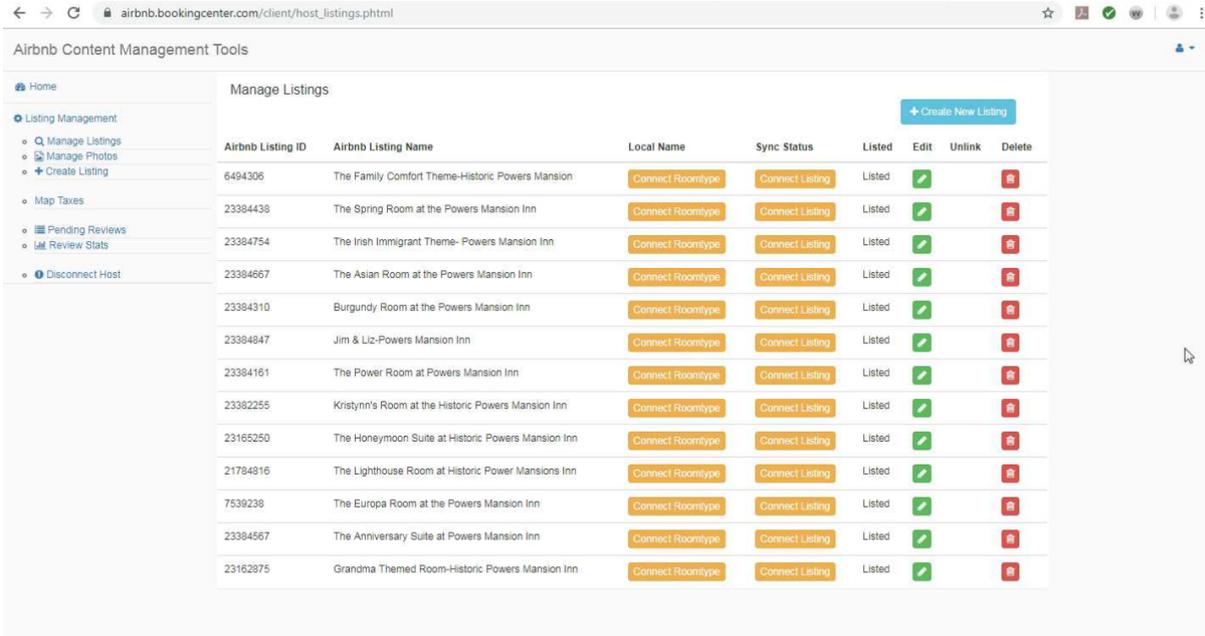


Airbnb Manage Listings

The 'Manage Listings' section allows a property to do the following:

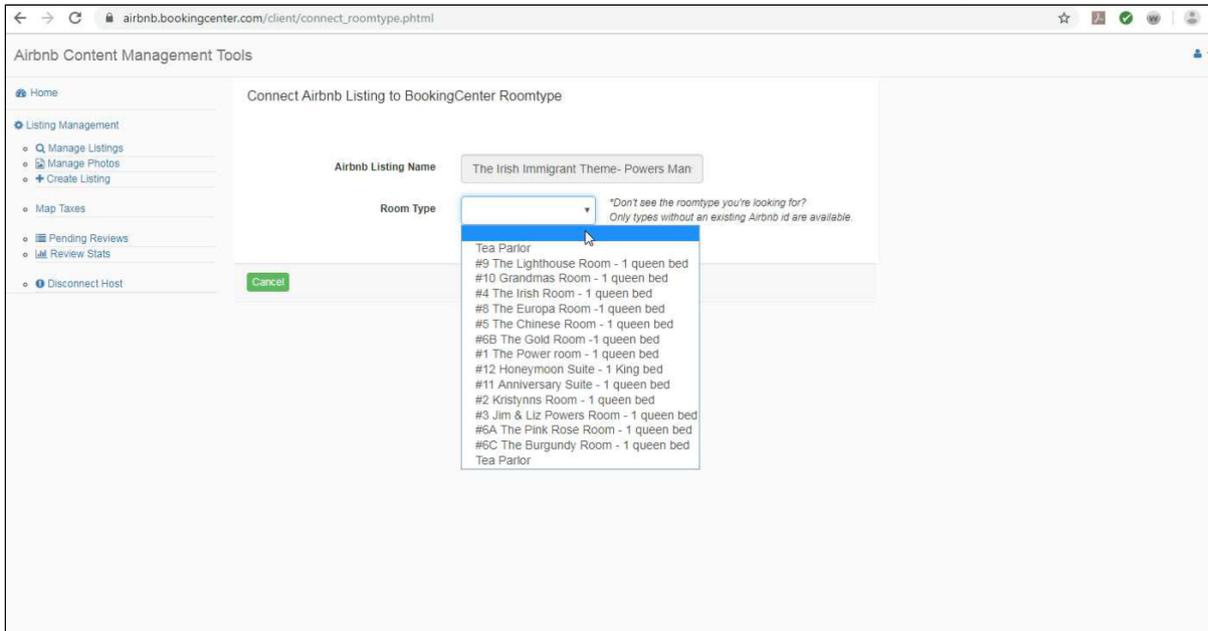
- Create a New Listing
- Edit an Existing Listing
- Delete a Listing
- Connect an existing Room Type
- Connect (or activate) the Listing (or Room Type) on Airbnb

A sample 'Manage Listings' page that has not yet been connected will look as follows:



Click on image to enlarge

The first step from this screen is to 'Connect an existing Room Type'. This section will allow you to link (or map) the Listings within your Airbnb profile to your room types in BookingCenter. This will look as follows:



Click on image to enlarge

Once the room type has been confirmed, this will appear as 'Listed' per the example below.

	inn	deo					
Disconnect Host	23382255	Kristynn's Room at the Historic Powers Mansion Inn	#2 Kristynns Room - 1 queen bed	Connect Listing	Listed		
	23165250	The Honeymoon Suite at Historic Powers Mansion Inn	#12 Honeymoon Suite - 1 King bed	Connect Listing	Listed		
	21784816	The Lighthouse Room at Historic Power Mansions Inn	#9 The Lighthouse Room - 1 queen bed	Connect Listing	Listed		
	7539238	The Europa Room at the Powers Mansion Inn	#8 The Europa Room -1 queen bed	Connect Listing	Listed		
	23384567	The Anniversary Suite at Powers Mansion Inn	#11 Anniversary Suite - 1 queen bed	Connect Listing	Listed		
	23162875	Grandma Themed Room-Historic Powers Mansion Inn	#10 Grandmas Room - 1 queen bed	Connect Listing	Listed		

Click on image to enlarge

The final step in activating this room type (Listing) on Airbnb is to click the 'Connect Listing' button.

Note: If there are any errors or issues, such as missing content or pictures, this screen will detail what these will be. An example of this error would be as follows regarding issues with images.

Family Friendly Fun!	3 Room Chalet	all - approved	Listed	
e-Tamarack Lodge	Drive Up Campsite	all - rejected: The listing does not have enough photos The minimum is 7 photos The listing has less than 3 high quality photos High quality photos should be at least 800 pixels in width, 500 pixels in height	List Listing	

Click on image to enlarge

