

Get your Open on SpokaneOpen!

SpokaneOpen gets open house information direct from Paragon every hour. However, it can't use Paragon's Open House module. The MLS added Open House fields directly on the listing so that your open house can be sent to SpokaneOpen as well as your office, broker, and third party websites.

To schedule opens in Paragon:

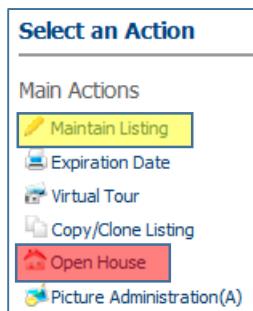
In Paragon, go to the **Listings** menu and select **Maintain Listings**.



To the right of the listing you want to schedule for, choose **Select an Action**.

CLASS	STATUS	LISTING OWNER	
All	Active	My Listings	<input type="button" value="Search"/>
Status	Type	Listing Agent	Pics
Active-NEW	Res/Site Blt	Mike Bentson/SAR Staff	1 <input type="button" value="Select an Action..."/>
Active-NEW	Res/Site Blt	Mike Bentson/SAR Staff	0 <input type="button" value="Select an Action..."/>

From the list of actions, choose **Maintain Listing**, *not Open House*.



Once in the listing, use the **Open House fields** on the right, *not the Open House module on the left*. **Save** and your listing will be picked up when SpokaneOpen next refreshes!

A screenshot of the Paragon 'Listing Info' screen. On the left, there is a sidebar with icons for Listing, Pictures, Listing Detail, Documents, and Open House (highlighted with a red box). The main area is titled 'Listing Info' and has a sub-section 'Open House'. It shows a list of open house entries: (5), (3), (2), (4), and (1). To the right of the list are input fields for 'Open House Date' (with a date picker icon), 'Open Time From', 'Open Time To', 'Next Open Date' (with a date picker icon), 'Next Open Time From', and 'Next Open Time To'.