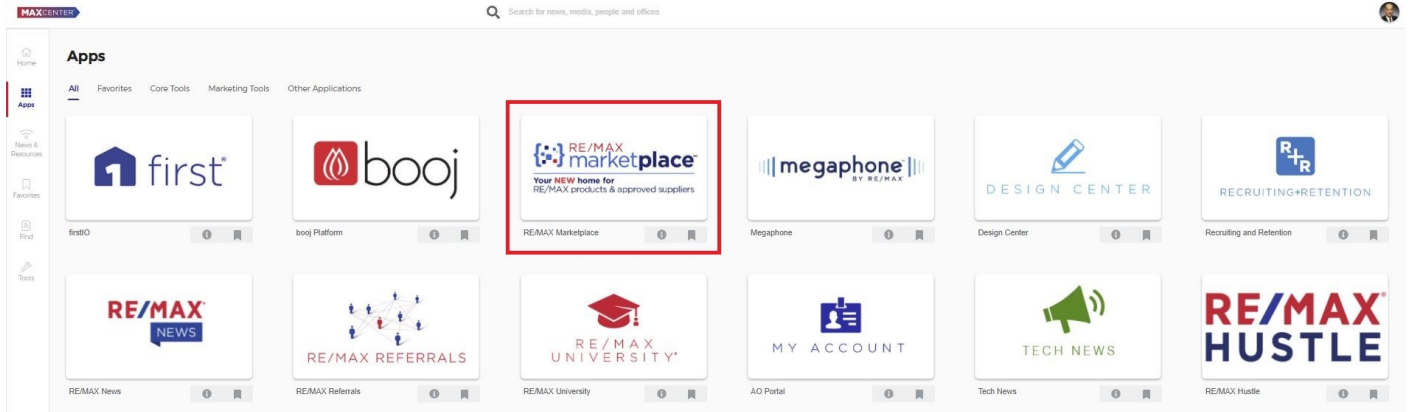
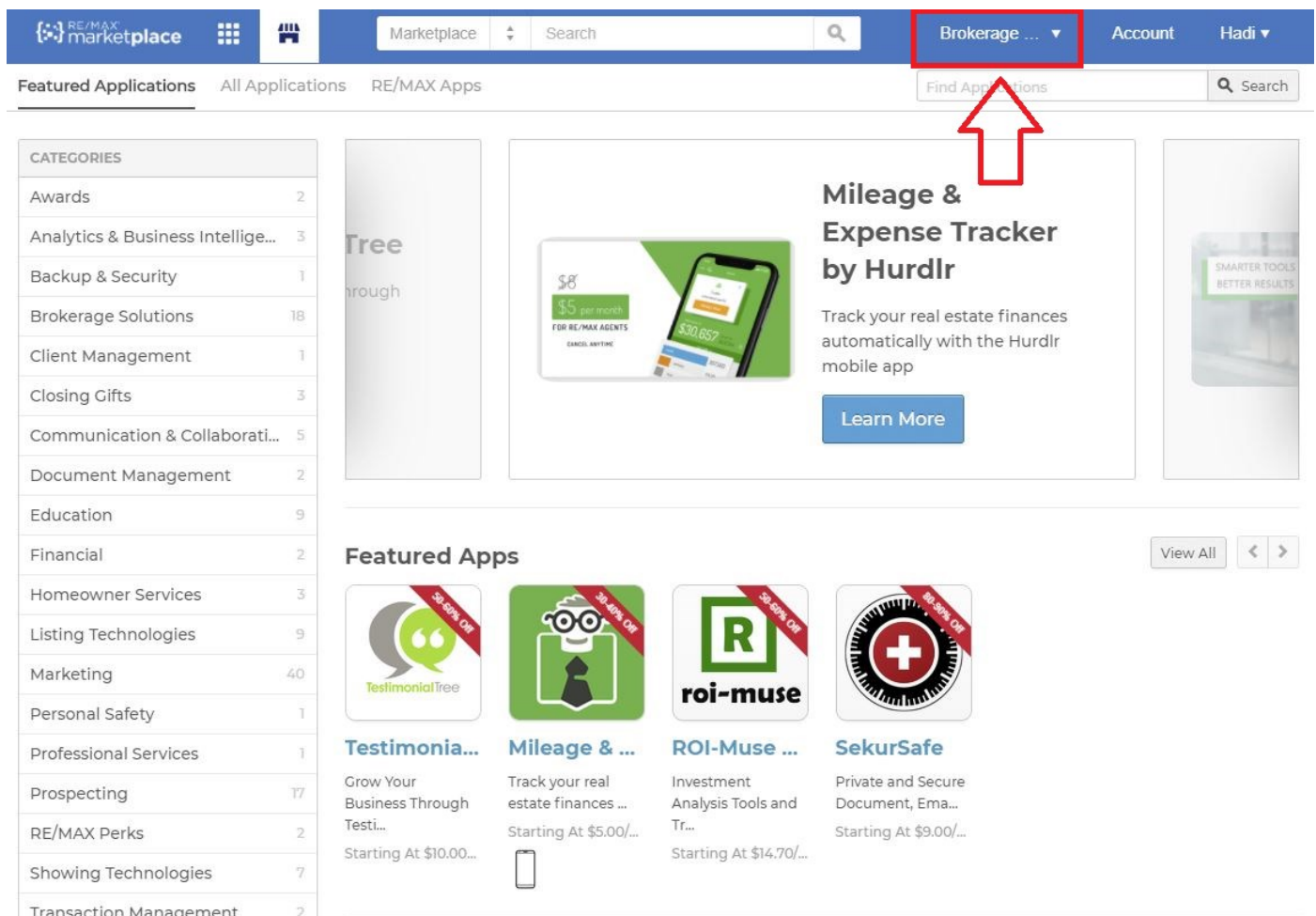


# Quick Start Guide: Testimonial Tree

## Step 1: Login to MAX/Center and go to the MarketPlace App.



## Step 2: Switch to the “Brokerage” version of your MarketPlace Account



### Step 3: Click on the Menu Icon to view your apps.

The screenshot shows the RE/MAX marketplace app interface. At the top, there is a blue header bar with the RE/MAX marketplace logo, a menu icon (a 3x3 grid of dots) highlighted with a red square and a red arrow pointing to it, and a search bar. Below the header, there is a section for 'Featured Applications' and a list of categories on the left. The categories list includes: Awards (2), Analytics & Business Intelligence (3), Backup & Security (1), Brokerage Solutions (18), Client Management (1), Closing Gifts (3), Communication & Collaboration (5), Document Management (2), Education (9), Financial (2), Homeowner Services (3), Listing Technologies (9), Marketing (40), Personal Safety (1), Professional Services (1), Prospecting (17), RE/MAX Perks (2), Showing Technologies (7), and Transaction Management (2). The main content area features a large advertisement for 'Mileage & Expense Tracker by Hurdlr' with a 'Learn More' button. Below this, there is a 'Featured Apps' section with four app tiles: TestimonialTree (30% off), Mileage & Expense Tracker (30% off), ROI-Muse (30% off), and SekurSafe (20% off). Each tile includes a brief description and a starting price.

CATEGORIES	
Awards	2
Analytics & Business Intelligence	3
Backup & Security	1
Brokerage Solutions	18
Client Management	1
Closing Gifts	3
Communication & Collaboration	5
Document Management	2
Education	9
Financial	2
Homeowner Services	3
Listing Technologies	9
Marketing	40
Personal Safety	1
Professional Services	1
Prospecting	17
RE/MAX Perks	2
Showing Technologies	7
Transaction Management	2

**Featured Apps**

App Name	Discount	Description	Starting Price
TestimonialTree	30% off	Grow Your Business Through Testimonials	\$10.00...
Mileage & Expense Tracker	30% off	Track your real estate finances automatically with the Hurdlr mobile app	\$5.00/...
ROI-Muse	30% off	Investment Analysis Tools and Tr...	\$14.70/...
SekurSafe	20% off	Private and Secure Document, Email, and more	\$9.00/...

### Step 4: Click on Testimonial Tree and begin your account activation/set-up.

The screenshot shows the 'Applications' section of the RE/MAX marketplace app. The header bar is the same as in the previous screenshot. Below the header, there is a section titled 'Applications' with a question mark icon. There are two app tiles: 'Testimonial Tree' (30% off) and 'Setup Guide'. The 'Testimonial Tree' tile is highlighted with a red square. The 'Testimonial Tree' tile includes a brief description and a starting price.

**Applications** ?

App Name	Discount	Description	Starting Price
Testimonial Tree	30% off	Grow Your Business Through Testimonials	\$10.00...
Setup Guide			

## Step 5: Verify your profile information & headshot. DO NOT CHANGE YOUR EMAIL!

### Welcome

Let's get you setup!

Name

Sarah Robertson

Phone

(704) 367-4459

Email address

sarah.robertson@remax.net

Username

remaxmarketplace\_101931417

Description/Bio

Description/bio




Replace Profile Image

Browse


Validate Information

## Step 6: Connect your Zillow Account (optional). Clients will be prompted to leave their review on Zillow a well!



Do you have a Zillow account?

If so, we can automatically import your zillow reviews as you get them!



Yes

No

Back

Skip Zillow Login

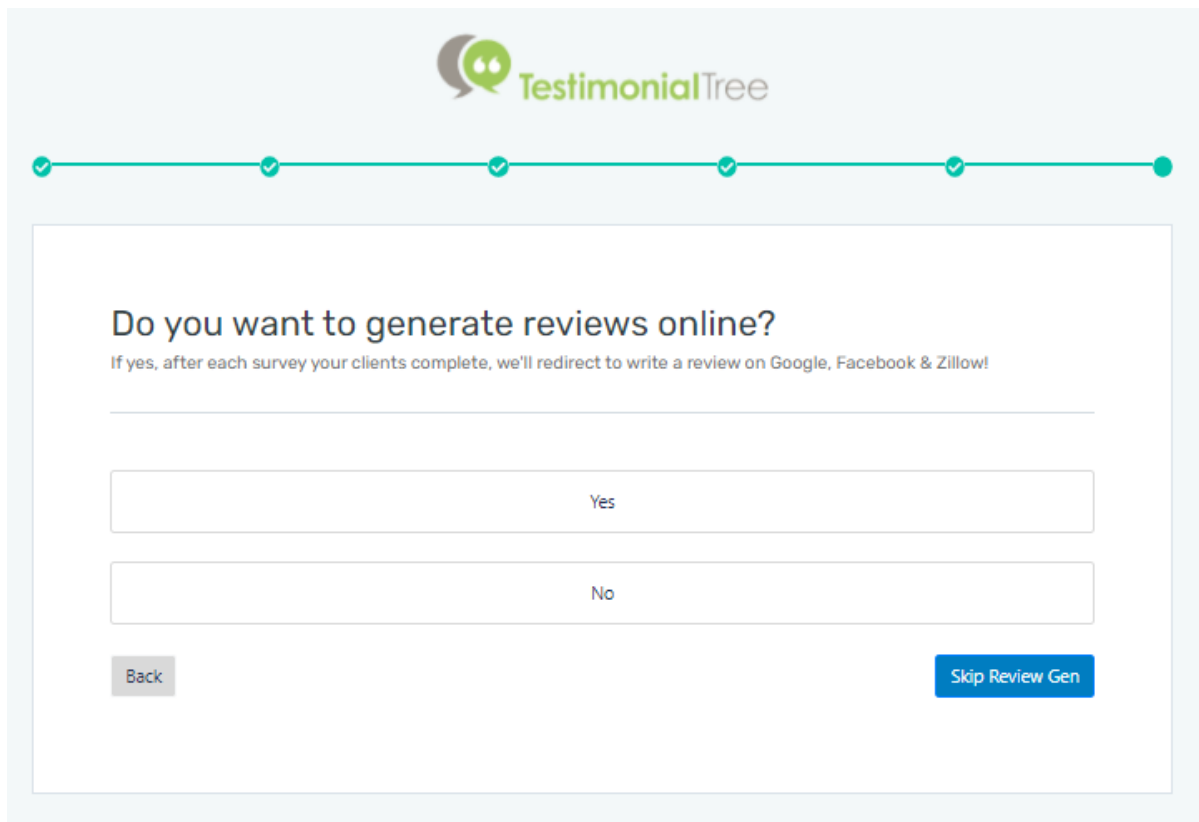
**Step 7: Connect your verified Google Business Page (optional). Clients will be prompted to leave their review on Google a well!**

The screenshot shows the TestimonialTree logo at the top. Below it is a progress bar with five circles; the first two are green with checkmarks, and the third is green, while the fourth and fifth are grey. The main content area has a heading "Do you have a Google My Business account?" followed by the text "If yes, we can automatically import your Google reviews as you get them!". To the right is a Google My Business logo. Below the heading are two input fields: the first contains a Google icon and the text "Yes", and the second contains the text "No". At the bottom left is a "Back" button, and at the bottom right is a "Skip Google Login" button.

**Step 8: Add in reviews or hit NEXT and add in reviews later!**

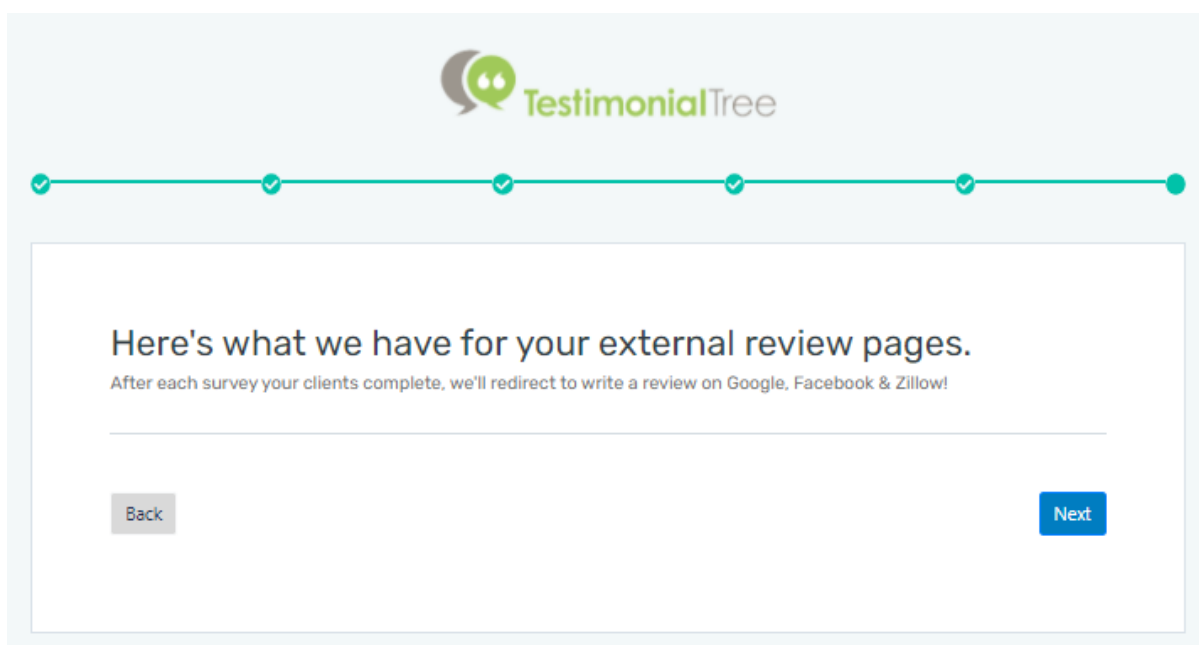
The screenshot shows the TestimonialTree logo at the top. Below it is a progress bar with five circles; the first four are green with checkmarks, and the fifth is green, while the sixth is grey. The main content area has a heading "Have other reviews? You can add them too." followed by the text "We understand you may have handwritten reviews or reviews on platforms that we don't support.". Below this is a form with the following fields: "Rating" with five orange stars, "Client Name" and "Date" with input fields, "Review" with a text area, and "Upload Review Image or Video" with a "Browse" button. At the bottom of the form is a green "Add Review" button. At the bottom left of the page is a "Back" button, and at the bottom right is a "Next" button.

**Step 8-A: If you would like to have your clients directed to Zillow, Google and/or Facebook to leave their review, click YES on this screen.**




The screenshot shows the TestimonialTree interface. At the top is the logo, which consists of two overlapping speech bubbles (one green, one grey) followed by the text 'TestimonialTree'. Below the logo is a horizontal progress bar with six teal checkmarks. The main content area is a white box with a light blue border. Inside, the heading 'Do you want to generate reviews online?' is followed by the subtext 'If yes, after each survey your clients complete, we'll redirect to write a review on Google, Facebook & Zillow!'. There are two large, light blue rectangular buttons: the top one is labeled 'Yes' and the bottom one is labeled 'No'. At the bottom left of the white box is a grey 'Back' button, and at the bottom right is a blue 'Skip Review Gen' button.

**Step 8-A: Verify that your Zillow, Google and/or Facebook pages are correct.**



The screenshot shows the TestimonialTree interface. At the top is the logo, which consists of two overlapping speech bubbles (one green, one grey) followed by the text 'TestimonialTree'. Below the logo is a horizontal progress bar with six teal checkmarks. The main content area is a white box with a light blue border. Inside, the heading 'Here's what we have for your external review pages.' is followed by the subtext 'After each survey your clients complete, we'll redirect to write a review on Google, Facebook & Zillow!'. At the bottom left of the white box is a grey 'Back' button, and at the bottom right is a blue 'Next' button.

**Step 8-B: If you would NOT like to have your clients directed to Zillow, Google and/or Facebook to leave their review, click NO on this screen or select the SKIP button in blue.**



✓

✓

✓

✓

✓

Do you want to generate reviews online?

If yes, after each survey your clients complete, we'll redirect to write a review on Google, Facebook & Zillow!


Yes

No

Back

Skip Review Gen

**Step 9: Either select Visit Profile Page or Start Walkthrough.**



✓

✓

✓

✓

✓

✓

You're All Setup!

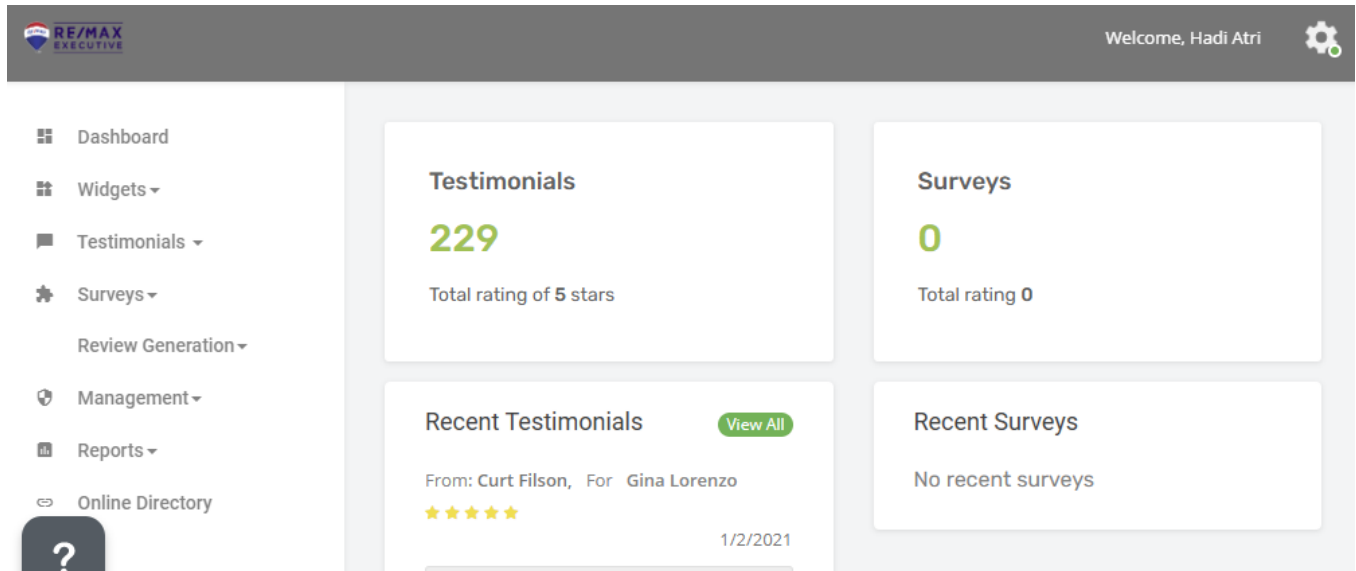
Check out your profile page, updated with your reviews.

Visit Profile Page

Back

Start Walkthrough

## Step 9: Access your Testimonial Tree Dashboard!



**Step 10: After the initial set-up, follow steps 1-4 to access your Testimonial Tree account.**

### Additional Helpful Videos:

#### How to Add a link to Email Signature

<https://drive.google.com/file/d/0B1t0IOMbmRCedHUzS24xdXNzZ2Zlc2V0dGxYYmc0aGVtNIBR/view?usp=sharing>

#### How to Send a Testimonial via Email

<https://drive.google.com/file/d/0B1t0IOMbmRCecXFCNXZPM21nYnZqTUE5QkNqWXdVQXI2aIRV/view?usp=sharing>

#### How to Add an Existing Testimonial

<https://drive.google.com/file/d/0B1t0IOMbmRCeLXNjWHNzYmpzV1dscFdhTkZjbWJxOGITYU5Z/view?usp=sharing>

#### How to Share a Testimonial

<https://drive.google.com/file/d/0B1t0IOMbmRCeZFAyU1dlbzM0TDFqZnd6TktZZIJ4SHJnSvZ/view?usp=sharing>

#### Testimonial Tree Training Video

<https://drive.google.com/file/d/0B1t0IOMbmRCeeTktbnVVaTdkNF85UVN6Y0dRX2djbJPU3Fj/view?usp=sharing>

#### Realtor.com

<https://desk.zoho.com/portal/testimonialtree/en/kb/articles/connecting-your-realtor-com-profile-with-tt-using-your-global-id>

#### Review Generation

<https://drive.google.com/file/d/0B1t0IOMbmRCeN0IWc1MwVlhPUWZWZHNPb20tY0NYX2JzUk9V/view?usp=sharing>