

## flexmls Tip!

## And, Or, and Not-How to Use Each One in flexmls

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Some search fields contain a series of checkboxes which allow you to search for multiple characteristics or features in the listing. When multiple options are available, you can utilize the or/and/not feature to structure your criteria to include or exclude characteristics or features.

Here are three examples:

If a client wants a 3 or 4+ car garage, you select each option by selecting the checkboxes. The search criteria reads, "Garage Type of 3 or 4+."

₫ 7 🕨 🗊		Edit Search	L	.ist
View Results: 15				
SqFt Above Grade			х	*
Total Fin SqFt All Levels			Х	
New Construction			х	
Stories			Х	
Design			х	
Garage Type of 3 or 4+			х	
🔲 <u>or</u> 1	🔲 <u>or</u> 2			
🔽 <u>or</u> 3	🔽 <u>or</u> 4+			
or Attached	🔲 <u>or</u> Carp	ort		
Detached	🔲 <u>or</u> Tand	em		
+ Add a field to the search				

If a client wants a 3 car Attached garage, select each option by selecting the checkboxes, then click on the word <u>or</u> until it becomes <u>and</u>. The search criteria should read, "**Garage Type of 3 and attached**.".



If a client doesn't want a carport or tandem garage, select each option by selecting the checkboxes, then click on the word <u>or</u> until it becomes <u>not</u>. The search criteria should read, "Garage Type not of Carport not Tandem."

/	Garage Type not of Carport not Tandem			
	🔲 <u>or</u> 1	🔲 <u>or</u> 2		
	🔲 <u>or</u> 3	🔲 <u>or</u> 4+		
	or Attached	Inot Carport		
	or Detached	🗷 <mark>not</mark> Tandem		

Here's a tip! Always read it aloud to find out if the parameters you've set make sense.

If you have an idea for a tip you'd like to share, please email <u>SamB@gkar.com</u> with your suggestion.