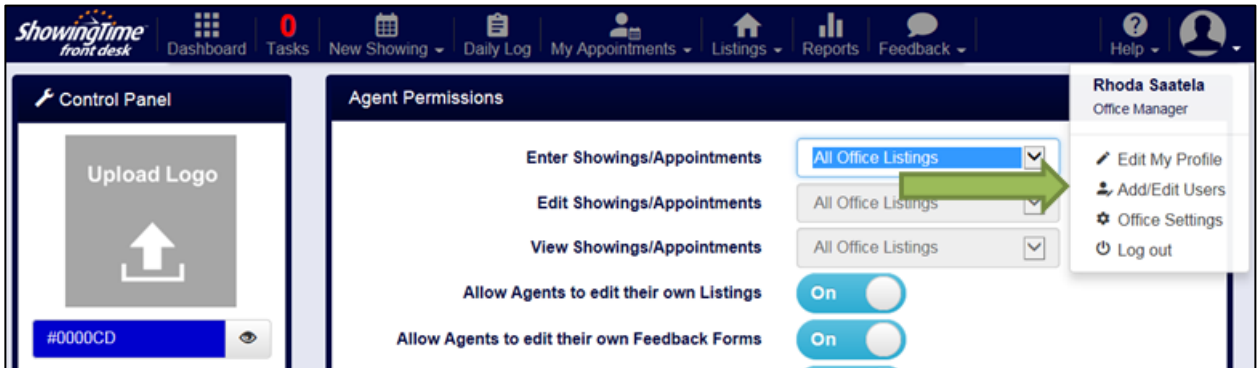


Changing Agent Listing View

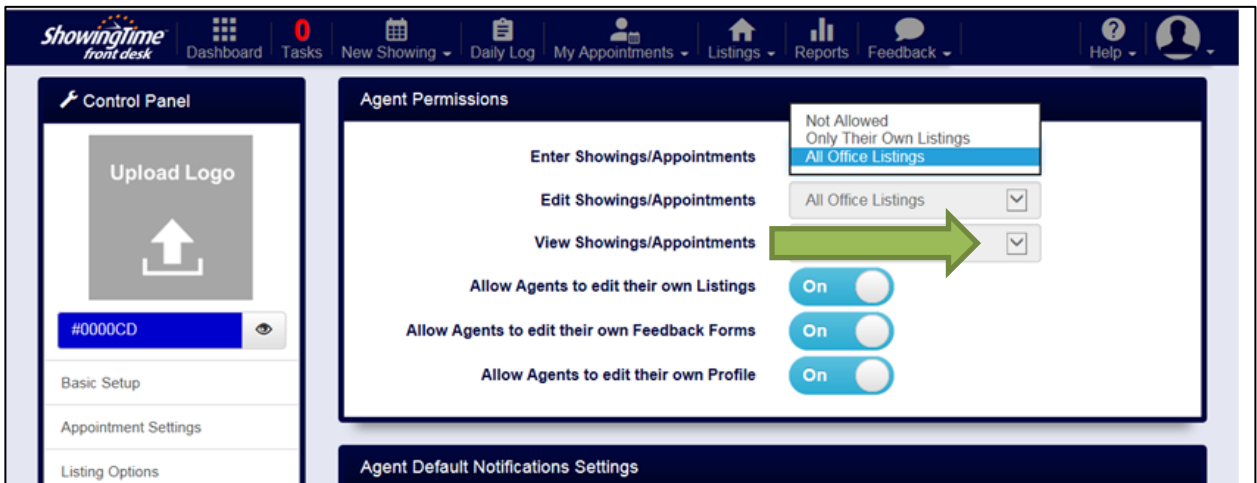
Members with permissions (brokers, office admin staff) to determine what listings agents see within ShowingTime can access those settings, and edit them, through the ShowingTime Control Panel.

To access the **Control Panel**:

1. **Hover** over **Profile** (upper right corner)
2. Click on **Add/Edit Users**



3. Click **down arrow** to expand Options menu (*Not Allowed, Only Their Own Listings, All Office Listings*)



4. Click **Save** to save any changes made in this screen.

