



NEW IN SUPRA ONE (FORMERLY BROKERBAY)

Powerful New Brokerage Management Features Available Through Hive MLS

1



BROKERAGE ADMINISTRATORS

Delegate Administrative Responsibilities

Brokerages can now assign Brokerage Administrators (Global, Branch, or Team Administrators) to help manage day-to-day operations.

Administrators Can:

- ✓ Add or remove agents
- ✓ Create and manage teams and groups
- ✓ Edit team memberships
- ✓ Assign Team Administrators
- ✓ Help support growing brokerages



Why It Matters: Distribute administrative tasks, improve efficiency, and reduce the workload on brokerage owners.

2



EXPANDED ADMINISTRATIVE TOOLS

Everything You Need in One Place

Brokerage Administrators and Account Owners have access to enhanced management tools designed to streamline brokerage operations.



Admin Queue & Message Inbox



View Supra Lockbox Activity



Send Brokerage Announcements



Assign Lockboxes to Listings



Update Brokerage Branding & Logo



Manage Unassigned Listings



Process Showing Requests



Automatic Agent Transfers



Template Manager



Merge & Manage Brokerage Listing Data



Why It Matters: Save time while improving communication and brokerage oversight.

3



CENTRALIZED SERVICE MANAGEMENT

One Brokerage. One Subscription.

Brokerage Administrators can subscribe to brokerage-wide services for all agents.



Centralized billing



Simplified service management



Consistent brokerage-wide coverage



Easy activation of services like Live Concierge



Why It Matters: Manage services once instead of requiring every agent to subscribe individually.

4



OFFER REGISTRATION

Organize Every Offer

Enable Offer Registrators directly on listings to create a more organized and transparent offer process.



Register offers in one location



Add offer instructions



Create reusable templates



Notify listing and showing agents of offer activity



Why It Matters: Improve communication, simplify offer management, and create a better experience for agents and clients.

NEED HELP?



SUPRA ONE SUPPORT

For assistance with Supra One (formerly BrokerBay):

1-877-699-6787

Hours: 5:00 AM – 7:00 PM Pacific Time, 7 days a week



Visit the Supra One Tips & Support Center buildings.honeywell.com/us/en/brands/our-brands/supra-systems/tips-support



HIVE MLS SUPPORT

Questions about your Hive MLS account, Supra One access, or training?



Email: support@hivemls.com



Phone: **910-859-2041**



Website: hivemls.com