

### What planet are you from?

Helpful hints about your FAR Web site

#### Q1.) What is Planet Realtor?

Planet Realtor is an online, members-only community, created to assist Realtors® and Realtor® association executives with the many tasks that must be performed on a daily basis. Conceived and operated by the Florida Association of Realtors®, Planet Realtor puts the Internet to work for members by offering specialized applications and the most useful real estate-related sites right at your fingertips.

#### Things to do while visiting the Planet:

- Use online services such as the referral network, rental listing system and buyer database
- Access your free Web page on The Living Network®
- Stay on the right side of the law with the most current online legal help
- Keep abreast of what's happening in real estate and how it affects your business
- Access free online real estate forms
- Participate in online courses and seminars
- Market yourself to potential clients with editable Web pages
- Network with colleagues in Realtor-only message board forums

#### Q2.) I'm new to the Planet. How do I get my ID & Password?

- 1) Click on "Learn More" under "First time here?"
- 2) Scroll down 'til you see "How to get your ID and password." Just below that, look for "[Click here](#)" to begin your Planet Realtor experience.
- 3) Click on "[Click here](#)" to open a password reminder box.
- 4) Type your last name and first name in the appropriate boxes and click "Search."
- 5) Click on the drop-down ▼ arrow to view all the names.
- 6) Click on your name and click the "Select" button. The **Realtor Registration** window comes up.  
Note: Your User ID number is just above the area where you create a password.
- 7) Next, complete the required fields and click "Continue."
- 8) Review your information and either "Change Information" or click "Save." When you click "Save" a **Password Reminder** window opens.
- 9) Click "Mail Password" and close the window.
- 10) Login to Planet Realtor with your ID number and your newly created password.

#### Q3.) How do I change my e-mail address that's on file on Planet Realtor?

- 1) Log onto Planet Realtor.
- 2) Click on "My Account" located in the upper right corner of the Web page.
- 3) This will open your personal profile window on <http://fl.living.net>.
- 4) Click on the "Edit Contact Data" button located on the left side of the window.

#### Q4.) How do I change my password on Planet Realtor?

- 1) Log onto Planet Realtor.
- 2) Click on "My Account" located in the upper right corner of the Web page.  
This will open your personal profile window on <http://fl.living.net>.
- 3) Click on the "Change Password" button located on the left side of the window.

#### Did you know?

- The Realtor resources on the left side of the home page are a quick access to Planet Realtor contents.

You can access the Leadership Reference Guide by clicking on *Florida, FAR Business, Leadership* and then *2005 Leadership Guide*.

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from Real People™

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