**Bright Training Classes**Sussex County Association of REALTORS®

**Bright MLS is excited to offer training classes to help you get to know the Bright system. All Bright classes are free, but registration is required.**

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1. **Account & Settings (45 Minutes):**Set up your website and report branding. Learn how to keep your contact and billing information up-to-date and find help and support.
2. **Search, Customize Displays & Reports (1 Hour):**

Effectively run searches, save custom search criteria, customize how the results display and reporting.

1. **Emailing Listings (1 Hour):**Set up an auto email and learn how to use advanced collaborative features like Concierge Mode, Reverse Prospecting, Portal Notifications and more.
2. **Managing Saved Searches (1 Hour):**Make frequently run searches easier to access, efficiently produce market updates and monitor listings without re-running searches through the use of carts.
3. **Managing Your Listings (1.5 Hours):**Take this class to learn everything you need to know about how to enter new listings in the Bright system.
4. **Creating CMAs (1.5 Hours):**Research, build, and customize a comparative market analysis from start to finish—including some additional resources that can be valuable additions to your CMA toolkit.
5. **Hands-on Training Workshops (2 Hours):**

## Walk through how to set the Bright system to fit your personal needs and save you time. Bring your laptop, and credentials as we set-up default search & displays, email settings, and more!

## Upcoming Classes at Sussex County Association of REALTORS®

Below are all of the training classes being held at 23407 Park Avenue, Georgetown, DE 19947. Register for these classes by logging into [BrightMLS.com/Training](http://www.brightmls.com/training) with your Bright MLS ID and password.

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| **Date** | **Time** | **Class Name** |
| **May 11** | 9:30 a.m. | Manage Your Listing |
|  | 11:30 a.m. | Create CMAs |
|  | 2:00 p.m. | Account & Settings |
| **May 21** | 10:00 a.m. | Hands-on Workshop |
|  | 1:00 p.m. | Hands-on Workshop |
| **May 30** | 10:00 a.m. | Search, Customize Displays and Reports |
|  | 11:30 a.m. | Email Listings |
|  | 1:30 p.m. | Managing Saved Searches |
| **May 31** | 10:00 a.m. | Hands-on Workshop |
|  | 1:00 a.m. | Hands-on Workshop |