

# YOLO COUNTY ASSOCIATION OF REALTORS®



All Classes are held at the Yolo AR Office | 449 Elm Street, Woodland CA 95695  
Times: 9:00 am & 1:00 pm

## 2018 Class Schedule

### Wednesday, January 10

**9:00 am – 12:00 pm – MetroList Course I:** Prospector Training is a two part course designed to provide a complete overview of the Prospector system. Course One will begin taking you through the Prospector MLS system, while focusing on standard searches, search results and setting up preferences. Prospector Course One and Course Two are essential for all subscribers. To optimize your learning experience, MetroList recommends that these courses be taken in order.

**1:00 pm – 4:00 pm – MetroList Course II:** Prospector Course Two is a continuation of the Prospector training and builds on the skills learned in Course One. This course includes more of the advanced topics of the Prospector MLS system. To get the most out of Prospector, Course Two training is packed with powerful information and tools to help you use the many advanced features Prospector has to offer. From conducting comprehensive property searches to auto prospecting and Comparative Market Analysis, you must take this course to stay competitive.

### Wednesday, February 14

**9:00 am – 11:30 am – Realist:** Realist is our statewide property tax record database. In the MetroList primary Counties, Realist's property centric database unifies public record and private data with listing data and photos. This hands-on workshop allows you the opportunity to learn how to access and navigate through the Realist system. In addition, train you on how to utilize both the grid display & mapping features, view foreclosure information, print FREE address labels and much more. BRING YOUR LAPTOP!

**1:00 pm – 3:30 pm – Auto Prospecting & Mapping Workshop:** This workshop focuses on Prospector Auto Prospecting features (automated emailing system). You will gain knowledge on how to set up contacts, the differences between using auto prospecting or auto prospecting with Client Portal enabled, managing your contacts and how to utilize your Contact Manager. This hands-on workshop allows you the opportunity to not only learn about our automated emailing system but will also teach you to utilize Prospectors mapping features. BRING YOUR LAPTOP!

### Wednesday, March 14

**9:00 am – 12:00 pm – MetroList Course I:** Prospector Training is a two part course designed to provide a complete overview of the Prospector system. Course One will begin taking you through the Prospector MLS system, while focusing on standard searches, search results and setting up preferences. Prospector Course One and Course Two are essential for all subscribers. To optimize your learning experience, MetroList recommends that these courses be taken in order.

**1:00 pm – 4:00 pm – MetroList Course II:** Prospector Course Two is a continuation of the Prospector training and builds on the skills learned in Course One. This course includes more of the advanced topics of the Prospector MLS system. To get the most out of Prospector, Course Two training is packed with powerful information and tools to help you use the many advanced features Prospector has to offer. From conducting comprehensive property searches to auto prospecting and Comparative Market Analysis, you must take this course to stay competitive.

# YOLO COUNTY BOARD OF REALTORS®



Wednesday, April 11 ~ TBD

9:00 am – 11:30 am -

1:00 pm – 3:30 pm -

**You Must Register For Training Online** - To register, log onto Prospector. From the **Training / Events Calendar**, select the name of the training/event you wish to attend and click **Sign Up**. We encourage you to take full advantage of our FREE Classroom, Webinar and Workshop Course offerings!

We must have 2+ registered or the class will be cancelled

**Got Questions?** – Training Department – MetroList Services, Inc.  
Office - 916.922.7584 Fax - 916.922.1835 Email - [training@metrolist.net](mailto:training@metrolist.net)

