



FNIS MLS SYSTEMS

Support Documentation

**DX Smart Frames
MLS Subscriber's Guide – Paragon 20**

IDX Subscriber

The IDX Subscriber must possess a minimum level 4 Paragon user ID and password. The IDX subscriber is responsible for:

- Subscribing to the IDX Smart Framing Solution
- Setting IDX Contact Page
- Setting IDX Fields
- Setting IDX Colors
- Setting IDX Disclaimers
- Getting the IDX link integrated into a website.

Subscribing to IDX Smart Framing

A group or individual **cannot** subscribe to IDX if:

- They are a member of an OPT OUT Brokerage. (Brokerage who has chosen not to participate in Broker Reciprocity)
- The MLS has restricted IDX subscription by level (Office, Organization or Agent)

IDX Subscription Page

Accessing Tool

- From the Paragon home page, select the Preferences menu.
- Select IDX.

The IDX Subscription page will display the IDX terms and conditions for the MLS. If the MLS has chosen not to allow IDX subscription entirely or for designated security levels, a notification message will display here. To subscribe to IDX, the user must select the I Agree radio button, accepting the MLS IDX terms and conditions. The user then selects the desired subscriptions type. (MLS, Organization, Office or Agent) Different subscription type selections will be available based on security level. i.e Office level users can subscribe to IDX as an office or as an agent, where as an agent would only be allowed to subscribe as an agent) The user then selects submit to subscribe to IDX.

IDX Contact Page Administration

The first page displayed after subscribing to IDX is the IDX contact page. The IDX subscriber is responsible for setting up a contact page that will be displayed on the public facing website via the IDX link. If the subscriber chooses not to setup a contact page, default information such as name, phone number, email address and website will be pulled from the Paragon database and will populate the contact page.

IDX Contact Information Administration Page


Note: User must have previously subscribed to IDX to access contact page.

Accessing Tool

- From the Paragon home page, select the Preferences menu.
- Select IDX.

The IDX Contact page will be displayed.

Contact Page



This property brought to you by:
Agent Name
(913) 555-1212
name@fnis.com

[View](#) [Modify](#) [Delete](#)

Links

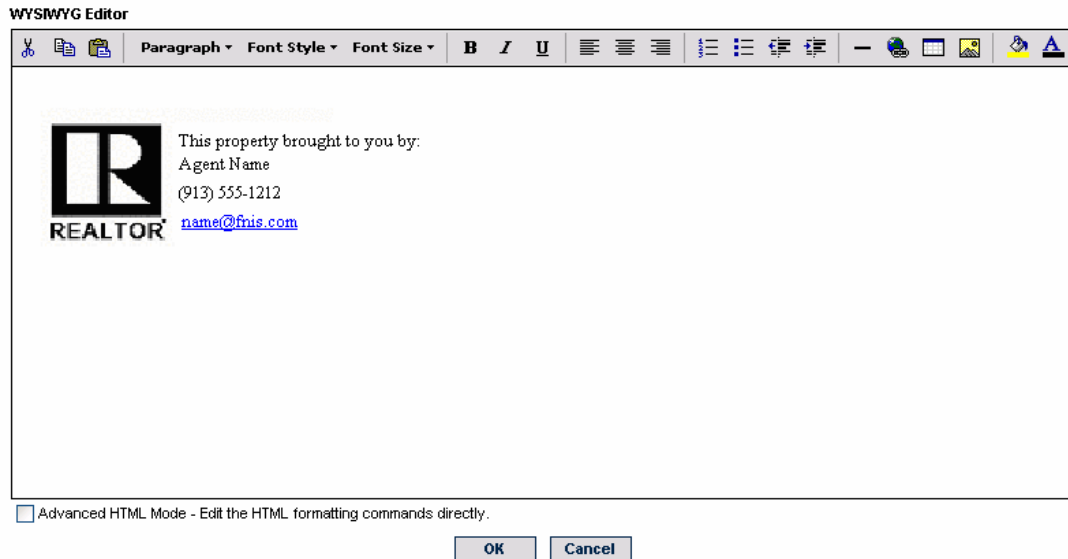
IDX	http://paragon103.fnismls.com/idx/idx.aspx?Mls=
MLS# Search	http://paragon103.fnismls.com/idx/idx.aspx?Mls=
My Listings	http://paragon103.fnismls.com/idx/idx.aspx?Mls=

The contact page can be modified by uploading a file or by modifying the default contact page.

To upload a contact page select first BROWSE button to find the file to upload. Once the desired contact page is selected, select UPLOAD SELECTED HTML FILE. Next, select the second BROWSE button, to upload any associated pictures or images. Once the file is selected, select UPLOAD CUSTOM IMAGE. Repeat for every associated picture or image.

To change the default contact page, select MODIFY. This will display the WYSIWYG editor.

Contact Information



From this page custom pages can be created. The WYSIWYG editor allow for the insertion of photos, graphics, tables, text and colors. To view and edit the page's HTML, select the Advanced HTML Mode checkbox. Select OK to save changes. Select Cancel to close the editor without saving changes.

IDX Search Fields Administration Page

IDX Search Layout Page

Accessing Tool

- From the Paragon home page, select the Preferences menu.
- Select IDX.
- Select IDX Search Layout.

The Search Layout page will be displayed.

Search Layout

Class: RESIDENTIAL

FIND:

Sold Date	Add-> <-Remove Move Up Move Down	Primary Criteria	
Area		Asking Price	<input type="text"/>
Status		Type	
FIREPLCS		BEDROOMS	
	Add-> <-Remove Move Up Move Down	Additional Criteria	
		Features	<input type="text"/>
		Mapping	

Preview

Save

To select fields for primary criteria and additional criteria, move to the desires box. Select SAVE to save the selections, select PREVIEW to display a preview of your selections. (Note – Selections will not be saved unless SAVE is selected, so it is recommended that SAVE be selected before selecting PREVIEW.) To set fields for another class, select the class from the dropdown menu and repeat process. (If the MLS Administrator had disabled subscriber customization, a message will be displayed and the SAVE button will be disabled.)

IDX Display Fields Administration

IDX Property View Page

Accessing Tool

- From the Paragon home page, select the Preferences menu.
- Select IDX.
- Select IDX Property View.

The Property View page will be displayed.

The screenshot shows the 'IDX Property Views' administration window. At the top, there is a 'Class:' dropdown menu set to 'RESIDENTIAL' and a 'Results View:' dropdown menu set to 'Thumbnail'. Below these are two main panels: 'Available Fields' and 'Selected Fields'. The 'Available Fields' panel contains a list of fields with their corresponding IDs: 0 - Price, 2 - Class, 4 - Area, 11 - Status, 18 - GARG CAP, 19 - GARG TYP, 20 - FIREPLCS, 24 - Number of Acres, 25 - Agent, 41 - ELEMNTY, 42 - JR HIGH, 43 - SR HIGH, and 47 - DIRECTNS1. The 'Selected Fields' panel contains a list of fields: 1 - MLS #, 5 - Asking Price, 6 - Address, 3 - Type, 8 - City, 9 - State, 10 - Zip, and 13 - BEDROOMS. Between the two panels are several control buttons: 'Add-->', 'Add All-->', '<-Remove', '<<-Remove All', 'Move Up', and 'Move Down'. At the bottom of the window are two buttons: 'Preview' and 'Save'.

First select the desired class and the desired result view to set from the dropdown menus. Then move the desired fields from Available Fields to Selected Fields. Select SAVE to save the selection, select PREVIEW to display a preview of your selections. (Note – Selections will not be saved unless SAVE is selected, so it is recommended that SAVE be selected before selecting PREVIEW.) Change the class and repeat the steps to set display fields for thumbnail view of other classes. Select Detail from the dropdown menu and repeat the process with each class. (If the MLS Administrator had disabled subscriber customization, a message will be displayed and the SAVE button will be disabled.)

IDX Colors Administration

The IDX colors consist of background color, title bar color, and title text color. The MLS administrator can create a custom color, set as default and control subscriber customization from the IDX Color page.

IDX Color Administration Page

Accessing Tool

- From the Paragon home page, select the Maintain menu.
- Select IDX.
- Select IDX Colors.

Colors

Themes : **Page Background** [Select A Color](#)

Save Theme As : **Title Banner** [Select A Color](#)

Title Font [Select A Color](#)

Color Preview :

Summaries

Listing # 1	List Price: \$99,999
<input type="checkbox"/> Favorite	

Listing # 2	List Price: \$99,999
<input type="checkbox"/> Favorite	

To create a theme, select CREATE NEW, type the name of the theme in the SAVE THEME AS text box, select a background color from the template displayed when selecting SELECT A COLOR link, repeat for Title Banner and Title Font. The preview display will show colors as they are selected. Select SAVE to save colors. (If the MLS Administrator had disabled subscriber customization, a message will be displayed and the SAVE button will be disabled.)

IDX Disclaimer Administration Page

IDX Disclaimer Administration Page

Accessing Tool

- From the Paragon home page, select the Preferences menu.
- Select IDX.
- Select IDX Colors.

The IDX Disclaimer page will be displayed.

Disclaimer Information

Disclaimer **Location**

The data relating to real estate for sale on this website comes in part from the Internet Data EXchange (IDX) of the Multiple Listing Service. The IDX logo indicates listings of other real estate firms that are identified in the detailed listing information. The information being provided is for consumers' personal, non-commercial use and may not be

Additional Links **Links**

Description

Location Thumbnail Detail

IDX Logo

IDX disclaimers page consists of admin tools for thumbnail and detail disclaimers, text links and the IDX logo.

Disclaimers

To create a disclaimer for the thumbnail view, select THUMBNAIL from the dropdown menu, enter the disclaimer text and select SAVE. Select DETAIL from dropdown and repeat process to set disclaimer for the detail page. (If the MLS Administrator had disabled subscriber customization, a message will be displayed and the SAVE button will be disabled.)

Text Links

Subscribers can create links to text information that display on the public site. For example, if the subscriber wanted to create a link called "Trademark" that displayed trademark information about his brokerage, the subscriber enters "Trademark" in the description field. Then the subscriber selects the page or pages on which to display the link by selecting the Thumbnail or Detail checkboxes. Then, in the large textbox, the subscriber enters the information to be displayed. Selecting save will save the link. To delete a link, select the name of the link from the dropdown and select delete.

IDX Logo

The IDX Logo is the logo that displays on every reciprocal listing, as required by the NAR IDX guidelines. To upload a new logo, select Browse, select the new logo and select Save. The new logo will be displayed. (If the MLS Administrator had disabled subscriber customization, a message will be displayed and the SAVE button will be disabled.)

Integration of IDX Link into Subscriber Website

Once the IDX subscriber has configured all of the IDX settings and the FNIS IDX administrator has modified the subscriber's 'pending' status to an 'active' status, the subscribers IDX link will display on the IDX contact page.

Links

IDX	http://paragon103.fnismls.com/dx/dx.aspx?Mls=Test&Subscriber=ba90210-89ee-47f5-8f12-b8ea6fe3b973
MLS# Search	http://paragon103.fnismls.com/dx/dx.aspx?Mls=Test&Subscriber=ba90210-89ee-47f5-8f12-b8ea6fe3b973&MLSSearch=1
My Listings	http://paragon103.fnismls.com/dx/dx.aspx?Mls=Test&Subscriber=ba90210-89ee-47f5-8f12-b8ea6fe3b973&Featured=1

It is the subscriber's responsibility to take the provided links and integrate into a website for public consumption. The links function as follow:

IDX Link – This link displays the search form and resulting listings (subscriber's listing and reciprocal listings)

MLS# Search – This link displays a search form to search listings by the listing number.

My Listings - This link displays the search form and displays only those listings on which the subscriber is the primary listing agent.