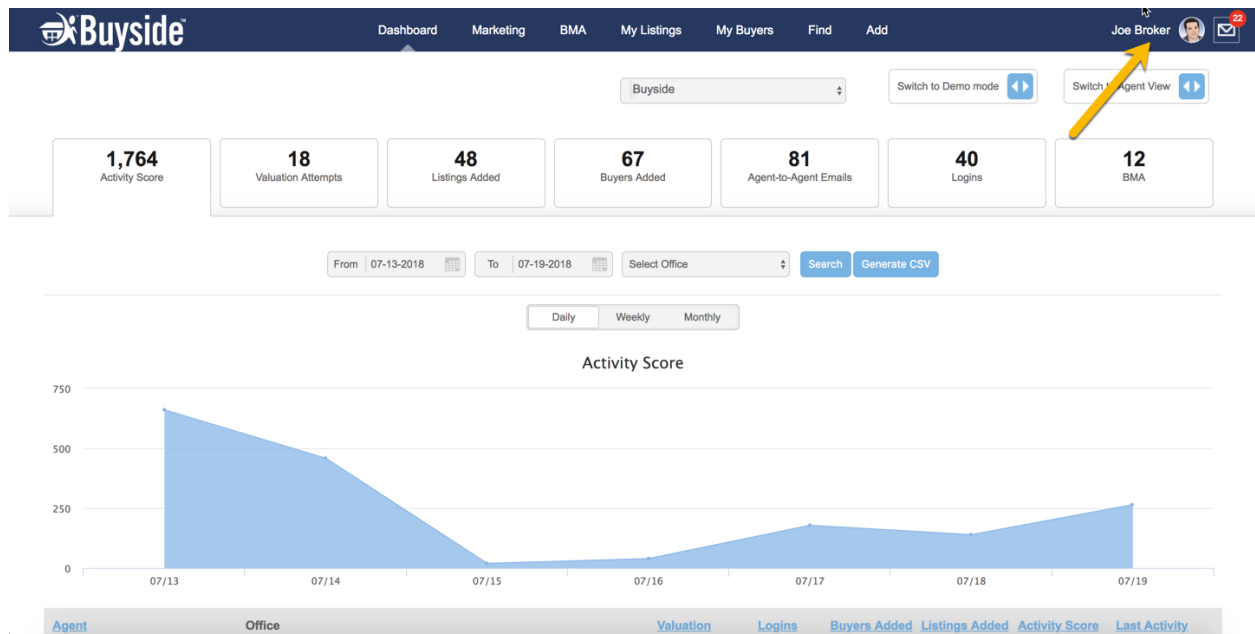


## How do I Access my Brokerage's Corporate Account?

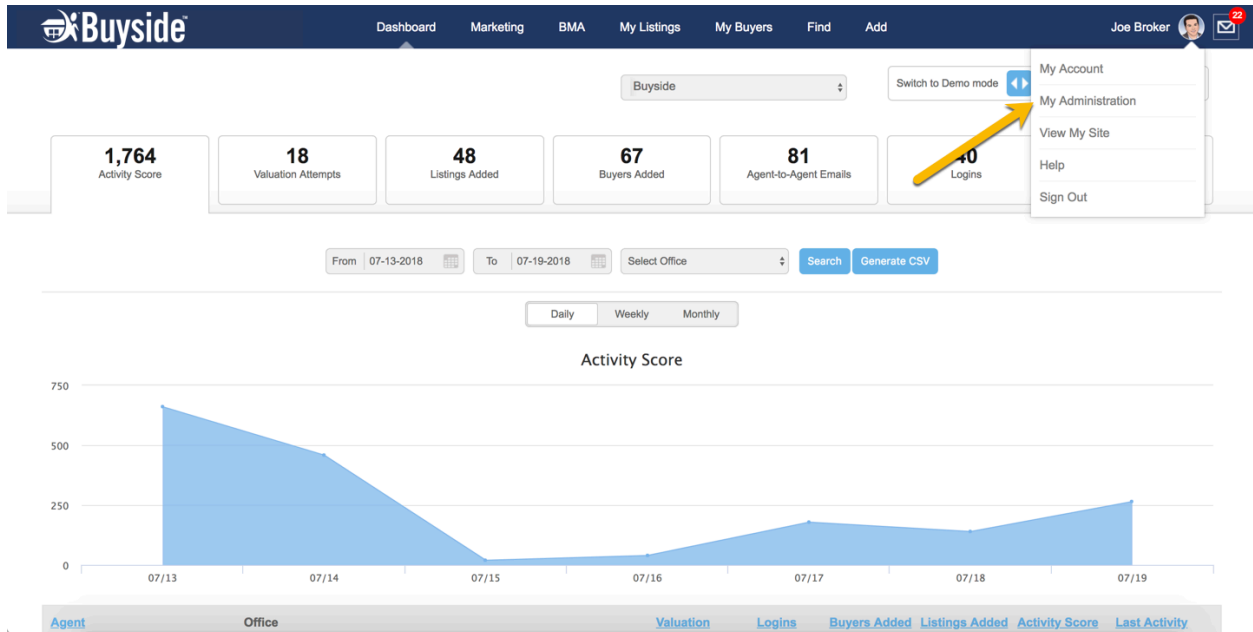
If you are trying to access your brokerages corporate leads and Home Valuation site as a Brokerage admin, follow these 5 steps.

Remember: in order to access your brokerage's Corporate Account, you must have a role of Brokerage admin.

1. From your Dashboard, select your name in the top right corner.



2. Select "My Administration".



3. Select "Users". This is located in two spots on the screen.

The screenshot shows the Buyside Brokerage page. On the left, there is a sidebar menu with options: Brokerage, Offices, Teams, and Users. A yellow arrow points to the 'Users' option. The main content area is titled 'Brokerage' and contains a search bar 'Search by Brokerage ...'. Below the search bar is a table with columns: Name, Address, and Actions. The table contains one row with the following data:

Name	Address	Actions
<a href="#">Buyside</a>	Wayne, PA	<a href="#">[Users]</a> <a href="#">[Edit]</a>

A yellow arrow points to the '[Users]' link in the Actions column.

4. Select a user with the role of Brokerage Admin. Once you are logged in, go to "My Leads" under Marketing Suite in the dashboard.

- Brokerage
- Offices
- Teams
- Users

Users

Add User

Please Select . . . Buyside All Offices All Teams

Go

Total Users : 988

Name	Email	Team Name	Role	Actions
<a href="#">Client Services</a>	ClientServices@getbuyside.com		BROKERAGEADMIN	<a href="#">+</a> <a href="#">[ ]</a> <a href="#">[ ]</a> <a href="#">[ ]</a>

