

How to Generate a Ranking Report in Flexmls

Step # 1 – Click “Menu” and select “Inventory & Production”

The screenshot shows the Flexmls website interface. At the top left, the 'flexmls' logo is visible. Below it, a search bar contains the text 'Enter an Address, City, ZIP, MLS #, or Contact...'. A navigation bar includes links for 'My Sent E-Mails', 'Hot Sheet', 'Add Listing', 'Saved Searches', 'Subscriptions', 'CRS Tax Info', 'Change Listing', and 'Contact Management'. A dropdown menu is open, showing a search bar for the menu items and a list of options. A red box labeled '# 1' points to the 'Menu' button. Another red box labeled '# 2' points to the 'Inventory & Production' option in the menu. The menu items include: MLS Intranet, Input Forms, Member Lookup, Flexmls Maps, Calculators, Taxes, CRS Tax Info, Spark, Contact Management, Opt-In Status, Contact Summary, Presentation, Reverse Prospecting, Subscriptions, My Sent E-Mails, Preferences, Saved Searches, RPR, Statistics, My Production, Market Summary, My Market, and Market Trends.

Step # 2 – Choose “Saturation Analysis”

The screenshot shows the 'Inventory and Production' report selection screen. The page title is 'Inventory and Production' with a subtitle 'Click a report'. Below the title is a table with two columns: 'Report' and 'Description'. The table lists several reports, including 'Summary Statistics', 'Terms of Sale', 'Saturation Analysis', and 'Yearly Market Comparison'. A red box highlights the 'Saturation Analysis' report, and a red arrow labeled 'Click Here' points to it. The 'Description' for 'Saturation Analysis' is '(Market Share Report) This report allows agents to view their listing and sale activity compared to their office or comp...'. Each report has a 'View Sample' link next to it.

Report	Description
Summary Statistics	Saturation Analysis (Market Share Report)
Terms of Sale	This report allows agents to view their listing and sale activity compared to their office or comp...
Saturation Analysis	Click Here
Yearly Market Comparison	

Step #3 – Select What property type you want to compare

Report Generation

Reporting Options

Pick the property types you want to compare everyone against.

The bottom half of these criteria are here if you want to further customize, feel free to use these but for this example we will not change this.

<input checked="" type="checkbox"/> Property Type	Residential Mobile Home Rental Lots and Land Multi-Family Commercial Commercial Lease
<input type="checkbox"/> Property Sub-Type	Single Family - Residence Condominium Agricultural Attached Detached Extraction Industrial
<input type="checkbox"/> Secondary Sub-Type	Agricultural Assessor Builder Condo/Townhouse Extraction Industrial Manufacturing
<input type="checkbox"/> Listing Price	From: 0 To: 999999999999
<input type="checkbox"/> Sold Price	From: 0 To: 999999999999
<input type="checkbox"/> # Bedrooms	From: 0 To: 99
<input type="checkbox"/> Area	01 - 110th W to I-5 02 - Antelope Acres/Rural 03 - Lancaster West 04 - Lanc Div to 90th E 05 - Lanc 90th E to SB 06 - Leona Vly & Lakes 07 - Ana Verde & Rit Ranch
<input type="checkbox"/> City	Start typing to search...

Scroll Down When You Are Done!

(make sure to scroll all the way to the bottom)

Step #4 Setting up your date range

<input type="checkbox"/> Filter by Saved Search	Select One 3BD 250-280K Palmdale 4bd 3bth in palmdale CMA for John Open House- 14 days Test Short Sales
Report Chosen: Saturation Analysis	
Saturation Comparison Types	
<input type="radio"/> Member	<input type="checkbox"/> Display inactive and not in lists members
<input type="radio"/> Office	
<input type="radio"/> Company Office	
<input checked="" type="radio"/> Market Share	
Please enter a Begin Date and an End Date.	
Begin Date: 01/01/2017	End Date: 12/31/2017
Next >>	

Select "Market Share"

Select the date range you want to compare

Click next to go to "Next>>" page

Step #5 – Choose what you want to rank

Reports - Users Find User Permissions Add Listing Repair CMA CRS Tax Info Subscriptions

Market Saturation

This is selected by default, if you want to compare offices make sure to select "Rank Offices"

Use This Selection >>

- Rank Members
- Rank Offices
- Rank Companies
- Rank Companies and Offices
- Rank Members in Office

click this to continue

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Step #6 – Final Setup for Report

h Saved Searches Reports - Users Find User Permissions Add Listing Repair CMA CRS Tax Info Subscriptions

Market Saturation Report

In this box choose how you want everyone ranked. Either by Number of total sides they are apart of, or total dollar volume from their sides

Please choose your report options

Please select a report Calculation method.

Number

Dollar Volume

Please select a Status

Current Active

New

Pending

Sold

Chose what type of listing status you want to compare, Sold is selected by default

SELECT THIS FOR SIDES!!! (If you want to compare by just listing or just selling select those). The option for Listing AND Selling Members is double ended sales ONLY.

Please choose how sold listings are counted.

Note: This only applies to sold and pending listings.

- Listing Members
- Selling Members
- Listing and Selling Members
- Listing or Selling Members

leave this section alone unless you want to tweak the report with different calculations

Calculate numbers and volume using sides

Include last year's calculations

Calculate MLS totals based on supplied criteria

Please enter the maximum number of Members to display: 1010

This number controls how many people show up on the report.

Next >>

Click here when you are ready to see the Report!

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Step #7 – Viewing the results

Market Penetration Report By Members

Listing or Selling Members

Status: Sold

Search Parameters: Property types Residential, Mobile Home, Rental, Lots and Land, Multi-Family, Commercial, Commercial Lease, Business Opp;

As of Wednesday, March 14, 2018 10:07:24 AM

Date Range: 1/1/2017 to 12/31/2017

Number and Volume Calculated By Sides

Rank	Name	Sides	Volume	Average
1		1753.5	511,801,247	291.874
2		116.0	30,187,709	260.239
3		113.0	25,569,234	226.276
4		102.5	3,332,850	32.516
5		100.0	28,592,290	285.923
6		99.0	10,236,723	103.401
7		98.0	4,131,225	42.155
8		95.0	26,712,690	281.186
9		84.0	34,502,630	410.746
10		81.0	22,725,085	280.557

Oh...did you wanna see the names? Well...if you followed the guide you would know who these top 10 are!!!

:)

Note: Remember...this list can change based on YOUR inputs. Someone who is #1 in residential may not be #1 in land... etc. try adjusting your selections to see different reports!