MAXTECH
powered by kvCORE PLATFORM

DURING + POST LAUNCH CHECKLIST
FOR AGENTS

1

WAIT FOR AN INVITATION TO BEGIN ONBOARDING FROM YOUR BROKER

Before you can dive into onboarding, you'll need to wait for your broker to complete their own onboarding journey. Once they are ready, they will invite you to the platform.

☐ **Receive an email invitation to begin onboarding from your broker and log into MAX/Tech powered by kvCORE for the first time**

2

ATTEND THE HOW IT WORKS WEBINAR

Kick off your onboarding journey by attending a live How it Works Webinar! This session, hosted weekly, will walk you through what you'll need to do during each step of the process.

☐ **Sign up for an** [upcoming How it Works Webinar](#)

3

BEGIN THE ONBOARDING PROCESS

The moment you've been preparing for is finally here! Now that you understand the onboarding process, it's time to get started.

☐ **During the Onboarding Process, You Will Need To:**
- Edit your MAX/Profile
- Import your contacts
- Download the MAX/Tech powered by kvCORE mobile app
- Personalize your new website
- Power up automation
- Learn how to generate new leads!

PLUG INTO AGENT TRAINING + SUPPORT

4

No matter where you are in your MAX/Tech powered by kvCORE onboarding journey, both RE/MAX and Inside Real Estate are here to answer questions and help navigate any issues you may run into along the way.

Explore all of the Agent Training + Support resources available on RE/MAX University.

☐ Explore the self-paced training resources available to you, including help articles and online courses from Inside Real Estate

☐ Attend a live webinar hosted by Inside Real Estate

BEGIN USING YOUR NEW TOOLS!

5

Once you have finished the onboarding process, you're ready to begin leveraging your new tools for your business.

☐ Set-up your first Smart Campaign to help streamline your business and communication

☐ Write your first blog post and start capturing the attention of new leads

☐ Begin promoting your listings with the "Promote a Listing" Playbook

☐ Create your first Text Code and add it to your listing marketing

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