

Overview

The Admin Portal is the LeaseOps team's control center. From here you manage owners, properties, and applicants, review the changes owners submit, and set the platform-wide rules.

Who uses it

The LeaseOps internal team. Access depends on each user's roles.

What you can do

- **Work the queues** — handle what needs attention each day. See [Admin Dashboard](#).
- **Manage people** — owners, applicants, and users. See [People](#).
- **Manage properties** — build and maintain each property. See [Property Overview](#).
- **Review owner changes** — scoring and listing content. See [Scoring Review](#) and [Listing Page Content Review](#).
- **Set platform rules** — laws, scoring, benefits, and publish gates. See [Settings](#).

New here?

Start with the [Admin Dashboard](#). For quick answers, see the [FAQ](#).

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