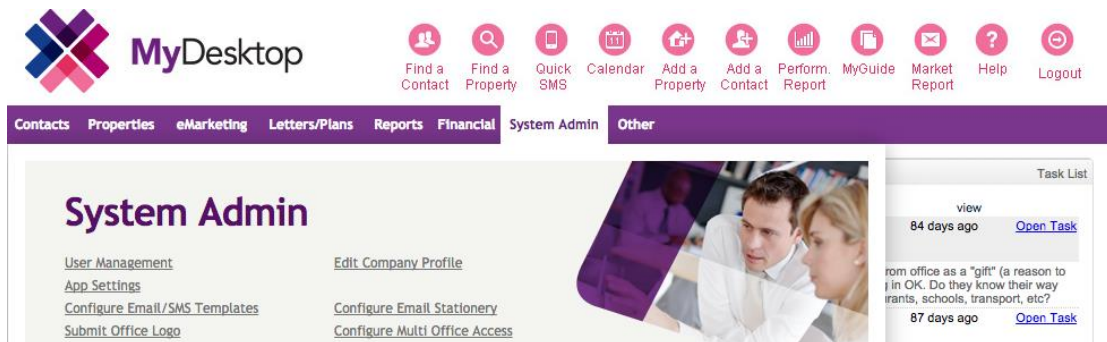## MyDesktop

To use the MyDesktop integration, you must first contact MyDesktop to enable the feature. Once enabled, the Realworks username and password must be entered for each user who requires access.
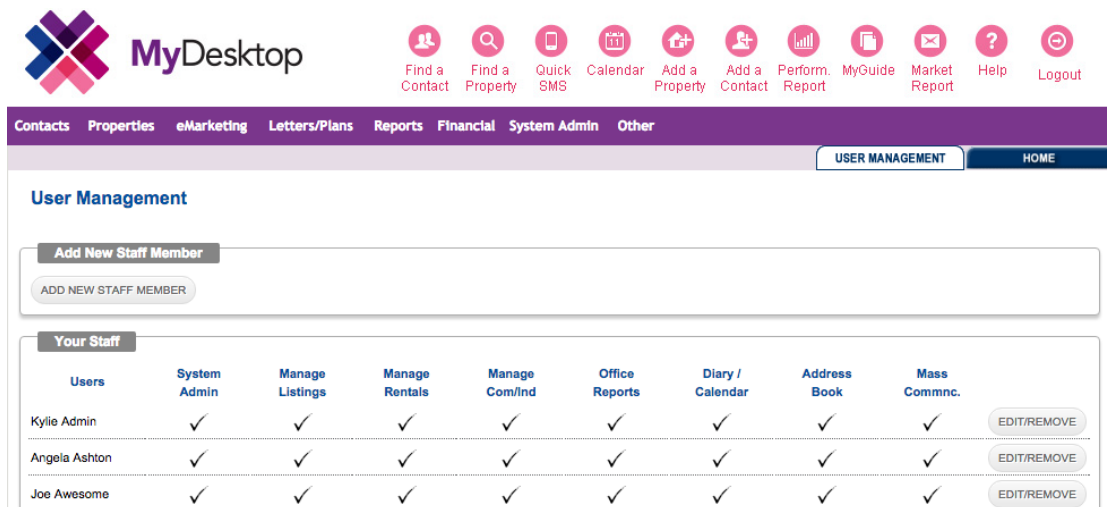
Configuration

To configure Realworks for a user, please:

1. Click on "System Administrator" menu item on the left
2. Click "User Management" sub menu

3. Find the appropriate user and click "Edit/Remove"

4. Scroll down to the section titled "REIForms Account"
5. Enter your Realworks username and password in this area

6. Scroll to the bottom of the page and click "Update Staff Member"

Using MyDesktop Integration

Once the above settings have been entered, you will be able to use the "REI Forms" button on the Property Listing pages. The button will be available at the top of the page within the button array.