

Realtor Submission Guide

How to get your listings in front of thousands of local BubbleLife readers.

BubbleLife Media LLC | BubbleLife.com | 214.233.0740

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About this Guide

The internet has changed the landscape of how people buy and sell homes.

As a realtor, when it comes to digitally marketing your listings, it's important to put your listings up on as many places as you can online, so potential buyers will be more likely to find your listings when searching the web.

BubbleLife.com's digital marketing toolset, BubbleLife Connect, offers a simple solution for getting exposure for your listings.

This guide will walk you through how to get your listings and open houses in front of BubbleLife's built-in network of 200,000+ readers throughout Dallas-Fort Worth and your own network of contacts.

The first half of this guide (pg. 3) will show you how to submit information about new listings to BubbleLife. The second half (pg. 9) will show you how to put your open houses on BubbleLife's community calendars. I. How to Get Your Listings on BubbleLife

You can submit your listings directly to BubbleLife, which will get them featured on BubbleLife's community news sites and included in BubbleLife's daily email newsletters that get sent directly to subscribers' email inboxes.

Follow these 10 steps to submit your listings as articles:

<u>Step 1</u>: Go to BubbleLife.com and log in (or sign up) to BubbleLife Connect.



<u>Step 2</u>: Click on your email address on the upper-right corner of the page.



<u>Step 3</u>: Under "My BubbleLife Connect Sites", click on your site.



Step 4: Under "PR & Content", click on "Post an article".

BubbleLife Connec	t Training View Clients Sites		GETTING	NOTICED 😥 matt@bubblelife.com 🔅
Home	Review Monitor this flow for best results.			F Consistency Grade More Information
Calendar	PR & Content Reach new customers Reach people with	Responses	Promotions Get people I know to	Add Advertising BubbleLife local advertising starts at just \$150/month.
Content	and search engines. targeted advertising. n • Post an article • Review campaigns • N • Post an event • View calendar • N	ew opportunities. /iew leads Review phone calls	take action and share.Import contactsCreate a new email	Tasks Add
Advertising	View all posts	/iew web activity	Post social media	Nothing planned
Leads Website	57 •32 increase	9 +9 increase	0 unchanged	Recent Activity
Contacts Email	Reach Grow your contacts and followers to increase reach.			Post Update View all
Social media Text messaging	Email .3 29 Nothing scheduled Nothing scheduled	•7 237 Text	O ing scheduled	<i>Post</i> - Th Oct 2 Grapevine Networking Festival Raises Money for Local Hospital
Surveys	Post on Social Media Post to all your social media account	Post - We Oct 1 PHOTOS: Gorgeous New Contemporary Home Hits Preston		
Settings Help				Post - 7 Feedback & Support

<u>Step 5</u>: Put a headline under "Subject", include "Tags", and write your article in the "Simple Editor" box.

BubbleLife Connec	t Training View Clients Sites GETTING NOTICED 👰 matt@bubblelife.com
Home	Post an Article
Insights Calendar Appointments	Subject The title for your article. Improve readership with a good headline. Click for help.
Content Advertising	Tags Dallas, Home, Sale (Optional) Tags are one word entries at least 3 characters integrith. Multiple tags are separated by spaces or commas.
Leads Website	Publish Date Publish Date (Now) Publish Time (Now) The date this article starts appearing to all viewers. Publish Date (Now) ©
Contacts Email	Posted From Matthew Cobb - matt@bubblelife.com
Social media	Simple Editor Advanced Editor Preview
Text messaging	B / U ≡ ≡ ∷ ∷ ∷ ∞ ∞ ∞ ∞
Lead nurturing Surveys	So far this fall, there have been a number of modern homes that have been for sale in the Park Cities. And now we can add one more to the list. A modern-style home on Rankin Avenue in University Park just hit the market, and now's your chance to get a look inside.
Settings Help	This four bedroom, 3.5 bath home has been recently renovated. <i>(Insert more details about the home here.)</i> Also, be sure to check out the photo gallery below to see pictures of the home. For more information about the listing, contact Matt Cobb at matt@bubblelife.com or 214-233-0740 or at BubbleLife.com to learn more.

<u>Step 6</u>: Upload pictures of the listing, and then click "Publish".

	Words:104
TIP: To import Microsoft Word, click the Word icon in the toolbar.	* >
Images & Attachments Drag images (or click) here to upload.	
	i i i
Note: The first image will be used as the gallery's thumbnail. Image titles are limited to 50 characters.	
- Surveys	
Advanced Options	
Publish Cancel Save as Draft	
BubbleLife® Media LLC © 2014 Privacy Policy Terms of Use	Feedback & Support

<u>Step 7</u>: Select the BubbleLife Community sites you would like your listing featured on.



<u>Step 8</u>: Then scroll down, and click "Send to BubbleLife DFW".

	Sachse iReporter
	SMU iReporter
	🔤 South Dallas iReporter
	🖸 Southlake iReporter
	Sunnyvale iReporter
	Terrell iReporter
	The Colony iReporter
	Trophy Club iReporter
	🗌 Waxahachie iReporter
	🗌 Westlake iReporter
	🗌 Wylie iReporter
	(Optional) Enter a message to the editor.
· · · · · · · · · · · · · · · · · · ·	
Send to BubbleLife DFW	Once sent, further changes are not automatically forwarded.
BubbleLife® Media LLC © 2014 Privacy Policy Terms of Use	Feedback & Suppo

<u>Step 9</u>: If you've uploaded your email contacts and connected your social media pages, you can share your listing easily by clicking the distribution tabs.



<u>Step 10</u>: Click the "Complete" tab, and then click "Continue".

BubbleLife Connect Training View Clients Sites						
Home Insights Calendar Appointments	Distribute Your Post WANT TO GET MORE READERS? Click the tabs below to share your post with more people and generate additional "digital word-of-mouth". Click the "Complete" tab when done.					
Content	BubbleLife DFW Contacts Facebook Twitter Linkedin Notify Complete					
Advertising Leads Website Contacts Email Social media Text messaging Lead nurturing Surveys Settings	Click continue Continue					
Help	Feedback	k & Suppo				

Now your listing has been published on BubbleLife!

	🔶 matt@bubblelife.com 🌞
BubbleLife Connect Training	Tools 29
About News Calendar	Search Q
Modern Home Hits the Market in the Park Cities So far this fall, there have been a number of modern homes that have been for sale in the Park Cities. So far this fall, there have been a number of modern nomes that have been for sale in the Park Cities. And now we can add one more to the list. A modern-style home on Rankin Avenue in University Park just hit the market, and now's your chance to get a look inside. This four bedroom, 3.5 bath home has been recently renovated. (Insert more details about the home here.) Also, be sure to check out the photo gallery below to see pictures of the home. For more information about the listing, contact Matt Cobb at matt@bubblelife.com or 214-233-0740 or at BubbleLife.com to learn more.	Site Tasks Post an article Create a calendar event Upload a file Invite new members My settings BubbleLife Media Etitio
Today @ 11:21 am Matthew Cobb Edit Distribute Delete Print Add a comment Comment using	207 people like BubbleL/Ife Media.
BubbleLife Connect Training 🚿 Dallas, Home, Sale	Your Name:

To watch a short video tutorial, visit <u>http://bubly.us/3AXz</u>.

II. How to Get Your Open Houses on BubbleLife

You can submit your open houses to BubbleLife, which will get them featured on BubbleLife's community calendars and included in BubbleLife's daily email newsletters that get delivered directly to subscribers' email inboxes.

Follow these 11 steps to submit your open houses on BubbleLife's community calendars:

<u>Step 1</u>: Go to BubbleLife.com and log in (or sign up) to BubbleLife Connect.



<u>Step 2</u>: Click on your email address on the upper-right corner of the page.



<u>Step 3</u>: Under "My BubbleLife Connect Sites", click your site.



Step 4: Under "PR & Content", click on "Post an event".

BubbleLife Connect	Training View Clients Sites	i		GETTI	NG NOTICED 🧕 matt@bubblelife.com 🦸
Home Insights Calendar	Review Monitor this flow for bes	st results.	Responses	Promotions	Consistency Grade More Information
Appointments	Reach new customers and search engines.	Reach people with argeted advertising.	Track and follow new opportunitie	Get people I know to take action and share.	BubbleLife local advertising starts at just \$150/month.
Content Advertising	 Post an article Post an event View all posts 	Review campaigns View calendar	 View leads Review phone cal View web activity 	Import contacts Create a new email Post social media	Tasks Add Nothing planned
Leads Website	57 •32 increase	1 +1increase	9 +9 increase	Ounchanged	Recent Activity
Contacts Email	Reach Grow your contacts and f	followers to increase read	ch.		Post Update View all
Social media Text messaging Lead nurturing	Email .3 29 Nothing scheduled	Social Nothing schee	•7 237 duled	Text 0	Post - <mark>Today</mark> Photos: Modern Home Hits the Market in the Park Cities
Surveys	Post on Social Media Post to a	ll your social media a	ccounts at one time.		Post - Th Oct 2 Grapevine Networking Festival Raises Money for Local Hospital
Help					Post - We Oct 1 PHOTC Feedback & Suppor

<u>Step 5</u>: Put a headline under "Subject", set a "Start Date" and "End Date", include "Tags", and then fill out the "Address".

BubbleLife Connec	t Iraining View Clients Sites	GETTING NOTICED 🛛 🐹 matt@bubblelife.com	•
Home	Post an Event		
Calendar	Subject A brief description of the event.	Open House: Modern Home on Rankin Avenue	
	All Day Event?	🗆 Event is All Day	
Content Advertising	Start Date (Central Standard Time)	10/26/2014 📰 2:00 PM 🔯	
Leads Website	End Date	10/26/2014 III 4:00 PM	
Contacts Email	Tags (Optional) Tags are one word entries at least 3 characters in length.	Modern, Home, Rankin Multiple tags are separated by spaces or commas.	
Social media	Ask Attendance?	Include Survey for Attendance	
Text messaging	Recurring?	Event is Recurring	
Surveys	Address Enter the address where the event	Name: Rankin Avenue Open House	
Settings	will be held.	Address: Rankin Avenue City: University Park	
Help		Country/State: Texas + Feedback & Supp	ort

<u>Step 6</u>: Write a description in the "Simple Editor" box.

post.
Simple Editor Advanced Editor Preview
This is your chance to step inside a recently renovated modern home on Rankin Avenue in University Park.
This 4 bedroom, 3.5 bath home has a spacious backyard. (Insert more details about the home here.) Also, be sure to check out the photo gallery below to see pictures of the home.
Fore more information about the listing, contact Matt Cobb at matt@bubblelife.com or 214-233-0740 or at BubbleLife.com.
×
Words:65
TIP: Want to embed a YouTube video? Click Advanced Editor, then click 📳, then paste the YouTube link into the File/URL textbox, then click Insert. <
Feedback & Support

<u>Step 7</u>: Upload pictures of the listing, and then click "Publish".



<u>Step 8</u>: Select the BubbleLife Community calendars you would like your open house featured on.



<u>Step 9</u>: Then scroll down, and click "Send to BubbleLife DFW".



<u>Step 10</u>: If you've uploaded your email contacts and connected your social media pages, you can share your open house easily by clicking the distribution tabs.



<u>Step 11</u>: Click the "Complete" tab, and then click "Continue".



Now your open house has been published on BubbleLife!

3	🖕 📼 Open House: Modern Home on Rankin Avenue					Create a calendar event			
	Starts					Invite new members			
	10/26/2014 2:00 PM (Sunday)			Oct	ober.	2014			🧬 My settings
	Ends	Sun	Mon	Tue	Wed	Thu	Fri	Sat	
	10/26/2014 4:00 PM (Sunday)	28	29	30	1	2	3	4	Rubblel ife Media
	Central Standard Time	5	6	7	8	9	10	11	
	Duration	12	13	14	15	16	17	18	
		26	20	21	22	20	24	25	207 people like BubbleLife Media.
	211	20	3	4	5	6	7	8	
	Repeats	_							
	No								
	Location								
	Rankin Avenue Open House								
	Rankin Avenue Open House								
	University Park, Texas								
							Contact Us		
	Map View on Man								
	view off wap								Your Name:
	Download								
	Download								Your Email:
	Add to Google Calendar								
	This is a second s						Your Phone:		
	This is your chance to step inside a recency renovated modern nome on Kankin Avenue in University Park.						Optional		
	This 4 bedroom, 3.5 bath home has a spacious backyard. (Insert more details about the home here.) Also, be sure to check out the photo gallery below to see pictures of the home.								
							Your Message:		
	Fore more information about the listing, contact Matt Cobb at matt@bubblelife.com or 214-233-0740 or at BubbleLife.com.								

To watch a short video tutorial, visit <u>http://bubly.us/3AXj</u>.