

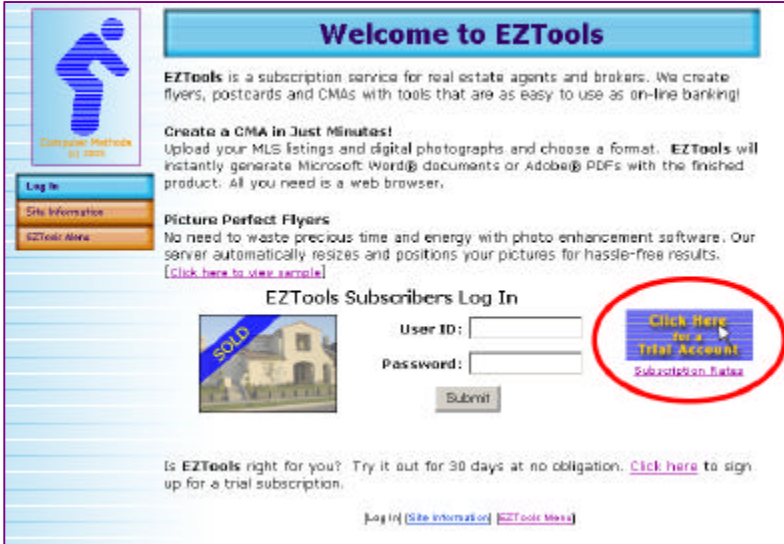
EZTools Trial Subscription Walk-Thru

Welcome to www.ez-tools.net, a web-hosted service for real estate agents and brokers. Our service lets you create flyers, postcards and CMAs in just minutes using an internet browser. There is no software to purchase or download.

The EZTools web site offers a free 30-day trial subscription to give users an opportunity to "test drive" our services. We welcome you to use the trial subscription to experience EZTools and determine if these services are beneficial to you.

This illustration will guide you through the steps for setting up your trial account and creating a flyer.

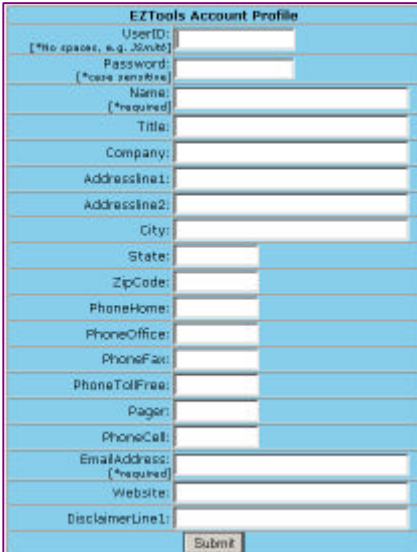
STEP 1: Obtain a Trial Account



The screenshot shows the EZTools homepage. At the top, there is a blue banner that says "Welcome to EZTools". Below this, there are several sections of text and links. On the left side, there is a navigation menu with links for "Log In", "Site Information", and "EZTools Home". The main content area includes a "Computer Methods" icon, a "Log In" button, and a "Site Information" button. The main text describes the service and offers a trial subscription. A red circle highlights a button that says "Click here for a Trial Account Subscription Here". Below this, there is a "EZTools Subscribers Log In" section with fields for "User ID:" and "Password:", and a "Submit" button. At the bottom, there is a link that says "Click here to sign up for a trial subscription."

From the EZTools home page, click on the **Trial Account** link.

STEP 2: Set Up an Account



The screenshot shows the "EZTools Account Profile" form. It contains the following fields: UserID: (with a note: [*No space, e.g. 30456]), Password: (with a note: [*Case sensitive]), Name: (with a note: [*required]), Title:, Company:, Addressline1:, Addressline2:, City:, State:, ZipCode:, PhoneHome:, PhoneOffice:, PhoneFax:, PhoneTollFree:, Pager:, PhoneCell:, EmailAddress: (with a note: [*required]), Website:, DisclaimerLine1:, and a "Submit" button at the bottom.

Fill in the **Account Profile** form. Then click the **SUBMIT** button

STEP 3: Log In to the Members Area

EZTools Subscribers Log In



The form includes a small image of a house with a blue 'SOLD' banner on the left. To the right of the image are two input fields: 'User ID:' and 'Password:'. Below these fields is a 'Submit' button.

Enter the **ID** and **Password** from your profile into the *EZTools Log In* form on the home page and click **SUBMIT**.

STEP 4: EZTools Menu

EZTools Menu

What do you want to do?

- Property Listings
- Build Flyer
- Build CMA
- Build Postcard
- Edit Profile
- Log Out

[Log In](#) [Site Information](#) [EZTools Menu](#)

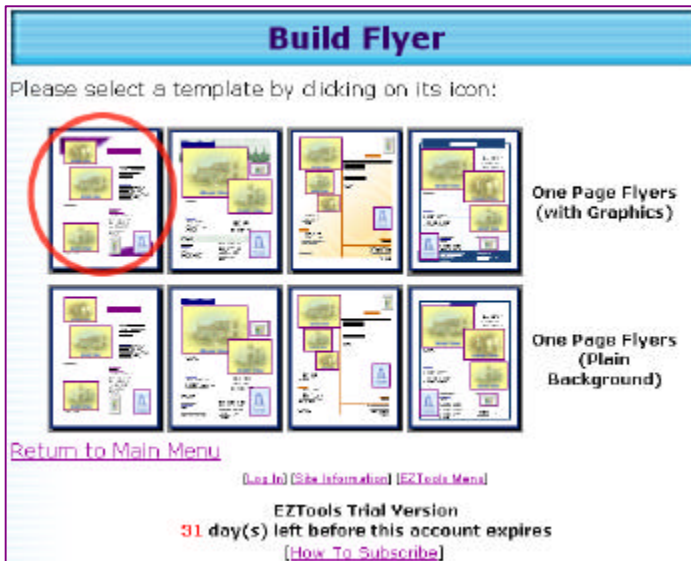
EZTools Trial Version
31 day(s) left before this account expires
[How To Subscribe](#)

Click on the **Build Flyer** menu item.

STEP 5: Select a Template

Build Flyer

Please select a template by clicking on its icon:



The screen displays two rows of flyer templates. The top row is labeled 'One Page Flyers (with Graphics)' and the bottom row is labeled 'One Page Flyers (Plain Background)'. Each row contains four template icons. The first icon in the top row is circled in red. At the bottom, there is a 'Return to Main Menu' link, navigation links for 'Log In', 'Site Information', and 'EZTools Menu', and a trial version notice: 'EZTools Trial Version 31 day(s) left before this account expires' with a 'How To Subscribe' link.

Choose a flyer template by clicking on its icon. The top row of templates contains formats with distinctive graphics. The bottom row has plain backgrounds in case you want to print the flyer on colored paper.

STEP 6: Choose a Property Listing

Choose Listing

Click on the **MLS number** for the flyer:

MLSNumber	Listings
1001	2600 Blue Bird Ln

[Return to Build Flyer](#)

Click on the **MLS Number** of the property for the flyer. (This listing was automatically placed in your database when you created your trial account.)

You can add listings to your database by clicking on the **Property Listings** command from the **EZTools Menu**.

STEP 7: Please Be Patient...

Flyer In Progress

Creating the Flyer.
Please wait...

To obtain the highest print quality possible, the **EZTools** server preserves the original resolution of photos that were uploaded.

This step may require about one minute for processing.
Please be patient!

This screen appears while the flyer is being created.

It may take a minute or so...

STEP 8: Download the Flyer

Download Flyer

Document generation completed!

Click here to [Download the Flyer in PDF format](#)
[Trial version -- DOC format not available.]

[Return to Build Flyer](#)

Click on the link to download the completed flyer in PDF format.

Note that in Trial mode you cannot obtain the Word® version of the flyer.

The ability to modify the Word® document version is a very powerful feature. It enables you to further customize your flyer by changing or adding elements. Essentially, **EZTools** does the hard part (laying out the graphic components and filling in text from the listing), leaving you to touch up the finished product.

The Word® document version of the flyer becomes available as soon as you activate your subscription.

Congratulations! You just mastered the **EZTools** service. Please feel free to call us at 510 824 0252 with any questions. Thank you.