



# Weekly REALTOR®




May 17, 2010

1819 W. Pinhook Ste. 115  
(337) 233-0086



Did you know. . . the following Supra functions can be performed within the MLS?



-  Assign Supra Keybox
-  Supra Activity Report
-  Keybox Settings

Here's how. . .

1. From the SEARCH menu in the MLS, select INVENTORY
  2. Select RESIDENTIAL (category) - ACTIVE (status), click ACCEPT at the bottom right of the page
  3. Your RESIDENTIAL/ACTIVE listings will be displayed. Select the listing in which you want to attach the Keybox
  4. Click the "S" link at the far right of the line list
  5. From the menu (as shown above), select Assign Supra Keybox
  6. Enter the Keybox serial number and shackle code, click SAVE
- Your Keybox is now assigned. Once accomplished, you can check the activity and even change the Keybox settings - all through the MLS.

### 2010 Continuing Education



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**IMPORTANT NOTICE: \*\*\*If you have not received a confirmation you may not be registered. If you emailed a request for a class and did not receive a confirmation please contact [Kathy@RealtorAcadiana.com](mailto:Kathy@RealtorAcadiana.com)**

\*\*\*\*To Register for the following classes email [Kathy@RealtorAcadiana.com](mailto:Kathy@RealtorAcadiana.com) --unless otherwise noted.

### Upcoming Meetings

**Board of Directors  
Thursday,  
May 27th  
9:00 a.m.**

**Public Relations  
Tuesday,  
June 8th**

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LREC "Boundary Lines" Quarterly Newsletter  
For current and past issues of "Boundary lines" click here

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Check out the 2010 RCA Calendar for all of the Networking and Educational events for RCA members. (See below) Interested in joining? Contact Mary Sliman at 233-0086 or click here for a membership

**Tuesday, May 25th 2 CE hrs.**

The Value of the Home Warranty  
11:00 - 1:00  
Instructor: Webb Wartelle  
RAA Office  
Lunch provided by Old Republic Home Protection

**Tuesday, June 8th 4 CE hrs.**

2010 Mandatory License Law  
1:00 - 5:00  
Instructor: Judy Garber  
RAA Office

**Tuesday, June 15th 4 CE hrs**

Code of Ethics  
8:30 - 12:30  
Instructor: Eloise Gauthier  
RAA Office

**Thursday, July 15th 4 CE hrs**

2010 Mandatory License Law  
8:30 - 12:30  
Instructor Jane Ortego

**Tuesday, August 3rd 4 CE hrs**

2010 Mandatory License Law  
1:00 - 5:00  
Instructor: Eloise Gauthier

**Tuesday, August 10th 4 CE hrs**

Code of Ethics  
8:30 - 12:30  
Instructor: Judy Garber

**Thursday, September 9th 4 CE hrs**

2010 Mandatory License Law  
8:30 - 12:30  
Instructor: Judy Garber

**Tuesday, October 5th, 4 CE hrs**

2010 Mandatory License Law  
1:00 - 5:00  
Instructor: Jane Ortego

**Tuesday, October 12th, 4 CE hrs**

Code of Ethics  
8:30 - 12:30  
Instructor: Eloise Gauthier

**Tuesday, November 9th 4 CE hrs**

2010 Mandatory License Law  
8:30 - 12:30  
Instructor: Eloise Gauthier

**Thursday, November 18th 2 CE hrs**

Warranty 101  
11:00 - 1:00  
RAA Office  
Instructor: Claire Esteve

application.

[Click Here  
for RCA May  
Newsletter](#)

[Click here  
for 2010 RCA  
Calendar](#)

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and AT-COST products and  
resources that are part of  
NAR's 'Right Tools, Right  
Now' initiative, established  
by NAR to support its  
members. Listings are  
updated monthly, so check  
back often!

**Quick Links**

[RAA Website](#) [MLS](#)  
[CSS](#) [Supra](#)

For current and past issues  
of newsletter  
[click here.](#)

Check front page of MLS  
for weekly caravan  
schedule. [www.lbrmls.com](http://www.lbrmls.com)

Lunch provided by American Home Shield

**Thursday, December 2nd 4 CE hrs**

2010 Mandatory License Law

8:30 -12:30

Instructor: Judy Garber

**Tuesday, December 7th 4 CE hrs**

Code of Ethics

8:30 - 12:30

Instructor: Judy Garber

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