

Master's Club Top Achiever Report

1 From the Prospector+ home page, select Searches, then Standard

2 Select all property types except Residential Lease and Commercial Lease

Searches
Standard
Recent Searches
Hotsheet
Hotsheet Map
Interactive Map
Quick
Standard
Custom
Radius
Address
Listing #
APN

Residential
 Land
 Residential Lease
 Mobile in Park/Floating Home
 Commercial Sale
 Commercial Lease
 Residential Income
 Business Opportunity

If you select ONE property type, you can click Additional Criteria to further refine your search.

[-Residential](#)
 Stock Cooperative
 Tenancy in Common
 Townhouse
 Other
[-Mobile in Park/Floating Home](#)

3 Under Statuses, ensure Closed is the only status checked

4 Enter the Closed Date Range using the following format and current year
(01/01/YY Thru 12/31/YY)

Statures
 Active
 Contingent - Show
 Contingent - No Show
 Hold
 Pending
 Pending Bring Backup
 Closed
 Expired
 Expired Pending
 Canceled
 Duplicate Canceled

Contingent Date		Thru	
Hold Date		Thru	
Pending Date		Thru	
Pending Date		Thru	
Closed Date	01/01/24	Thru	12/31/24
Expired Date		Thru	
Expired Date		Thru	
Canceled Date		Thru	
Canceled Date		Thru	
Entry Date		Thru	

Master's Club Top Achiever Report

Home Searches Listings Trends Tax Carts Contacts Links Products Admin

Search Map View Exports Statistics Save Prospecting

Standard Search

General Criteria Additional Criteria

Preview Count

Counties

Status Date Thru

Change Date Thru

Structure Price Per Thru

Lot Size Price Per Thru

Listing Agent ID(s) MYMLSID And Or

Buyer Agent ID(s) MYMLSID

Listing Office ID(s) And Or

Buyer Office ID(s)

5 Under Listing Agent ID(s) - Enter your agent ID (ID used to log-in to the MLS)

Under Buyer Agent ID(s) - Enter your agent ID again

Change the radio button from AND to OR

6 Select Search

Home Searches Listings Trends Tax Carts Contacts Links Products Admin Help

Revise Criteria View Criteria Save

Search Results (14/14 ✓)

Grid Displays Pictures Media

Residential (11/11 ✓) Mobile in Park/Floating Home (1/1 ✓) Land (2/2 ✓)

Filter by name

Full Listing Detail
Agent Listing Detail OW
Agent Listing Summary OW
Client Listing Detail OW
Client Listing Summary OW
Masters Club/Top Achievers Report
One Line
Two Line
3 Photo Flyer

Status	Status Change Date	Listing #	Address	MLS Origin	Buyer Financial
✓				SACM	Conventi
✓				SACM	Conventi

7 Select the down arrow to the right of Displays, then select the Masters Club/Top Achievers Report from the drop down menu

Master's Club Top Achiever Report

8

Select the down arrow to the right of the Download button, then select All

Note: Only one listing will be shown in the preview, but the resulting report will include all listings

Now Viewing: Mast

- ★ Focused
- ★ Checked
- ★ All
- ★ Presentation Package

Close Price \$ Amount of Cred

620,000 620,000

ive Total Residential: 620,000

Total Credit: 620,000

9

Select Close when the confirmation window appears

Downloading...

The download is being prep...
We'll notify you when it's rea...

Close

10

Wait for the notification icon to turn yellow, then select it

Presentation Package Ready
Search Results

Masters Club/Top Achievers Report - Res

Master's Club Top Achiever Report

11

Select View Package to download your report



Presentation Package Ready New

Search Results

12-17-2024 09:52 AM

[View Package >](#)

[Delete Package >](#)