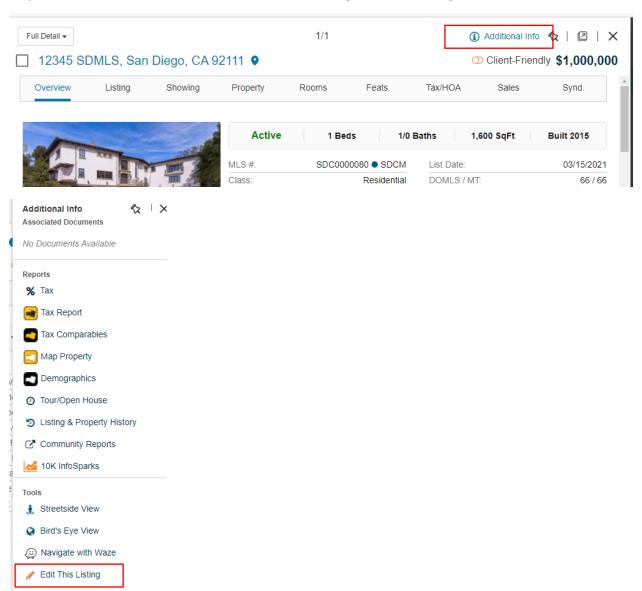
Step 1: Identify listing and open (please note you can only edit this listing if it has been created in Paragon

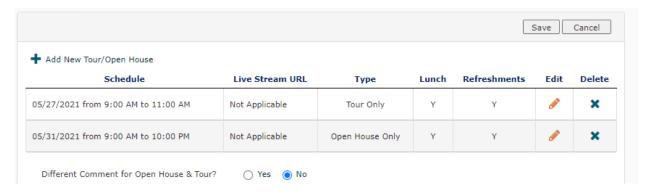
Step 2: Click on Additional Info and select Maintain listing and select listing



Step 3: Select Add / Edit Tour or Open house and then click on 'Add New'

Edit Listing: 12345 SDMLS (MLS #: SDC0000080)

Edit Listing Status
Edit List Price
Edit Listing Details
Edit Listing Agent
Edit Fields for Administrative Purposes
Extend the listing expiration date
Re-position Property on the Map
Add/Edit Photo
Add/Edit Virtual Tour
Add/Edit Tour or Open House
SentriLock - Access Log
SentriLock - Assign



Step 4: Note that 'Live Stream' is no longer set as 'Yes' and you are no longer 'required' to enter a live stream URL, proceed to saving the newly created 'Open house' or 'Tour'.

