

1. Using any browser, go to <https://portal.mynysmls.com>.

- **Username:** Your Rapattoni Username/MLSID will be prefixed with IB in Matrix.
Ex. Your Rapattoni Username/Login of wdoll will be IBwdoll in Matrix (not case sensitive).
- **Password:** Your password will start as 'newmember' (all one word, NOT case sensitive) and you will change it as you go through this process.

2. This will bring you a screen which will count down and then present you with a EULA (End user license agreement).



3. **You must accept** the NYS Enrollment Agreement **by scrolling all the way to the bottom** and then typing in your name EXACTLY as shown. In this example, you would type in 'Test Broker' exactly as shown and then click on 'Agree'.

Agreement/Eula Version: 2.2
 User IP: 160.72.178.138
 Date Stamp: Feb 10, 2023, 10:33:19 AM
 Type **Test Broker** here
Test Broker

AGREE

4. You will be asked 3 secret questions which must be filled out and then click on **Next** as shown.

Secret Questions

Secret questions are used to verify your identity.

MLS Login ID: **IBRTESTB**

This is the same as you currently use to login to Continue

Please select an answer for each question

What is your birth city? ✓

What is your mother's middle name? ✓

What is your father's middle name? ✓

NEXT

- Finally, you will next be asked to enter a new password and then enter it a second time to confirm it.
Note- Your password must be a **minimum of 8 characters** and **must include a minimum of 2 numbers**.

Password

MLS Login ID: **ODTESTB**

Enter New Password

Your password must be a minimum of **8 characters** and must **include** a minimum of **2 numbers**. Your password may not match one of your 3 previously used passwords.

Password

Invalid Password

Confirm Password

[NEXT](#)

- That's it! You will see confirmation that you are enrolled, click **Continue** and then you will see the **Portal Home Page**.

Enrollment Confirmation

✓ Congratulations! you have successfully enrolled your account.

We currently have [REDACTED] as your email address.

For local support, please contact your member services at GRARHelpDesk@grar.net, yerdon@cnyrealtor.com, or mwinters@bnar.org Thank you for completing this one time enrollment process. Please click below to access the dashboard.

CONTINUE
DOWNLOAD EULA

NEW PORTAL HOME PAGE

Ithaca Board of
REALTORS®, Inc.

Your Voice for Real Estate in Ithaca

Home
Logout

Matrix

OneHome Agent Portal

Realist

Data Co-op

RPR

MarketStats

ShowingTime

SentrILock

CRS Data

MLS Rules & Regulations

NYS DOS eAccessNY

NYSAR.com

NAR Member Resources

Forms

Dot Loop

Matrix Tips

Pay Dues

Stats