Welcome to http://matrix.miborblc.com

Following training you are encouraged to use Matrix™ immediately, do not wait until the official live date. Please use your existing user ID and password to access Matrix™.

Getting Started

Detailed instructions on how to perform each of these activities can be found at www.mibor.com/matrix.

• Make sure that your personal information is correct
  Review and update contact information, email signature, header/footer images, personal image, and CMA cover sheet information.

• Activate existing auto-notification searches in Matrix™
  Remember to de-activate those same searches in Tempo/Fusion™, so as not to duplicate the emails sent to contacts.

• Re-create important CMA reports in Matrix™
  No CMA reports from Tempo/Fusion™ will be converted to Matrix™, therefore, you must manually re-create any CMAs that are currently in Tempo™/Fusion, if you wish to access them in Matrix™.

Additional Training Documentation

You may also access additional support and training documents once you are signed into Matrix™.

http://matrix.miborblc.com

Once in the system, look for the ‘Help’ button in the top bar. From there you will see a list of linked documents on the left side of your screen. Some examples of the most popular are:

• Training guides
• Video tutorials
• Matrix™ Mobile
• “How to” & FAQs about searching, emailing, reverse prospecting, CMA
To maximize system speed, Matrix™ searches for the exact criteria that you provide. To widen or narrow your results use the simple "wildcard" search operators listed, in the text-entry criteria fields such as Street Name, Subdivision, Price, Bedrooms, Bathrooms, Sqft, Acres, Year Built, Garage, etc.

**Quick Guide**

**Search Query**

<table>
<thead>
<tr>
<th>Search Query</th>
<th>Matrix</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is Equal to wood</td>
<td>wood</td>
</tr>
<tr>
<td>Not Equal to wood</td>
<td>!wood</td>
</tr>
<tr>
<td>Contains wood or cherry</td>
<td><em>wood</em>,<em>cherry</em></td>
</tr>
<tr>
<td>Contains wood and cherry</td>
<td><em>wood</em>&lt;sup&gt;**&lt;/sup&gt;<em>cherry</em></td>
</tr>
<tr>
<td>Not Containing wood</td>
<td>!wood*</td>
</tr>
<tr>
<td>Starts With wood</td>
<td>wood*</td>
</tr>
<tr>
<td>Not Starting With wood</td>
<td>!wood*</td>
</tr>
<tr>
<td>Is/Exactly 100</td>
<td>100</td>
</tr>
<tr>
<td>More than 100</td>
<td>100+</td>
</tr>
<tr>
<td>Less than 100</td>
<td>100-</td>
</tr>
<tr>
<td>Between 100 - 200</td>
<td>100-200</td>
</tr>
<tr>
<td>30 Days Back</td>
<td>0-30</td>
</tr>
</tbody>
</table>

**List price between $250,000 - $325,000**

Tip: Enter and 2-5 digit number starting with a $ sign. +/- can be used to specify a range. Prices are in the thousands; use a decimal point for values less than 1000.

**2,000 or more SqFt**

Any 2-5 digit number followed by sqft. +/- can be used to specify a range.

**CP = Cross-Property Search**

Tip: Speedbar defaults to a Residential (RES) search, but you can search any property type by using the appropriate abbreviations:

- MUL = Multi-family
- FRM = Farm
- VAC = Vacant Lots/Land
- COM = Commercial

**BLC® Area 4904**

To search a specific location, type in the BLC® area.

**A = Active**

AC = Active Contingent

Tip: Search for any status type using the appropriate abbreviation:

- P = Pending
- S = Sold
- X = Expired
- T = Temp. off Market
- L = Leased
- W = Withdrawn
- R = Released

**3 or more Bedrooms**

2 or more Bathrooms

Bedrooms must always come before Bathrooms. Enter any 1 digit (beds) followed by a space and another digit (baths). +/- can be used to specify more than/less than.