

The way you input Open Houses is changing.

In order to reduce confusion for our members, the **Open House SpokaneOpen/Public** section will be removed from Listing Input screen and the *Add/Edit Open House* link will be used for Public Open Houses.

What will happen with Open Houses on August 1st?

Where will **Public** Open Houses be entered?

Go to **Listings > Maintain Listings**. Click on the listing needed, then click on *Select an Action*. Click on *Add/Edit **Open House***. This is the same link previously reserved for Broker Opens. If you had entered a Broker Open occurring after August 1st, you will need to remove it if you do not want it displayed on SpokaneOpen.com or other public websites.

Where will **Broker** Opens be entered?

Go to **Listings > Maintain Listings**. Click on the listing needed, then click on *Select an Action*. Click on *Add/Edit **Tour Listing***. This option will appear and be available by July 29th.

[Click Here](#) to view Instructions for Adding Open Houses (Public) or Tour Listings (Broker Open) to Paragon.

[Click Here](#) to view Instructions on Searching for Open Houses and Tours (aka Broker Opens) within Paragon.

You can always use www.SpokaneOpen.com as well for Public Open Houses.