

Search Help...

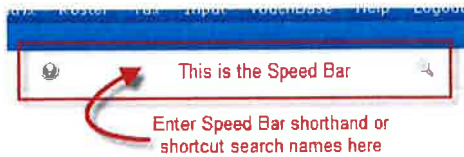
- Matrix Training Guides
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**Speed Bar**

- Emailing
- CMA
- Reverse Prospecting
- Matrix Mobile
- Open Houses

**Speed Bar**

The Speed Bar is a multipurpose searching tool will allow you to run a search from any screen.



The Speed Bar accepts two types of input:

- **Speed Bar Shorthand:** a series of simple codes you enter into the Speed Bar. Matrix translates your entries into search criteria and runs the corresponding search.
- **Speed Bar Shortcuts:** any Matrix search that you've Saved As a Speed Bar shortcut. Enter its name in the Speed Bar and Matrix runs that saved search.

**Shorthand Tips:**

- Keep it simple and case doesn't matter
- Combine your Shorthand codes in any order (except for bedrooms and bathrooms)
- Put spaces between Shorthand codes, not commas
- Check the criteria on the results page to ensure it searched for what you asked for

**Speed Bar Shorthand Examples:**

- **ML Numbers:** 5163732 or 5163732 5193474
- **Status:** A for Active; S for Sold
- **Property Type:** RES, COM, LND, MUL
  - Examples: RES for Residential, A CP for Active Cross Property
- **Street Number and Name:** 123 Main (enter exact Street Name and omit Street Type)
- **Street Name:** Main (enter exact Street Name and omit Street Type)
- **City:** City name
- **County:** (Short Value)
- **Price (In Thousands):** \$500-550 or \$500+ or \$500-(this is the current price for Actives; the Sales Price for Solds)
- **Bedrooms and Bathrooms:** 4+ 3+ for 4 or more bedrooms and 3 or more bathrooms
- **Approx Square Feet:** 2000+ sqft or 2000-2500 sqft
- **Acres:** 20 acres or 2-4 acres
- **Open Houses:** OH 7/20/2014 or OH 0 (0 means today)
- **Agent Search:** AG Brown or AG Adam Brown
- **Office Search:** OFF Century\*

**Combining Shorthand Codes - Examples:**

- RES A for Active listings
- RES A 30032 for Active listings in Zip Code 30032
- A 30032 \$800+ 4+ for Active in 30032 at \$800,000 or above with 4 or more bedrooms

**Field Examples:**

**Status:** A, L, P, S, X, WNC, ZA, WC

**Price (in Thousands):** You must use a '\$' before the dollar amount.

- \$300 --> Price equals \$300,000
- \$300-350 --> Price between \$300,000 and \$350,000
- \$650+ --> Price equal to or greater than \$650,000
- \$300- --> Price equal to or less than \$300,000

**Beds:** You may add a space and "beds" or "bd" after the number, but are not required to do so.

- 3 bd--> Exactly 3 Bedrooms
- 3-5 --> Between 3 and 5 Bedrooms, inclusive
- 3+ --> Equal to or greater than 3 Bedrooms
- 3- --> Equal to or less than 3 Bedrooms

**Full Baths:** You may add a space and "baths" or "ba" after the number, but are not required to do so.

- 3 ba --> Exactly 3 Full Baths
- 3 baths --> Exactly 3 Full Baths
- 3-5 --> Between 3 and 5 Full Baths, inclusive
- 3+ --> Equal to or greater than 3 Full Baths
- 3- --> Equal to or less than 3 Full Baths

**Zip Code:** Enter a 5 digit Zip Code

- 30022
- 30096 30097

**Approx Square Feet:** You must add "sqft" after the number.

- 3000+ sqft --> Equal to or greater than 3,000 sqft
- 2000-2750 sqft --> Between 2,000 and 2,750 sqft, inclusive

**Approx Acres:** You must add "acres" after the number; but it does not matter which shorthand code you use.

- 1 acres --> Exactly 1 Acre
- 3.5+ acres --> Equal to or greater than 3.5 acres
- 3.25-3.75 acres --> Between 3.25 and 3.75 acres, inclusive