



Keller Williams Feed Integration User Instructions

This document outlines setup instructions for **Keller Williams Agents** so that they can take advantage of the Data feed that has been setup between **RealBiz360** and **Keller Williams**.

In order to take advantage of the data feed for **Auto Populating Virtual Tours** they will need to be setup on both the **KWRI** side as well as on the **RealBiz360** side. This document will outline the steps required to setup **KWRI accounts** and **RealBiz360 accounts**.

Quick Step Outline:

1. The **KW Agent** must have a **RealBiz360** account to use this Data Feed marketing tool. The **KW Agent** must also have **Active, Accepted** Listings in the KW Intranet in order to activate the data feed with **Realbiz360**. If they do not have an account, they can **sign up** by selecting [Click Here](#) for more information link found under the **RealBiz360** marketing acceptance option on their **KWRI Dashboard**.
2. The **KW Agent** must sign into their **KW Listing Service Intranet**; go to their **Dashboard**; Under **Market All Your Listing**; **Chose Virtual Tours** check the **Activate (Opt in)** option found next to **RealBiz360** Logo
. (**Note:** This opt-in acceptance takes **24 hours** for it to fully activate the account)
3. The **KW Agent** must also go to their accepted listing(s) and activate each of them, chose the accepted listings tab; click on the MLS#; chose the Marketing tools tab; and then under Market your listing chose Virtual Tour; activate RealBiz360 and save.
(**Note:** This opt-in acceptance takes **24 hours** for it to fully activate the account.)
4. Once in your **RealBiz360** account the **KW Agent** must select the **Keller Williams Data feed** option (from the drop down list) the option is **Step 2** and can be found under the **Profile/Settings** tab. They must also provide their **KW Associate ID**; validate the ID before selecting the update button.
Note: (The KW Associate ID can be found through KW Intranet under the White Pages under "My Profile")
5. Once all the above steps are complete, the **KWLS system** will be set to deliver all Listing data for that agent immediately on the Full Version application or the Automatic Version after 12:01am or
6. within 24 hours. The agent will be able to use the data feed the following day after they enable both systems as per instructions outlined below.
7. Once the systems are enabled, the KW agent can use the "**Get MLS Data Button**" found on the **Create New Listing** page. This will then auto-populate the listing data for their listing.

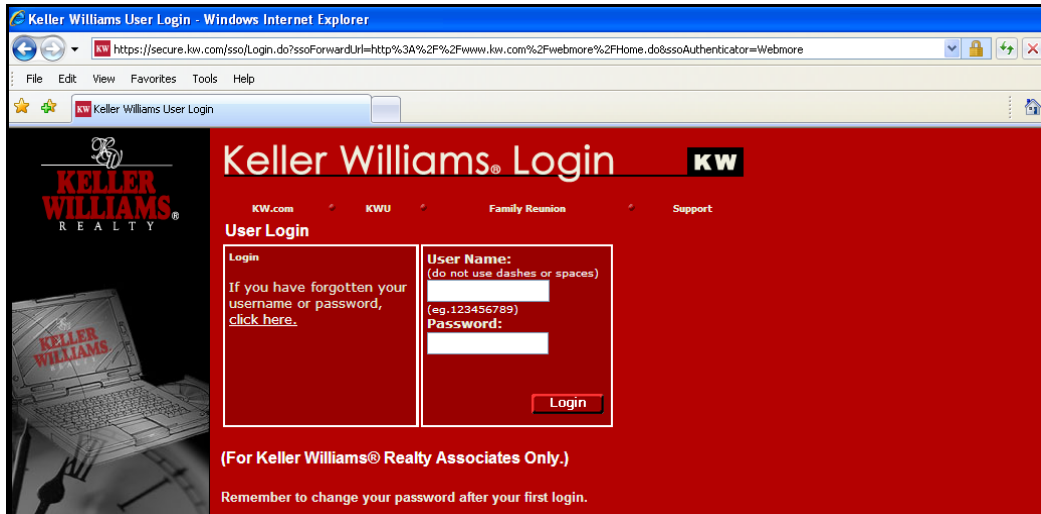
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Detailed Step-by-Step Outline:

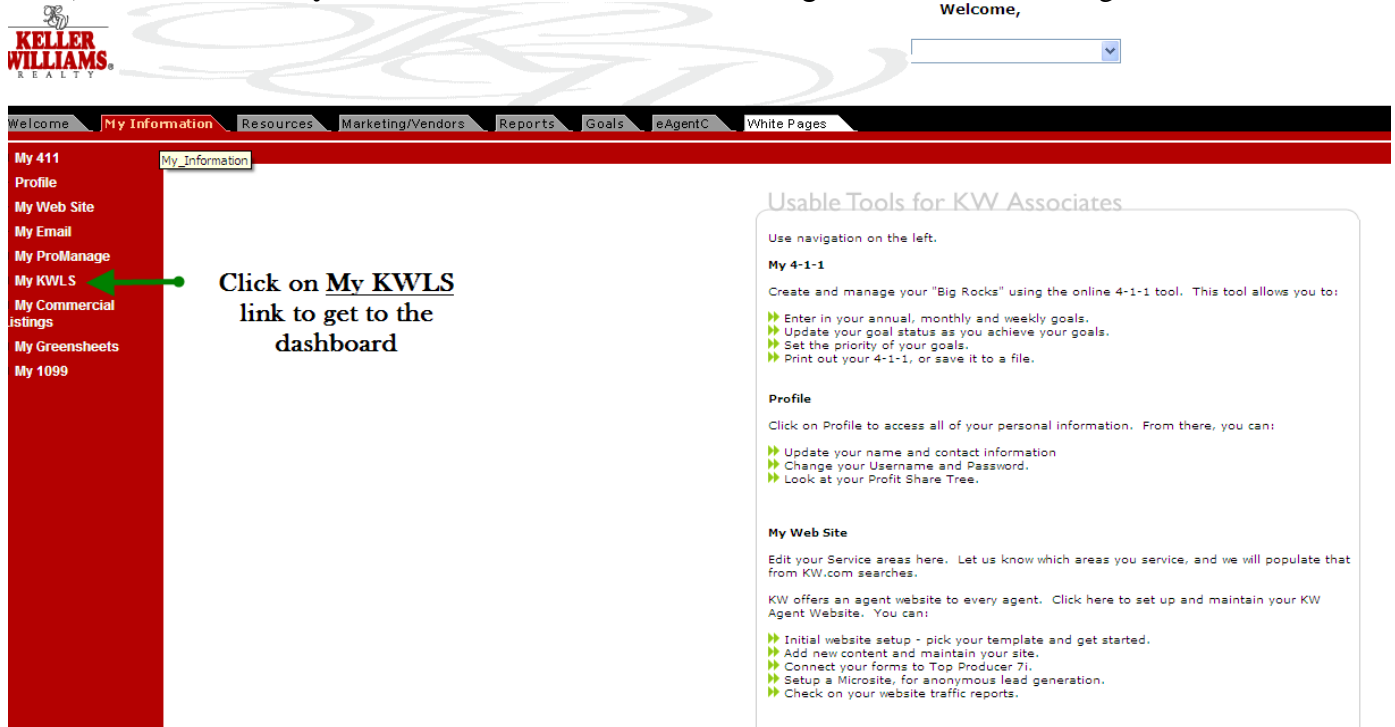
Keller Williams Site

Log into your KW Realty site from the link below

<https://secure.kw.com/sso/Login.do?ssoForwardUrl=http%3A%2F%2Fwww.kw.com%2Fwebmore%2FHome.do&ssoAuthenticator=Webmore>

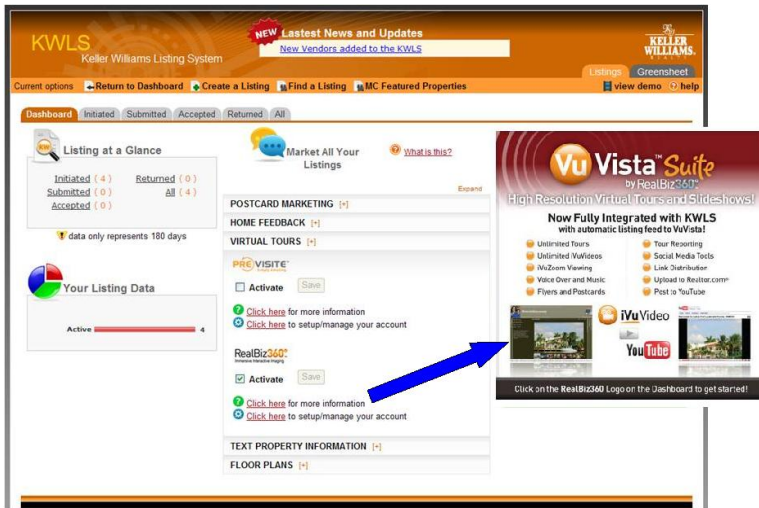


1) Click on the “My KWLS” link on left hand side to Log into the **KWLS** listing service



- 2) Go to your **KW** Dashboard
- 3) Click on the **Virtual Tours** Tab under Market All Your Listings
- 4) Locate **RealBiz360**
- 5) Check the “**Activate**” box & **Save** underneath the RealBiz360 logo

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- 6) If you already have a **RealBiz360** Account you can skip to the next step “**How to Implement the Data Feed in your RealBiz360 Account**” If you **do not** have a **RealBiz360** account you can sign up by following the quickstep outline and or follow the “**Link to the RealBiz360 Signup Process**” below:

Quickstep Sign-up Outline:

- a. 1st Select the “**Click here** to setup/manage your account” link found on your KW Dashboard
- b. Select “**Click here to Register!**”
- c. Sign up registration instructions are found below:

Linking to RealBiz360 Signup System

This link is where you will be re-directed after you click on the “**Click here to setup/manage your account**” Link from your KW dashboard <https://vu.realbiz360.com/kw.php>



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Steps to implement the Data Feed from your RealBiz360 account

Implementing the Data Feed in your RealBiz360 Account

- 1) Log into your **RealBiz360** account
- 2) Go to “**Profile/Settings**” → “**Profile/Account**”
- 3) **Step 2 “Data Feed and Publishing Source”** select the “**Data Feed Company**” *Keller Williams* and then add your **KW Associate ID** and click “**Save Data Feed Info**”
 - a. You must have a validated corresponding **Associate ID** (See screenshot below on where to find your Associate ID) for the source you are selecting
 - b. You must select the “**Save Data Feed**” button to validate your selection
 - c. If you have problems Validating your Associate ID after you enter, please contact support@realbiz360.com
- 4) You will not be able to change the ID once it is validated and accepted (If you have any questions and are experiencing any difficulties at this point feel free to contact support@realbiz360.com or call 1.888.732.5249 ext 82.

Must Fill in this Area for Feed to work.

2. Data Feed and Publishing Source

* Denotes Required Field

* Data Feed Company: RealBiz360

Agent Licence ID: Please select a Data Feed

Save Data Feed

NOTE: Your Associate ID can be found in your Intranet Account under White Pages and “My Profile”

View or Edit Associate

KW White Pages

First Name: _____

Last Name: _____

User Name: _____

Associate ID: _____

How to Use the Data Feed

For **iVuExpressPlus** users, you will now be able to use the “**Get MLS Data**” button after entering your **MLS#** found on the “**Create New Listing**” page found in your **RealBiz360** account.

- The data will **automatically** be pulled directly from **KWLS** and will auto-populate the RealBiz360 listing page.
- Add any additional listing information that you feel appropriate “**Save**” and continue to proceed to the **Manage Images** page where all your images will now appear. The images as well as the listing data are pulled from the KWLS feed.

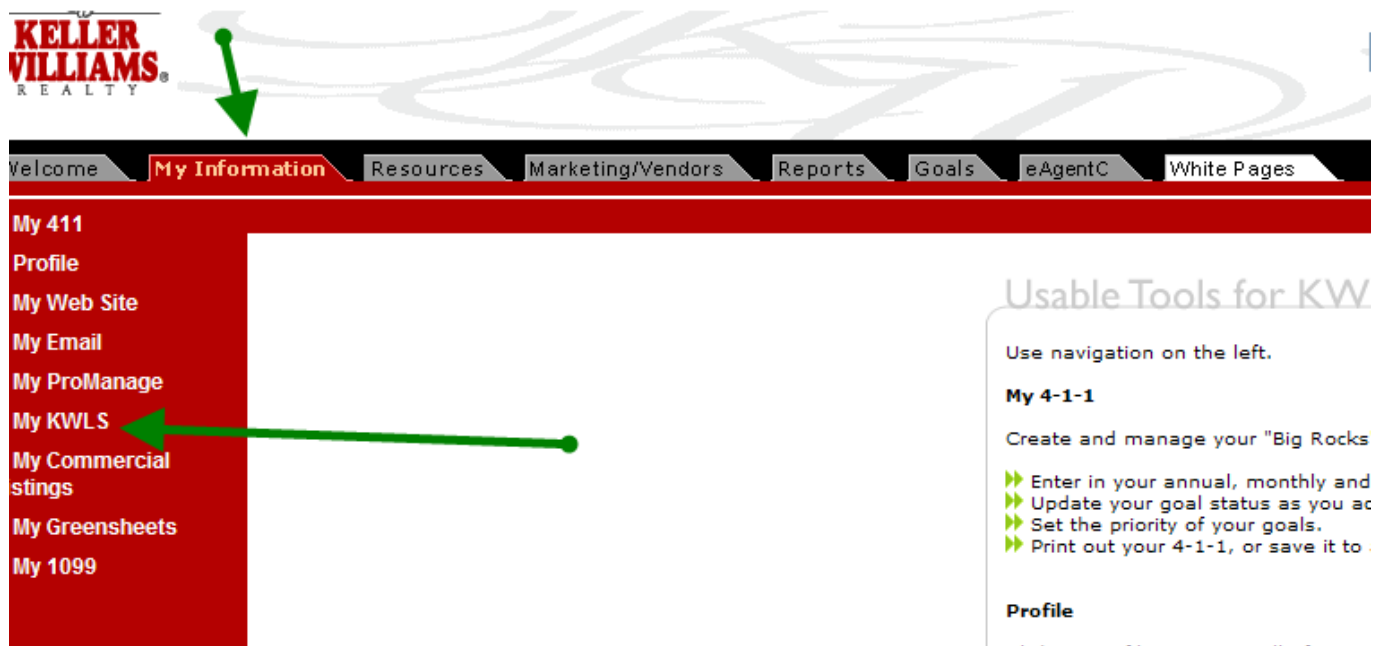
*** **Note:** Please remember that all your listing & image data will only be available 24 hours after it has been added into the KWLS system as KW transfers it to **RealBiz360** after 12 midnight each day. (*See how to opt in older active listings in the next section.*)

How to Add Older Active Listings to your RealBiz360 Account

If you have an Active Listing that you would like to create a new tour for, it will be required that you go back to your **KWRI Intranet** and **opt in** the **Active Listing**.

Note: When you **opt in** these listings it will take **24 hours** to be redirected back to the **RealBiz360** database. At that time you can **Get the MLS Data** Feed by adding in the **MLS #** in the **Create a Listing** process as stated above in how to use the Data Feed.

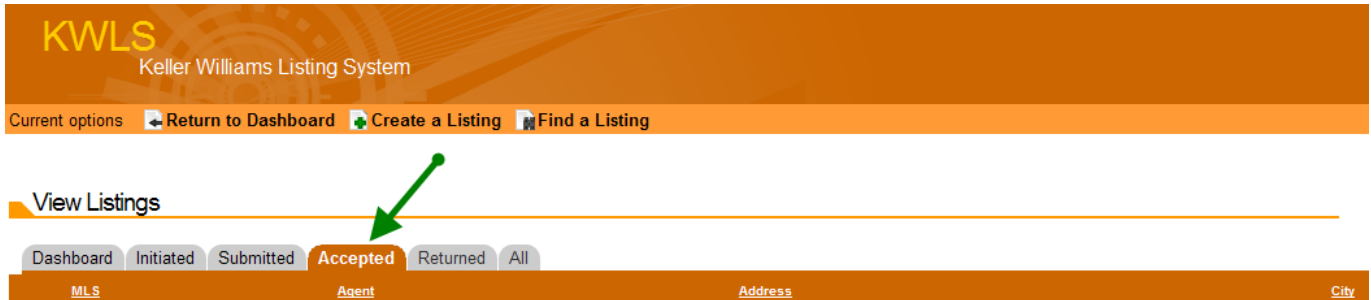
- 1) Log into your **KWRI Intranet** account
- 2) Select the **My Information** Tab and then **My KWLS**



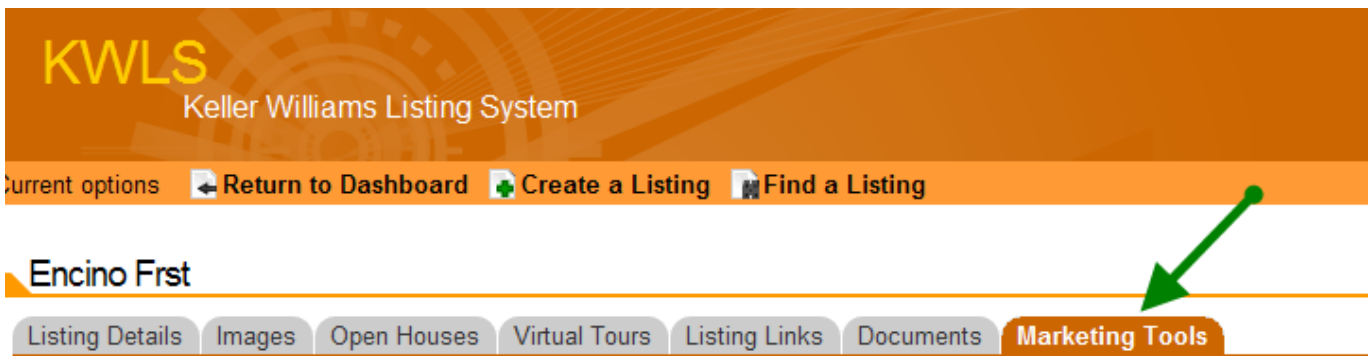
The screenshot shows the Keller Williams Intranet interface. At the top left is the Keller Williams Realty logo. Below it is a navigation bar with tabs: Welcome, My Information (highlighted in red), Resources, Marketing/Vendors, Reports, Goals, eAgentC, and White Pages. On the left side, there is a vertical menu with the following items: My 411, Profile, My Web Site, My Email, My ProManage, My KWLS (highlighted in red with a green arrow pointing to it), My Commercial Listings, My Greensheets, and My 1099. On the right side, there is a section titled 'Usable Tools for KW' with instructions: 'Use navigation on the left.' Below this is a section titled 'My 4-1-1' with instructions: 'Create and manage your "Big Rocks"' followed by three green arrows pointing to: 'Enter in your annual, monthly and', 'Update your goal status as you ac', and 'Set the priority of your goals.' Below that is a section titled 'Profile' with instructions: 'Click on Profile to access all of your...'

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- 3) Select the “**Accepted Listings**” Tab – Now you will see all of your activated listings – all the activated listings can be opted into the **RealBiz360 Data Feed** by following the steps below:



- 4) Select the MLS # that you would like to be opted in
- 5) Select **Marketing Tools** tab when you see the **Listing Details** appear after selecting the **MLS link** found under your **Accepted Listings**.
- 6) Select the **Virtual Tours** under **Market Your Listings**



Status: Listing has been accepted.

Marketing Vendors

Note that only this listing's information will be sent to the Vendor. If you want all your listings to be automatically sent each time you enter listing information, go to the KWLS Dashboard and click the **ACTIVATE Button under the Vendor of your choice.**



Market Your Listings [What is this?](#)

Expand

POSTCARD MARKETING [+]

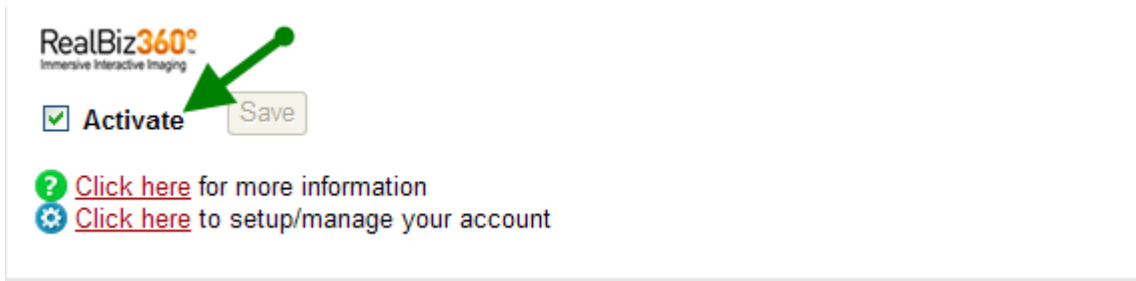
HOME FEEDBACK [+]

VIRTUAL TOURS [+]



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- 7) Under the RealBiz360 Logo you will see a **Activate** Button
- 8) If the tour is available to opt in you will need to select the **Activate** Button & **Save**



Note: Once you Activate the listing you will need to wait **24 hours** before it will be made available to the RealBiz360 Data Feed.

You can follow this process for all of your older listings that you would like to **activate/opt in** and create a tour for. This process is only needed when you first begin to use your new account with RealBiz360.

Remember you can activate all your previous listings at any time, also this does not affect any new listings as they are automatically fed each night into the Database system, after 12 midnight.

Any Questions – Contact Support@realbiz360.com or 1.888.732.5249 ext 82