

Creating the Advertising Address for a Sales Property



This guide provides steps for creating an advertising address for a sales property using the CRM platform. It streamlines the process, ensuring that users can effectively navigate to the required section and set up marketing materials efficiently. By following this guide, users can enhance their property listings and improve marketing efforts, ultimately driving sales.

1 Navigate to <https://crm.iamproperty.com/Sales/Property/Record/10689697>

The screenshot displays the CRM interface for a property record. The top navigation bar includes 'My day', 'Lettings', 'Sales', 'Accounts', 'Reporting', and 'Communications'. The main content area shows the property details for '7683 Pelaw Crescent, Chester le Street, DH2 2HX' with a guide price of £249,000. The 'PROPERTY PICTURES' section features an aerial view of the property and an 'Upload' button. The 'Property Address' section includes fields for 'Postcode' (DH2 2HX) and 'Address' (7683 Pelaw Crescent, Chester le Street, County Durham, DH2 2HX, UK). The 'Price/Instructed Date' section shows a 'Currency' dropdown set to 'GBP'.

2 Click "Marketing"

The screenshot shows a property management dashboard. On the left is a sidebar with a menu containing: 2 Viewings, 1 Offers (£248,000), Details, Checklist, Appraisals, Compliance, Information, Stats, Marketing (highlighted with an orange circle), Media, Rooms, Portals, and Viewings. The main content area displays property details for '7683 Pelaw Crescent, Chester le Street, DH2 2HX'. It includes a 'Lead vendor: Sales Vendor101' with a 'View Vendors' button, and a 'PROPERTY PICTURES' section with an 'Upload' button and a large aerial photograph of the property. To the right of the photo are form fields for 'Property Address' (Postcode: DH2 2HX, Address: 7683 Pelaw Crescent, Chester le Street, County Durham, DH2) and 'Price/Instructed Date' (Prefix, Price (GBP) with a currency selector set to £).

3 Click here.

The screenshot shows the 'Marketing' section of the dashboard. At the top, there's a navigation bar with 'property' logo and menu items: My day, Lettings, Sales, Accounts, Reporting, Communications, and 'My account'. Below this is a summary row with 'Guide Price' (£249,000), 3 bedrooms, 2 bathrooms, and 1 car. The 'Property Advertising' section contains several fields: 'Advertise?' (checkbox), 'New build?' (checkbox), 'Board Status For Sale' (dropdown), 'Advertising Address' (text field with a red 'X' icon over it), 'Advertising Status Not Advertised' (dropdown), 'Advertising Url' (text field with a link icon), 'Virtual Tour Url 1' (text field with a link icon), 'Virtual Tour Url 2' (text field with a link icon), and 'Premium Listing' (dropdown with the text 'Please select a premium listing'). The 'Matching Property' section at the bottom shows 'Property Type' dropdowns set to 'Semi-Detached House' and 'Semi Detached'.

4

Click this text field.

The screenshot shows a property management dashboard with a navigation bar at the top containing 'My day', 'Lettings', 'Sales', 'Accounts', 'Reporting', and 'Communications'. A 'My account' button is on the right. Below the navigation bar is a summary section with five cards: 'Guide Price' (249,000), '3' (bedrooms), '2' (bathrooms), and '1' (garage). The 'Advertising Address' field in the 'Property Advertising' section is highlighted with an orange circle. Below this are 'Virtual Tour Url 1' and 'Virtual Tour Url 2' fields, and a 'Premium Listing' dropdown. The 'Matching Property' section at the bottom shows 'Property Type' (Semi-Detached House) and 'Property Type Zoopla' (Semi Detached).

property My day Lettings Sales Accounts Reporting Communications My account

£ 248,000 ↑

Guide Price 249,000 3 2 1

Property Advertising

Advertise ?
Check this if this Property is Available for Advertising.

New build ?
Check this if this Property is a new Build.

Board Status
For Sale

Advertising Address
Street, County Durham, DH2

Advertising Status
Not Advertised

Advertising Url

Virtual Tour Url 1 Virtual Tour Url 2 Premium Listing
Please select a premium listing

Matching Property

Property Type
Semi-Detached House

Property Type Zoopla
Semi Detached

Property Attributes Property Age