

# How to update your listing on highlandlakesofburnetcounty.com

#### 1. Register your account on highlandlakesofburnetcounty.com



#### 2. Verify your email account by clicking the link you received in your email

Register	×	Burnet County Texas 🖻 Inbox - Dailytrib 8:49 AM
An email has been sent to your registered email address. Ple click the activation link to proceed. <u>Resend</u> .	ase	Please activate your account To: david@dailytrib.com, Reply-To: welcome@highlandlakesofburnetcounty.com
David		Burnet County Texas
Test		Dear David Test,
davidtest		Please activate your account :
david@dailytrib.com		To activate your account, visit the following address: https://www.highlandlakesofburnetcounty.com?uwp_activate=yes&key=Knc3b4RMKkkHpvNBNISU&login=davidtest
•••••	R	Thank you, <u>https://www.highlandlakesofburnelcounty.com.</u>
•••••	R	Runst County Tours Reward by Uperst/P
Very weak Confirm Password		Durnet County rexas - rowered by Userswr
I'm not a robot		
I accept Terms and Conditions.		
O CREATE ACCOUNT		

#### 3. Login on the verification screen

Please log in to add, claim, or edit a property, view your favorite Places, or view your dashboard.

Account activated	successfully. Please login	to continue.
davidtest		
••••		Z
✓ I'm not a robot	reCAPTCHA Privacy - Terms	
C	Remember Me	
	LOGIN	
Create	account	Forgot password?

#### 4. Once you are logged in you will see your profile page. Currently there are no listings under your account.



### 5. Use the main website menu, or the blue search box on the home page to navigate to your property

### 6. Click the "Claim Listing" button on the listing and fill out the pop-up request form



#### 7. You will receive a message saying that your claim has been successful. You can close the popup box now.

Claim request submitted successfully.

Your request to claim this listing has been sent successfully. You will be notified by email once a decision has been made.

#### 8. You will also receive an email stating that we are reviewing the claim.

![](_page_4_Picture_4.jpeg)

### 9. Once we review and approve your claim, you will receive an email stating that it has been approved.

The Highland Lakes of Burnet County         [The Highland Lakes of Burnet County] Claim listing has been Approved         To: david@dailytrib.com,         Reply-To: Burnet County Texas	🗎 Inbox - Dailytrib	8:59 AM	0
Burnet County Texas			
Dear David Test, Your request to become the owner of the listing <u>WATER'S EDGE2 ON LAKE LBJ</u> has been APPROVED. Thank You.			
Burnet			

#### 10. Now when you login to the website you will see your property on your profile page. Click the three dots on the bottom right of the icon and then click "Edit".

![](_page_5_Picture_3.jpeg)

![](_page_5_Picture_4.jpeg)

## 11. Once you make your changes and upload/delete photos, click the "Submit Listing" button at the bottom.

		11.			
	Add video code here, YouTube etc.				
Special Offers	[				
		11.			
Note: List out any special offers (optional)					
Amenities	<ul> <li>Pet Friendly</li> <li>50 AMP</li> <li>30 AMP</li> <li>Sewer Hookup</li> <li>Camp Sites</li> <li>Primitive</li> <li>Parties</li> </ul>				
Quick Links	Select				
•	× - House <b>O</b>				
	SELECT listing category FROM here. SELECT at least one CATEGORY				
Business Owner/Associate?	Mark listing as a claimed.				
Images	You can upload more than one image to create a image gallery on the details page.				
Drop files here					
	Select Files	i.			
Allowed file types: jpg, jpe, jpeg, gif, png, .bmp, .ico, .webp					
WATERS-EDGE-ON-		- 1 1 1 1			
Please drag & drop the files to rearrange the order					
	Submit Listing Preview Listing				

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#### 12. You will get a confirmation that your changes have been submitted and are live. Edit as many times as you would like.

![](_page_7_Picture_1.jpeg)

EDIT PLACE

Update received, your changes are now live and can be viewed here.

![](_page_7_Picture_4.jpeg)

13. If you have any questions, please contact me at website@highlandlakesofburnetcounty.com