



A Quick Overview

What is DealShare?

DealShare is your new solution for connecting with fellow CCIM Institute members to close deals. It's packed with features to help you market your properties.

If you've used MailBridge, then you're familiar with the basic concept behind DealShare. Some new features include:

- geocoded listings
- searching posts by user, location, or property type
- email for properties you're watching
- posting by Institute candidate members

The best way to discover the power of DealShare is to simply start using it. This guide will help you get oriented.

Accessing DealShare

You'll notice links to DealShare on CCIM.com where links to MailBridge used to be. You can click on any of those or go directly to www.ccim.com/dealshare. You'll be prompted to log in using your CCIM.com information: no new usernames or passwords needed!

Posting Properties (Haves)

Insert PDF fliers, add images, embed video, and format as much as you'd like in your posts. Your posting appears for thirty days and will be searchable by all members. If your property posting matches "Want" subscriptions that members have created, they will be alerted according to their subscription settings.

You are also no longer limited to one post a day. Start posting by clicking **New Post**.

Subscribing (Wants)

Create subscriptions based on property types and locations, and set up your alerts. When a property that matches your subscription is posted, you will be emailed according to your subscription settings. You can choose to receive alerts for each subscription in real time, once a day, or once a week.

Other Inquiries

If you used MailBridge for more than Have/Want emails, then you may have noticed that there aren't categories for the General or Intelligence emails. Emails sent in this group would include inquiries about references for professionals in a certain field/location, forms/templates, or general industry questions.

For these posts, click **Intelligence** in the navigation bar. This will take you to your new member benefit, **CCIM Connect**. Post in the forum to connect with all members who are able to contribute.

Getting Help With DealShare

In addition to a lot of great new features, an even easier way of getting help is available. If you're stuck, click **Issues** in the gray toolbar. Once you've submitted your question or problem, you'll get an email notification acknowledging that your inquiry has been received. You'll receive another email once it's been resolved.

Ready to Dive In?

Log in now at www.ccim.com/dealshare and start posting and setting up subscriptions. For step-by-step guidance, be sure to check out these additional resources:

- **Video overview:** <http://goo.gl/G6T4qe>
- **Site Overview Guide:** <http://goo.gl/6yqoPI>