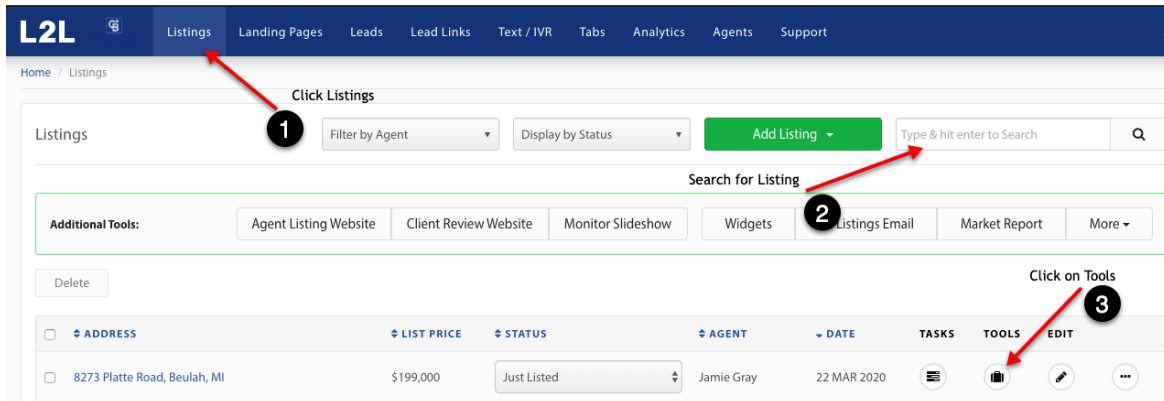
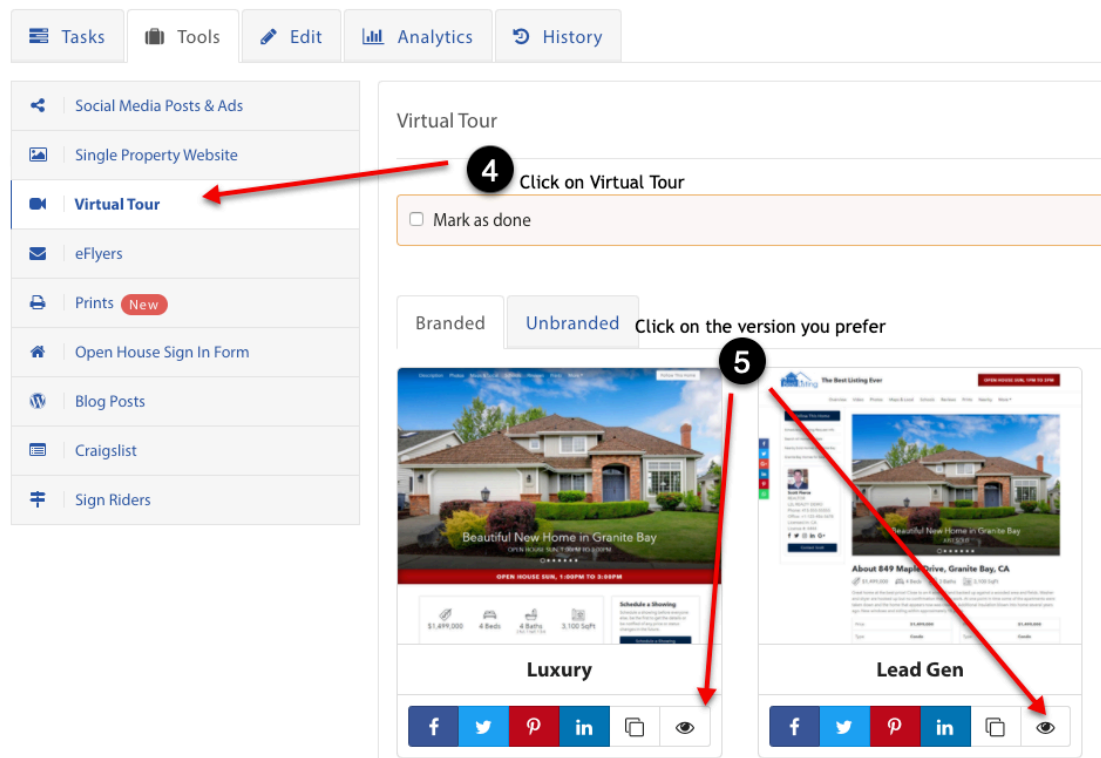


Adding ListingToLeads Virtual Tour to your Moxi Sites

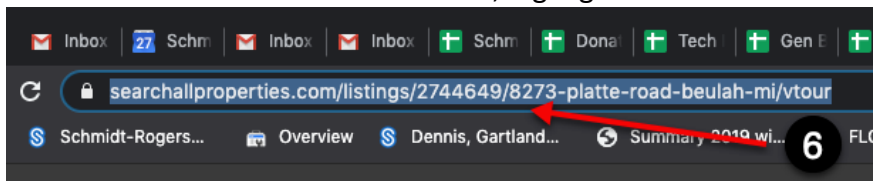
1. Log into ListingsToLeads and click on Listings
2. Search for the listing you want
3. Click on the Tools Icon next to that listing



4. Click on Virtual Tour
5. Click on the 'eye' for the version of the tour that fits your property

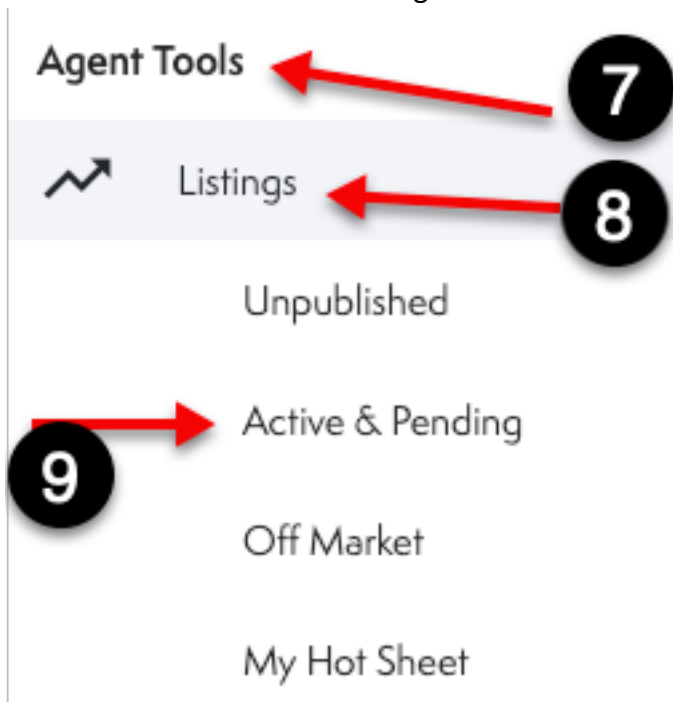


6. Once the virtual tour launches, highlight the whole URL and copy it

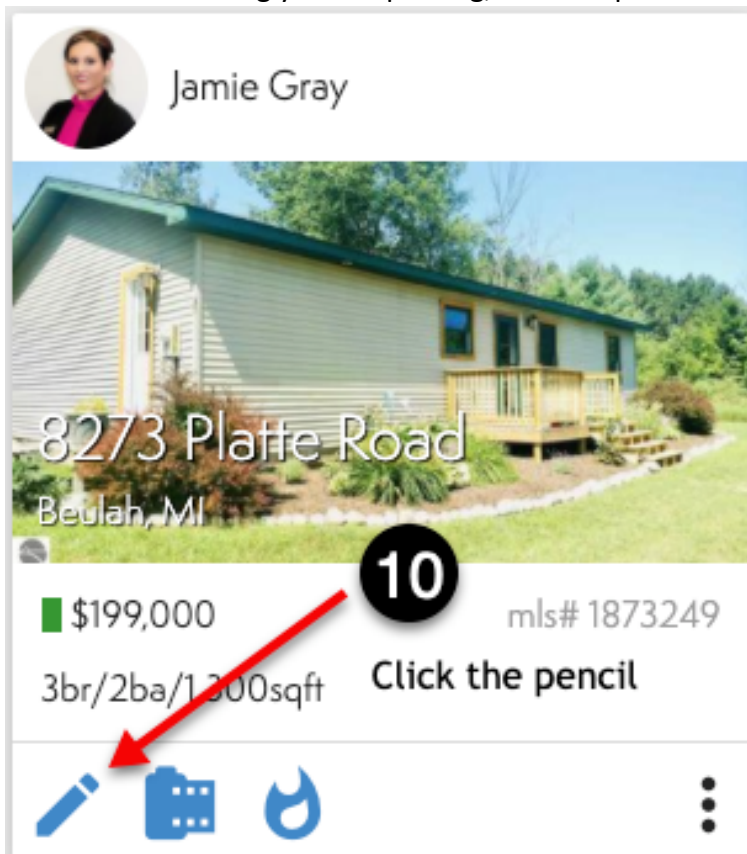


Copy the URL by highlighting all of the words and click copy

7. Log into Moxi via my.schmidtresources.com and click on Agent Tools
8. Then Click on the dropdown for Listings
9. Click on Active & Pending



10. On the listing you're updating, click the pencil



- 11. On Edit Listing Details, paste the URL in the Virtual Tour blank
- 12. Click Save

Edit Listing Details

The screenshot shows the 'Edit Listing Details' page for a property. At the top right, there are buttons for 'Cancel' and 'Save', with a red arrow pointing to 'Save' and a circled '12' next to it. Below this is a navigation bar with icons for 'Photo Gallery', 'Promote Your Listing', 'Add to Hot Sheet', and 'Share'. The main image shows a light green house with a yellow porch. Text on the left of the image reads 'Price: \$199,000' and '8273 Platte Road, Beulah, MI 49617'. On the right, it says 'Active'. Below the image are three tabs: 'PROPERTY INFO', 'LISTING INFO', and 'AMENITIES INFO'. The 'LISTING INFO' tab is active. Below the tabs, there is a note: 'Editable fields do not update the MLS, only public facing websites.' The listing title is 'Benzonia Area Single Family Home'. Below the title is a 'heading' field. The description reads: 'Enjoy the country side charm of this ranch style home. Located on 8+ beautiful acres, with a crystal clear stream running through the property. The backyard boasts wildlife galore, with fenced in garden area and beautiful sitting areas surrounded by flower gardens. The charming covered porch and fire pit are the places to relax. The main floor features a large living room with an open kitchen concept with large window views of both the back and front yard. This is the home to enjoy all Northern Michigan has to offer; close to the Sleeping Bear Dunes, world class-trout streams, boating, canoeing, fishing, hiking, kayaking, swimming and hunting.' Below the description is a 'comments' field. At the bottom, there is a 'Add Virtual Tour' button with a play icon, and a red arrow points to it with a circled '11'. To the right of this button, there is a text prompt: 'Paste the URL you copied from ListingsToLeads'.