



How To Series: CREA's Data Distribution Facility

ViMO allows you to *Do-More-On-The-Go!*

You can search listings, view sales results, and share information from you to your clients - faster and more accurately.

Listing data is managed and updated daily from CREA's Data Distribution Facility (DDF®); and sales data comes from the Land Registry database.

HOW TO ADD LISTINGS TO MY ViMO APP

To add Listings to your ViMO profile you need to create a DDF® feed in the CREA DDF online form.

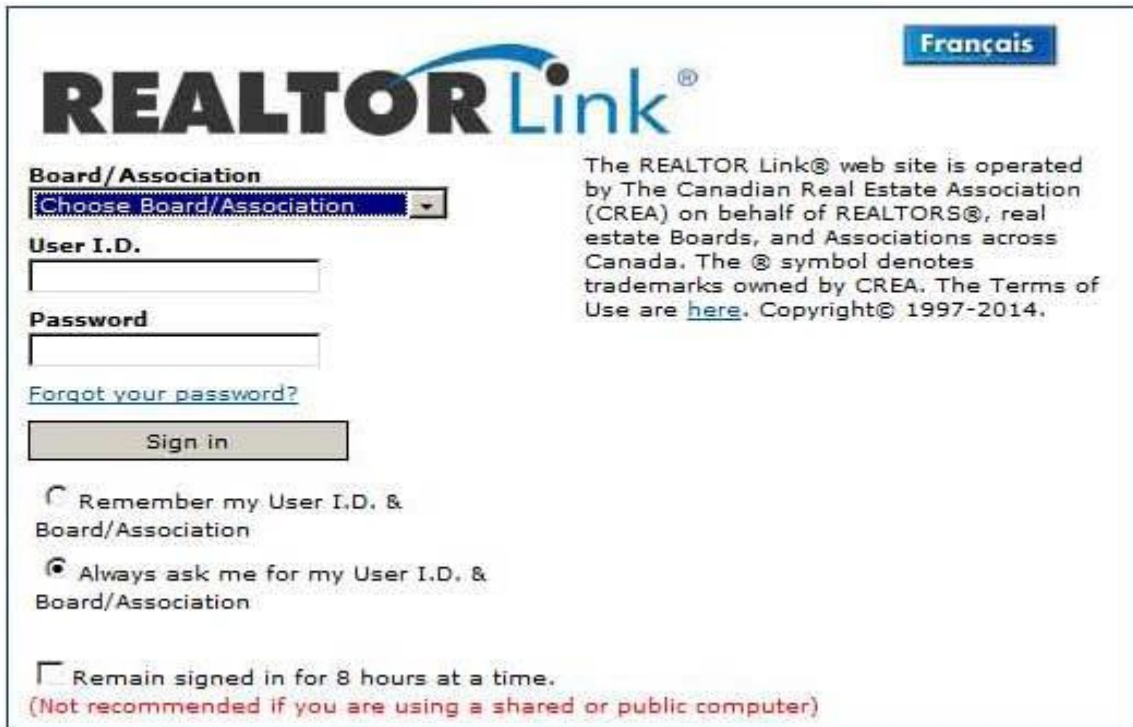
Before creating your CREA DDF® feed, your Brokerage Office Owner or Broker of Record needs to sign your company up for the DDF®. This is a prerequisite so that sales professionals employed by the brokerage will be able to view listings. The appropriate permissions are set up by your Brokerage Office Owner or Broker of Record via REALTORLink.ca. Please see document 'Setting Permissions for My Agents to Create Data Feeds'.

These are the steps to create a CREA DDF® feed:

- PLEASE NOTE: Your Real Estate Board may have automated sign-in through your MLS™ system, to the REALTORLink portal, in such a case you go directly to step F.



A. Go to realtorlink.ca website. (<http://tools.realtorlink.ca/Distribution/>)



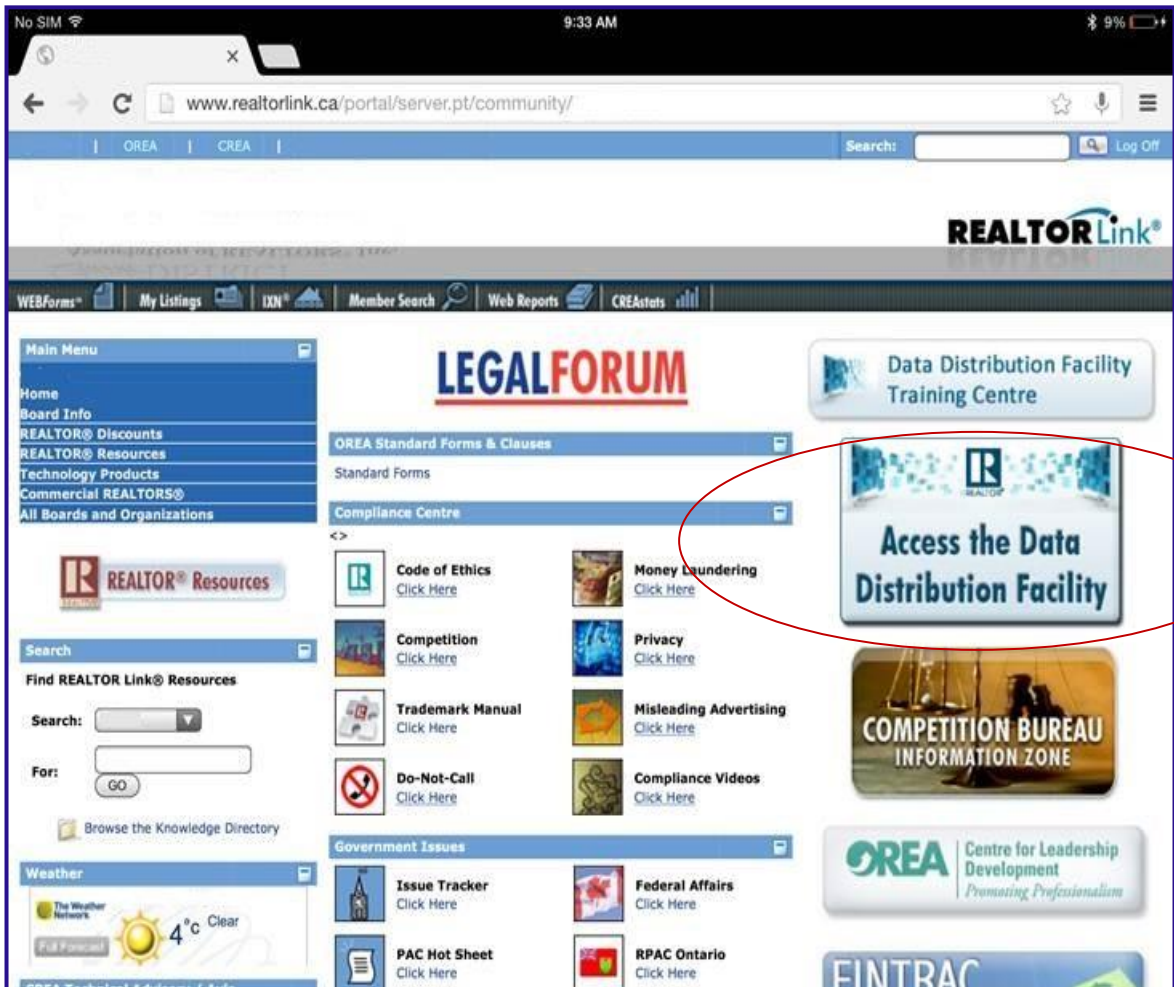
The screenshot shows the REALTOR Link login interface. At the top right, there is a blue button labeled "Français". The main heading "REALTOR Link" is prominently displayed. Below it, there is a "Board/Association" dropdown menu with "Choose Board/Association" selected. To the right of the login form, a paragraph of text states: "The REALTOR Link® web site is operated by The Canadian Real Estate Association (CREA) on behalf of REALTORS®, real estate Boards, and Associations across Canada. The ® symbol denotes trademarks owned by CREA. The Terms of Use are [here](#). Copyright© 1997-2014." Below the dropdown menu are two input fields for "User I.D." and "Password". A link for "Forgot your password?" is located below the password field. A "Sign in" button is positioned below the input fields. At the bottom, there are three radio button options: "Remember my User I.D. & Board/Association", "Always ask me for my User I.D. & Board/Association" (which is selected), and "Remain signed in for 8 hours at a time." A red note below the last option reads: "(Not recommended if you are using a shared or public computer)".

Once there you need to:

- B. Select your Board or Association from the drop down
- C. Enter your User I.D.
- D. Enter your Password
- E. Click Sign In



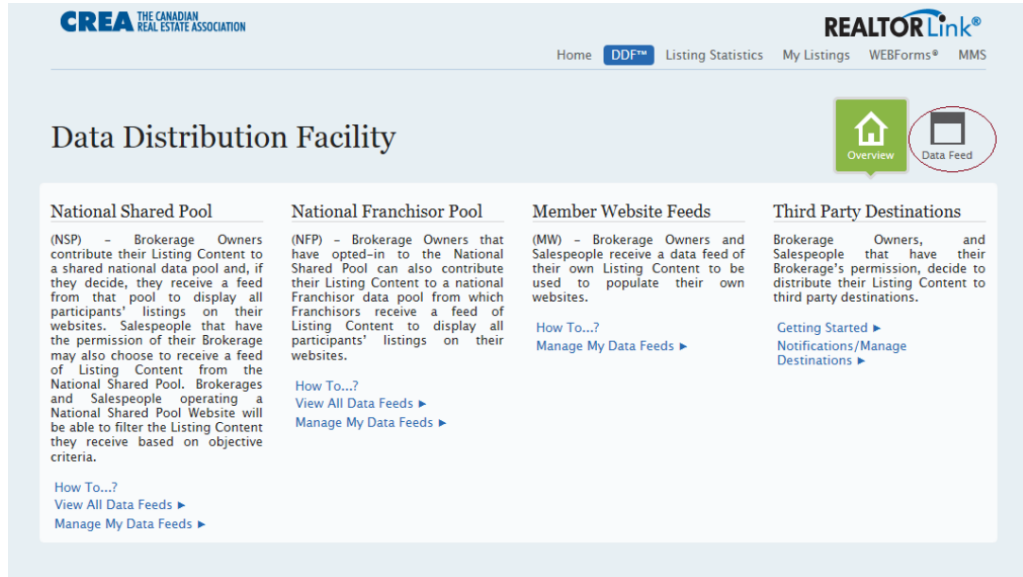
F. Once you sign in, you will be in the REALTORLink portal:



G. To access the DDF® link, click on the “Access the Data Distribution Facility” Link located on your right hand side of the screen:



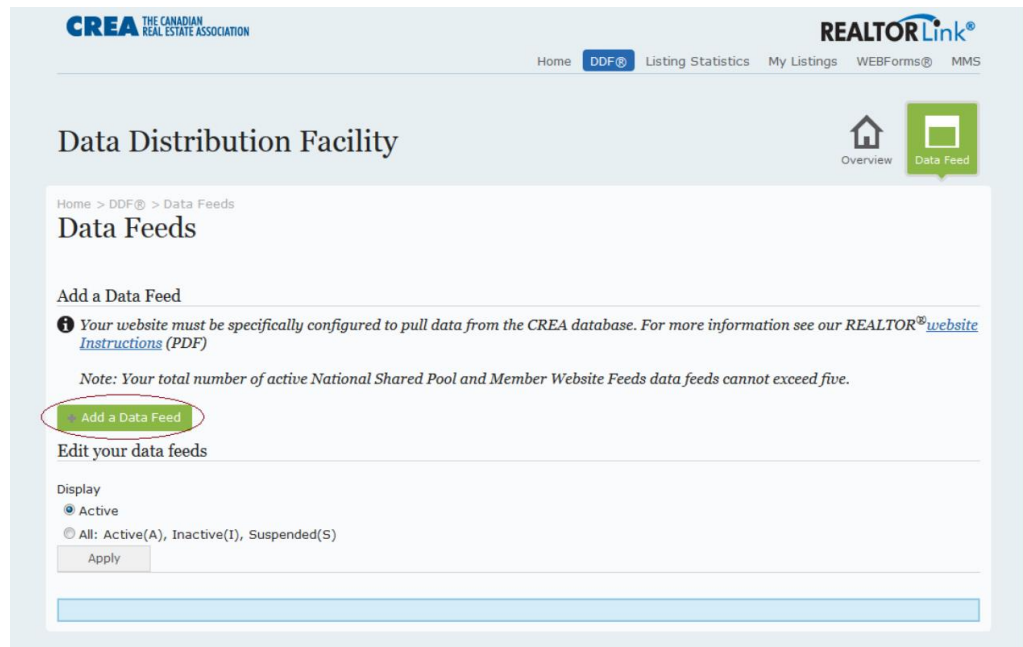
1. In the “Data Distribution Facility Screen”, click on “Data Feed”.
PLEASE NOTE: If your Brokerage Office Owner or Broker of Record has not set up the appropriate permissions, the system will notify you that permissions have not been set.



The screenshot shows the 'Data Distribution Facility' page. At the top right, there are navigation links: Home, DDF™, Listing Statistics, My Listings, WEBForms®, and MMS. Below the navigation is a header with the CREA logo and REALTORLink®. The main heading is 'Data Distribution Facility'. On the right side, there are two buttons: 'Overview' (with a house icon) and 'Data Feed' (with a document icon and circled in red). Below the heading, there are four columns of information:

- National Shared Pool:** (NSP) - Brokerage Owners contribute their Listing Content to a shared national data pool and, if they decide, they receive a feed from that pool to display all participants' listings on their websites. Salespeople that have the permission of their Brokerage may also choose to receive a feed of Listing Content from the National Shared Pool. Brokerages and Salespeople operating a National Shared Pool Website will be able to filter the Listing Content they receive based on objective criteria. Links: How To...?, View All Data Feeds ▶, Manage My Data Feeds ▶.
- National Franchisor Pool:** (NFP) - Brokerage Owners that have opted-in to the National Shared Pool can also contribute their Listing Content to a national Franchisor data pool from which Franchisors receive a feed of Listing Content to display all participants' listings on their websites. Links: How To...?, View All Data Feeds ▶, Manage My Data Feeds ▶.
- Member Website Feeds:** (MW) - Brokerage Owners and Salespeople receive a data feed of their own Listing Content to be used to populate their own websites. Links: How To...?, Manage My Data Feeds ▶.
- Third Party Destinations:** Brokerage Owners, and Salespeople that have their Brokerage's permission, decide to distribute their Listing Content to third party destinations. Link: Getting Started ▶ Notifications/Manage Destinations ▶.

2. Once you get to the “Data Feeds” screen, click on “Add a Data Feed”





The screenshot shows the 'Data Feeds' page. At the top right, there are navigation links: Home, DDF®, Listing Statistics, My Listings, WEBForms®, and MMS. Below the navigation is a header with the CREA logo and REALTORLink®. The main heading is 'Data Feeds'. Below the heading, there is a breadcrumb trail: Home > DDF® > Data Feeds. The main content area is titled 'Data Feeds' and contains the following information:

- Add a Data Feed:** An information icon (i) followed by the text: "Your website must be specifically configured to pull data from the CREA database. For more information see our REALTOR® website Instructions (PDF)".
- Note:** Your total number of active National Shared Pool and Member Website Feeds data feeds cannot exceed five.
- Add a Data Feed:** A green button with the text 'Add a Data Feed' circled in green.
- Edit your data feeds:** A section with a 'Display' label and two radio buttons: 'Active' (selected) and 'All: Active(A), Inactive(1), Suspended(5)'. Below the radio buttons is an 'Apply' button.





3. A guided set of steps that will help you create the data feed will appear where you select “Teranet-VIMO” as a Technology Provider.
PLEASE NOTE: Depending on the permissions that have been set up, the options under Step 1 below may not include all three options.


THE CANADIAN REAL ESTATE ASSOCIATION



Home
DDF®
Listing Statistics
My Listings
WEBForms®
MMS


 Overview
  Data Feed


Data Distribution Facility


Home > DDF® > Data Feeds > Add Data Feed

Add a data feed

Step 1 - Choose the type of Data Feed you would like to create

 Selecting the **National Shared Pool** as a Data Feed Type gives you access to thousands of listings that have been contributed by Brokerage Owners across the country. The National Shared Pool is continually growing as more Brokerage Owners contribute their listings. As a Brokerage Owner, by contributing your Listing Content to a National Shared Pool, you have the option to create and pull a feed from that pool to display all participants' listings on your website. Salespeople that have the permission of their Brokerage Owner may also choose to pull a feed of Listing Content from the National Shared Pool. Brokerage Owners and Salespeople operating a National Shared Pool Website will be able to filter the Listing Content they receive based on objective criteria.

 Selecting the **Member Website Feed - My Listings** as a Data Feed Type gives you access to all the Listing Content that belongs to you. Brokerage Owners and Salespeople, with their Brokerage Owner permission, can pull a data feed of their Listing Content which can be used to populate their own website

 Selecting the **Member Website Feed - One or More Offices** as a Data Feed Type allows Brokerage Owners and Salespeople, with their Brokerage Owner permission, to pull a feed containing all the listing content belonging to one or more offices in their Brokerage. This listing content can be used to populate their own website.


Step 2 - Identify who will operate your Data Feed

i *The listing data provided by DDF® require processing before it can be used to display listings in a meaningful way on a website. Typically, a Technology Provider is engaged to perform this work through a contractual agreement between you and the Technology Provider.*

I will be engaging a 3rd Party Technology Provider to operate my Data Feed

I will not be engaging a 3rd Party Technology Provider to operate my Data Feed.

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i. Fill out the fields with the information indicated below:

| Step | Instructions | Options |
|------|--|--|
| 1 | Place a bullet beside the desired feed type. | <ul style="list-style-type: none"> • National Shared Pool (recommended): Grants access to the listings of all brokerages that participate in the National CREA DDF® program. (Your listings + all others in the national program) • My Listings: Grants access to your listings only • One or More Offices: Grants access to listings belonging to one or more offices within the same Brokerage |
| 2 | Place a bullet beside the statement to identify who will operate your Data Feed. | <ul style="list-style-type: none"> • I will be engaging a 3rd Party Technology Provider to Operate my Data Feed (recommended); • I will not be engaging a 3rd Party Technology Provider to operate my Data Feed. |

Step 3 - Select a Technology Provider

i If your Technology Provider is not in the list below, please contact CREA at helpdesk@crea.ca

Show 10 entries Search:

| Technology Provider | URL |
|-----------------------|---|
| Technology Provider 1 | http://technologyProvider1.ca |
| Technology Provider 2 | http://technologyProvider2.ca |

Showing 1 to 2 of 2 entries First Previous **1** Next Last

Step 4 - Please provide the URL for your website.

i Please provide the URL for the website that will be displaying the listing content pulled from the data feed.

URL*:

Destination Owner:

Step 5 - Please indicate if you would like to filter your Data Feed

i Note: By default, all data feeds contain all available listing content. If you don't want all available listing content as part of your data feed, filters can be used to customize a feed for a specific kind of website. For example, Agricultural Real Estate websites or Real Estate Websites for Condos only.

I want the Data Feed to PROVIDE ALL available listings
 I want to use filters to limit the listings provided by the Data Feed

[Click to review your Data Feed before Saving it.](#)



| Step | Instructions | Recommended for ViMO |
|------|--|--|
| 3 | Select Technology Provider from drop down Enter URL | Teranet - ViMO URL is http://www.myvimo.ca |
| 4 | Enter URL: www.myvimo.ca Enter Destination Owner | URL is www.myvimo.ca Enter Your Name |
| 5 | Place bullet beside filter statement for your data feed | I want the Data Feed to PROVIDE ALL available listings |

- ii. Select the “Click to review your Data Feed before Saving it” to review a summary of the instructions.



- iii. Select the confirmation button to create the Data Feed.
- iv. CREA will send an email notification to you and the Technology Provider selected.

WHAT HAPPENS NEXT?

Once we receive your credentials, we will send you a confirmation email to inform you that we will initiate the necessary steps to enable the feed for Listings in your ViMO.

Once your Listings are available, Teranet will send you a notification.

HOW LONG WILL IT TAKE TO SEE LISTINGS IN ViMO?

This process could take 2-3 days for the DDF® application to be processed.

