# **Update to OMREB Education & Invoice History Site**

## You can now add social networking links to your online profile!

OMREB and CREA have recently completed the software changes required to add social networking links to your online profile so they will display in CREA's online services -- **REALTOR.ca, REALTORLink®,** and **ICX.ca** -- and add/update this information in **MATRIX®** (OMREB's MLS® system) and in **MMSI** (OMREB's membership database).

Currently, the system supports Facebook, LinkedIn and Twitter.

## **Entering your Social Networking URLs**

In order to have your Social Networking Links display, you must enter them into your profile on **MATRIX/REALTOR.ca**. To carry this out, login to OMREB's online **Education and Invoice History** site (please note new URL below).

1. Sign in to OMREB's **Education and Invoice History** site – the same website for online course registration. The link is new, so please delete the old one and replace it.

<u>NEW URL</u> – please Bookmark and add to "Favourites": <u>http://mmsi-web.omrebmls.ca/index.php?client\_id=OMREB</u>

(For easy access, this link is provided on the MATRIX Home Page under "Exterior Links".)

<u>OLD URL</u> – please <u>delete</u> from saved "Favourites" and Bookmarks: https://mdweb.marketlinx.com/omreb/default.pl



## Okanagan Mainline Real Estate Board

Enter your Member ID and Password below for authentication.

Member ID:	(Your OMREB Member Number)
Password:	(Your MLS Password)

Login

2. On your Home Page, choose the first link on the "My Services" menu at the top of page.



- 3. Click on "View/Update Personal Information" as noted above.
- 4. Your **"Personal Information"** page will open in edit mode.



Below is an editor that allows you to modify your membership information. \* Changes are instantly made to the membership's internal system. However, changes to sites updated from the membership system can take up to 24 hours.

#### Fields listed with an \* are required.

Contact Field Name	Value
Member Number	11885
First Name	Jan
Last Name	Bauman
Firm Name	Okanagan Mainline Real Estate
Cell Phone	
Web Page	
E-Mail	jbauman@omreb.com
MLS® Contact Phone	
Facebook Url	
Twitter Url	
Linked In Url	

5. Enter the correct social media URLs (links) into the Facebook, LinkedIn and Twitter boxes on your profile page. If the URLs are not formatted correctly, the system will reject them. It is recommended you test the links before you enter them.

<image><image><image><image><text><text><text><text><text>

LINKEDIN: You will find your URL under "Edit Profile".

SAMPLE: ca.linkedin.com/pub/jan-bauman/51/a08/667

FACEBOOK: You will find your URL under "Account Settings" > User Name

Jan B	auman   Find Friends   Home 🔻
	Advertise
	Account Settings
	Privacy Settings
	Log Out
	Help

General Account Settings

Name	Jan Bauman	Edit
Username	http://www.facebook.com/jan.bauman.3	 Edit

SAMPLE: <u>http://facebook.com/jan.bauman.3</u>

**TWITTER:** You will find your URL at the top of your Twitter page.



SAMPLE: <a href="http://twitter.com/OMREB1">http://twitter.com/OMREB1</a>

6. Once you have added or updated your social media links to your OMREB Contact Information page, click on the **"Save Changes"** button to save and submit your changes.



7. **NEW PHOTO FEATURE:** You will soon also be able to upload your personal photo for your REALTOR.ca profile here. This new feature is currently in the works and will be available at a date to be announced. Stay tuned!

8. The links will upload to CREA's web sites overnight. Please test these links once they are available.

## Where and how these links will display

The following are examples of how your links will display:

1. REALTOR.ca REALTOR® Profile Display



2. REALTOR.ca Listing Display



### 3. REALTORLink® Member Profile Display



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 Canada

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