

# Paragon Online Customize Your Spreadsheets

You may customize your spreadsheet to add and remove the information to suit your needs. Simply click on **Customize** to show your customize options.

Criteria Summary | E-Mail | Save | Print | Add to CMA | Export | Sort | **Customize** | Maintain | Correction

	HIGH	LOW	AVERAGE	MEDIAN	TOTAL PRICE	LISTING COUNT
LIST PRICE:	\$300,000	\$212,900	\$273,589	\$279,900	\$31,462,749	115
SOLD PRICE:	\$0	\$0	\$0	\$0	\$0	

Show

Show Checked | Show All | Spreadsheet (Default) | PDF | HT

	MLS #	Stat	1) AS..	Type Prop	DOM	AR	ADD	BR	BTH	2..	ACR	#GAR	Year Built
1	70013446	ACT	\$300,000	S/SB	0	120	1485 Keystone Avenue	3	2	1100	0.17	2	1949
2	70011064	ACT	\$299,999	S/SB	0	121	1836 SIERRA HIGHLANDS DRIVE	3	2	1375	0.10	2	1989
3	70008171	ACT	\$299,900	S/SB	0	120	3425 Bowie Road	4	2	1760	0.14	2	1985
4	70005830	APL	\$299,900	S/SB	0	120	3560 Downey Ave.	4	3	1669	0.17	1	1963
5	70010314	ACT	\$299,900	S/SB	0	120	3025 Everett Dr	3	3	1640	0.23	2	1973
6	70009982	ACT	\$299,900	S/SB	0	120	3690 Meeks Way	3	2	1612	0.32	2	1972
7	70013286	APL	\$299,900	S/SB	0	120	7135 Banbury	3	2	1362	0.25	2	2000
8	70009461	ACT	\$299,500	S/SB	0	121	1705 Cassandra Court	3	2	1553	0.12	2	1992
9	70014252	ACT	\$299,000	S/SB	0	120	1510 Severn	3	2	1697	0.19	2	1981
10	70016691	ACT	\$299,000	S/SB	0	120	1511 Rayburn Drive	4	3	1669	0.18	1	1966
11	70015718	ACT	\$299,000	S/SB	0	120	2865 Van Buren Dr	3	3	1669	0.16	1	1965
12	70008662	ACT	\$299,000	S/SB	0	121	6334 Park Place	3	2	1535	0.14	2	1996
13	70012078	REDC	\$299,000	S/SB	0	121	1025 Crosswater Drive	3	2	1263	0.21	2	2000
14	70011643	ACT	\$299,000	S/SB	0	121	3936 Kentwood	3	2	1260	0.25	2	1980
15	70015310	ACT	\$299,000	S/SB	0	121	6455 Enchanted Valley	3	2	1141	0.12	2	1988
16	70015151	ACT	\$298,500	S/SB	0	120	3305 Barbara Circle	4	3	1669	0.14	1	1963
17	70013297	ACT	\$298,500	S/SB	0	121	2442 Skyview Drive	3	2	1292	0.13	2	1989
18	70014109	REDC	\$298,000	S/SB	0	121	6364 Chesterfield Lane	3	2	1530	0.13	2	1993
19	70014877	ACT	\$298,000	S/SB	0	121	6357 Walnut Creek	3	2	1141	0.15	2	1994
20	70015361	ACT	\$297,500	S/SB	0	120	2772 Powder Dr	3	3	1870	0.10	2	1984
21	70014525	ACT	\$297,000	S/SB	0	121	1625 Mescalero	3	2	1270	0.37	2	1997

Select the fields you wish to add to your spreadsheet from the list of Available fields.

Use the **Add** and **Remove** buttons to add and remove fields to your spreadsheet.

Use the **Move Up** and **Move Down** buttons to order the fields in your spreadsheet.

Web Page Dialog

Class: RESIDENTIAL  
Group: Listing

Name: Spreadsheet

Available				Selected				
Name	Code	#		Sort	Name	Code	#	
<input type="checkbox"/>	Price	Price	0		<input type="checkbox"/>	MLS #	MLS #	1
<input type="checkbox"/>	# Carport	#CAR	21		<input type="checkbox"/>	Status	Stat	13
<input type="checkbox"/>	# Half Baths	1/2 BTH	18		<input type="checkbox"/>	1 Asking Price - De..	ASK \$	7
<input type="checkbox"/>	Address 2	ADD2	9		<input type="checkbox"/>	Type of Property	Type P..	38
<input type="checkbox"/>	Agent Email	Agt Em..	32		<input type="checkbox"/>	Days on Market	DOM	501
<input type="checkbox"/>	Agent Email2	Agt Em..	33		<input checked="" type="checkbox"/>	Area	AR	5
<input type="checkbox"/>	Assessment \$	ASSE..	54		<input type="checkbox"/>	Address	ADD	8
<input checked="" type="checkbox"/>	Assoc Fee \$	ASC \$	56		<input type="checkbox"/>	Bedrooms #	BR	19
<input type="checkbox"/>	Assoc Trans Fee \$	ATF \$	57		<input type="checkbox"/>	Baths #Full or 3/4	BTH	20
<input type="checkbox"/>	Associated Document Cou..	Assoc..	97		<input type="checkbox"/>	2 Total Living Spac..	SF	67
<input type="checkbox"/>	Attached Common Wall	ACW	62		<input type="checkbox"/>	Acres	ACR	47
<input type="checkbox"/>	CBB \$ or %	CBB\$/%	40					
<input type="checkbox"/>	CCR Restrictions	CCR	58					
<input type="checkbox"/>	City	CTY	10					

Buttons: Add >, < Remove, < Remove All, Move Up, Move Down, Set Sort

Options:  Use short label,  Use short value, if available

Buttons: Save & Close, Revert to Default

To save space on a spreadsheet, you have the option to use the short label (Asking Price shortens to ASK \$) and the short value, if available (the area Reno-Northwest shortens to 120).

Click **Save & Close** to save your changes and return to your spreadsheet. **Revert to Default** will return your spreadsheet to the MLS Default fields.