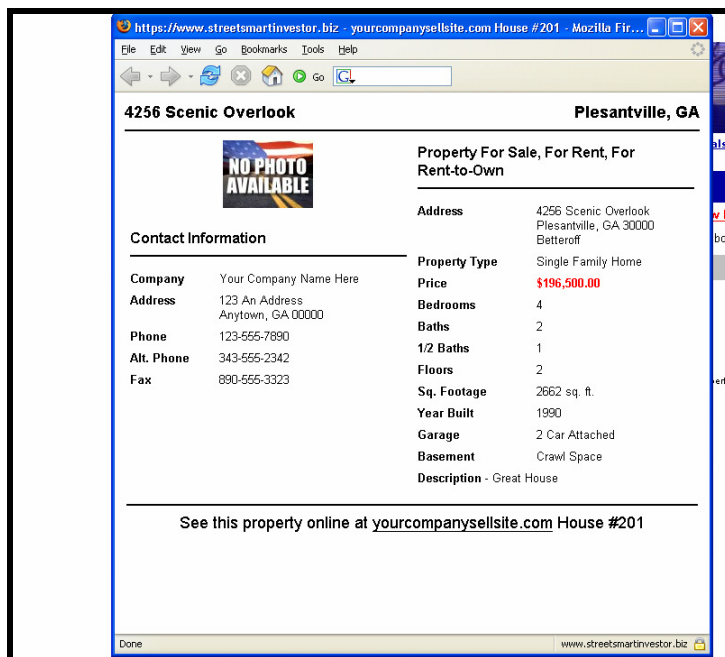
(When you already have photos)

On the **Edit Property** page, beneath the thick blue line that says Edit Property #201, you will see a blinking red triangle.



On this line are several links to help you with your property. We'll explore them below.

Let's take a look at the **"Print Flyer"** link first:



WOW. The website actually creates a detail flyer for your house using the information you previously uploaded. No need to spend time formatting and designing your grab and go flyer. All you have to do is print one out and run to Kinko's, or print out the quantity right in your office! Is that a time saver or what?

When you close that window, on the same line, click **“Sample Classifieds”**.



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Sample Classified Ads for Your Local Paper

[<< Back](#)

Below is an example of how you can use our web address in a local newspaper ad to allow potential tenant/buyers to view additional information and photos here at [yourcompanysellsite.com](#). *The idea is to get tenant/buyers come by and see your home online or off!*

For Sale, For Rent, For Rent-to-Own: 4256
Scenic Overlook, 4 bed, 2 bath, built 1990,
pool/spa, large lot. Owner relocating must sell!
More information and photos located online at
[yourcompanysellsite.com/id/201](#) or call
123-555-7890 for details.

This ad utilizes the new abridged <Domain>/id/<PropertyID>
feature for taking tenant/buyers directly to your property.

For Sale, For Rent, For Rent-to-Own: 4256
Scenic Overlook, 4 bed, 2 bath, built 1990,
pool/spa, large lot. Owner relocating must sell!
This is a beautiful home in a nice neighborhood.
123-555-7890
[yourcompanysellsite.com/id/201](#)

This ad utilizes the new abridged <Domain>/id/<PropertyID>
feature for taking tenant/buyers directly to your property.

For Sale, For Rent, For Rent-to-Own: 4256
Scenic Overlook, 4 bed, 2 bath, built 1990,
pool/spa, large lot. Owner relocating must sell!
More information and photos located online at
[yourcompanysellsite.com](#) or call 123-555-7890
for details.

For Sale, For Rent, For Rent-to-Own: 4256
Scenic Overlook, 4 bed, 2 bath, built 1990,
pool/spa, large lot. Owner relocating must sell!
This is a beautiful home in a nice neighborhood.
123-555-7890
[yourcompanysellsite.com](#)

For Sale, For Rent, For Rent-to-Own: 4256
Scenic Overlook, 4 bed, 2 bath, built 1990,
pool/spa, large lot. Owner relocating must sell!
This is a beautiful home in a nice neighborhood.
Call 123-555-7890 for details or visit
[yourcompanysellsite.com Property #201](#)

This ad utilized the Search by Property ID# feature on your
home page for tenant/buyers.

For Sale, For Rent, For Rent-to-Own: 4256
Scenic Overlook, 4 bed, 2 bath, built 1990,
pool/spa, large lot. Owner relocating must sell!
This is a beautiful home in a nice neighborhood.
123-555-7890
[yourcompanysellsite.com Property #201](#)

This ad utilized the Search by Property ID# feature on your
home page for tenant/buyers.

[Admin](#) | [Account Info](#) | [Tenant/Buyer List](#) | [View Properties](#) | [Add Property](#) | [Testimonials](#) | [Paperwork](#)
[Need Help?](#) | [Logout](#)

Here are six sample ads already designed for your property. All you have to do is copy and paste into an email to your local newspaper. How great is that? You are spending minimal time on figuring out what your ad should say. Once you paste the ad, of course you can alter the ad if you choose.

Another great feature is the **“Prospect Log”**. Here is where you can attach certain buyers/tenants to a particular property. Click on the **“View Prospect Log”** to begin.



Your Company Name Here

[Admin](#) | [Account](#) | [Tenant/Buyers](#) | [Properties](#) | [Testimonials](#) | [Paperwork](#) | [Logout](#)

PROSPECT LOG FOR 4256 Scenic Overlook (201)

[Property Specific Links](#) | [Edit Property](#) | [View Property Prospect Log](#) | [Add Tenant/Buyers to Prospect Log](#) | [Search for Tenant/Buyers](#)

	4256 Scenic Overlook Pleasantville, GA 30000 Property ID 201	Status For Sale, For Rent, For Rent-to-Own Type Single Family Home Price \$196,500.00	Beds 4 Baths 2 Garage 2 Car Attached Basement Crawl Space	SqFt 2662
---	---	---	--	------------------

No Prospects currently exist for this property.
However, there are **5** Tenant/Buyers in your Tenant/Buyer List.

You can add Prospects to this Prospect Log in two ways:

- View Your Entire Tenant Buyer List** - You can [View All 5 Tenant/Buyers](#) in your Tenant/Buyer List, sort through the list and add prospects to this log.
- Search for Tenant/Buyers Based On Property Criteria** - You can click the "Search Tenant/Buyers" button below and we will return all the Tenant/Buyers in your Tenant/Buyers List whose desired search criteria match your property the best. From the list of Tenant/Buyers returned, you can choose with prospects to add to your log.

[Search for Tenant/Buyers](#)

This feature searches your Tenant/Buyer List for prospects based on your property's bedrooms, baths, sq footage, price, basement and garage and the criteria they specified on their Buyer Questionnaire.

[Admin](#) | [Account Info](#) | [Tenant/Buyer List](#) | [View Properties](#) | [Add Property](#) | [Testimonials](#) | [Paperwork](#)

You see that your property information stays at the top of the screen. This helps if you choose the manual selection of buyers/tenants as you can see there are two ways to add people to this particular property:

1. View Your Entire Tenant Buyer/List - You can view all tenant/buyers in your Tenant/Buyer List, sort through the list and add prospects to this log.
2. Search for Tenant/Buyers Based on Property Criteria – This is a special auto search to make moving your properties effortless and quick. Simply click the "Search Tenant/Buyers" button. That will show all the Tenant/Buyers in your Tenant/Buyers List whose desired search criteria match your property the best. From this list of Tenant/Buyers, you can choose which prospects to add to this property's log. This is your "target market" to offer the subject property to.

If you chose the first method to view the entire list, your screen should look like this:

Your Company Name Here
[Admin](#) | [Account](#) | [Tenant/Buyers](#) | [Properties](#) | [Testimonials](#) | [Paperwork](#) | [Logout](#)

TENANT/BUYERS LIST

Add Tenant/Buyers to Prospect Log

Add Prospects to [4256 Scenic Overlook, Pleasantville Prospect Log](#)

How to Add Prospects: To add Prospects to the [4256 Scenic Overlook, Pleasantville Prospect Log](#), check the boxes in the ADD column next to the Prospects you wish to add and then press the "ADD" button at the bottom of the page. If you wish to navigate through multiple pages as you add prospects, be sure you press the "ADD" button before going to another page or sorting the data.

How to Delete Prospects: Unchecking the boxes of Prospects that have already been added will not remove them from the Prospect Log. Prospects can only be removed by returning to the [4256 Scenic Overlook, Pleasantville Prospect Log](#) and using the delete feature there.

Property Specific Links ▶ [Edit Property](#) | [View Property Prospect Log](#) | [Add Tenant/Buyers to Prospect Log](#) | [Search for Tenant/Buyers](#)

[4256 Scenic Overlook](#)
Pleasantville, GA 30000
Property ID [201](#)

Status For Sale, For Rent,
For Rent-to-Own
Type Single Family Home
Price \$196,500.00

Beds 4
Baths 2
SqFt 2662
Garage 2 Car Attached
Basement Crawl Space

5 Tenant/Buyers found
Now displaying 1 - 5.

[Toggle Checkboxes](#)

	Tenant/Buyer	Location	Price	Down	Month	Bd	Ba	SqFt	G	B	Age	Add
1.	Mullins, Archie	Birmingham area	\$175,000	\$5,000	\$1,000	4	2	1750	N	N	266	<input type="checkbox"/>
2.	Mullins, Archie	Birmingham area	\$175,000	\$5,000	\$1,000	4	2	1750	N	N	266	<input type="checkbox"/>
3.	Mullins, Archie	Birmingham Alabama	\$175,000	\$5,000	\$1,000	4	2	1750	N	N	266	<input type="checkbox"/>
4.	Black, Dennis	Gwinnett	\$5,000	\$500	\$250	0	0	500	Y	Y	130	<input type="checkbox"/>
5.	Jones, Brad	Gwinnett	\$5,000	\$500	\$250	0	1	500	Y	Y	130	<input type="checkbox"/>

[Toggle All Checkboxes](#) [ADD](#)

[Admin](#) | [Account Info](#) | [Tenant/Buyer List](#) | [View Properties](#) | [Add Property](#) | [Testimonials](#) | [Paperwork](#)

As you can see, by clicking on "**View Your Entire Tenant/Buyer List**", this brings up your entire list. All you have to do is check the names on the far right and click "**Add**". Once this occurs you now have created your target list.

When you chose the auto-search feature by clicking the “**Search for Tenant/Buyers**” button, then you should see this:

TENANT/BUYERS LIST
Auto-Search Results for Adding Tenant/Buyers to Prospect Log

Add Prospects to [4256 Scenic Overlook, Pleasantville Prospect Log](#)

How to Add Prospects: To add Prospects to the [4256 Scenic Overlook, Pleasantville Prospect Log](#), check the boxes in the ADD column next to the Prospects you wish to add and then press the "ADD" button at the bottom of the page. If you wish to navigate through multiple pages as you add prospects, be sure you press the "ADD" button before going to another page or sorting the data.

How to Delete Prospects: Unchecking the boxes of Prospects that have already been added will not remove them from the Prospect Log. Prospects can only be removed by returning to the [4256 Scenic Overlook, Pleasantville Prospect Log](#) and using the delete feature there.

Property Specific Links ▶ [Edit Property](#) | [View Property Prospect Log](#) | [Add Tenant/Buyers to Prospect Log](#) | [Search for Tenant/Buyers](#)

4256 Scenic Overlook
Pleasantville, GA 30000
Property ID [201](#)

Status: For Sale, For Rent, For Rent-to-Own
Beds: 4
Sqft: 2662
Type: Single Family Home
Baths: 2
Garage: 2 Car Attached
Price: \$196,500.00
Basement: Crawl Space

0 Tenant/Buyers found based on search criteria.
[view all](#)

[Toggle Checkboxes](#)

Tenant/Buyer	All	Location	Price	Down	Month	Bd	Ba	SqFt	G	B	Age	Add
Toggle All Checkboxes ADD												

[Admin](#) | [Account Info](#) | [Tenant/Buyer List](#) | [View Properties](#) | [Add Property](#) | [Testimonials](#) | [Paperwork](#)
[Need Help?](#) | [Logout](#)

Switch to [Home Buyer](#)

Any buyers who fall within your specified price range, would now appear. As with the prior screen, all you need to do is check the name on the far right and click “**Add**”.

Whichever method you used, after clicking “**Add**”, click the “**View Property Prospect Log**” link in the yellow bar located right above the property information. You should now see this:

PROSPECT LOG FOR 4256 Scenic Overlook (201)

Property Specific Links ▶ [Edit Property](#) | [View Property Prospect Log](#) | [Add Tenant/Buyers to Prospect Log](#) | [Search for Tenant/Buyers](#)

4256 Scenic Overlook
Pleasantville, GA 30000
Property ID [201](#)

Status: For Sale, For Rent, For Rent-to-Own
Beds: 4
Sqft: 2662
Type: Single Family Home
Baths: 2
Garage: 2 Car Attached
Price: \$196,500.00
Basement: Crawl Space

3 Tenant/Buyer found. Now displaying 1 - 3.

[Add Prospects to Log](#)
[Mass Email Prospects](#)

Tenant/Buyer	All	Credit	Price	Down	Mo.	Buy	Age	Lead	1st	2nd	3rd	4th	5th	6th	7th	Next	Del
1. Mullins, Archie		Poor	\$175,000	\$5,000	\$1,000	7 mo	286	11/08/05									add
2. Black, Dennis		Excellent	\$5,000	\$500	\$250	ASAP	130	03/23/06									add
3. Jones, Brad		Excellent	\$5,000	\$500	\$250	ASAP	130	03/23/06									add

[Add Prospects to 4256 Scenic Overlook, Pleasantville, GA \(201\) Prospect Log](#)

[Toggle All Checkboxes](#) [DEL](#)

[Admin](#) | [Account Info](#) | [Tenant/Buyer List](#) | [View Properties](#) | [Add Property](#) | [Testimonials](#) | [Paperwork](#)
[Need Help?](#) | [Logout](#)

Switch to [Home Buyer](#)

Here you can see who from your entire list appears to be a good match and follow up with communication. Be sure to log these communications in your Tenant/Buyer Communications Log discussed earlier. If you accidentally added someone that you didn't mean to, just click the box on the far right and click “**Delete**”.

One of the most favorite features on this website is on this page. Click the “**Mass Email Prospects**” link on the far right above the Next and Del columns.

Your Company Name Here
[Admin](#) | [Account](#) | [Tenant/Buyers](#) | [Properties](#) | [Testimonials](#) | [Paperwork](#) | [Logout](#)

MASS COMMUNICATION FOR 4256 Scenic Overlook (201)

[Property Specific Links](#) ▶ [Edit Property](#) | [View Property Prospect Log](#) | [Add Tenant/Buyers to Prospect Log](#) | [Search for Tenant/Buyers](#)

4256 Scenic Overlook
Pleasantville, GA 30000
Property ID [201](#)

Status For Sale, For Rent, For Rent-to-Own
Type Single Family Home
Price \$196,500.00

Bedrooms: Beds: 4, Baths: 2
SqFt: 2662
Garage: 2 Car Attached
Basement: Crawl Space

MASS EMAIL MESSAGE

From: *@yourdomainname.com
Prospect Email Address(es): "Archie Mullins" <arm_cds79@verizon.net>
To: "Dennis Black" <DB@gmail.com>
"Brad Jones" <BJ@gmail.com>
CC:
BCC:

Subject: 4256 Scenic Overlook, Pleasantville, GA 30000 (201)

Message:

☐ Exclude

☐ Email this Property Listing the email above
☐ Email All Property Listings to the email above

NOTE: This message will be sent to the above email to, cc and bcc addresses, except those excluded.

[Admin](#) | [Account Info](#) | [Tenant/Buyer List](#) | [View Properties](#) | [Add Property](#) | [Testimonials](#) | [Paperwork](#)
[Need Help?](#) | [Logout](#)

Here you'll be able to send a general email blast to everyone. It can be a blast with this specific property listing attached, or it can be a blast with all your property listings. You can exclude any emails already attached to this property and/or add emails to include that will be sent to everyone at the same time. No more individual emails are necessary. They are all saved right here on the site for you! The best part is, no one can see who else you emailed your open house information to. What a time saver! This will help you build your business faster and better allowing you to get a profitable transaction right away.

Testimonials

Please reference page 17 for details on this feature.

Paperwork

Please reference page 20 for details on this feature.

Statistics

Please see “**Other Bonuses**” on page 21 for details on this feature.

Free Report

Some of you want the added feature of further marketing your company or more detail about particular programs you offer so we created the Free Report option just for that.

On the **WebWiz™** Admin page of either site is a link called “**Free Report Follow-up**”. If you have not already added a free report, your page should look like this:

FREE REPORT FOLLOW-UP LOG

[Manage Free Reports](#)

No Contact Information currently exist in the database.

Once a Customer completes an FREE Special Report Contact Information form it will be loaded into the database and an email notification will be sent to the email address(es) set on the [Account Information](#) page.

[Admin](#) | [Account Info](#) | [Tenant/Buyer List](#) | [View Properties](#) | [Add Property](#) | [Testimonials](#) | [Paperwork](#) | [Need Help?](#) | [Logout](#)

Switch to [Home Buyer](#)

On the far right you should see a link in a small font saying “**Manage Free Reports**”. Click that link to upload and manage your reports. Here’s how:

MANAGE FREE REPORTS

Note: *Items marked with a red asterisk are required.

*Report Title

Your report title will show up on your website, in the following format: FREE Special Report On (Report Title).

*Upload Report File [Browse...](#)

[Cancel](#) [Reset](#) [Add](#)

Active	Report Title	Action
<input checked="" type="checkbox"/>	Own Your Own Home with NO Bank Qualithing!	[Delete Report]

[Cancel](#) [Reset](#) [Assign](#)

[Admin](#) | [Account Info](#) | [Tenant/Buyer List](#) | [View Properties](#) | [Add Property](#) | [Testimonials](#) | [Paperwork](#) | [Need Help?](#) | [Logout](#)

Switch to [Home Buyer](#)

Write or find your special report. Give the Report a short title on your computer and then click “**Browse**” to find the file to upload. Once you have located the file and clicked “**Open**”, click “**Add**”. You should now see the report. Check the box on the far left and click “**Assign**” to allow public users access to see your special report.

If you have Richard Roop’s Instant Marketing Tools you can access and upload his report from your **Street Smart® Documents, Forms, and Resources** area as all of his materials have been stored there. If you do not have his product, contact us at 1-800-578-8580 and we can get it for you instantly and turn on your website access at the same time.

Once prospects download your free report, you have a special database to use to follow up with these important new additions to your buyers/renters list as well as your sellers list. The **“Free Report”** follow up will look like this:

FREE REPORT FOLLOW-UP LOG

3 Lead(s) found.
Now displaying 1 - 3.

[Export Leads](#)
[Manage Free Reports](#)

	Contact Name	Address	Day Phone	Nite Phone	Age
1.	L.I.	L.I. GA	333-333-3333		100
2.	doe, jane	0000 5th st. (alexandria, LA)	000-000-0000		55
3.	Brown, Jim	213 somewhere drive (somewhere, NY)	888-888-8888		29

3 Lead(s) found.
Now displaying 1 - 3.

[Admin](#) | [Account Info](#) | [Seller Follow-up Log](#) | [Show Me the Money](#) | [Testimonials](#) | [Paperwork](#)
[Need Help?](#) | [Logout](#)

Switch to [Home Seller](#) | [Money Borrower](#)

When you click on their name, you will see the prospects contact information they provided when ordering the report:

CONTACT INFORMATION

Lead Specific Links ► [Free Report Follow-up Log](#)

Lead (#48) Monday, June 12, 2006

Contact Information

*First Name(s) *Day Phone x

*Last Name format: ###-###-#### x

*Email Evening Phone format: ###-###-#### x

*Address Cell/Pager format: ###-###-####

*City

*State

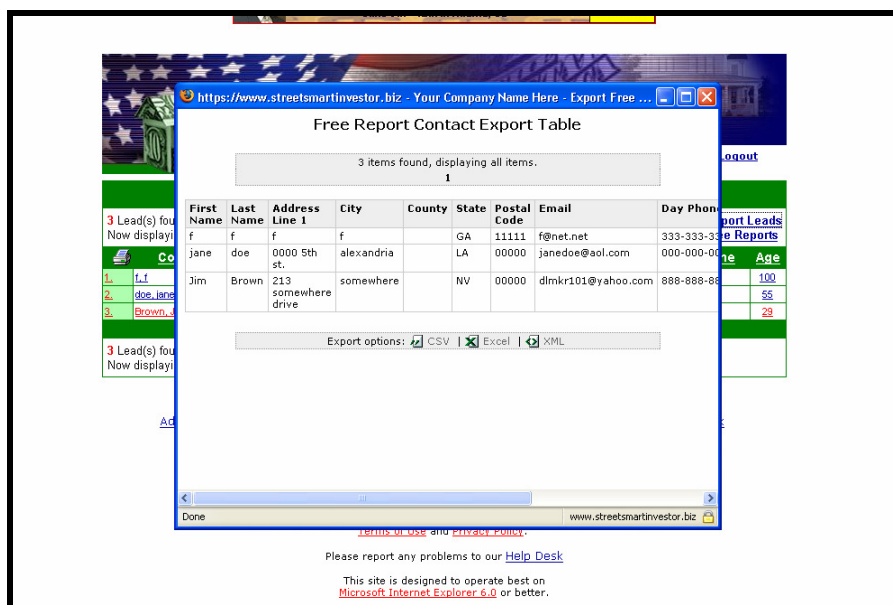
*Zip

County

[Reset](#) [Delete](#) [Cancel](#) [Update](#)

[Admin](#) | [Account Info](#) | [Seller Follow-up Log](#) | [Show Me the Money](#) | [Testimonials](#) | [Paperwork](#)
[Need Help?](#) | [Logout](#)

You also have the option export your leads if you want to keep a paper log or if you have a different system to keep track of this. Just click the “**Export Leads**” link in the Follow -Up Log and you will see this screen:



You have 3 options of where to export these leads to: Excel, CSV, and XML. Just follow the on screen prompts to complete the process for which ever program you use.

Help Desk

If you have any questions, or need help with something, you can email us directly at StreetSmartWeb@LouisBrown.com or you can click the “**Help Desk**” or “**Need Help?**” link from anywhere on your **WebWiz™** site. This will take you to this screen:

You can choose your question category and then fill out the rest of the form as if you where writing an email. Just click **Send** and we will respond promptly with your answer.

Congratulations! You're ready to profit with your *Street Smart*[®] Investor Websites!

As we're sure you'll agree, these business tools are well thought through and are very user friendly. Designed by investors for investors, these sites use the copyrighted system of Louis "Lou" Brown. You've probably recognized that many of the paper systems included in your written volumes have come to life in these Buying and Selling Websites.

As you can see, we've helped you use your Tools in conjunction with our Technology to help you build your business faster, safer and for much less cost than if you tried to design it on your own.

But we didn't stop there. *SpanishWiz*[™] – We've also translated your Buyer site and your Selling/Renting site into **Spanish**. Once you pay a small one-time fee, any of your prospects can press one button and instantly see the entire site converted into Spanish! Finally a way to tap into a very lucrative market for you that your competition is ignoring!

But we didn't stop there. Many of you recognize the need for private money for your business. We brought your "**Lender Presentation Kit**" to life by developing a website where you can send prospective lenders to check you out and see more about possible plans you have to offer.

But we didn't stop there. *VoiceWiz*[™] *Automated* was added to provide an automated voice answering solution that allows you to capture telephone numbers of callers and do many other features such as receiving faxes. It provides your own 1-800 toll free number with zero cost per call or per minute, unlimited for ***Street Smart*[®]** clients. We also offer prerecorded scripts and a pre designed voicemail box layout with an unlimited number of voicemail boxes all automated.

But we didn't stop there. *VoiceWiz*[™] *Live* – after getting questions answered by the automated system your lead can click anytime to go to a trained live operator who can go to your website and fill out your questionnaire immediately. Instantly emailing the lead to you or contacting you directly depending on your wishes. Imagine having an office assistant without hiring an employee.

But we didn't stop there. *CompWiz*[™] – Finally you have at your fingertips a solution to determining the value of your property lead. Use what the pros, such as appraisers use. Find out the courthouse data, square footage, proximity to your subject property, hazardous waste sites, flood plain, and all the sold comparables, pricing, values per square foot, and a lot more. For a low monthly fee you can comp as many properties as you need to, and just about anywhere in the country. Just click the "**CompWiz**" button for more details.

But we didn't stop there. *MailWiz*[™] – You don't want to obtain mail lists, choose marketing material, get stamps, handwrite envelopes, or deal with the post office. So, we'll do it for you! That's right! You'll be able to have your letters, post cards, flyers, and newsletters done for you. You can even take advantage of our copyrighted

marketing material available through our service. You can pay by the piece or by the package. Just click the “**MailWiz**” button for more details.

But we didn’t stop there. SignWiz™ – All your off site marketing is handled by **MailWiz™**. Your onsite marketing is handled by **SignWiz™**. Signs, Banners, Door Hangers, Post It Notes, Business Cards. You name it, one stop shopping, and for a fantastic price you can order small quantities or order a package for the best deal. Check out our distinctive copyrighted designs that get results. Just click the “**SignWiz**” button for more details.

But we didn’t stop there. FindWiz™ – When you find a house, but can’t find the owner, don’t let these great no competition deals slip away. Our Private Eye firm can help for just pennies vs. what you would spend to do it yourself. Just click the “**FindWiz**” button for more details.

But we didn’t stop there. CashWiz™ – Money for your deals. Whether you need a partner, a private money loan, or traditional financing we’ve got your connection right here. Just click on the “**CashWiz**” button for more details.

But we didn’t stop there. WarrantyWiz™ – Create comfort for your buyers by offering a Home Owner’s Warranty or selling it to them. Free for your vacant properties- you only pay when either you or your client buy the extended coverage.

But we didn’t stop there. InsuranceWiz™ – Solve your vacancy and builder’s risk headaches with this affordable source that offers what you need for all your projects.

But we didn’t stop there. LockWiz™ – No need to change the entire doorknob when you can use a specially designed key that allows you to change just the cylinder. Once you’ve changed over to these super strong locks your lock worries are over. You’ll be able to have a master key for all your properties. You’ll also need lock boxes for your properties to follow the *Street Smart®* system of low headache property management. All at prices well below retail. Click **LockWiz™** for details on this unmatched sanity tool.

But we didn’t stop there. CreditWiz™ – Imagine being able to clean foreclosures, bankruptcies, and other derogatory entries off your credit report. You’ll also be able to use this service to clean the credit of your sellers and your buyers. The sellers get a real reason to work with you. With credit repair your buyers can qualify to buy your property putting money in your pocket a lot quicker. Click **CreditWiz™** to order this vital service.

But we didn’t stop there. ShortWiz™ – Avoid the pain and suffering of doing Short Sales yourself with this great service. You’ll have a law firm who specializes in doing short sales and workouts at a very affordable price. Focus on your core business and let pros handle the hassles of follow up, negotiating, and getting agreement on your Short Sales. Click **ShortWiz™** for all the details.

To upgrade your system to add **Spanish** translation, your own lender presentation website, and our **CompWiz™**, **VoiceWiz™**, **MailWiz™**, **SignWiz™**, **FindWiz™**, **CashWiz™**, **WarrantyWiz™**, **InsuranceWiz™**, **LockWiz™**, **CreditWiz™**, or **ShortWiz™** call 1-800-578-8580 or email us at StreetSmartWeb@LouisBrown.com.

Oh, and we haven't stopped there either. Continue to watch in the weeks and months ahead as we tweak and refine your websites to make them easier and more convenient to use. Many of these upgrades won't cost you anything additional. Major upgrades that you'll love will be offered to you at preferred pricing.

Our goal is to provide you with a totally automated solution for your great real estate business all at a very affordable price. We intend to earn your respect, support, referrals, and loyalty as we continue to partner with you in the development of your business. Thank you for your business!

Your feedback is always welcome and much appreciated. We appreciate your testimonial in how the sites have worked for you as well.

To your wealth!

A handwritten signature in blue ink, appearing to read "Lou", with a long, sweeping horizontal line extending to the right.

Louis "Lou" Brown and the entire team at *Street Smart*[®] Investor Websites