

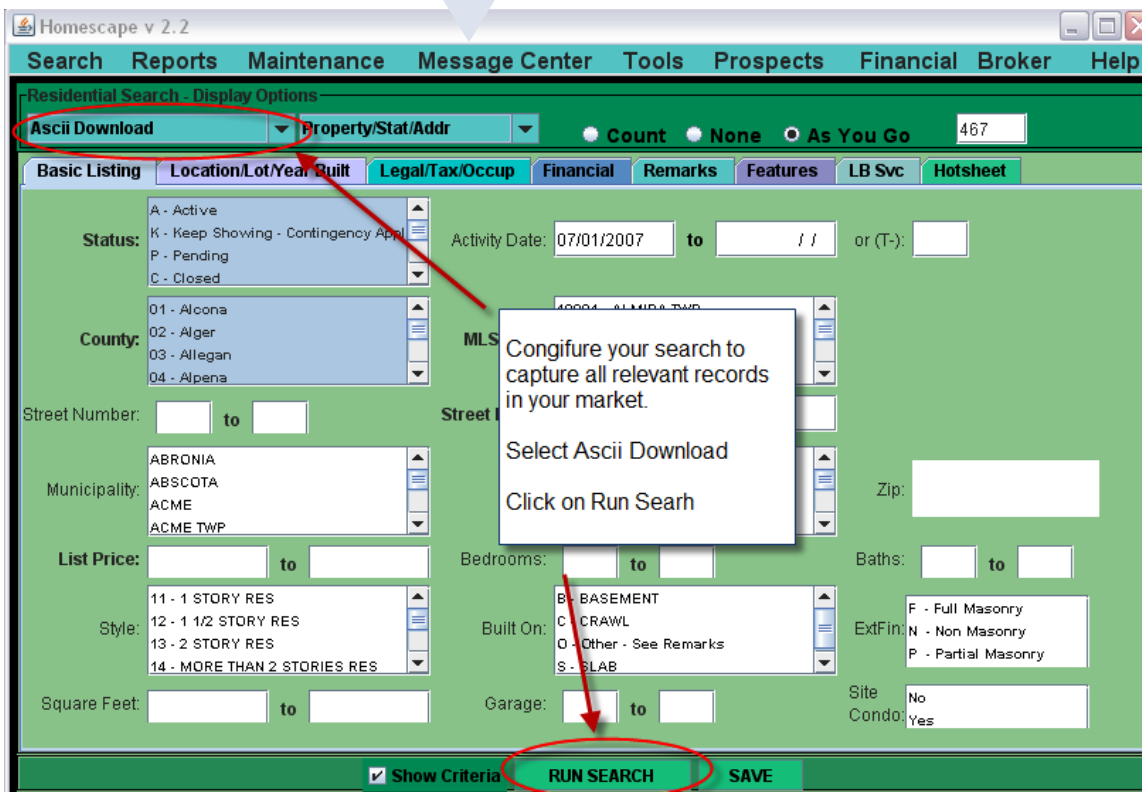


Set up 1004MC Service with Homescape

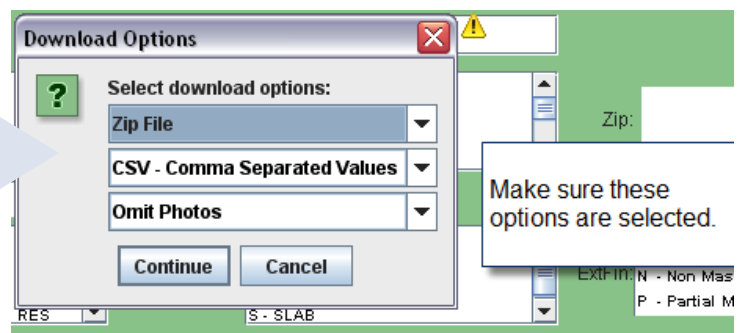
To utilize the ClickFORMS 1004MC service with this MLS, you must first setup your account to export in the correct format. Once you've created a customized export format, you can then export your searches.

Saving your search results

- 1 Log into Homescape MLS and go to the search screen. Identify and run a search of a market you'd like to analyze. Generally, you'll want to include all records you'd like to analyze within a two year time period. Select **Ascii Download** and click **Run Search**.



- 2 A Download Options window will appear. Select the following: **Zip File – CSV – Comma Separated Values – Omit Photos**. Then, click **Continue**.

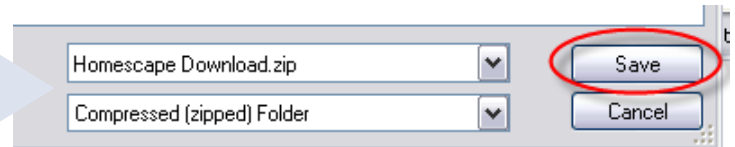


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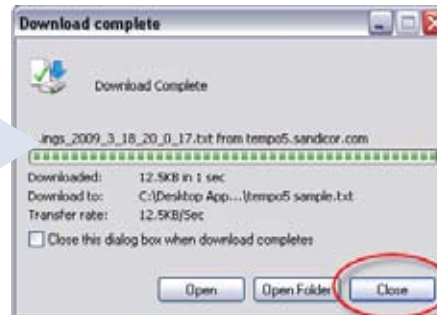
- 3 Homescape will now build the export and a window will appear asking you to save the ZIP file. Click the **Save** button.



- 4 Select a memorable location (such as your Desktop) and a name for your file, then click **Save**.



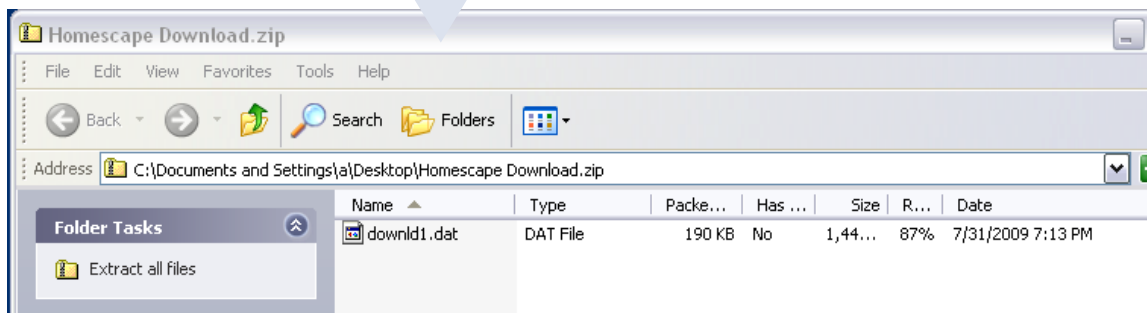
- 5 When the download is complete, click **Close**.



- 6 Locate the .zip file you just saved, and open it.

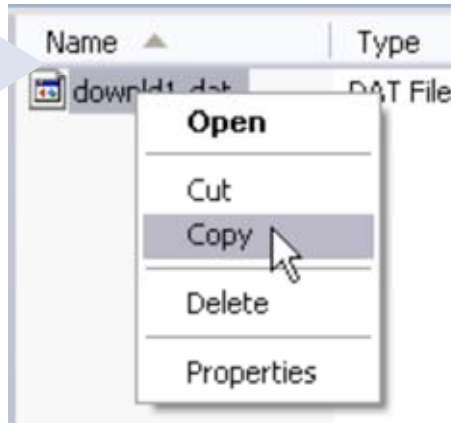


- 7 In the window that opens, you will see a file named **downld1.dat**. This is the file that contains all the records of the search you just performed.

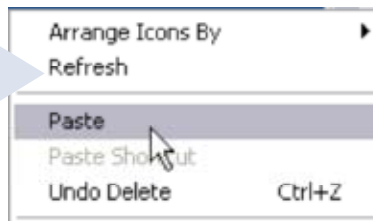


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- 8 Right click on the downld1.dat file and select **Copy**.



- 9 Right click in the place you'd like to save the file (your desktop or in a folder) and select **Paste**.



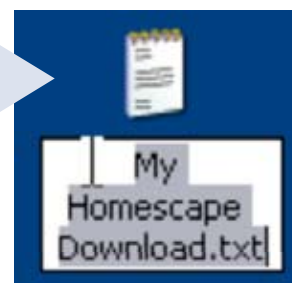
You should now see this file:



- 10 Right click on the file you just pasted and choose **Rename**.



- 10 Choose a new file name and **add .txt to the end of it**. When you've changed the name, hit Enter. *Make sure you add .txt to the end of the new name. It will not work if you do not do this.*



You can now load this file into the ClickFORMS 1004MC Service Wizard.