

Tuesday Tip

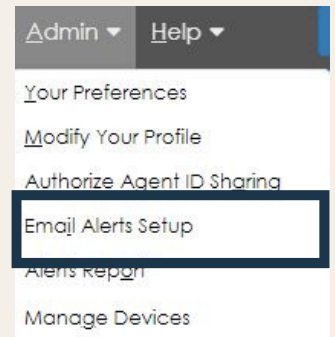
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Set Up Email Alerts in CincyMLS

Did you know that you can set email alert notifications in CincyMLS for your listing events, prospects and tasks?



Once logged in, simply go to Admin, then click email alerts to choose which alerts you want to receive.

A screenshot of the 'Email Alerts Setup' form in a web application. The form has a blue header with 'Save' and 'Cancel' buttons. Below the header, the title 'Email Alerts Setup' is displayed. The main content area is titled 'Select to receive email alert notifications for your listing events, prospects and tasks'. It includes a 'Send Alert to:' field, a list of alert categories with checkboxes, and a 'Document Types' section with input fields for Residential, Land, Multi Family, Commercial, and Lease/Rent. At the bottom, there are checkboxes for 'Auto-Prospecting Ending Soon', 'Overdue Tasks', and 'Coming Soon Period Ending', along with an 'Alert Time' field set to '3:00' and radio buttons for 'a.m.' and 'p.m.'.

Never Miss an Overdue Pending Again!

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