

Introducing Metro MLS Open Lab Mondays!

Need assistance with using certain functions of the FlexMLS system? Look no further! We're making it easier than ever to provide the support you need to master the tools you use every day; and learn some new ones! Open Lab will enable you to accomplish specific tasks needed for streamlining your workflow functions.

Beginning September 12th, The Metro MLS will instate Open Lab Mondays. Open Lab will be held every Monday (excluding holidays or when the MLS office is closed) in the Training Center at the Metro MLS office. Open Lab hours will be from 10am – 12 noon. During Open Lab, a Metro MLS trainer will address your FlexMLS-related questions and provide one-on-one, hands on training in a casual open format and provide you with the answers you need to get the job done!

The purpose of Open Lab is NOT to take the place of classes offered at the Metro MLS office. It is to assist you with a specific issue, or finding a better way to perform a current function.

Examples of what Open Lab is:

- “How can I create a custom hotsheet?”
- “I am having difficulty drawing map shapes.”
- “How can I create a custom 1 line report to print?”
- “How can I run a report of my production?”
- “Is there a way to change how my Contact receives listings in their Subscription?”
- “I need help navigating the mobile app.”

Examples of what Open Lab is NOT (because there are classes available):

- “I need to learn all about Maps.”
- “How do you do a CMA?”
- “How can I add and make edits to a listing?”
- “I would like to learn how to create searches and Contacts.”
- “I would like to learn how to create and navigate the Portal.”
- “How do I search for properties?”

Open Lab is first come, first served assistance given on a walk-in basis and does not require an appointment.