Putting the ''®'' In REALTOR®

Ever wonder how to get the ® symbol after the word REALTOR® ???

It is easier than you think...Just follow the ste-by-step instruction below to add the ® symbol in E-mail, Word documents, PowerPoint, WINFORMS® and on websites!

- 1. Start, Programs, Accessories, System Tools, Character map.
- 2. If it is not around the center of the set of characters that appears, click on the <u>Font</u>: down arrow (at top) and change to System or Symbol. You will find it in those groups. You may have to look carefully to find it!
- 3. When you find it, click on it once to bring it to the foreground. Then click <u>Select</u>, then <u>Copy</u>.
- 4. Now put your cursor where you want to display it, (after the word REALTOR) and either click <u>Edit, Paste</u> or use the keyboard equivalent which is <u>Ctrl V</u>. (Hold the Ctrl key down and press the letter V.)

If you are using html code in the editor on a website and the above does not work, try typing the following: ® or hold Alt key down and type 0174.

SRAR is an <u>all</u> REALTOR® Association...there are no more REALTOR®-Associates as before!

Always write the word REALTOR in all caps FOLLOWED BY ®