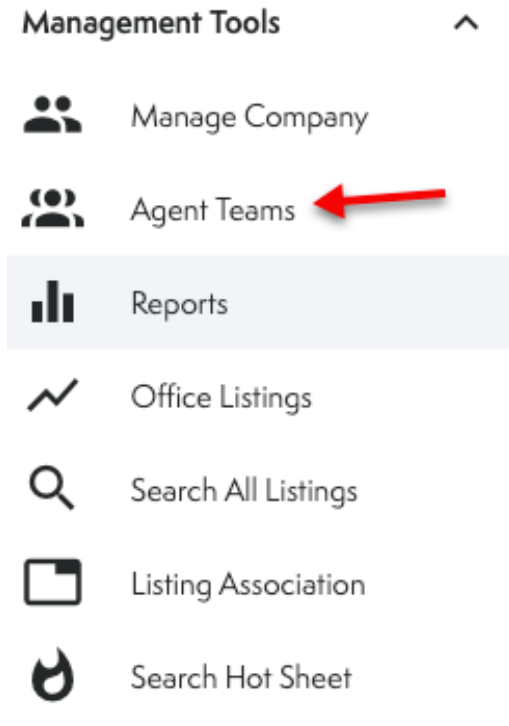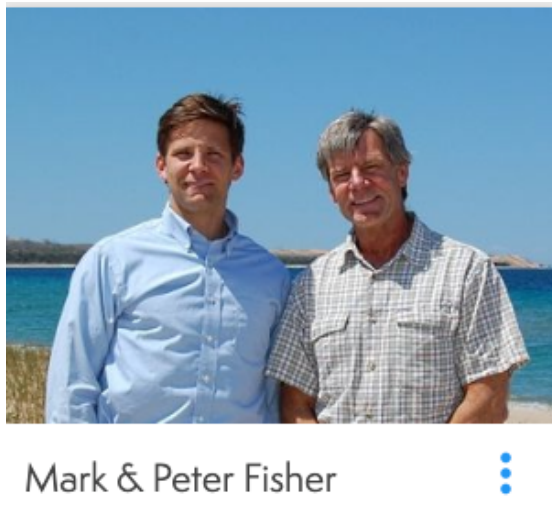Moxi Teams FAQ

1. When adding to Agent Teams from Management Tools, this only affects Present

2. If you want the Team to show up on the brokerage websites, you need to add another Account into the Roster, by adding new User and putting in the name and photo to reflect the team.

3. If your agents want to run a team website, these are the instructions:
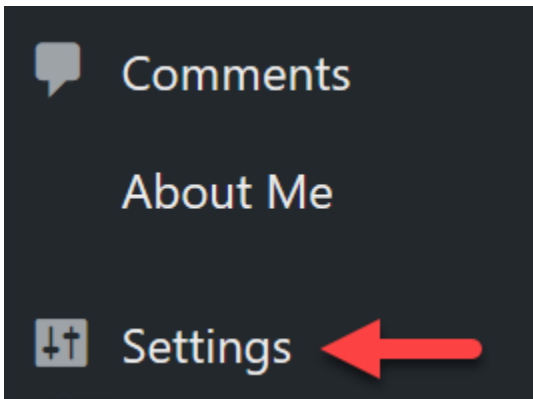
Changing Your Agent Website to an Agent Team Website

Site Type will determine the available pages and verbiage displayed on the site. For example, an Agent Website will display "Contact Me" and "My Bio" and an Agent Team Website would display "Contact Us" and "About Us". It will also allow you to include all your teammates' information and listings.
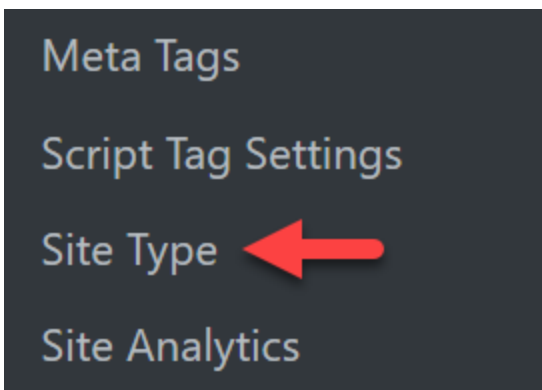
Note: For Office and Company Websites, please contact our Support Team at support@moxiworks.com

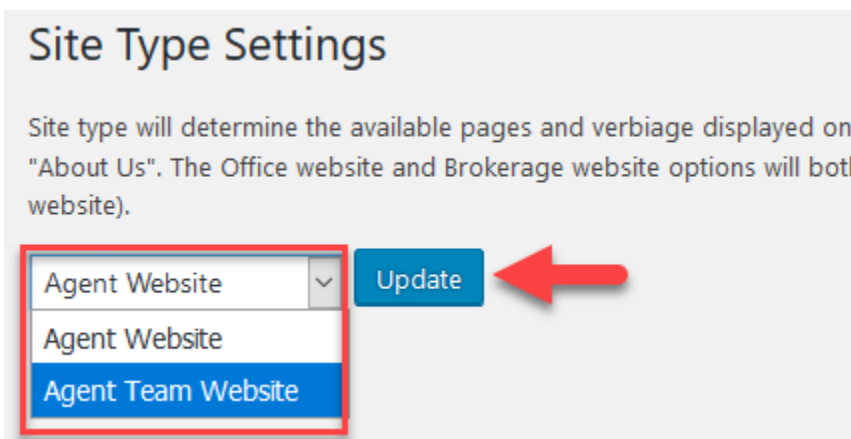## Changing Your Agent Website to an Agent Team Website

1. From your Website Admin Homepage, select **Settings** from the left menu bar (see below).

2. Select **Site Type** from the Settings menu (see below).

3. From the drop-down menu, select **Agent Team Website** and then choose Update (see below).

Check out our other Agent Team Website articles to learn more about all the options Team Websites has to offer.