



Compass

Version 2.1

Tips and Tricks

Nationwide Multifamily Data

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Need Assistance?

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Email Success@alndata.com

Compass Home Page Tips

Property and unit counts change daily

Find your Account Manager, Salesperson, Tips & Tricks, Referral Program, and more

ALN Compass 2.1.8

Search Compass

Properties Management Contacts Quick Search For Properties... Search Saved Items ▾

Favorites Contacts Properties Management Companies New Construction Owners

Reports

Management Company Activity New Construction Summary Market Conditions Quarterly MSA All Changes

Nationwide

Total Compass Listings
Properties
Units

Confirmed Leasing
Properties
Units

Conventional
[Active Listings](#)
Less than 50 Units
[Affordable](#)
[On New Construction Report](#)
[Senior Living](#)
[Low Income Affordable](#)
[Condo or Individually Owned](#)
[Assisted Living](#)
[Student Housing](#)
[In Lease Up](#)
[Property Closed](#)
[Refuse to Update](#)
[Military Housing](#)

Patrick Searcy ⚙️

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Salesperson: [Patrick Searcy_CAS](#)

Tell Us How We're Doing
Tips & Tricks

Email Sales
Email Support

ALN Methodology
[Referral Program](#)

Logout

4,241
3,715
3,696
1,265
211
178


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

On most pages, you'll see Mr. Tipster, our helpful tool for showing tips for the page you're currently on

Compass Home Page Tips

Property and unit counts change daily

- Click the profile icon and then the setting gear
- Here you can set your results preference for Properties and Management Companies



Patrick Searcy  

Account Manager: [Patrick Searcy, CAS](#)

Salesperson: [Patrick Searcy, CAS](#)


Tell Us How We're Doing

Tips & Tricks

Email Sales

Email Support

ALN Methodology

 Referral Program

Logout

4,241

Management Companies

New Construction

Owners

User Preferences


Preferred Property Results:

Map

Preferred Management Results:

List

Done



Market Conditions

Quarterly MSA


All Changes

Home

Search Properties

Results

Nationwide

Filters: 75003 

Advanced Search

Save this Search

Previous Searches

Apply Filters

Property Name:

Number of Units (2 - 474):

Management Company:

Price Class:

Asset/Fee:

Results by Map

Results by List

28 Property Results

Show Properties on map

No Boundaries

ZIP Codes

City

County

MSA

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Compass Home Page Tips

Property and unit counts change daily

Search Compass

Find your saved property searches and sales routes

Quick search for properties, management companies, and contacts

Properties

Management

Contacts

Quick Search For Properties...

Search

Saved Items

Favorites

Find all your favorited properties and management companies

Contacts

Properties

Management Companies

New Construction

Owners

Nationwide

Total Compass Listings

Properties183,889

Units24,143,504

Confirmed Leasing

Properties144,714

Units18,075,792

Conventional112,799

Active Listings78,308

Less than 50 Units46,742

Affordable33,878

On New Construction Report27,905

Senior Living21,547

Low Income Affordable14,966

Condo or Individually Owned7,097

Assisted Living4,237

Student Housing3,711

In Lease Up3,430

Property Closed1,263

Refuse to Update210

Military Housing177

Click on any hyperlinked category to open a prepopulated property search for those categories

Compass Home Page

Property and unit counts change daily

○ Total Compass Listings

- This is the total number of properties and units in our entire database, including properties that are currently being researched
- This is not meant to be a sum of the property segments listed on above on the home page

○ Confirmed Leasing

- This is the total number of properties and units in our entire database that we can confirm are multifamily properties
- This is not meant to be a sum of the property segments listed on above on the home page

Nationwide

Total Compass Listings

Properties	183,889
Units	24,143,504

Confirmed Leasing

Properties	144,714
Units	18,075,792

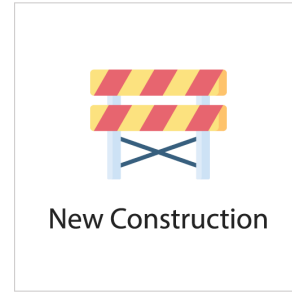
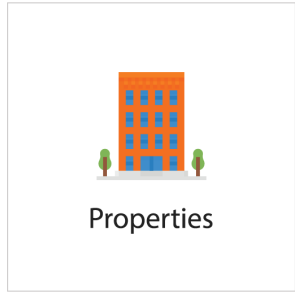
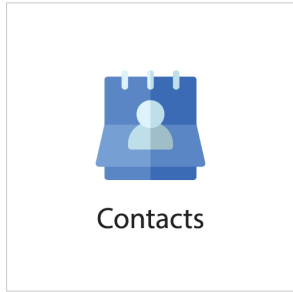
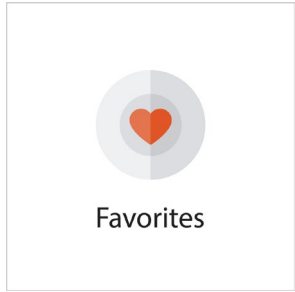
Conventional	112,799
Active Listings	78,308
Less than 50 Units	46,742
Affordable	33,878
On New Construction Report	27,905
Senior Living	21,547
Low Income Affordable	14,966
Condo or Individually Owned	7,097
Assisted Living	4,237
Student Housing	3,711
In Lease Up	3,430
Property Closed	1,263
Refuse to Update	210
Military Housing	177

Property Segment Definitions

Active Listings	Multifamily properties with 50 or more units that are not HUD subsidized and are not an assisted living property. Property types include Conventional, Mixed Residential, Senior Affordable and Independent Living, Affordable Housing, and Student Housing. Only these properties are contacted for updates on ALN's 25-business day cycle.
Condos or Individually Owned	Properties that ALN knows to be fully individually owned condos, and do not lease. ALN does list condo units available for lease if operated as a group by a fee management firm, but units fitting that description are not included in this property type. A notation in a property's unit mix would denote condo units for lease.
On New Construction Report	New construction projects for all multifamily product types. Project statuses range from pre-construction to properties that are in lease-up, but not yet stabilized. Properties that have started pre-leasing will be updated every month until stabilized.
In Lease Up	Leasing, but not yet stabilized
Less than 50 Units	Properties with less than 50 units. Properties that pay commissions to apartment locators are updated on ALN's normal update schedule, those that do not pay locator commissions are updated less frequently.
Property Closed	Demolished, bankrupt, etc. Include temporary lease-downs and closings, but identified to be torn down
Refuse to Update	Verbally asked us not to call; however, we will try other methods to update
Conventional	Properties that are not student, senior or income restricted
Senior Living	Senior Independent Living– Age-restricted properties. Generally, these properties require residents to be above 55 years old, or 62+ years old
Assisted Living	Properties that are age-restricted and provide generalized or specialized medical care or monitoring of residents
Student Housing	Properties that rent by the bed, rather than by unit. These properties are open to the public per current Fair Housing laws, but mostly target students for their residents
Affordable	These are properties with an income cap for prospective residents to be eligible to lease
Low Income Affordable	Property is subsidized and the tenant pays a portion of their income as rent
Military Housing	Housing for military related personnel only. Generally located on military bases and privately developed

Compass Home Page

These are the main search areas



Find all the Properties and Management Companies you've added to your favorites

Search by name, company name, and job categories

Find one or multiple properties with filters or by geography

Search management companies by name, portfolio size, etc.

View, sort and filter through new construction projects across the country

Review aggregated information on ownership entities

Optimized To Be Where You Are

Take your Compass everywhere you go

*Make sure that you have Location Settings set to "On" for your device's internet browser (settings vary from device to device) so that ALN's mapping features work with your device.

iPad or iPhone

Launch Safari app. *Please note that this does not work from the "Chrome" app.

Log into your Compass account from <https://my.alndata.com/>

Tap the icon featuring a right-pointing arrow coming out of a box along the top of the Safari window to open a drop-down menu.

Tap Add to Home Screen. The "Add to Home" dialog box will appear, with the icon that will be used for this website on the left side of the dialog box.

Enter the name for the shortcut using the on-screen keyboard and tap Add. Safari will close automatically, and you will be taken to where the icon is located on your iPad's desktop.

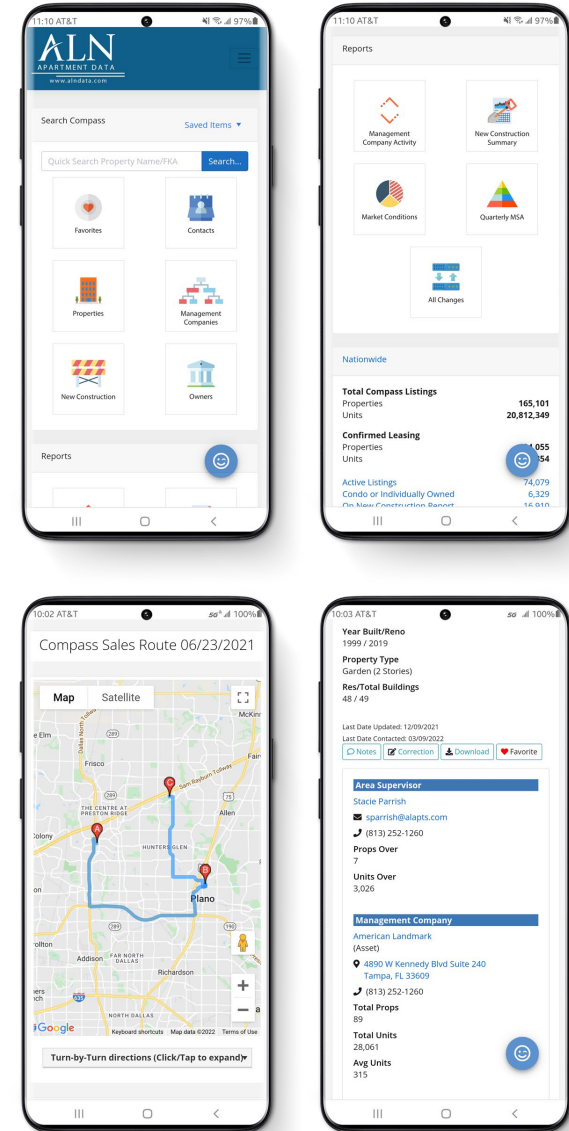
Android

Launch the Chrome app. *Please note that this does not work from the device's native web browser app.

Log into your Compass account from <https://my.alndata.com/>

Tap the menu icon (3 dots in upper right-hand corner) and tap Add to Home Screen.

You'll be able to enter a name for the shortcut and then Chrome will add it to your home screen.



Compass Home Page

These are the main report areas



Management
Company Activity

A log of management gains and losses of properties over the past 60 days, management offices with no more properties associated with them, and new management companies (or offices) with properties associated with them



New Construction
Summary

Choosing a market from the Summary list will open a two-page PDF summary of that market's pipeline, updated on the first of each month



Market Conditions

Choosing a market from the Market Conditions list will open an enhanced version of the Market Review PDF report available on our website



Quarterly MSA

Choosing an MSA from the list will open a PDF report updated at the beginning of each quarter, detailing multifamily and economic data for the previous quarter



All Changes

View changes to all Managers, Area Supervisors, Management Companies, and Property Names from the past day, 7, 14, or 30 days

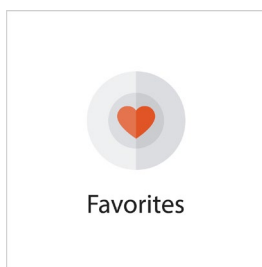


Searching Tips

Finding contacts, properties, management companies, and more

ALN
APARTMENT DATA

www.alndata.com

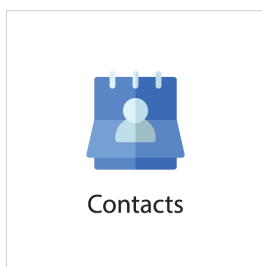


Find all the Properties and Management Companies you've added to your favorites

- You can add Properties and Management Companies to Favorites by selecting the heart icon in either the search results or on the individual record
- Choosing Favorites from the home page will show you a tabled list of all your favorite properties and/or management companies
- You can sort and filter all your favorites
- If you have not added anything to your favorites, this icon does not show on your home page

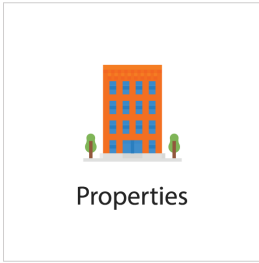
Favorite Properties

		Property ↑	Address	Year Built	Occupancy	# Units	Management Co
♥		1201 Park	1201 E Park Blvd Plano, TX 75074-5335	1997	93	368	Cortland
♥		23Hundred @ Ridgeview	2300 Kathryn Ln Plano, TX 75025-5214	1999	94.4	480	American Landmark
♥		Acqua at Legacy Village	5760 Daniel Rd Plano, TX 75024-4224	2007	N/A	64	UDR



Search by name,
company name, and
job categories

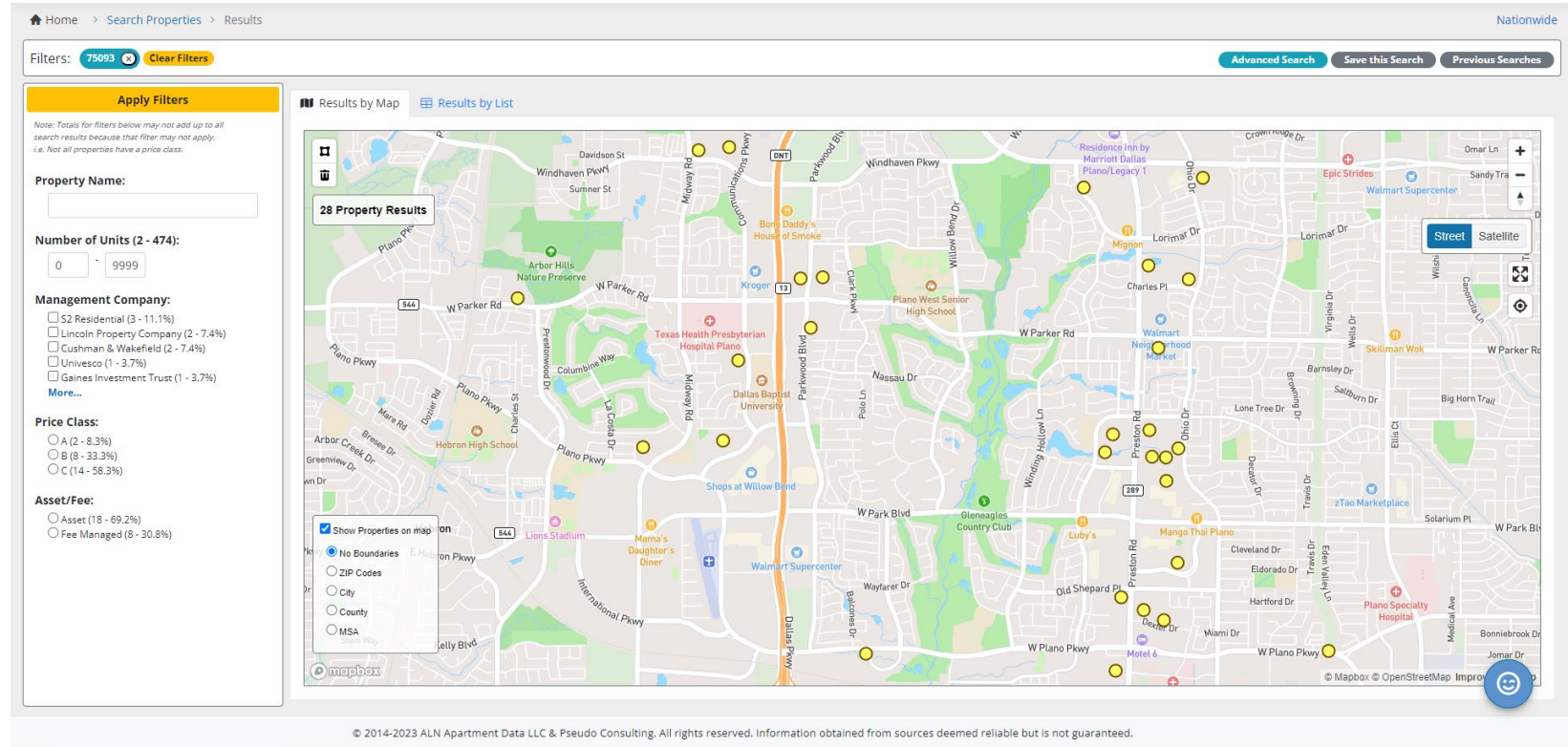
- Try searching with less. For example, for the company name search for Lincoln instead of Lincoln Property Company
- Search for a person by last name if their first name can be spelled multiple ways
- Mix and Match! Search a company name and a job category to shorten your search
- Choose just a job category to see all contacts in that Market who work in that capacity
- There are some email addresses notated with a red exclamation point (!). These addresses may work fine on a one-by-one basis but bounce when used in a bulk email. There may be any number of additional reasons that those email addresses bounced
- If you click on an individual contact, then you'll see their contact page. On this page you'll see two icons to the right of their general contact info. Clicking the download icon will download their V-Card, which you can then save to your email provider contact list.
- We don't rely on our clients to update our data, but sometimes you know something before we do! On every contact record you'll find an edit icon. Clicking on this icon opens a dialogue box so you can submit a change for our review. Changes are only made when the information is verified, so we ask that you allow up to 48 business hours for us to research the information

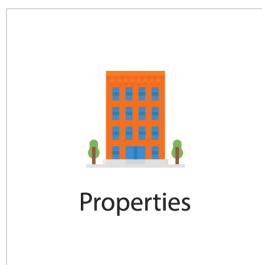


Properties

Property Results (Results by Map)

- The left side of the screen will show all available filters you can add to the map (and results).
- When you've added a filter, click the yellow "Apply Filters" button at the top of the left column.
- You can remove filters across the top left of the screen
- To the bottom left of the map is a white box that will allow you to choose to see boundaries on the map, such as ZIP Codes, City, and more
- The top left of the map will display the number of properties from your initial search and subsequent filters
- Dots on the map will "cluster" together at certain heights to allow for a cleaner map view. Clicking on a cluster will zoom into that cluster of properties
- The top right of the screen is where you'll have the option to go back to the Advanced Search, Save this Search, and recall Previous Searches

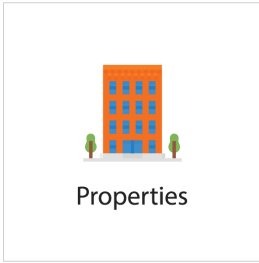




Property Results (Results by List)

- Add any property from your results to your Favorites by clicking the outlined heart
- Clicking on Gather Management will take you to a new table showing the unique Management Companies that own/manage the properties in your results.
- Export your results into Excel or KML file (must have export permissions)
- Click any column header to sort by that category, or drag one to group the results (will not export into groups)
- Yellow highlighted properties are not tracked (less than 50 units, mobile homes, etc.)
- Peach highlighted properties are currently being researched or refuse to update

<div> Export to Excel Sales Routing Export to KML (Google Earth) Gather Management </div>												
Drag a column header and drop it here to group by that column												
<div> <div>1</div> <div>50</div> <div>items per page</div> </div>												
1 - 28 of 28 items												
	ALN Id	Property ↑	City	State	ZIP	Market	Built	# Units	Management Company	Class	Asset/Fee	Occupancy
♥	239556	AMLI West Plano	Plano	TX	75093	TX - Dallas/Ft. Worth	2015	264	AMLI Residential	A	Asset	95.8
♥	137585	Bentley Place at Willow Bend	Plano	TX	75093	TX - Dallas/Ft. Worth	1996	368	Gaines Investment Trust	C	Asset	97.8
♥	137590	Carrington Park	Plano	TX	75093	TX - Dallas/Ft. Worth	1996	364	Cushman & Wakefield	C	Asset	90.6
♥	137288	Colonnade at Willow Bend	Plano	TX	75093	TX - Dallas/Ft. Worth	1994	338	Lincoln Property Company	B	Fee Managed	95.8
♥	137881	Cortland Arbor Hills	Plano	TX	75093	TX - Dallas/Ft. Worth	2000	330	Cortland	B	Asset	95
♥	135879	Cottages at Tulane	Plano	TX	75093	TX - Dallas/Ft. Worth	1991	268	Palladium Management	C	Asset	100
♥	135653	Dayton	Plano	TX	75093	TX - Dallas/Ft. Worth	1986	389	S2 Residential	C	Asset	N/A
♥	137642	Ellington	Plano	TX	75093	TX - Dallas/Ft. Worth	1996	266	S2 Residential	C	Asset	81.1
♥	275814	Evoke	Plano	TX	75093	TX - Dallas/Ft. Worth	2017	459	CAF Management	A	Fee Managed	94
♥	135640	Hathaway at Willow Bend	Plano	TX	75093	TX - Dallas/Ft. Worth	1985	229	S2 Residential	C	Asset	89
♥	137974	Heritage at Lakeside	Plano	TX	75093	TX - Dallas/Ft. Worth	2001	181	Two Coast Living	C	Asset	100
♥	137764	La Ventura	Plano	TX	75093	TX - Dallas/Ft. Worth	1998	324	Lincoln Property Company	C	Fee Managed	97.2
♥	136318	Lakeshore at Preston	Plano	TX	75093	TX - Dallas/Ft. Worth	1993	302	Waterton	B	Fee Managed	93.3
♥	137794	Livingston	Plano	TX	75093	TX - Dallas/Ft. Worth	1999	180	Grand Peaks Property Management	B	Asset	96.5
♥	135870	MAA Highwood	Plano	TX	75093	TX - Dallas/Ft. Worth	1984	196	MAA	C	Asset	N/A
♥	375390	Mariposa Apartment Homes at Plano Parkway	Plano	TX	75093	TX - Dallas/Ft. Worth	2026	200				0.01
♥	216540	Marquis at Preston Park	Plano	TX	75093	TX - Dallas/Ft. Worth	1994	2	Independent			N/A
♥	135884	Old Shepard Place	Plano	TX	75093	TX - Dallas/Ft. Worth	1989	244	Cushman & Wakefield	B	Fee Managed	88.1



Advanced Search

- Try Searching with less. For example, search for Gramercy instead of Gramercy Oaks
- Narrow down your search by defining the Year Built or Number of Units range to the right of the search page
- If you opt to save a search, you can recall (and delete) that search the next time you come to the property search page or by choosing Saved Search on the home page
- You can create a note on any Property record

The screenshot displays the Advanced Search interface with the following sections:

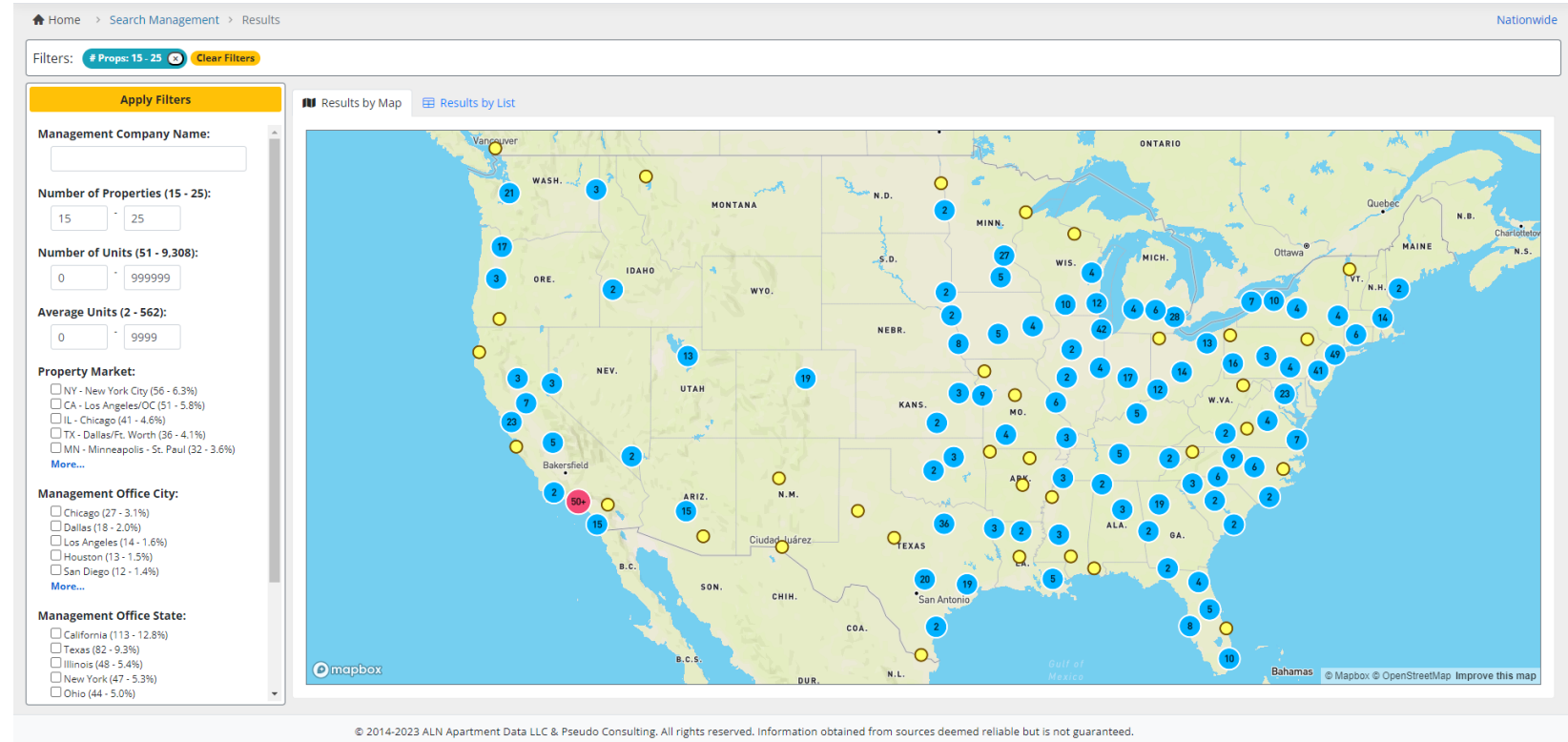
- Left Column:**
 - ALN Markets: All Markets
 - Property Name/FKA: [Text Field]
 - Address: [Text Field]
 - City: [Text Field]
 - State: All States
 - ZIP: [Text Field]
 - County: [Text Field]
 - Management Company: [Text Field]
 - Mgmt Co. Asset or Fee: All (Dropdown)
 - Distance from a Target: Use button to select the target... (with a location pin icon)
- Right Column:**
 - Number of Units: 0 to 9,999
 - Number of Buildings: 0 to 9,999
 - Year Built: 1800 to 2024 (or Renovated)
 - Year Renovated: 1900 to 2024
 - Occupancy Rate: 0 to 100
 - PM Software: All
 - ALN Id: [Text Field]
 - ALN Price Class: All (Dropdown with a blue info icon)
 - Rent/Sqft Percentile: 0 to 100
- Bottom Section:**
 - Property Type (By default all properties are searched except properties being researched) (Dropdown)
 - Amenities (open for additional search criteria) (Dropdown)
 - Include Research Listings: [Toggle Switch]
 - Search... (Blue Button) | Return (Grey Button)

- The blue info icon found next to ALN Price Class and Property Types will take you to the “methodology” page on our website for more information on the property segment definitions
- You can expand the Property Type and the Amenities area. In Amenities you can check off one or multiple for your search. However, if you choose more than one amenity, it will only search for properties that have **all** the checked amenities.
- Choosing “All Properties” in the expanded Property Type area includes those property types in your results, “Only” limits to those types, or you can completely exclude property types in your search
- Towards the bottom of the search page is the option to include research listings in your results, this may include duplicates and some listings that are not apartment communities. These listings are excluded by default
- Be aware of the time stamp of last update noted on reports. 1/1/1970 represents a property found and newly entered into our database by research



Management Results (Results by Map)

- The left side of the screen will show all available filters you can add to the map (and results).
- When you've added a filter, click the yellow "Apply Filters" button at the top of the left column.
- You can remove filters across the top left of the screen
- Dots on the map will "cluster" together at certain heights to allow for a cleaner map view. Clicking on a cluster will zoom into that cluster of properties





Management Results (Results by List)

- Management Companies can be searched based on several different criteria. This includes company name, company address, city, state, and zip, number of properties and units, and the average number of units
- You can further filter and sort on the results page
- Choosing Gather Properties will take you to a new table listing all properties belonging to the Management Companies in your table
- Choosing Gather Contacts will take you to a new table listing all properties belonging to the Management Companies in your table

Home > Search Management > Results

Filters: # Props: 15 - 25 (Clear Filters)

Apply Filters

Management Company Name:

Number of Properties (15 - 25): 15 - 25

Number of Units (51 - 9,308): 0 - 999999

Average Units (2 - 562): 0 - 9999

Property Market:

- ☐ NY - New York City (56 - 6.3%)
- ☐ CA - Los Angeles/OC (51 - 5.8%)
- ☐ IL - Chicago (41 - 4.6%)
- ☐ TX - Dallas/Ft. Worth (36 - 4.1%)
- ☐ MN - Minneapolis - St. Paul (32 - 3.6%)

More...

Management Office City:

- ☐ Chicago (27 - 3.1%)
- ☐ Dallas (18 - 2.0%)
- ☐ Los Angeles (14 - 1.6%)
- ☐ Houston (13 - 1.5%)
- ☐ San Diego (12 - 1.4%)

More...

Management Office State:

- ☐ California (113 - 12.8%)
- ☐ Texas (82 - 9.3%)
- ☐ Illinois (48 - 5.4%)
- ☐ New York (47 - 5.3%)
- ☐ Ohio (44 - 5.0%)

Results by Map Results by List

Export to Excel Gather Properties Gather Contacts

Select Categories/Markets

Select Contacts with these Job Categories (must select at least one)

- ☐ Accounting
- ☐ Acquisitions/Dispositions
- ☐ Area Supervisor/Regional Manager
- ☐ Broker
- ☐ Compliance
- ☐ Construction/Development

Limit to Contacts that work in these ALN Markets (leave unchecked for all markets)

- ☐ Market
- ☐ AK - Anchorage
- ☐ AK - Outlying
- ☐ AL - Birmingham
- ☐ AL - Huntsville
- ☐ AL - Mobile

Gather

Id	Company Name	Address	City	State	Zip	Units	Properties
114510	American Property Management	15 Lake Bellevue Drive	Bellevue	WA	98005	25	4,500
112899	Multifamily Management, Inc.	2866 Dauphin Street	Mobile	AL	36606	25	4,411
110000	Arcan Capital, LLC	3715 Northside Parkway Building 100	Atlanta	GA	30327	25	4,369
143103	Denizen Management	20 W Carmel Drive	Carmel	IN	46032	25	3,993
110850	REM Capital Management	835 129th St NE	Bradenton	FL	34212	25	3,960
113711	Reliant Property Management	5140 Business Center Dr	Fairfield	CA	94534	25	3,911
146145	NXT Property Management	1018 W Atherton Dr	Salt Lake City	UT	84123	25	3,846
146950							
137694							
138648							
109803							
119707							
113675							
142308							
126144							
144419							
143138							
144514							

1 - 50 of 886 items

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Search management companies by name, portfolio size, etc.

- When you choose a Management Company to view, a Property name or Contact is a link to their property page or contact page respectively
- Clicking the corrections button opens a dialogue box so you can submit a change for our review. Changes are made when the information is verified, so we ask that you allow up to 48 business hours for us to research the information
- Clicking on the company name in any level of the organization chart will “filter” the information provided on the Property and Office Map, Contacts, and Properties sections to show only relevant data to the area/level that you clicked on
- The Management Company page is now tabbed to make it easier to navigate. The sections are Properties, Contacts, Organization Chart, Office and Properties Map, and Properties Lost or Gained. A tab will not be visible if there is no relevant information to view. For example, if the management company has not had any gains or losses in its portfolio in the previous 90 days, the Properties Lost or Gained tab will not be visible.

Home > Search Management > Results > Management Info

Nationwide

Greystar

Properties Contacts Organization Chart Office and Properties Map Properties Lost or Gained

465 Meeting St Suite 500
Charleston, SC 29403

Market: SC - Charleston
Phone #: (843) 579-9400
Fax #: (843) 579-9420
Website: <https://www.greystar.com/>

Properties: 2,638
Units: 702,157
Average Year Built: 2007
Average Occupancy: 86.0%
Average Market Rent: \$2,245
Average Effective Rent: \$2,206

Asset: 450 - 17.1%
Fee Managed: 2,102 - 79.7%
Class A: 659 - 25.0%
Class B: 694 - 26.3%
Class C: 721 - 27.3%
Class D: 183 - 6.9%

AiM (AssetWorks): 1 - 0.0%
AppFolio: 3 - 0.1%
Entrata: 464 - 17.6%
Knock: 1 - 0.0%
Newco: 1 - 0.0%
No Answer/Don't Know: 3 - 0.1%
No Program: 2 - 0.1%
OneSite: 726 - 27.5%
OnSite: 4 - 0.2%
Other: 15 - 0.6%
Own Program: 2 - 0.1%
RealPage: 377 - 14.3%
Rent Manager: 1 - 0.0%
Yardi: 838 - 31.8%
Yardi-Voyager: 115 - 4.4%

☒ Correction ☐ Favorite

Export to Excel ☒ Favorite All Properties ☐ Unfavorite All Properties

ALN Id	Property	City	State	ZIP	Market	Manager	Area Supervisor	# Units	Class	Asset/Fee	PM Software	PMS Notes
336762	1 Flatbush Avenue	Brooklyn	NY	11217	NY - New York City	Brandon Castro		183	A	Asset	Yardi	
309676	10 Westedge	Charleston	SC	29403	SC - Charleston	Danielle King	Betsy Crane	350	A	Fee Managed	OneSite	
154037	100 Capitol Yards	Washington	DC	20003-4846	DC - Washington	Dom Williams	Ryan Herb	246	B	Fee Managed	Yardi	
147659	100 Midtown	Atlanta	GA	30309-3810	GA - Atlanta	Stacey Felton	Dannye Marbury	118		Fee Managed	Entrata	
372752	100 Steuben	Brooklyn	NY	11205	NY - New York City	Amanda Walker-Saylor		43				
253782	1000 Jefferson	Hoboken	NJ	07030-6485	NY - New York City	Jessica Marinaro	Tanya Mariotti	217	B	Fee Managed	RealPage	OneSite
256913	1000 West	Charleston	SC	29414-5157	SC - Charleston	Kate Rohrbach	Kathlina Sampson	240	C	Fee Managed	Yardi	
276041	1001 South State	Chicago	IL	60605	IL - Chicago		Maris McHugh	397	B	Fee Managed	Yardi	
270549	101 Center	Arlington	TX	76010	TX - Dallas/Ft. Worth	Ny Foster	Oscar Martinez	244		Fee Managed	Entrata	
258653	1010 Dilworth	Charlotte	NC	28204	NC - Charlotte	Samantha McLaughlin	Renata Rushing	184	A	Fee Managed	OneSite	
121105	10X Living Columbia Town Center	Columbia	MD	21044-4888	MD - Baltimore	Devin Murray	Lindsay McKenna	531	B	Fee Managed	OneSite	



General Tips

From exporting to alerting us about changes in data, these tips are sure to help

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Sales Routing

- From any properties search results, you can choose multiple properties to add them to a sales route.
- To select properties from the table that are not adjacent to each other, hold your Ctrl key on your keyboard and left click on each property you want
- Once you've selected the properties you want, click the Sales Routing button from the top of the table



Sample Route - [Click Here to Change Name](#)

Optimize Route? ☒ [Add a stop to this Route](#)

Show Nearby Properties and Management Companies? ☐

[Send this route to my Phone](#) [Send this route to my Email](#)

Name	Address	
1201 Park	1201 E Park Blvd, Plano, TX 75074-5335	X
Alta Vista	700 18th St., Plano, TX 75074-5659	X
Amber Vista	1901 E 15th St., Plano, TX 75074-6463	X
23Hundred @ Ridgeview	2300 Kathryn Ln., Plano, TX 75025-5214	X
Alta 289	7950 Preston Rd., Plano, TX 75024	X
Acqua at Legacy Village	5760 Daniel Rd., Plano, TX 75024-4224	X
AMLI West Plano	5961 W Parker Rd., Plano, TX 75093	X

Total Distance: 24.46 miles, about 58.6 minutes. [Create a copy of this Route](#) [Delete this Route](#)

- Click the name at the top left to change the name to whatever you would like (defaults to Compass Route (Today's Date))
- By default, the route is optimized for the fastest route. You can rearrange the route by changing the Optimize Route to "No" and dragging the stops up or down
- You can have the map show nearby Management Company offices, which can then be added to the route
- You can add any property, management company, or any address you want by clicking the Add a Stop to This Route button
- The total distance and time is listed above the map, as is the option to create a copy of the route and delete the route
- You can send the route to your cell phone or have it emailed when you're done
- Saved Sales Routes can easily be accessed from the home page, at the top right of the Search area

General Tips & Tricks

- See any information you believe needs to be updated? Throughout Compass there is a Corrections icon that, when clicked, will open a pop-up form to fill out any changes you see need to be made. Any information you may provide will be researched and changes will be updated as necessary
- Excel exports can provide additional information than what is in the results. For example, any property search results will have general information shown, but when exported into Excel will have a more detailed look at each property in the export
- Across the top of Compass are several helpful links, including your Account Manager and Salesperson's email address, a link to Tech Support, and a button for you to send us your suggestions for the program. There's also a link to register for our referral program!
- You can export property results into a KML file, a file format used to display geographic data in an Earth browser such as Google Earth
- Saved Searches and Sales Routes can be found on the home screen, along with the Quick Property Search field

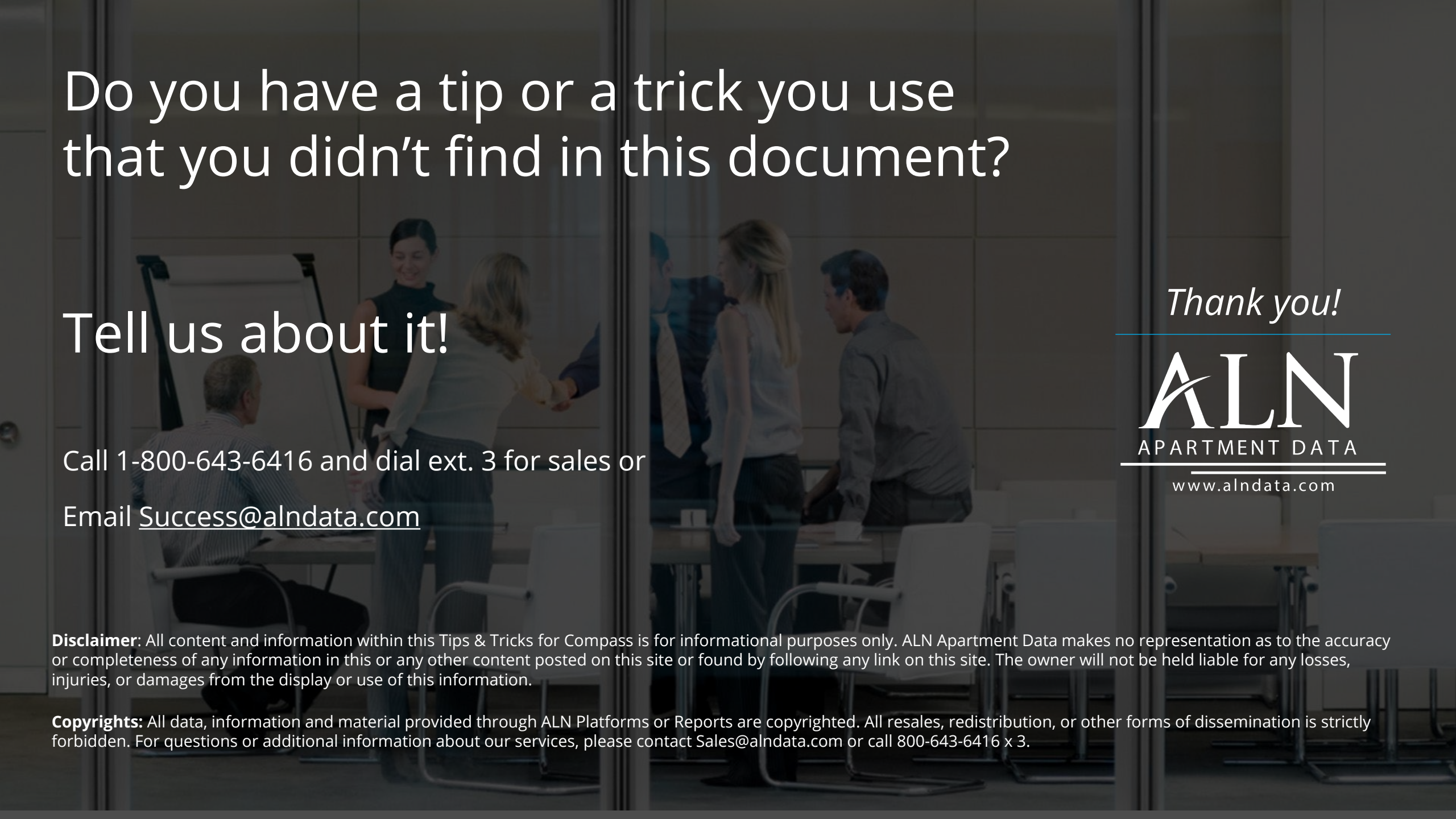
Exporting to Excel & Email Marketing

Exporting to Excel

- Perform your search based on your criteria in Contacts, Properties, Management Companies, or Owners
- You must choose which records from your results you wish to export. To choose all of them at once click the empty checkbox located above your first result in the table header area
- Click the Export to Excel button at the top of your results
- Import your Excel list into any email marketing service in a CSV format
- There are some email addresses that work fine on a one-by-one basis but bounced when they were used in a bulk email by ALN. They are notated with a red exclamation point (!), but there may be any number of additional reasons that those email addresses bounced

Email Marketing – What You Should Know

- **Always comply with Spam Laws**, including (but not limited to) providing an Unsubscribe link for the recipients of your email marketing. For additional information please visit <https://www.ftc.gov/business-guidance/resources/can-spam-act-compliance-guide-business>
- When you send bulk emails you may get bounces from your email list. Some company's ISP (Internet Service Providers) block messages that it considers to be spam based on many different criteria, including detecting a bulk email message, "spam words," and "spam phrases"
- ALN *highly* recommends you utilize any Bulk Email provider (SendGrid, Salesforce, Mail Chimp, etc.) or CRM (SalesForce, Dynamics 365, HubSpot, etc.) capable of sending large quantities of emails
- Learn the FTC's compliance guide to the CAN-SPAM Act for businesses to ensure you're not in violation of any laws as they pertain to your email marketing.
- More information can be found on the FTC website here: <https://www.ftc.gov/legal-library/browse/rules/can-spam-rule>
- The link to the text of the rule can be found here: <https://www.ecfr.gov/current/title-16/chapter-I/subchapter-C/part-316>



Do you have a tip or a trick you use that you didn't find in this document?

Tell us about it!

Call 1-800-643-6416 and dial ext. 3 for sales or

Email Success@alndata.com

Thank you!

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