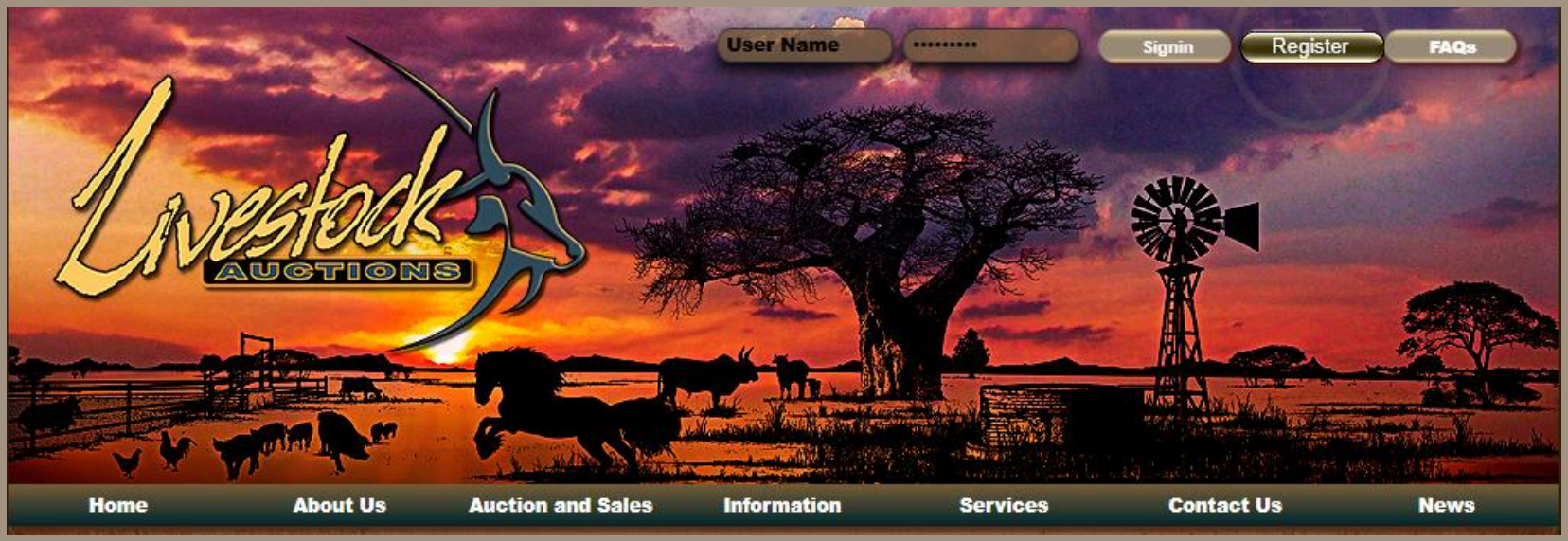


Livestock Auctions

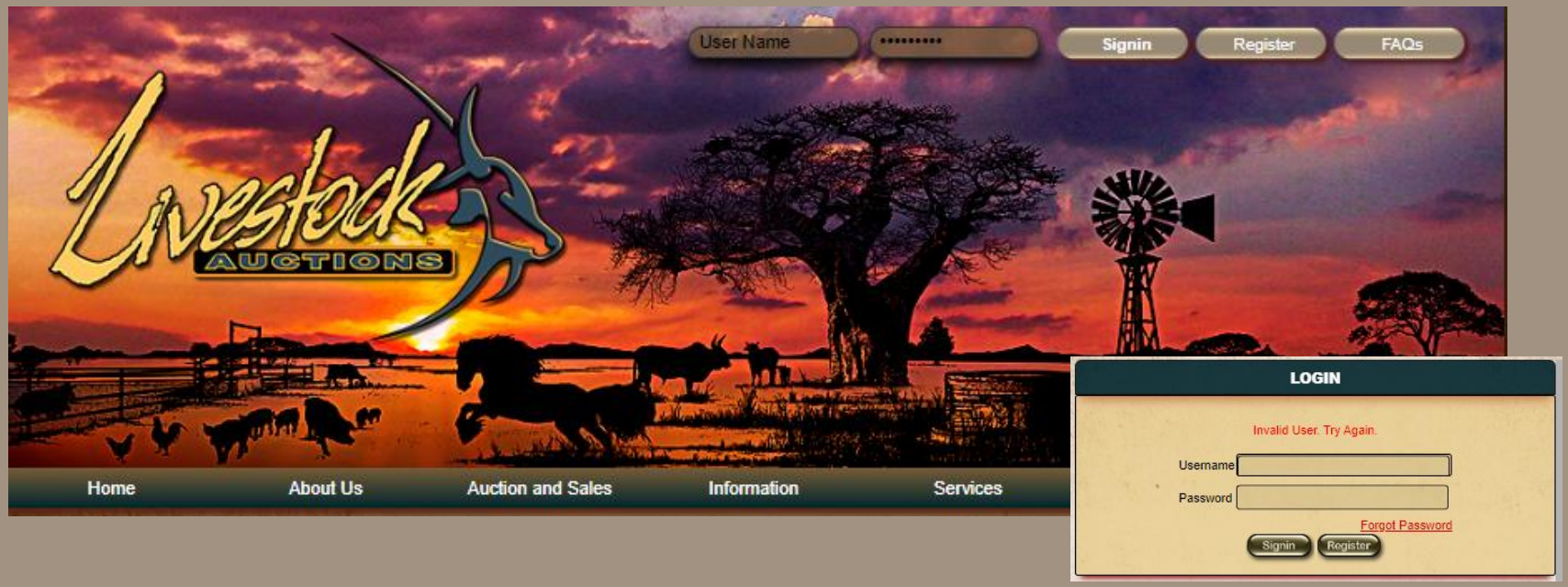
Timed Auction User Registration

& Bidding Manual



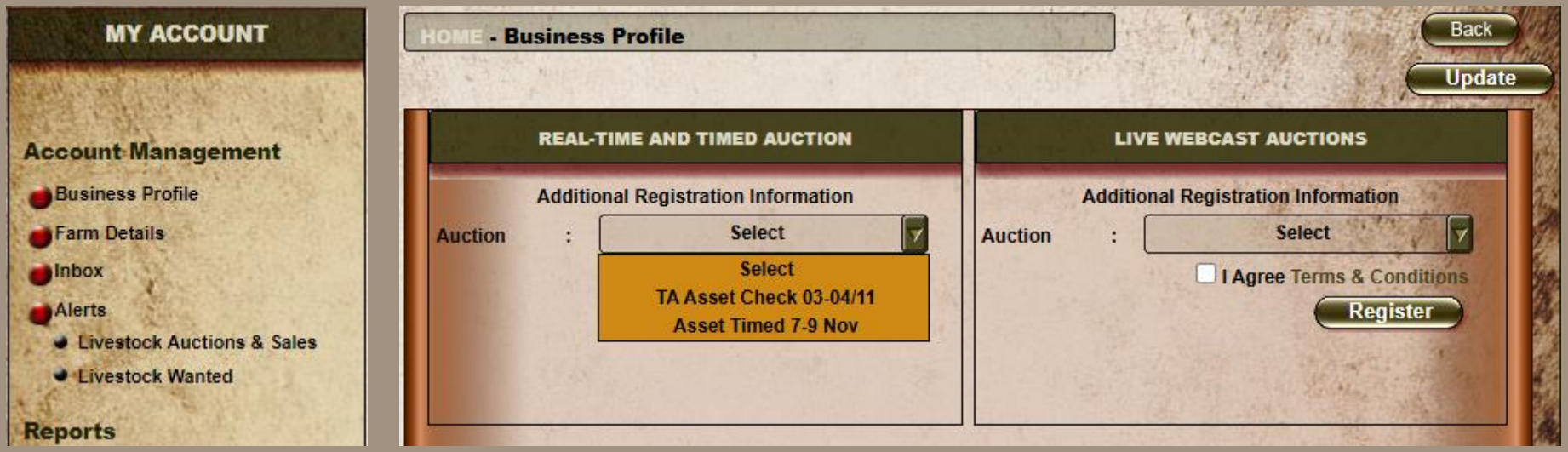
01 User Login

- If this is your first time as a User on **www.livestockauctions.co.za** click on **Register** at the top Right corner and complete the registration form. Admin will then activate your profile, you will receive an email to confirm your activation, then follow steps below. (If you have registered for the Live Auction, you will already have a profile, please ask for your login details from our administration)
- Open the following URL: http://www.livestockauctions.co.za//
- Enter your Username and Password and select "**Signin**"



01 User Login

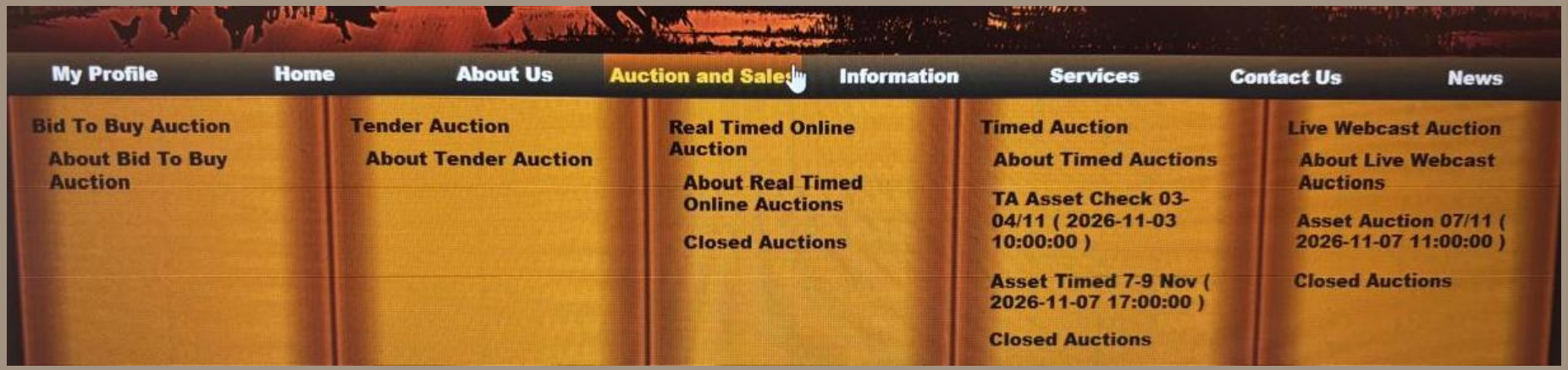
- Upon entering of your username and password and receiving this message, please follow the prompts for Forgot Password or Contact the Office (Office contact information on the last page of this manual.)
- Your account will be locked when the wrong username or password is entered three times.
- The page will always open on your Business Profile



02 Business Profile – Register for Auction

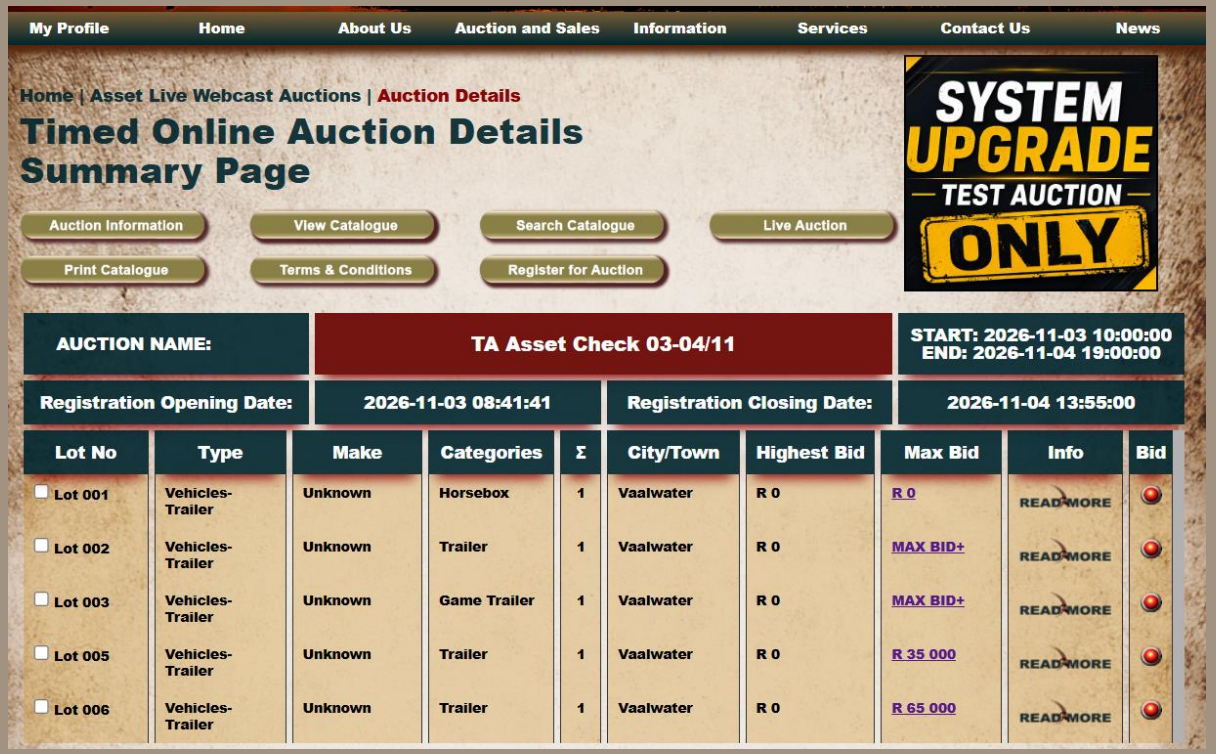
a. Register for Timed Auction

- After login the site will open on your Business Profile page here you can register for the Timed Auction
- On the left side select the Timed Auction dropdown then select the auction you want to register for and click on Register
- Admin will then receive your registration and you will receive a email notifying you that you have been registered



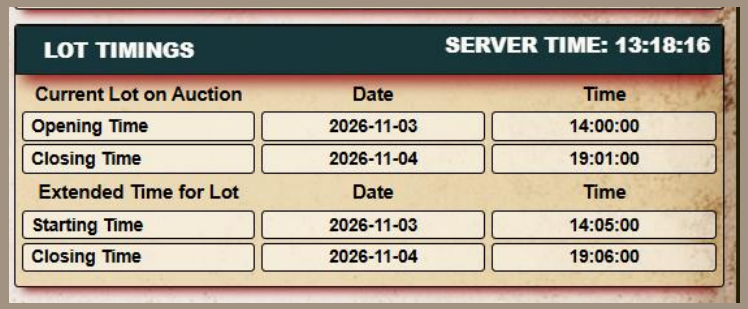
03 Navigate to Timed Auction

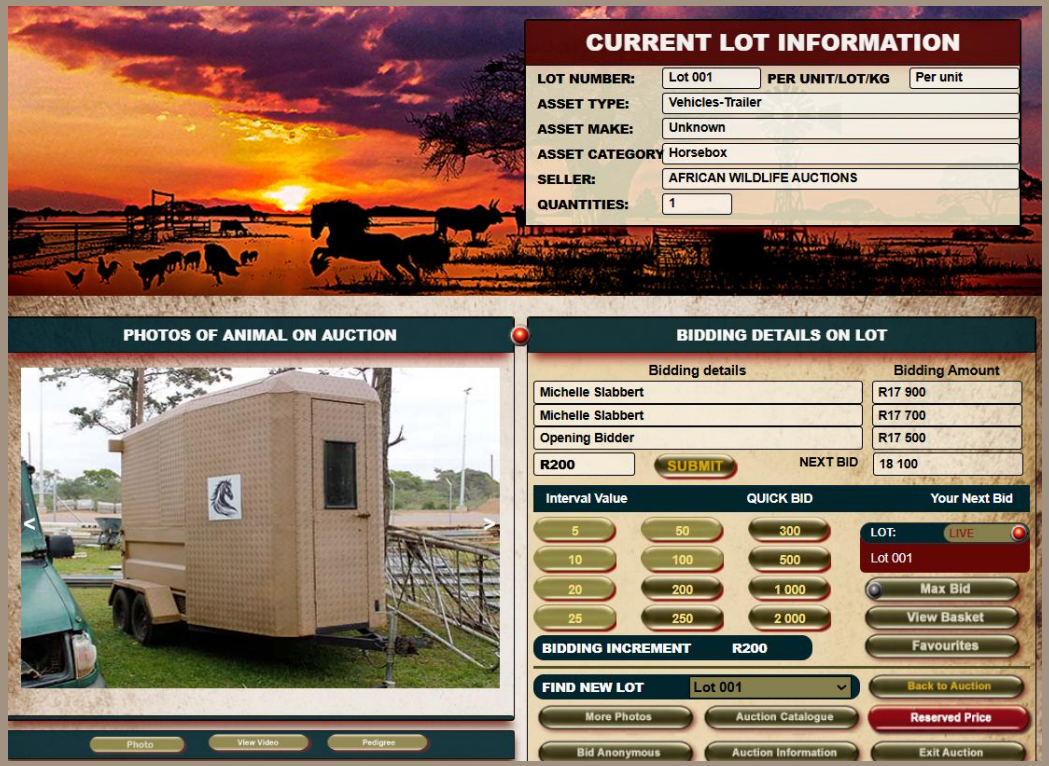
- With your mouse hover over the Auction and Sales menu bar and navigate to the Timed Auction (Second last column to the right)
- Select the auction you are participating in and the auction dashboard will open



04 Auction Summary Page

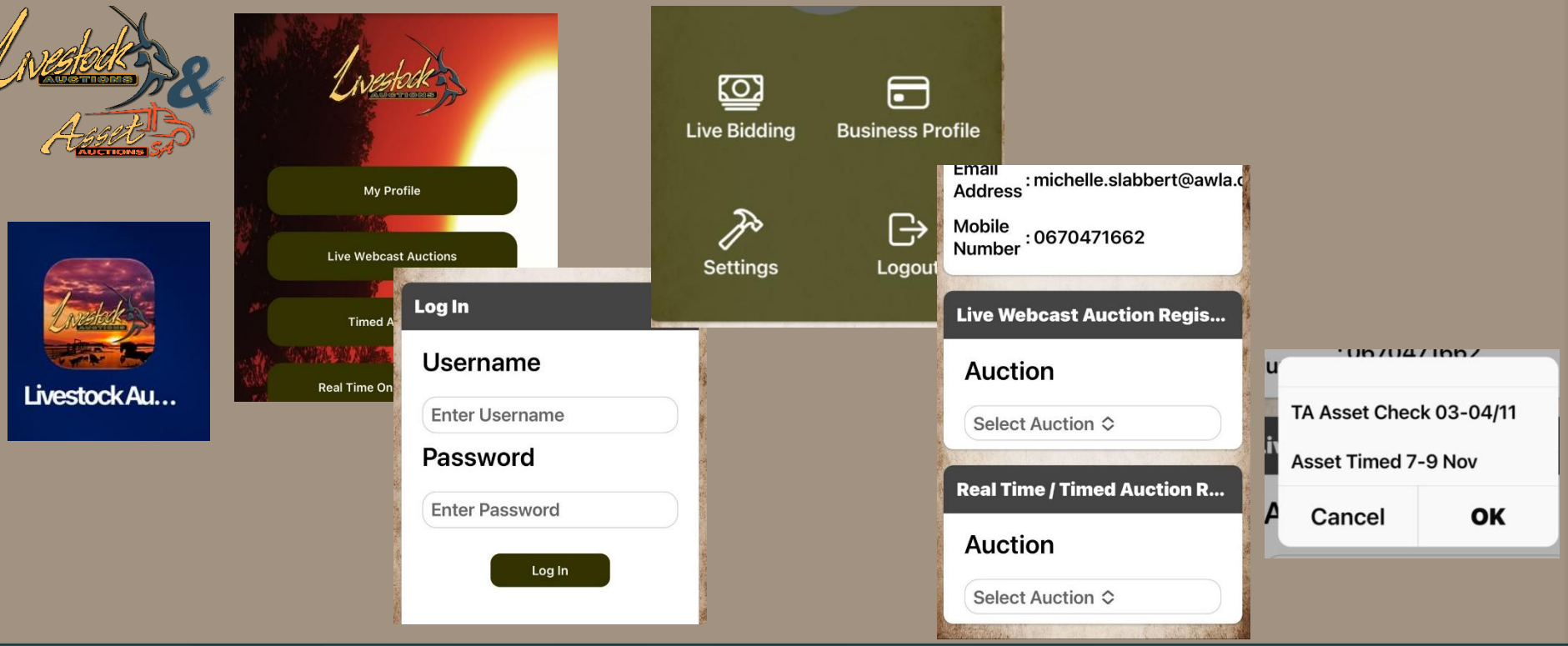
- You can navigate all auction information from here
- Access the Live Auction by clicking on the Live Auction button and the live bidding screen will then open for bidding
- NB! When you select the R 0/Max Bid+ under the Max Bid button you can place a Max Bid and the system will automatically bid on your behalf as long as someone is bidding against you. You will be informed if you are out bid.





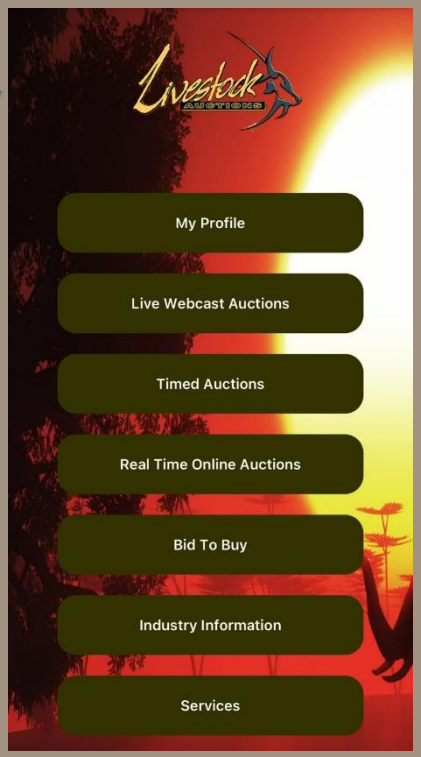
05 Auction Bidding Page

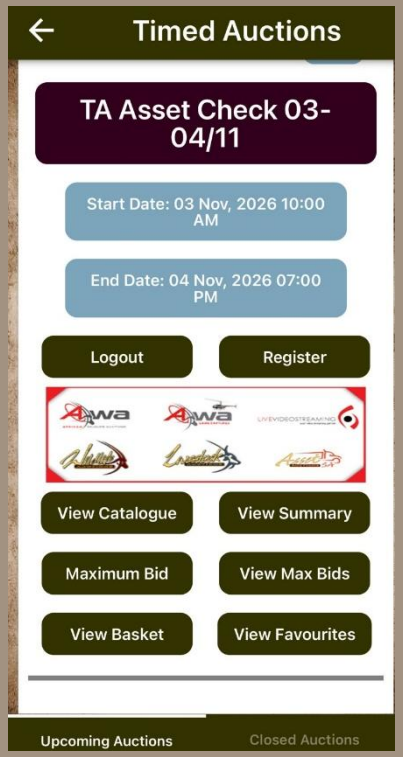
- The bidding page will open and you will see all information for that first lot
- You can navigate to different lots by using the **“FIND NEW LOT”** dropdown
- Bidding takes place within the increments available
- Reserve price button will turn green when reserve has been met
- Anonymous bidding can be set on this screen
- You will also see the lot timing on this page so you can monitor the Closing time for each lot

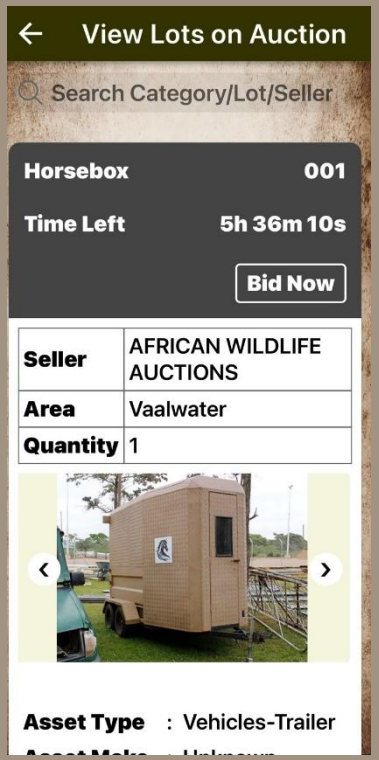


06 App Registration for Timed Auction

- NB! New profile registrations should always be registered on www.livestockauctions.co.za
- Download the latest Livestock Auctions app from your App / Play Store
- Select My Profile and then login with your user name and password
- Navigate to Business Profile and select the Auction from the Timed Auction dropdown and click OK to register
- Admin will receive your registration and you will be notified via email when you have been successfully registered

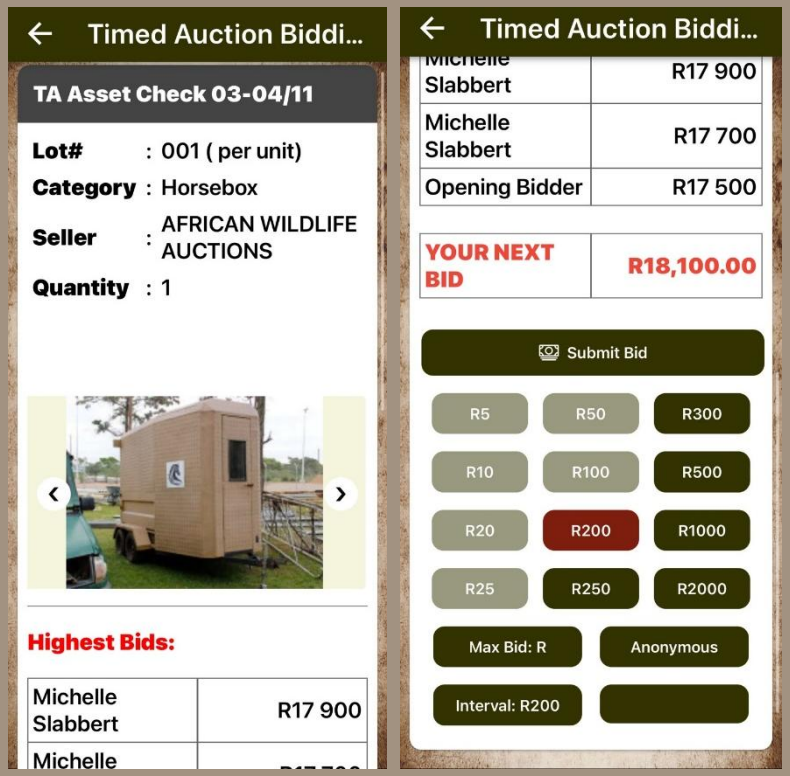






07 Navigate to Timed Auction after Registration

- Go back to your dashboard and select Timed Auctions
- You can navigate from this Auction page and add your Max Bid, when adding a Max Bid the system automatically bids for you on the interval set for each lot, the system only bids when someone is bidding against you & you will be notified when you have been out bid
- Select View Catalogue to enter the Catalogue details to bid on a lot click on Bid Now



08 Live Bidding Screen

- After clicking on **BID NOW** you will access your bidding screen where you can bid using the intervals set for each lot
- You can also set your Anonymous bidding on the bidding screen

Office Contact Details:

Zadia Lubbe 079 431 6712

Michelle Slabbert 081 012 8172

Amanda du Toit 078 891 5129

Alexi Dreyer 071 896 6301

Petro Fourie 060 973 3592

END