

# CREATING AN EASYCMA - PARAGON MLS

[www.paragonimls.com](http://www.paragonimls.com)



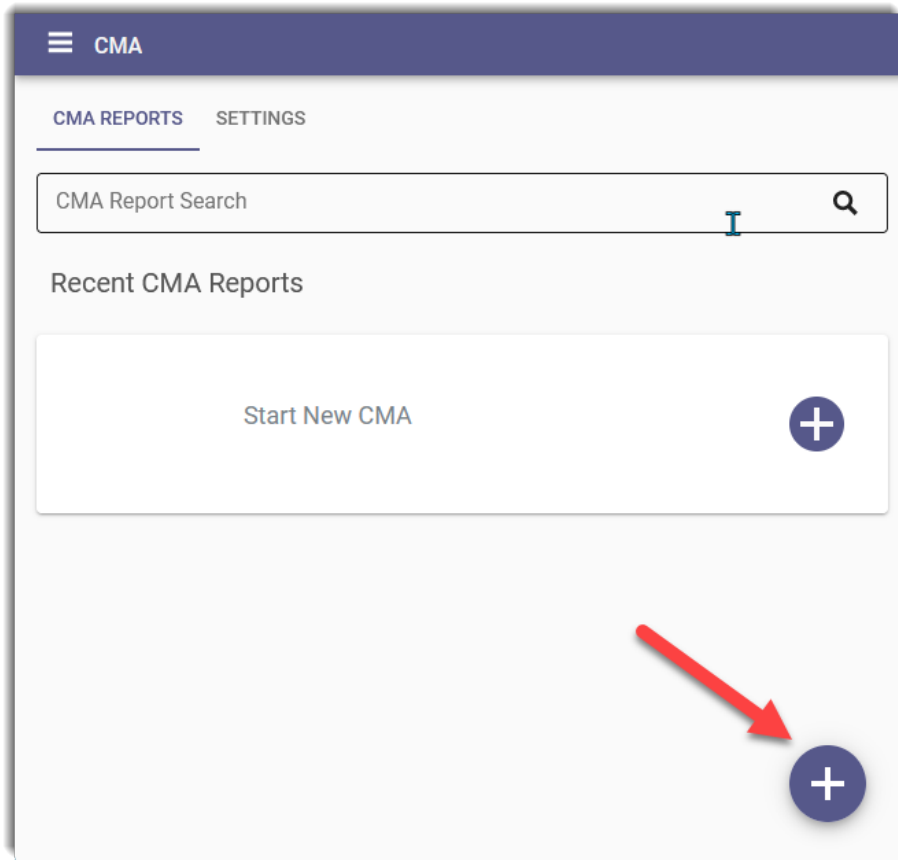


# CREATING AN EasyCMA

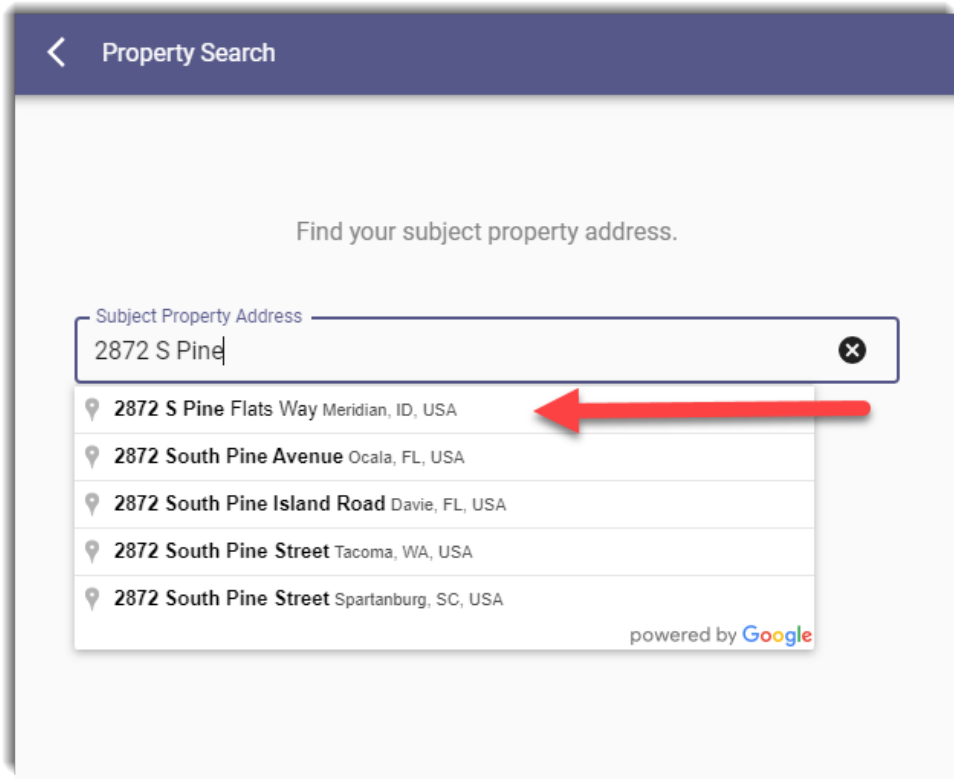
1. From the main toolbar, click CMA>Create an EasyCMA:



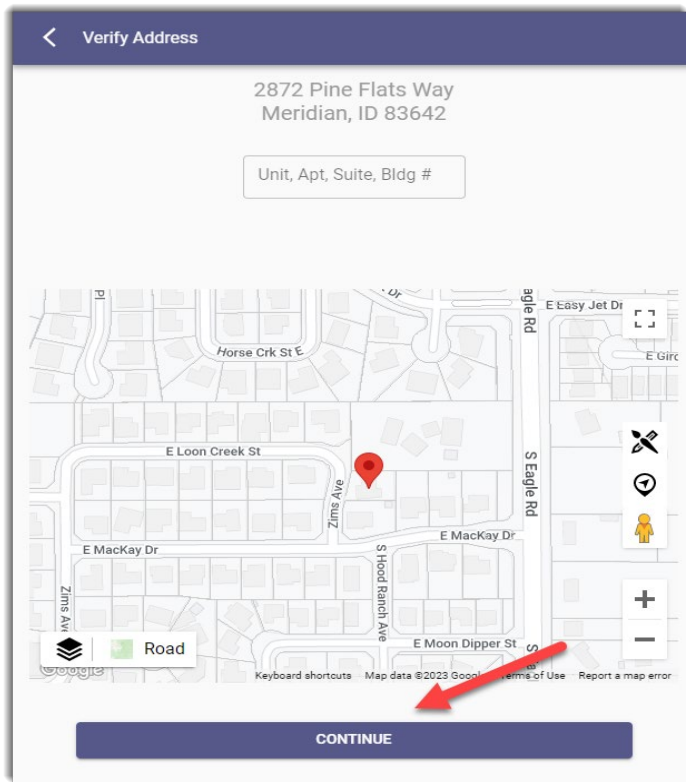
2. Click the Plus "+" to begin.



3. Enter the Subject Property Address and choose from the suggestions.



4. Verify the Subject Property location and click "Continue."



5. Verify the subject property details and click "Next".

Subject Property ...

2872 Pine Flats Way  
Meridian ID 83642

Property Sub Type  
Single Family Residence

Total Bedrooms \*  
6

Full Bathrooms \*  
4

Half Bathrooms \*  
0

Garage Capacity \*  
3

Living Area Square Feet \*  
3414

Lot Size Acres  
0.24

NEXT

6. View the comparable properties. Add adjustments and notes or remove if desired.

Comparables


Comparable Properties  
10

EDIT COMP ORDER MANUALLY ENTER COMP

2909 Zims Ave.  
Meridian ID 83642  
Sold Date 2023-02-27  
Price \$481,330  
Bed 4  
Bathrooms-Full 2

GENERATE CMA

**Comparables**

	\$/SQFT	\$245 / sqft
	Garage	3
	Lot Size (ac)	0.20

**Remove**      **Adjustments & Notes**

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**2824 Brandys Jewel**  
Meridian ID 83642

Sold Date	2023-02-14	<b>Sold</b>
Price	<b>\$485,000</b>	
Bed	4	
Bathrooms-Full	2	
Bathrooms-Half	0	
Living SqFt	2022	
\$/SQFT	\$239 / sqft	
Garage	3	
Lot Size (ac)	0.25	

**Remove**      **Adjustments & Notes**

**Edit Adjustments**      **SAVE**

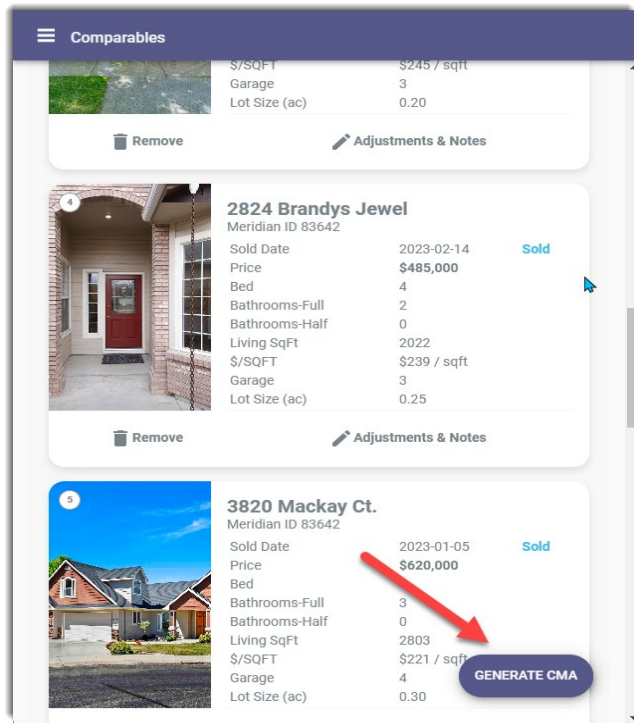
**2824 Brandys Jewel**  
Meridian ID 83642  
Price **\$485,000** **Sold**

Adjustment Notes

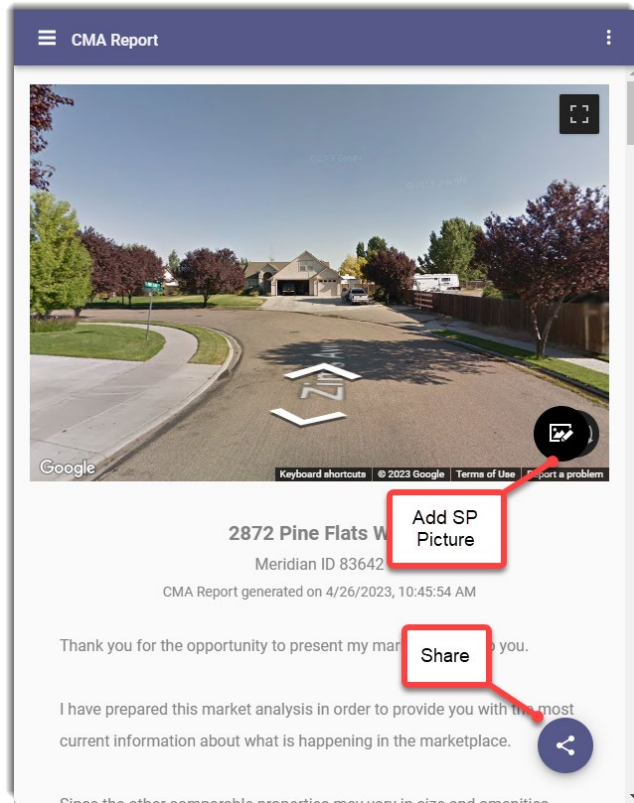
**Individual Adjustments**

Bedrooms	4	Adjustments +/- <input type="text" value="0"/>
Bathrooms Full	2	Adjustments +/- <input type="text" value="0"/>
Bathrooms Half	0	Adjustments +/- <input type="text" value="0"/>
Living Area Sq FT	2022	Adjustments +/- <input type="text" value="0"/>
Garage Capacity	3	Adjustments +/- <input type="text" value="0"/>
Lot Size Acres	0.25	Adjustments +/- <input type="text" value="0"/>

7. Click "Generate CMA" to create the presentation.



8. Add subject property photo (if desired) and click to share/ email presentation.



**CMA Report**

### Comparable Pricing Summary

**\$758,900** ↑  
Highest Property Value

**\$561,922** AVG  
Average Sold Price

**\$485,000** ↓  
Lowest Property Value

**\$568,720** AVG  
Average List Price

**Comparable Statistics**  
Listings categorized by status type

Email CMA

X

8. Click the menu on the top left to print / save as PDF.

**CMA Report**

### Comparable Pricing Summary

**\$758,900** ↑  
Highest Property Value


**\$561,922** AVG  
Average Sold Price

**\$485,000** ↓  
Lowest Property Value

**\$568,720** AVG  
Average List Price

Print





**10**  
Properties

● Active
● Pending
● Sold

**01 Active Properties**  
Listings that are active in the market and are comparable at your property

- Average List Price: \$598,900
- Average Days on Market: 135
- Avg SqFt: 2323
- Avg List Price per SqFt: \$258



**02 Pending Properties**  
Listings that are pending in the market and are comparable to your property

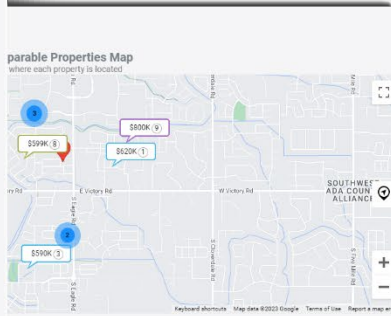
- Average List Price: \$694,900
- Average Days on Market: 82
- Avg SqFt: 2772
- Avg List Price per SqFt: \$251

**07 Sold Properties**  
Listings that are sold in the market and are comparable to your property

- Average List Price: \$591,443
- Avg SqFt: 2430
- Average Sold Price: \$578,414
- % Sale Price to List Price: 98
- Avg List Price per SqFt: \$244

**\$536,025**  
Average AVM Value

	Range	Value
	\$480,600 - \$599,400	\$540,000
	\$478,845 - \$585,255	\$532,650



**Comparable Properties**

10

- 2686 Green Canyon Dr**  
Meridian ID 63642

**Sold**

Sold Date: 2022-12-29  
Price: \$555,000

Bed: 3  
Bathrooms-Full: 2  
Bathrooms-Half: 0  
Living SqFt: 2166  
S/SQFT: \$256 / sqft  
Garage: 3  
Lot Size (ac): 0.25

**2592 E. Green Canyon Dr.**  
Meridian ID 63642

**Sold**

Sold Date: 2022-12-20  
Price: \$549,900

Bed: 3  
Bathrooms-Full: 2  
Bathrooms-Half: 0  
Living SqFt: 2189  
S/SQFT: \$251 / sqft  
Garage: 3  
Lot Size (ac): 0.30

**2761 E Green Canyon Dr**  
Meridian ID 63642

**Sold**

Sold Date: 2022-11-07  
Price: \$525,000

Bed: 3  
Bathrooms-Full: 2  
Bathrooms-Half: 1  
Living SqFt: 2104  
S/SQFT: \$249 / sqft  
Garage: 3  
Lot Size (ac): 0.29

**3088 Tybalt Ct**  
Meridian ID 63642

**Sold**

Sold Date: 2023-02-14  
Price: \$675,000

Bed: 4  
Bathrooms-Full: 2  
Bathrooms-Half: 1  
Living SqFt: 2794  
S/SQFT: \$241 / sqft  
Garage: 4  
Lot Size (ac): 0.24

**3828 Calabria Place**  
Meridian ID 63642

**Sold**

Sold Date: 2023-01-12  
Price: \$534,000

Bed: 4  
Bathrooms-Full: 2  
Bathrooms-Half: 1  
Living SqFt: 2402  
S/SQFT: \$222 / sqft  
Garage: 4  
Lot Size (ac): 0.28

**2753 Zims Pl.**  
Meridian ID 63642

**Active**

List Date: 2022-12-12  
Price: \$598,900

Bed: 3  
Bathrooms-Full: 2  
Bathrooms-Half: 1  
Living SqFt: 2323  
S/SQFT: \$257 / sqft  
Garage: 3  
Lot Size (ac): 0.25

**3995 E Reja Dr.**  
Meridian ID 63642

**Pending**

List Date: 2022-12-15  
Price: \$799,900

Bed: 4  
Bathrooms-Full: 2  
Bathrooms-Half: 1  
Living SqFt: 3139  
S/SQFT: \$254 / sqft  
Garage: 3  
Lot Size (ac): 0.25

**3085 Grimes Creek Ave**  
Meridian ID 63642

**Pending**

List Date: 2022-12-23  
Price: \$589,900

Bed: 4  
Bathrooms-Full: 2  
Bathrooms-Half: 0  
Living SqFt: 2404  
S/SQFT: \$245 / sqft  
Garage: 3  
Lot Size (ac): 0.28

[EDIT COMPARABLES](#)

**Comparable Pricing Summary**

<b>\$799,900</b> ↑ Highest Property Value	<b>\$539,000</b> ↓ Lowest Property Value
<b>\$591,443</b> <small>AVG</small> Average Sold Price	<b>\$612,880</b> <small>AVG</small> Average List Price

Add listings from a Paragon property search:

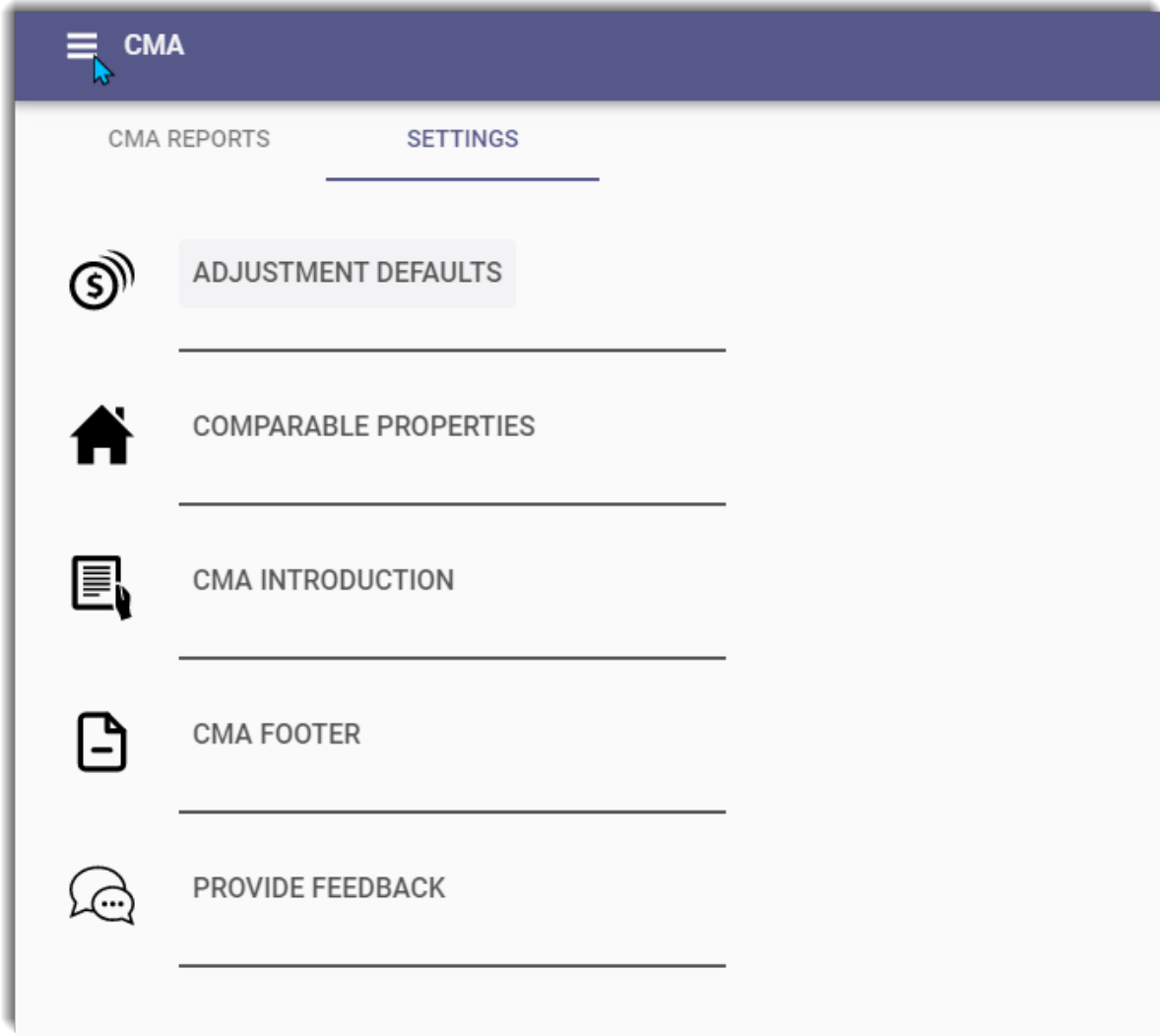
1. Select listings from search results.
2. Click the "More" menu and choose "Add to EasyCMA".

The screenshot shows a software interface for managing real estate listings. At the top, there's a header with 'MLS Defined Spreadsheet 3 (10)' and a '+ New Search' button. Below the header is a toolbar with icons for Email, Share, Save, Print, Export, Customize, Correction, Actions, and More. The main area displays a table of search results with columns for MLS #, Type, Status, Price, and PrcS. A summary section on the right shows 'TOTAL PRICE' with values of \$6,152,900 and \$3,373,900. A 'More' menu is open over the table, listing options like Criteria, Toggle Stats, PDF, HTML, Add to CMA, Add to EasyCMA (highlighted with a mouse cursor), Maintain Listing, Associate Contact, Driving Directions, and Listing Slideshow. A tooltip over 'Add to EasyCMA' says 'Click to Generate Easy CMA'.

MLS #	1) Type	2) Status	Price	PrcS	Subdivisio	Address	
98865223	SF	ACT	\$799,900	\$254.83	Sutherland	3995 E Raja Dr.	4
98865046	SF	ACT	\$613,000	\$263.88	Thousand S	2753 S Zims Pl.	4
98865586	SF	ACT	\$599,900	\$249.54	Sherbrooke	3085 S Grimes Creek	4
98863001	SF	PND	\$699,900	\$250.50		E Tybalt Ct	4
98851961	SF	SLD	\$620,000	\$221.19	Sutherland	3820 E Mackay Ct.	4
98863205	SF	SLD	\$534,000	\$222.31	Messina Vi	3828 S Calabria Plac	4
98858008	SF	SLD	\$590,000	\$231.74	Messina Me	2898 E Deerhill Dr	4
98859668	SF	SLD	\$549,900	\$251.21	Thousand S	2592 E. Green Canyo	3
98856510	SF	SLD	\$555,000	\$256.23	Thousand S	2686 E Green Canyon	3
98860137	SF	SLD	\$525,000	\$249.52	Thousand S	2761 E Green Canyon	3

# Customize the EasyCMA

From the EasyCMA page click on “Settings”



- Here you can set default adjustments (if desired)
- You can turn off / on Dynamic Comps
- Set your CMA Introduction (cover letter)
- Create a CMA Footer