

QuickStart for eKEY™ BlackBerry®

eKEY BlackBerry User Manual

To obtain an electronic eKEY User Manual, please go to www.supraekey.com and select **Agent Education Resources** and the **eKEY BlackBerry User Manual** link.

Installing Supra Applications

The eKEY software is installed over-the-air using your BlackBerry's Internet browser. You must have Internet access and an Internet data plan on your BlackBerry to install and use the eKEY software.

1. On your BlackBerry, launch the Browser by selecting the **Browser** icon. On some BlackBerry devices, the MediaNet icon launches the Internet browser.
2. Press the **Menu** button and select **Go To**.
3. Navigate to: www.ekeymobile.com
4. Select the **Download Supra eKEY** link to download and install the eKEY applications.
5. If the application asks to confirm permission changes, press the **Menu** button and then **Save**.

Authorizing eKEY Application

Once the Supra eKEY application is installed, it needs to be authorized.

1. Tap the eKEY icon to launch the eKEY application.
2. Enter your authorization code. If you do not have an authorization code contact your Association or Board.
3. Your device will automatically connect and update the eKEY application.

Authorization Code:

eKEY Fob

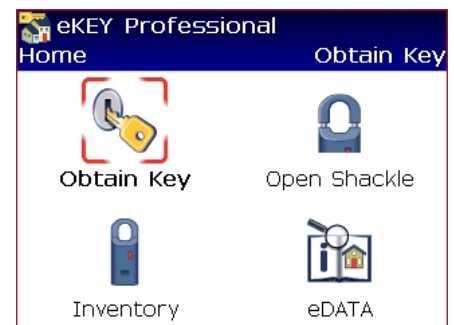
The eKEY fob is a device used to translate the Bluetooth signal from your BlackBerry to an infrared signal that can be recognized by the iBox. The eKEY fob is necessary to be able to access keyboxes with your BlackBerry.

Before your BlackBerry and eKEY fob can communicate they first need to be paired. To pair them:

1. Select the **eKEY** icon to open the eKEY application.
2. Select the **Obtain Key** icon and enter your 4-digit PIN code.
3. Power on the eKEY fob when prompted.
4. Enter the eKEY fob pairing passkey: **0000**

eKEY Icons

- Obtain Key - Obtain listing keys from an iBox
- Open Shackle - Open the shackle on an iBox
- Inventory - Manage and view your keybox inventory, change settings in your keyboxes, and view showings from a KeyBox Read
- eDATA - MLS information for eKEY Professional subscribers



Updating your eKEY

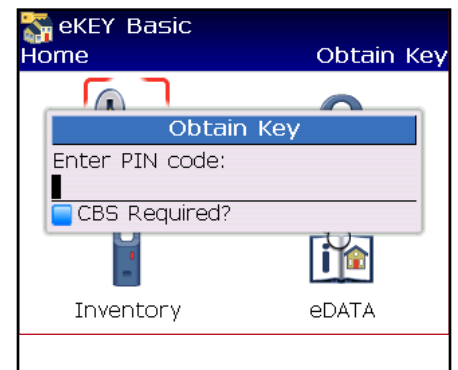
Updating the eKEY software allows your BlackBerry to access keyboxes. The eKEY software updates automatically each night by connecting to the Supra network using your BlackBerry's Internet service. In order for an update to occur, your BlackBerry needs to be turned on and in cell coverage. If your eKEY software did not update because your BlackBerry was turned off or out of cell coverage during the nightly update, the next time you launch the eKEY application it checks for cell coverage and attempts to update.

Manual Update

If your eKEY software is expired and you are out of cell coverage, you can manually update by obtaining and entering an update code. You can obtain an update code by logging into KIMweb at www.supraekey.com and selecting the **Update Code** link. You can also call KIMvoice at 1-888-968-4032 for an update code. Enter the update code into your eKEY by opening the eKEY application and pressing the **Menu** button and then selecting **Emergency Update**. There is a limit to the number of sequential update codes you can get before you must do a wireless update.

Obtain Key

1. Select the **Obtain Key** icon from the main eKEY screen.
2. Enter your 4-digit PIN code.
3. Power on the eKEY fob by pressing the power button until the blue light flashes.
4. When the green light blinks, point the eKEY fob at the iBox.
5. When prompted, press up on the bottom of the iBox.

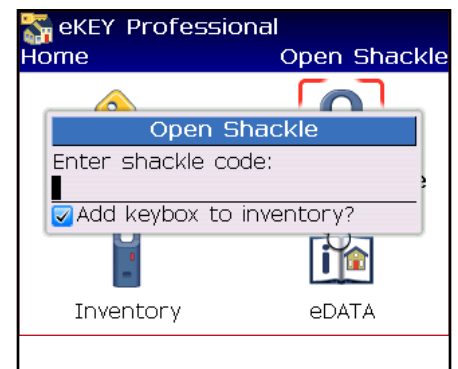


Customize your PIN code

1. On your computer, navigate to www.supraekey.com and login to KIMweb with your eKEY serial number and current PIN.
2. Select the **Change PIN code** link and follow the instructions.
3. On your BlackBerry, from the main eKEY screen press the **Menu** button.
4. Select Update Key to have the new PIN code delivered to your eKEY device.

Open Shackle

1. Select the Open Shackle icon from the main eKEY screen.
2. Enter the 4-digit shackle code for the iBox.
3. If you don't want the keybox added to your inventory, uncheck the **Add keybox to inventory** prompt.
4. Power on the eKEY fob by pressing the power button until the blue light flashes.
5. When the green light blinks, point the eKEY fob at the iBox.



Inventory

You can view the KeyBoxes in your inventory by selecting the **Inventory** icon on the main eKEY screen.

To add a keybox to your inventory press the **Menu** button on the Inventory screen and select **Add**, or simply release the shackle on the keybox.

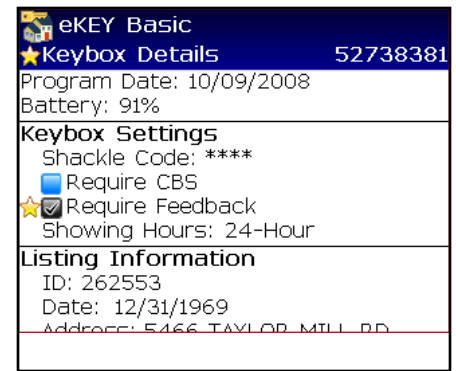
To delete a keybox, select the keybox from the list, press the **Menu** button and select **Delete**.

Keybox ID	Listing ID
51067159	28040807
52202014	28061786
52316845	28150851
53063822	26104455

Change KeyBox Settings

To change a setting on your keybox:

1. Select the **Inventory** icon from the main eKEY screen.
2. Select the KeyBox view it's settings.
3. Select the field you want to change and update the information. A gold star to the left of the field indicates a change has been made to the setting that has not been updated in the KeyBox.
4. Press the **Menu** button and select **Program**.
5. Power on the eKEY fob and point it at the iBox to change the settings in the KeyBox.



MLS Information (for eKEY Professional subscribers)

eDATA Icons

- **Listings** - Search and view listings, including options to display personal listings and HotSheet
- **Roster** - Search and view the agent roster
- **Showings** - View showings on your listings
- **Profiles** - Create client profiles and view matching listings

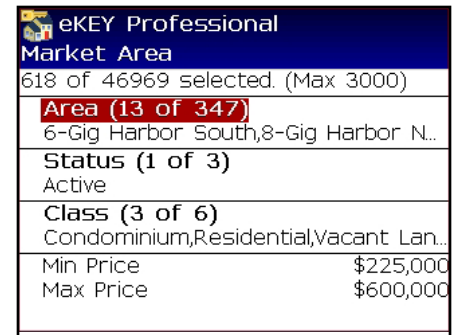


Market Area

Your market area determines which listings are downloaded to your BlackBerry. Before you can view listings, you need to configure your market area.

To set up your market area:

1. Select **eDATA** from the main eKEY screen.
2. Press the **Menu** button and select **Configure Market Area**.
4. Select the criteria.
5. Press the **Menu** button and select **Save**.
6. Enter your 4-digit PIN code to save your market area.
7. When prompted, update the listings on your device.



Once your market area is set up, your listings and roster are updated each night during the automatic update.

Listings

To view listings, select **Listings** from the eDATA screen. You can search by address or MLS ID, or press **Menu** to display all the listings, your personal listings, HotSheets, or use the advanced search to select specific criteria for a search.

Select a listing to display the detailed information. From the detailed view of the listing, scroll to see more information, click on the agent name to display the agent's information from roster, click on the address to view a map of it in Google Maps, call the listing agent by selecting the agent's phone number, or press Menu and select Email Listing to email the listing to a client.

Area	Address	ST	Price
120	21654 14th Ave S...	A	\$225,000
81	220 4th Ave NE	A	\$225,000
65	656 114th St Ct E	A	\$239,950
120	21654 14th Ave S	A	\$247,500
81	719 14th St SW	A	\$259,950
6	5302 24th Ave NW	A	\$269,000
38	8312 104th St SW	A	\$269,950

1 - 25



Showing Activity

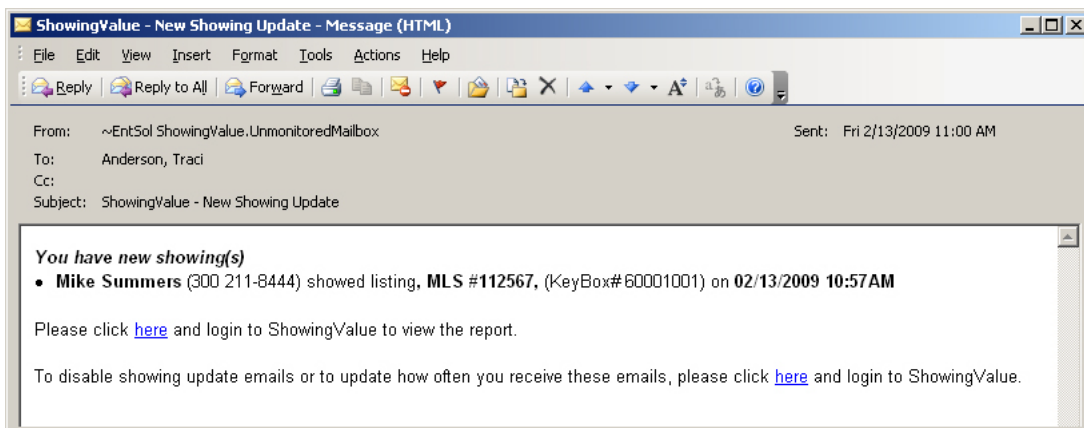
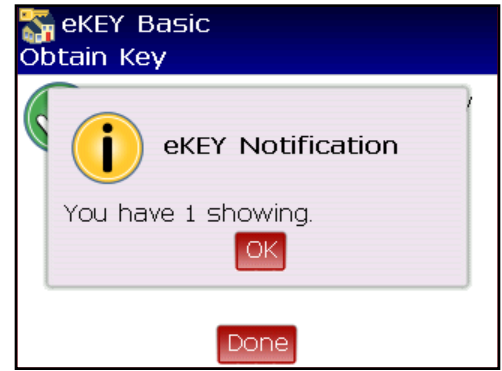
Each time a key container is opened on a keybox the eKEY software records the showing information and sends it to the Supra network. Showing messages automatically display in your eKEY software when you have a showing.

ShowingValue Email

You can set up the ShowingValue feature at the KIM website to have an email sent to your computer or BlackBerry each time you have a showing.

1. On your computer navigate to www.supraekey.com
2. Select **Agents-Log on to KIMweb**.
3. Select the name of your Association, Board, or MLS from the dropdown list and enter your eKEY serial number and 4-digit PIN code, then click **Login**.
4. On the left navigation bar, select the **ShowingValue** link.
5. Select **Change Email Settings**.
6. Enter your email address and check the box for each type of notification you want to receive.

Once one of your listings has been shown and the showing information is sent to the network, you'll receive an email.




Showings in eDATA for eKEY Professional subscribers

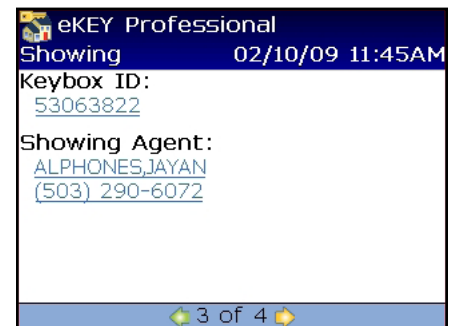
If you have eKEY Professional service, showing data is delivered to your eKEY software.

Select the **eDATA** icon and then **Showings**.

Select a showing to view detailed information about the showing. Select the agent name to display the agent's information from roster, call the listing agent by selecting the agent's phone number, or select the keybox to view it in your keybox inventory.



Keybox ID	Date
53063822	02/18/09 1:15PM
53063822	02/12/09 1:33PM
53063822	02/10/09 11:45AM
53063822	02/10/09 11:31AM



Need help?

Call for free support seven days a week 5am to 7pm Pacific Toll-free 1-877-699-6787.

