

# Set Up The Autocaller Tool

Step  
1

## ADD THE AUTOCALLER TOOL

To add the Autocaller Tool to your subscription, first you need to click on the Autocaller tab from the menu on the left-hand side of your dashboard.

Once you do that, you should click on the “Add Product” button and put in your credit card details to activate it.

The screenshot shows the LEADPRO dashboard with the 'Autocaller' tool selected in the left-hand menu. The main content area displays the 'Autocaller' setup page with the heading 'Speak to high value portal enquiries before your competitors.' Below this, there are three numbered steps: 1. Vendor requests a valuation through a portal (e.g. Rightmove), 2. Autocaller rings your office, and plays a message with the lead details, and 3. Press 1 on your keypad to accept the call connection, or 2 to reject. If you accept, Autocaller will attempt to connect you to the lead. There are two buttons: 'Add product' and 'Book Set Up Call'. A note below the buttons states: 'This will increase your monthly bill by £82.5. Plan includes 150 minutes. Additional minutes are charged at a rate of £0.04.' On the right side, there is a section for 'Rightmove + Zoopla vendor leads are sent to 5 agents. Autocaller turns these leads into calls.' It lists five agents: Agent 1, Agent 2, Agent 3, Agent 4, and Agent 5. Below this is a 'Vendor lead details' section with fields for 'First name' (Tony), 'Last name' (Stark), and 'Address' (1 Malibu Mansions). There is also a 'Your number for this demo call' field with a placeholder 'XXX XXXX XXXX' and a 'Simulate call' button.

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## CONNECT THE PORTALS

Once the Autocaller tool has been added to your plan, you can turn certain portals on and off for each of the lead types. If the shown toggle is set to on for Instant Valuation Leads, those leads will make the autocaller automatically ring you with the lead information.

The screenshot shows the 'Selling Leads' settings in the LEADPRO dashboard. It is divided into two sections: 'Sale Leads' and 'Vendor Leads'. In the 'Sale Leads' section, there are three items: 'Rightmove' (toggle on), 'Zoopla' (toggle on), and 'On The Market' (toggle off). In the 'Vendor Leads' section, there are six items: 'Rightmove Sales Viewing & Vendor Lead' (toggle off), 'Rightmove Local Valuation Alert' (toggle on), 'Zoopla Sales Viewing & Vendor Lead' (toggle on), 'Zoopla Appraisal Booster' (toggle off), 'On The Market Sales Viewing & Vendor Lead' (toggle off), and 'Instant Valuation Tool' (toggle on). An arrow points to the 'Rightmove' toggle in the 'Sale Leads' section.

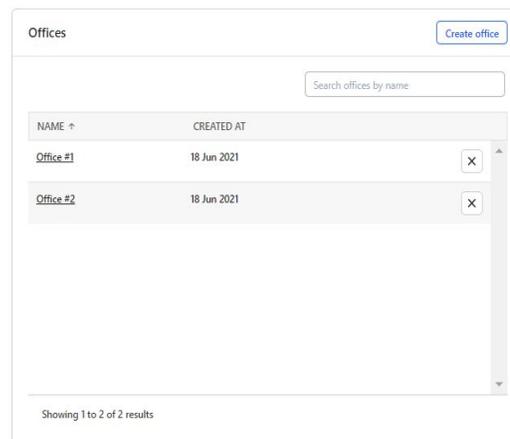
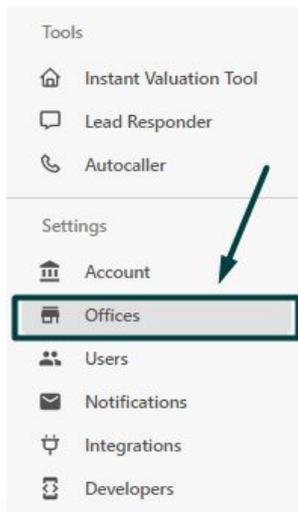
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## SETTING UP OFFICES

To add or/and customize offices, navigate to the Offices tab from the main menu on the left-hand side of the dashboard.

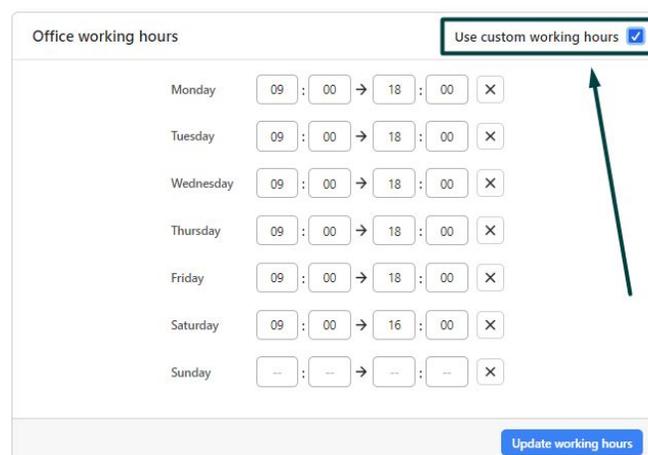
Once you set up and choose an office you want to customize the Autocaller tool for, scroll to the bottom of the setting and tick the “Use custom configuration settings” box. Then it will be able to customize the lead sources and phone numbers used with the Autocaller only for that particular office.



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## EDIT OFFICE HOURS

Autocaller only works during office hours. Make sure to customize the office hours for each of the offices.



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## KEYPRESS RULES (OPTIONAL)

Apart from setting up different autocaller phone numbers for each office, you can also handle multiple lead types for the same autocaller number with the use of keypresses.

You can set up different keypresses for different lead types (e.g. 1 for Vendor leads, 2 for Landlord leads). Once you edit the settings, make sure to save them by clicking on the tick button!

**Autocaller** Use custom configuration

**Lead types & sources**  
Select the lead types and sources you want Autocaller to be enabled for.

**Vendor Leads**

Contact phone Number

Keypress

Instant Valuation Tool

**Landlord Leads**

Contact phone Number

Keypress

Instant Valuation Tool