Lone Wolf TRANSACT

FOR ADMINS & TRANSACTION COORDINATORS

Whether you're supporting one Agent or an entire team, this class is designed to help you confidently manage transactions in Lone Wolf Transact from start to finish.

We'll cover the essential workflows every Admin and Transaction Coordinator needs to know, including setting up **transactions**, **preparing documents**, **collecting signatures**, **submitting files for compliance**, and **managing multiple Agent or team accounts**. You'll also learn the best practices for accessing and working within multiple Lone Wolf accounts, helping you stay organized while supporting your Agents efficiently.

You'll learn:

- How to **navigate Lone Wolf Transact** with confidence
- **Best practices** with preparing documents and collecting e-signatures
- How to **make corrections** and **update documents** after they've been sent for signatures
- How to access and manage **multiple Agent or team accounts**
- How to **streamline your workflow** to better support your Agents

Bring any questions and you'll leave with the answers you need to effectively use the system and support your agents.

Noel Marrero
Tech Trainer

WEDNESDAY, AUG. 12

11:00AM

ZOOM

RSVP!

kw EXPERIENCE KELLERWILLIAMS. REALTY

kw INFINITY KELLERWILLIAMS.

kw INNOVATE KELLERWILLIAMS.

kw PREMIERE PROPERTIES KELLERWILLIAMS.