



## CMA Presentation-Adjustments

### Quick Start Guide Paragon 4.0

Depending on the trends of each MLS, you can make adjustments to a price value of comps you have selected. Some of the comps may match the subject property exactly, while others may be close, they may have additional assets or may not have an asset that the subject property has. How do you add or take away value to more closely match your sellers property? The Adjustment tab does that when you place a dollar value in a field in which subject property and the comp are different. This number can be a positive or negative value.

On the Adjustments tab, there are 4 columns. From left to right will be Property Features or the names of the fields that are showing by default. You can customize these fields and put them in any order. The next column will be the Subject Property and its data. The next column is the first comp and its data. The last column are boxes for each field that you place positive or negative dollar amount for the value that your market places on that particular asset. Check with your Broker for more information on value.

Property Features	Subject Property	Comparable	Adjustments
Status	Subject Property	Active	
MLS #	Temp-1759	10150091	
Class	Residential-Farm	Residential-Farm	
Type	Detached	Detached	
Address	12345 Main	203 N Union Street	
Area	BUFFALO VALLEY	Central City	
Beds	3	4	-\$1,000
Full Baths	2	2	
Half Baths	1	1	
Square Feet		3246	
Square Feet Below Grade			
# Stories		1 Story	

This comp has 1 more bedroom than the subject property. So to get things even, we must deduct the perceived market value of a bedroom away from the comp to get a better bedroom to bedroom comparison.

Beds	3	4	-\$1,000
Full Baths	2	2	

As you place values in the box, Paragon automatically gives you an Adjusted Price value for that comp.

This box at the bottom of the adjustment column will keep a running total of adjusted values you make to the comp.

ADJUSTED PRICE \$186,000

A manual adjustment will allow you to add a box to the adjustment column to place a value in, when the asset may be some other type of house information. Such as a screened porch.



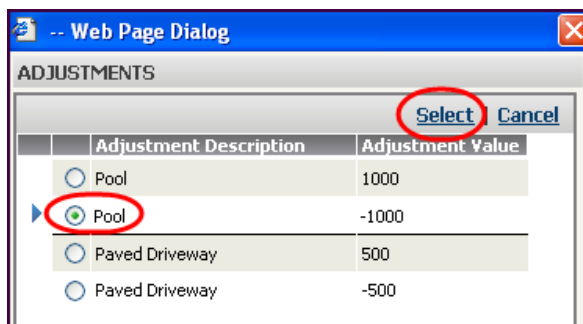
**Previous and Next will take you through your comps and leave the subject property in place.**

When you click **Manual Adjustment**, a blank box will be placed at the bottom of the first column. Type into that box the description of the asset. Another blank box will be placed at the bottom right of the adjustment column.



**The subject property has a screened patio which the comp does not. Add the positive value of a screened patio to the comp.**

When you click **Saved Adjustment**, a box will appear that will have a list of assets with positive and negative amounts listed.



**You can create a list of assets with positive and negative values for each in your Preferences and then click Adjustments on the left menu column.**

**Note:** You must create this list beforehand by going to **Preferences** and clicking on **CMA**, then click the **Adjustments** on the left menu. Check with your broker for value amounts for assets.

In this example, Pool was selected with the negative amount. This is taking away the pool value because the comp had a pool and the subject property did not.

