

RPR NEXT GEN REPORTS

RPR's Next Gen Reports are officially out of beta - marking the first step in a major upgrade to how you create and deliver client reports through the RPR website or mobile app. With customizable templates, an intuitive drag-and-drop interface, and dynamic updates, these reports are designed to impress like never before.

How to Create a Property Report in RPR:

- 1 Select *Reports* from the top navigation menu.
- 2 Select *Beta Reports Templates* (or from a Property Details page, select *Create Report*).
- 3 Choose from the RPR Templates: Buyer, Seller, or your own customized templates.
- 4 Enter a *Report Location* and *Report Title*.
- 5 Select *Continue*.
- 6 Select *Run Report* from the upper right of the Report Editor.
- 7 Choose from one of the following:
 - **Save Report**
 - **Link**
 - **Email**
 - **Download**
 - **Share to Social**
- 8 Select *My Reports* to access all saved and run reports from both the website and the mobile app.

November 4th will be the **last day** to create a report using the Legacy system, and the Legacy system will be **removed completely** on **December 16th**.

To support this transition, RPR is offering "**Introducing Next Gen Reports**" training webinars. Don't miss the chance to learn tips, tools, and best practices - **register [HERE](#) today to reserve your spot!**