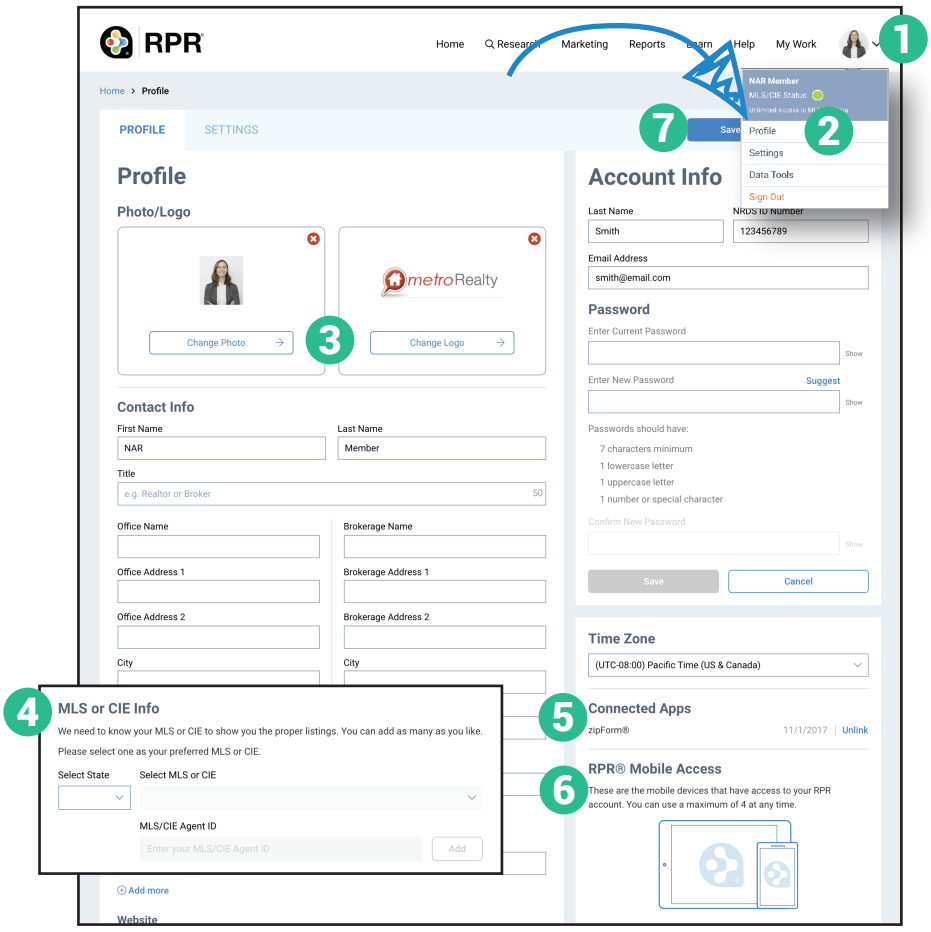
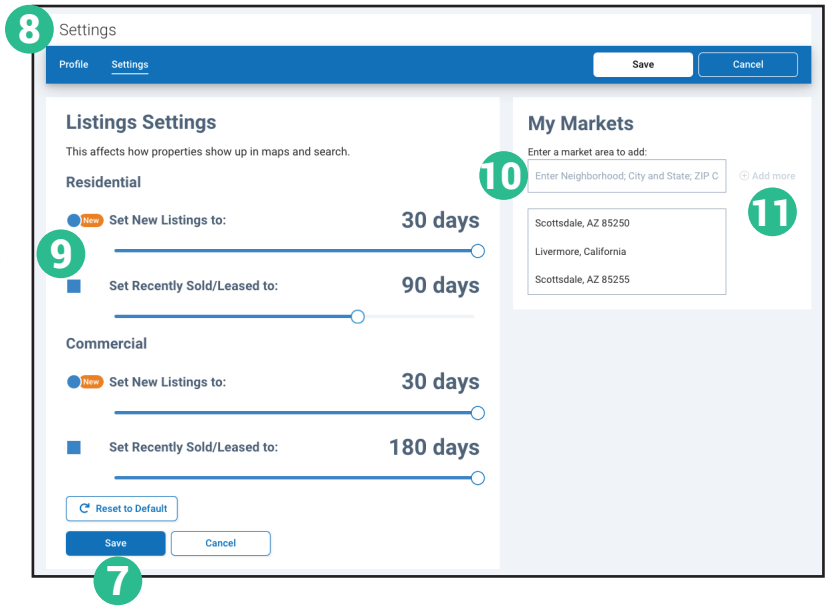
Printable: **Profile & Settings**



How do I update my profile?

1. Click your photo or initials on the upper right corner of the screen.
2. Select *Profile*.
3. Add your photo and/or logo, and contact information for all report covers.
4. Confirm you've added your MLS or CIE info.
5. Link your account to zipForm.
6. View mobile devices with access to RPR.
7. Always click *Save* when making changes to your account.

How do I update My Markets and Listing Settings?



8. Select *Settings*.
9. Move sliders to update New Listings or Recently Sold/Leased time frame for both Residential and Commercial flags.

To add to My Markets on the Homepage:

10. Enter a geographic area, such as Zip code or City.
11. Select *Add more*.
7. Click *Save*.

- View your *My Markets* on your homepage map.

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