The Data Co-op ™

The Data Co-op Allows MLS's to establish and manage Data Shares with other MLS's in a flexible manner. For some the Data Co-op will act as a secondary MLS system with access to only the logged in users native MLS data.

Users have the ability to search, print, email, and save listings in a unique manner utilizing virtually any browser, on various types of devices.

Key Features:

- Fast streamlined access to your MLS Data. The Data Co-op is a "what-you-see-is-what-you-get" type of application. It does not take long to become proficient with its options and functionality.

- The Data Co-op accesses data from several sources to provide you with a complete profile of a particular property. Everything is presented within a single application.

- The use of web gadgets to display listing details allows you customize what information you want displayed in the order that best suites your needs.

- *Access to listing data from multiple markets.

- The Map centric user interface provides you with instantaneous listing count and display of mapped results.

- *Access to value-added reports including comps, demographics, foreclosures, etc.

- The ability to search for listings within proximity to "Points of Interest" and major employers like Universities, Hospitals, Schools, ect.

- The ability to search multiple feature and remarks fields with a single entry.

*Indicates items that are not available in all Data Co-op configurations

The Data Co-op does not include many of the customization options you may find in your primary MLS system. CMA Presentation, and Contact Management options are not available. You should continue to use your primary MLS for your "more involved" MLS activities.

For even more helpful Data Co-op tips please visit: http://www.mlxhelp.com

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The Data Co-op™

To access the data coop your MLS has provided you with a shortcut from within your primary MLS system. This ensures that all users of the data coop are active subscribers of an MLS and that local MLS business rules are maintained.
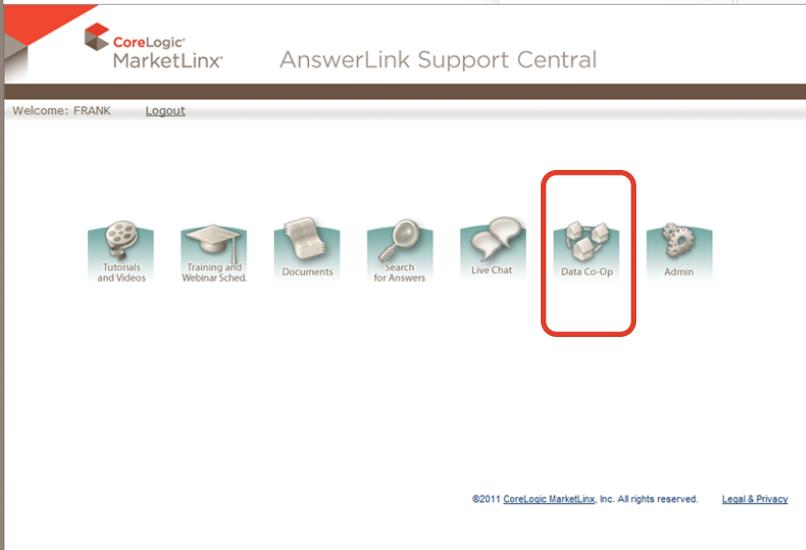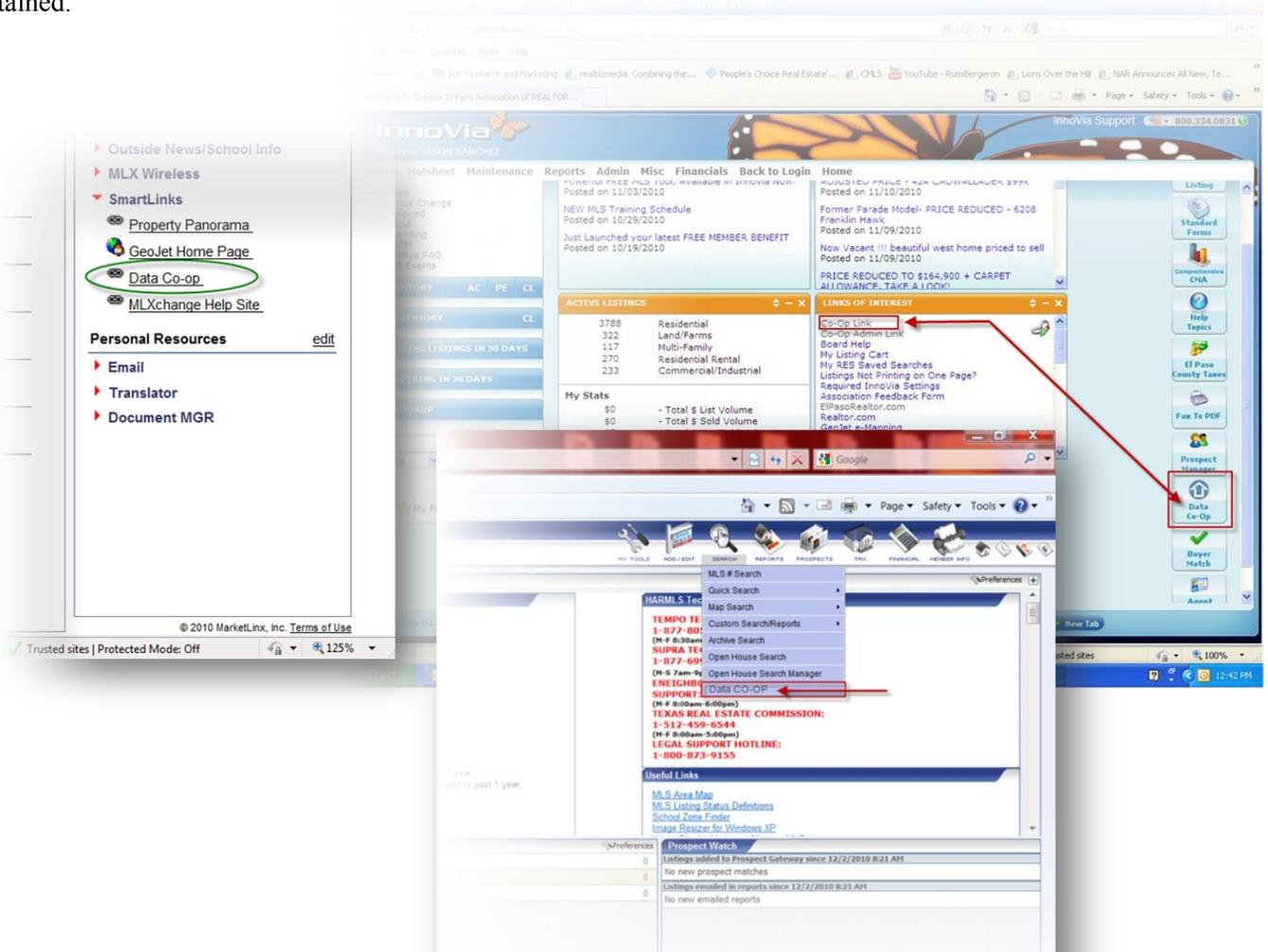
Note: In some instances the CoreLogic MLS Help Site and/or your MLS/Board member website will provide you with a link to the co-op. This is particularly helpful when accessing The Data Co-op using alternative browsers and/or tablet devices.

The Data Co-op ™

Search

➢ Click and drag the map to a desired location and the listings will automatically appear **or** enter search criteria into the criteria fields **or** combine both techniques.

- The Data Co-op uses a basic set of criteria for all users. The available criteria is not customized to any particular MLS, but it does contain the top property characteristics that are searched-on by all MLS's.
- Your specific MLS data has been mapped to the available Data Co-op criteria. This means no guessing when trying to determine how another MLS has described a basic property feature.

➢ Click the tab labeled **List** to see a complete list of your results.

HINT: *To expand or collapse* Search Criteria, (Advanced Search, Estimated Drive Time or Saved Search Options) click Arrow or Title Bar

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HINT: Always **Clear Search** before starting a new search. Remember when entering criteria click the **"Update Results"** button for an accurate calculation of your results

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Co-op Tips "Searching"

➢ The Data Co-op application will remember your last search therefore to set up a default map view and area search you merely need to enter that information and log out. Any computer you log into will remember your last activity.

➢ When using the Remarks and Features fields, keep in mind that they contain information from multiple combined MLS fields, i.e. by entering a Keyword in Remarks the Co-op may be searching your MLS's Public and Private Remarks categories. Search "Features" for terms such as fireplace, vinyl, crawl space, etc

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- ➢ By default properties are sorted by List Price
  - • Additional sort options can be selected by clicking the "Sort by" option at the top of the screen
  - • To view additional properties click the page number option at the bottom of the screen
- ➢ The Print option will print the selected records in a 2 column summary view
- ➢ The compare option presents the **Selected** items in a side by side format
- ➢ Rolling over the photo will display a larger thumbnail view of that photo (optional)
- ➢ Clicking on the photo displays the following additional options
  - • "View Details" will display property details
  - • "Find on Map" will display the property location using a ping on the map
  - • "Save as Favorite" will save a copy of the property record under the "Favorites" tab
- ➢ Click anywhere in the property summary for a detailed report of that property

Co-op Tips "Working with your Results"

From any screen, rolling your mouse over the property map point, displays a property summary and a link to a detailed property report.

Depending on how close you are zoomed in on the map; hovering over a map point representing "multiple properties in close proximity" will display the averages (Price, Sqft, and Year Built) for that group.

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- The Property Details screen is comprised of a series of gadgets. These gadgets contain listing data and can include public records, demographics and advance AVM's in some instances.

- Gadgets can be moved or hidden to better organize the data being displayed and the Data Co-op will remember your preference.

- To view more detailed information contained in any of the displayed gadgets click either on the gadget header or the information contained within.

- All gadget details contain print & email options.

Emailed Report Sample

The "Send to Friend" option at the top right corner of the property detail screen will allow you to email a detailed listing profile for each listing you've selected.

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Display Options

Enables you to control the amount of information that is displayed, including larger thumbnail views of the primary listing image, mini map (to assist with map navigation), *Parcel/School boundaries (used to display public records data, where available), and Points of Interest data.

Data Overlays

*Enables you to control what listing statuses will display on the search map.
*You are also able to activate public records labels for various financially distressed property types.

MLS Systems Included in Search

*Gives you the ability to control which MLS's you want represented in your search.

MLS	Active	Pend	Sold	Off-Mkt
	4,368	394	14,591	14,240
	22,260	4,783	100,274	61,414
	4,165	724	11,059	7,450
	13,191	1,302	4,439	31,377
	3,401	828	6,569	6,647
	4,351	1,230	5,900	11,360

* Represent feature that may not be available in all areas.

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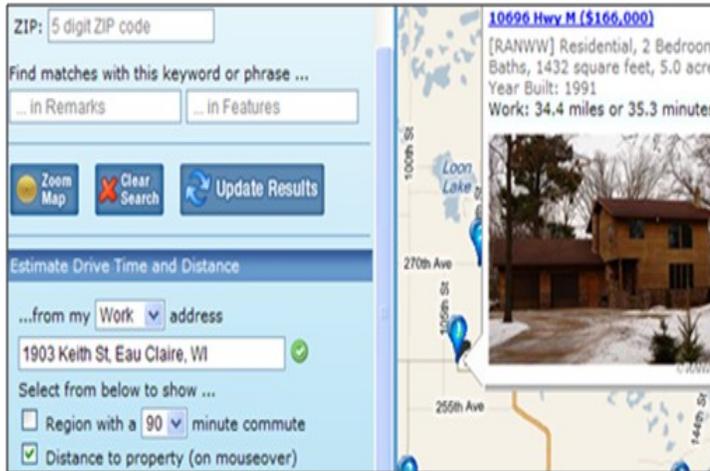
ESTIMATED DRIVE TIME & DISTANCE:

1. Open the Estimate Drive Time Distance Section
2. Select **Home, Work or Other** from the pull down list
3. Enter an address, *separated by commas* (ie: 1903 Keith St, Eau Claire, WI)
4. Select **Region** with commute (5-90 minutes) OR **Distance to Property** (on *mouse over*)

Depending on your choice in step 3 The Data Co-op will either conduct a search based on the proximity to the address entered or calculate and display the distance and drive time on the listing map summary from any search.
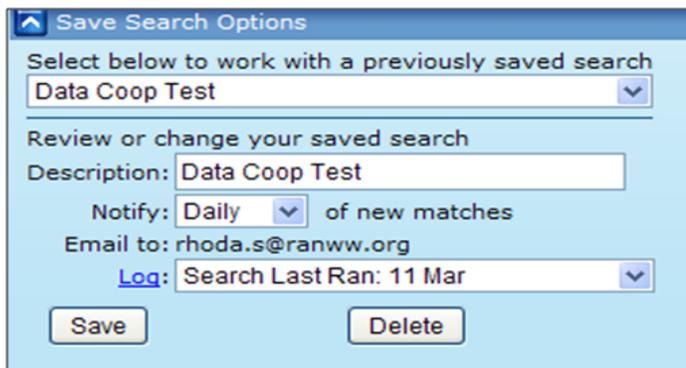
SAVE SEARCH:

1. **Enter search criteria**
2. **Open or scroll to Save Search Options**
3. **Enter name for search**
4. Select **Notify** option (daily, weekly, etc)
5. Click **Save**

A log will auto-populate with date search was last run
To **delete** a search, select the search name, click **Delete**

MOVE OR REMOVE GADGETS:

Locate the Table of Contents Gadget
· To **Hide**, **uncheck** its box
· To **Display,** check its box
· To **Move**, **click blue UP arrow.**
You also have the ability to double click and drag a gadget to a different location .
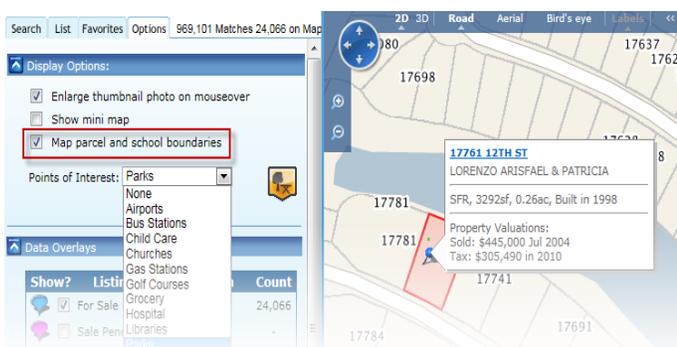
ADDITIONAL PROPERTY DATA:

To View Public Records/Tax Data
1. **Select the Map Parcel and School Boundaries check box from the options tab.**
2. **Click and Drag** your map to the desired map location.
3. After the boundary lines appear **right click** on the property you are seeking information for.
4. Either **hover** your mouse for a property summary dialog **or left click** for property details.

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FAQ

The following FAQ represent features, behaviors, and business rules that may not be initially apparent to new users.

Why is there criteria already selected when I log in?
The Data Co-op remembers your last search when you logon, regardless of the computer you use. This includes the last map location displayed before logging out.

What's the most important strategy to remember when searching in Data Co-op?
Data Co-op is a map centric application. Only those listings whose location is represented on the current map view will be retrieved under the "List" tab. This is regardless of the actual geographic location indicated in the criteria section. The displayed map view location supersedes all other criteria.

I don't see fields that I normally search for.
All Data Co-op users around the country utilize the same set of criteria. Your area's specific listing format has been integrated into this standardized format. The Data Co-op consolidates numerous fields that contain external features into a common field call Exterior Features. Certain search fields in Data Co-op actually search a number of fields, for example the Remarks freeform keyword search field searches the Public remarks and the Agent Remarks fields at the same time. The same rule applies to the Features search criteria.

I don't recognize the areas listed in the region criteria list.
When searching Region and County you will find that the list changes dynamically depending on your map view. The Pick list will automatically display the regions and counties that are currently being viewed on the map.

After Moving Gadgets around on the screen will Data Co-op remember my view the next time I login?
Rearranged Gadgets remain in their new position across sessions and computers until moved again by you.

What's the second most important strategy to remember when searching in Data Co-op?
Remember to click the "Update Results" button ⟳ Update Results after changes have been made to your criteria.

I have noticed that some listings are branded with a logo labeled "New". What are the requirements for new?
The "New" branding represents those listings that were added to the native MLS system within the last 30 days.

The "Favorites" tab list " Recently Viewed" listings. How does Data Co-op populate this list?
Recently viewed listings are created automatically when you select the detail view for a particular property.

I receive 0 or no listings found every time I attempt to search.

Remember to click "Clear Search" ✖ Clear Search and enter your criteria again. In many instances a user will attempt a search with criteria left over from a previous search still entered (but not visible).

Bonus Tip
The address search is more flexible then you may imagine. This dialog box allows you to search by a specific address or the name of a geographical landmark or popular location or municipality. This field utilizes a type of "Point of Interest" database to enhance your proximity search. Examples of these types of searches may include Six Flags Over Georgia, The University of South Florida or Giant Stadium.

For even more helpful CoreLogic product tips please visit: http://www.mlxhelp.com

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