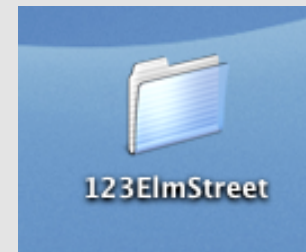
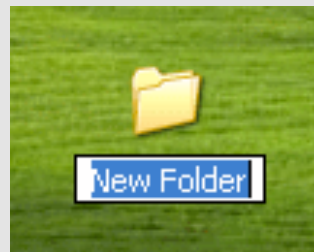
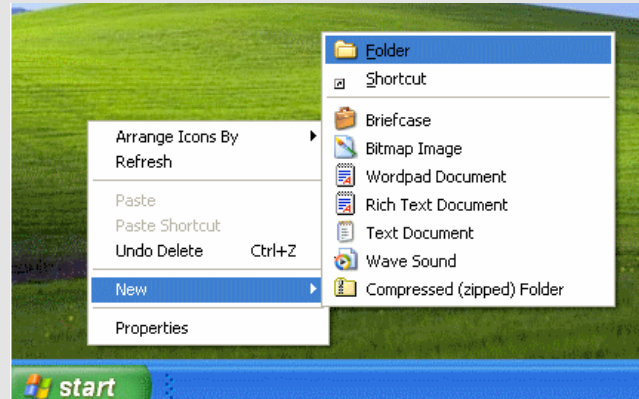


# New Folder Set-up

**Creating a tour is much easier if you create a New Folder on your desktop and place your 6 or 10 Jpeg tour photos in it - here's how**

## **Creating a new folder:**

- 1. Place your cursor/arrow on an empty spot on your desktop**
- 2. Right click your mouse, highlight “New”, and then move your arrow over and select “Folder”**
- 3. We recommend that you rename your new folder by typing in a name (e.g. the home's street address, do not use spaces or symbols)**
- 4. A “New Folder” will appear on your desktop, now place either 6 or 10 tour photo jpegs in this folder**



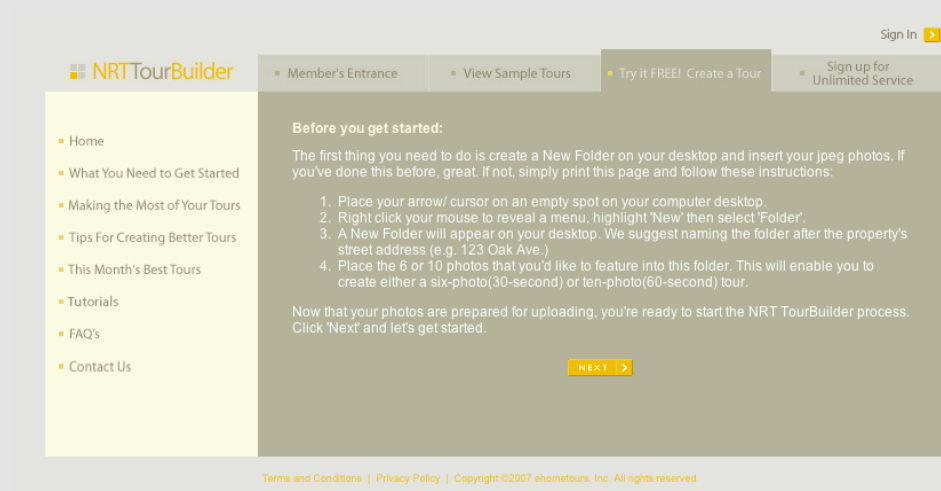
(Photos are not Jpegs?, see tutorial for changing image file format)


# New Folder Set-up

Now that you have created a new folder, named it, and have placed your 6 or 10 tour jpegs into it, you are ready to get started.



Go to the Free trial page on our Web site, simply click on the orange Next button, and you are ready to go!



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- This Month's Best Tours
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**Before you get started:**

The first thing you need to do is create a New Folder on your desktop and insert your jpeg photos. If you've done this before, great. If not, simply print this page and follow these instructions:

1. Place your arrow/ cursor on an empty spot on your computer desktop.
2. Right click your mouse to reveal a menu, highlight 'New' then select 'Folder'.
3. A New Folder will appear on your desktop. We suggest naming the folder after the property's street address (e.g. 123 Oak Ave.)
4. Place the 6 or 10 photos that you'd like to feature into this folder. This will enable you to create either a six-photo(30-second) or ten-photo(60-second) tour.

Now that your photos are prepared for uploading, you're ready to start the NRT TourBuilder process. Click 'Next' and let's get started.

**NEXT** 

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