Agents

Overview

Agents can function only if they are assigned to a Company and can have a different phone number, social contact configured, and so on. An agent inherits the membership plans possessed by the company it belongs to.

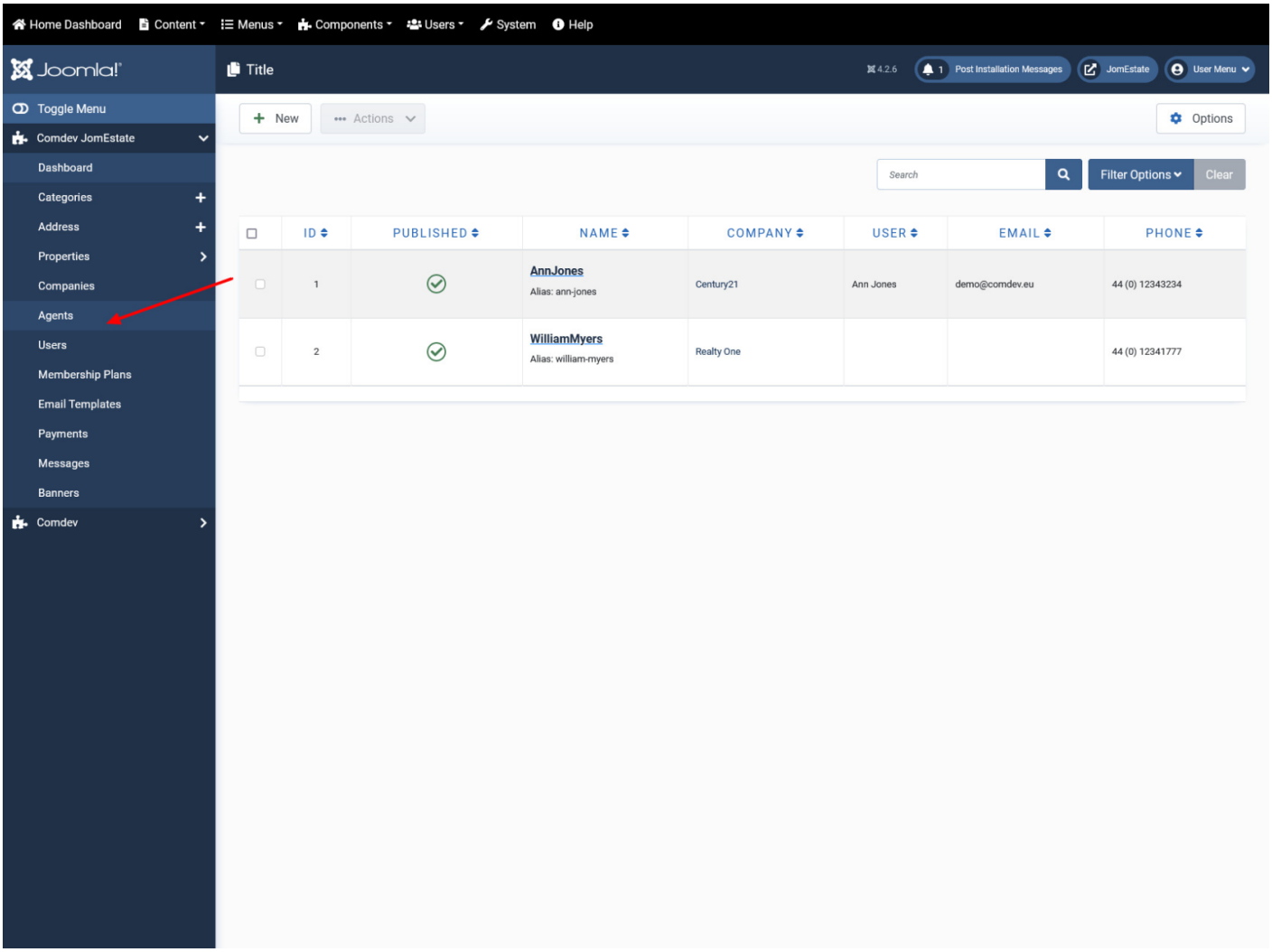
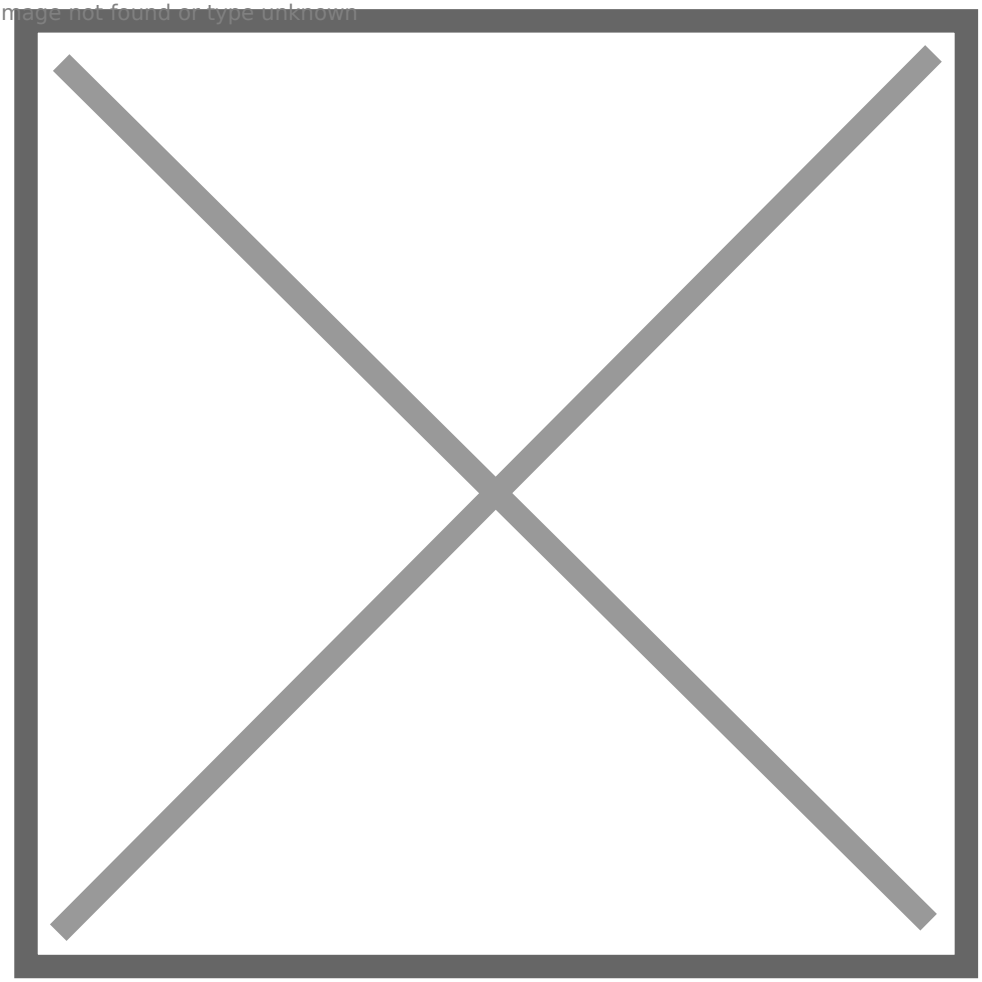


Image not found or type unknown



Screen 1: Agents listing

Creating a new Agent

To add an Agent to JomEstate, click New.

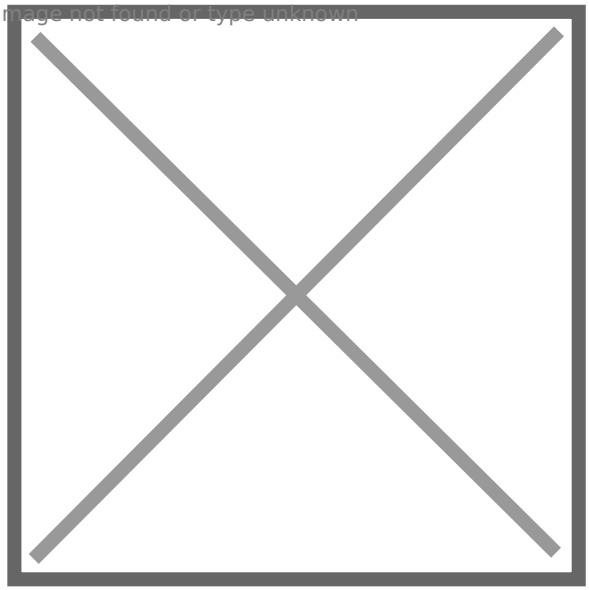
Edit Agent area

This area includes information such as agent picture, company it belongs to, contact information and so on.

Provide the values using the information given in the following table.

Options	Usage
First Name	First Name

Options	Usage
Last Name	Last Name
Status	Select from the following status: • Published • Unpublished • Archived • Trashed
Alias	URL alias for “SEF/SEO” URL.
Image	Upload a photo of the Agent.
Phone	Provide the phone number of the agent.
Website	Provide the website URL of the company or agent's personalized page.
Fax	Provide the fax number of the agent.
User	Select a Joomla user account that will be assigned to the Agent. It has to be unique for each Agent.
Company	Choose a Company that Agent belongs to.
Address	Select the required address levels to create the address of the agent.
Street, House no.	Detailed address like street and house number.

Options	Usage
Text area	Provide a description for the listing. You can create a short description as well a long description. Image not found or type unknown  In the above image, the red dotted line appears when you click **Read More**. Any content above the red line is the **short description**, while the entire content is the **long description**. Also, note that if there is no content after the **Read More** tag, the event description will be blank when users view the listing. Ensure that you have content after the **Read More** tag.
Article ***Button***	Click to select a relevant article. If an article is provided, it can be seen under the Details tab in the listing.
Page Break ***Button***	Insert a page break in the displayed text.
Toggle editor ***Button***	Toggle between plain text and rich text editor
Read More	Click to separate the short description in the text area.
MSN	Provide the msn id of the agent.
Google Talk	Provide the google talk id of the agent.
Skype	Provide the skype id of the agent
Twitter	Provide the twitter handle of the agent.
ID	This field is auto-populated.

Sorting Agents

To sort Agents, double click on second column and drag/drop to set ordering.

Revision #3
Created 26 February 2024 15:02:03 by Comdev_Wiki
Updated 13 September 2024 11:26:03 by Comdev_Wiki