



Add A Virtual Tour To Your Listing

Instructions

Login to NTREIS RapMLS.

Select the **Listings Tab**, then click **View/Revise Listings**.



Your Listings will then be pulled up on the page, to Revise your listing click on the icon next to the right of the MLS Number. (See below example)

Sorted by Price

1 Listing(s) found.

Status: Active (1) From Date: Thru Date:

Include only listings with without the criteria below

Pictures Virtual Media Open House Attached Documents

Sort as Selected
Delete Unchecked Hide Unchecked

Checked: 1 of 1

Active

Lots & Acreage

Listing #	Status	List/Sell \$	DOM	Address	Subarea	Lot	Acre		
(1) 10369816	Active	\$20,000	21	1234 NTRIS TEST LISTING	079-01				

Public/Client Hits: 0 [Reset](#) Agent Hits: 0 [Reset](#)

Statistics	Listing \$	DOM
Average (1 listings)	\$20,000.00	21

Blue address listings (1) belong to your office

Checked: 1 of 1

Delete Unchecked Hide Unchecked
 Sort as Selected

1 listing(s) found.

The next screen will look like this: Click on **Virtual Media**

Listing Information

- [Listing Information](#)
- [Status Information](#)
- [Mortgage Loans](#)
- [Open House Dates](#)
- [Virtual Media \(0\)](#)

Pictures

- [Upload \(0\)](#)
- [Copy Pictures](#)

Other

- [View Listing Detail](#)
- [View Property History](#)
- [Delete Listing](#)
- [Reverse Prospecting](#)
- [Attach External Document](#)
- [Reset Agent Hits \(0\)](#)
- [Reset Public/Client Hits \(0\)](#)
- [Loaded By:](#)

Staff Only

- [Price Change Indication](#)
- [Status Change Indication](#)
- [View/Revise Your Listings](#)
- [Quick Change](#)
- [Manage Offices & Listings](#)
- [Copy Listing](#)
- [Enter New Listing](#)

Next, enter your virtual tour link (this link may be provided by the virtual tour vendor used) and click Submit.

Enter Virtual Media

▶ Enter the full URL of the virtual tour or other media type for listing # 10369816

Add a Virtual Media:

Virtual Media Type

Virtual Tour ▼

URL

http://

Submit