How to Login to The New Database

Beginning December 4, 2023, realMLS will be running the two databases concurrently but each will use a different login URL and login name.

LEGACY DATABASE LOGIN	*NEW* DATABASE LOGIN
https://nef.flexmls.com	https://real.flexmls.com
This is where you will use your current login name	This is where you will use your new login name, beginning with **real.**
Legacy database will have a blue realMLS logo until December 18, then logo will be red	New database will have a green logo until December 18, then logo will be blue

For a better user experience, we recommend using different browsers when using the databases simultaneously. You may use any of your preferred browsers such as Microsoft edge, Google Chrome, Safari, etc.

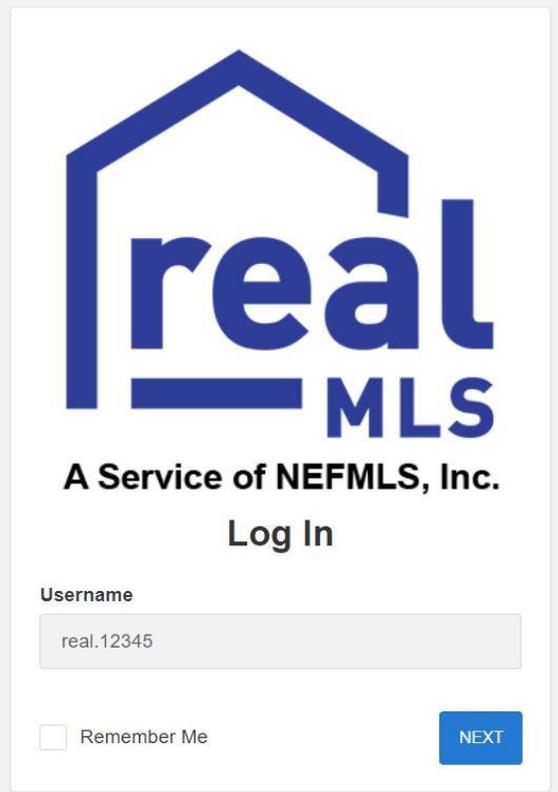Under the new database you will use the prefix **real.** before your current login name.

Example:

Current login name – bobsmith or 12345
New login name real.bobsmith or real.12345

Passwords have not changed; you will be able to use your existing password in both databases. If you do not know your password, please click on Forgot Password.

Once the legacy database is turned off, you will access flexmls only at https://real.flexmls.com using your new login name,
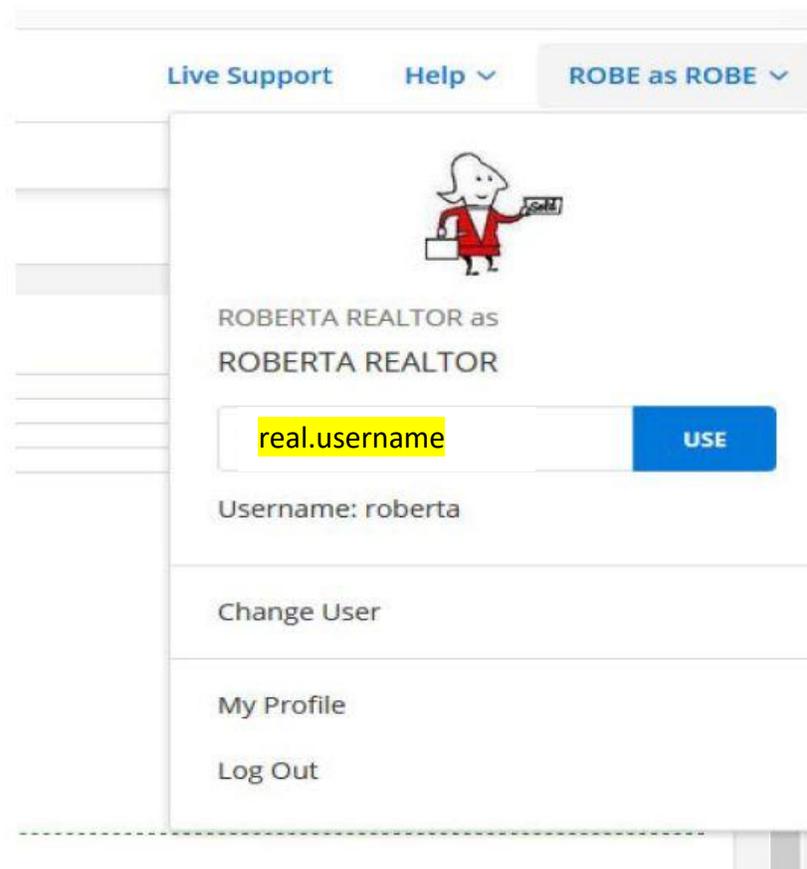
How To Superuse Another Account

- Login to the MLS system as explained on the login instructions sheet.
- At the top right side of the MLS screen (once logged in) you will see your name as your name. ie: john as john
- You have two options to superuse.

Option 1

In the blank field under your name, you may type in the username of the agent or office that you have permission to superuse as, remember, all usernames now begin with **real.** before the original username

Option 2

Click on "Change User".

A list of the Individual(s) or Office(s) that you are able to "superuse" as will appear. Choose the Individual or Office that you will need access to by clicking on the name.

Click "Next" once you have chosen the Individual or Office.

You are now "superused" as the Individual or Office that you are working for.

Change SU

You are pseudo'd as ROBERTA REALTOR *(roberta)*

New SU login name: [   ]

Next >>

Quit SU-ing

Or, choose from the list:

Offices
Train (train)

Train
TRAIN 04 4 (4)