Create Assistant/Team Access to Documents In Remine Docs+
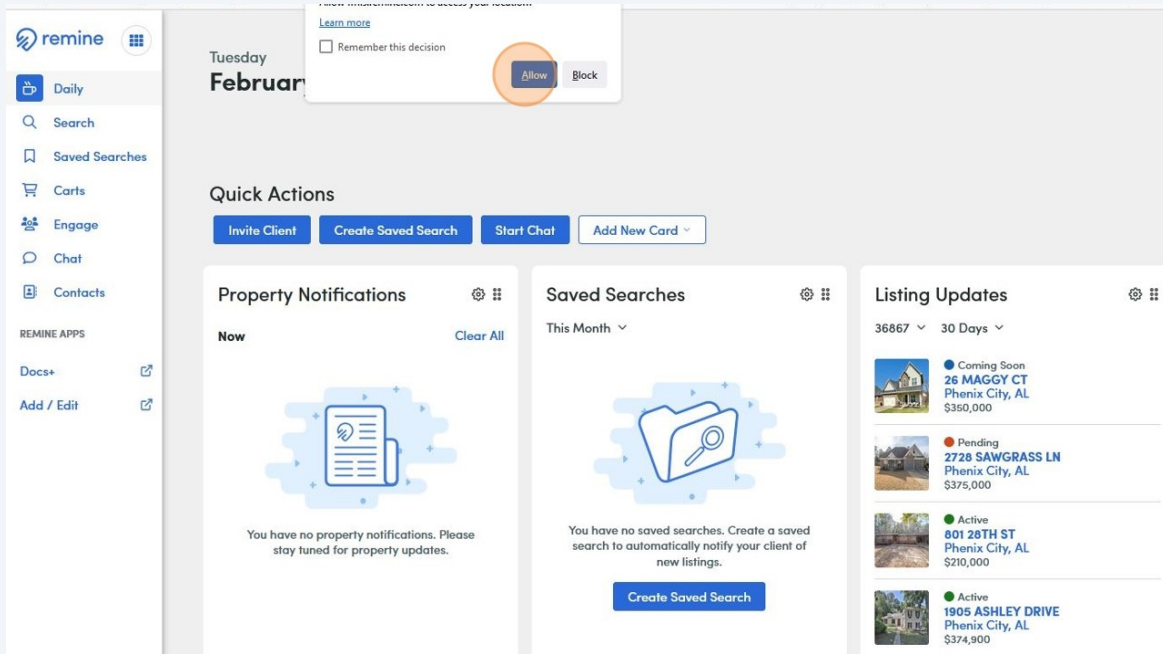
1 Primary Agent/Broker Should Click "Remine" On The SSO Dashboard
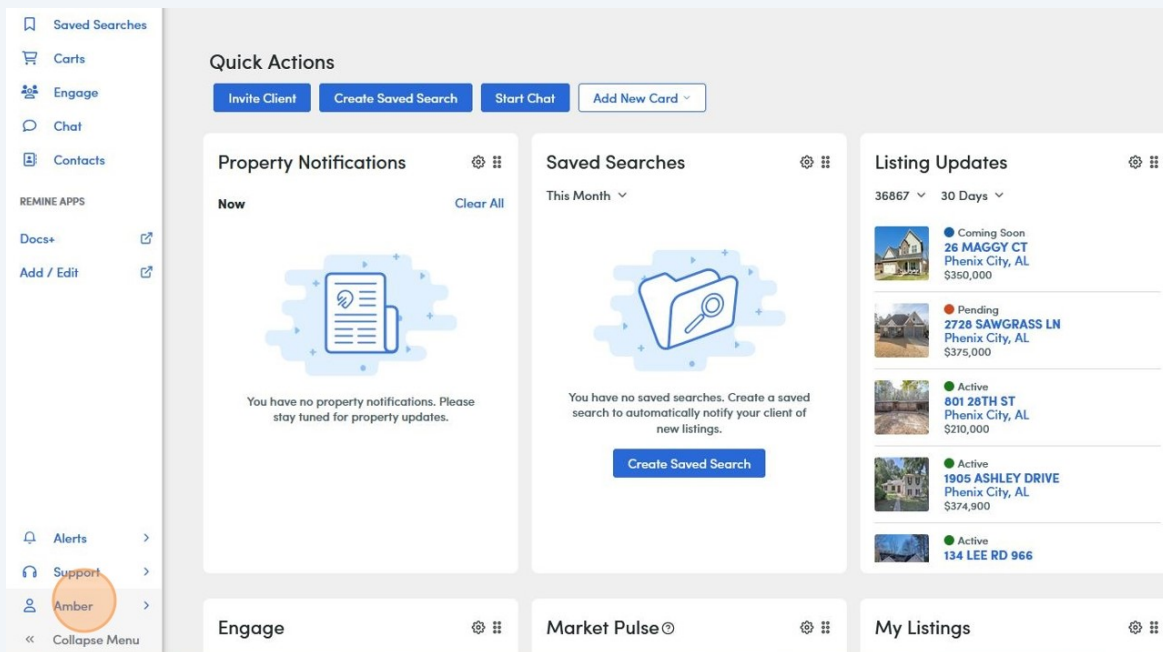
2   Click "Allow" to Track Location For Security Purposes. This System Contains Private Information.

3   Click "Your Name" On The Bottom Left And A Menu Will Appear

4 Click "Settings" From The Menu

5 On The Settings Page, Scroll Down to The "Impersonate" Section

6 In The Search Field, Begin Typing The Name Of The Assistant/Team Member. If They Have MLS Access, They Will Appear In Auto-Fill Menu. Select The Assistant/Team Member's Name To Grant Permission to Impersonate. (If They Don't Have Access, Please Contact EABOR For Assistance.)

7 Once The Assistant/Team Member's Name Populates, They Will Be Granted Access To Impersonate You Automatically

8 If You Need To Pause Access, Just Move The Left Toggle To The "Off" Position.

Saved Searches
Carts
Engage
Chat
Contacts

REMINE APPS

Docs+
Add / Edit

Alerts
Support
Amber
Collapse Menu

Office Settings

Impersonation

ON/OFF	AGENT	AGENT ID	
	Amanda Mayton	E115080238	🗑

Forward Docs emails to me:

Search for additional users...

ON/OFF	AGENT	MLS ID

Social Profile

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9 Or You Can Permanently Delete Them From Your Profile Using The Trash Icon On The Far Right

ce Settings

rsonation

F	AGENT	AGENT ID	
	Amanda Mayton	E115080238	🗑

Docs emails to me:

ch for additional users...

F	AGENT	MLS ID

View Profile

al Profile

Display Cell Phone
Add a display cell phone

Additional Info ⓘ
AL: 00099429

Delete Impersonator?   ✕

Are you sure you want to remove Amanda Mayton from the impersonator list? You can toggle the user off temporarily from the list view.

No   Yes, Delete

Office Settings

Impersonation

Q		

ON/OFF	AGENT	AGENT ID
🔵	Amanda Mayton	E115080238

Forward Docs emails to me:

Q Search for additional users...		

ON/OFF	AGENT	MLS ID