

How to Bid in a Sequential Auction

For an explanation of the different screen areas see the “Sequential Auction Screen Overview” guide. If you are unsure of any terms in this guide, please check the Glossary.

There are three methods that can be used to Bid in a Sequential Auction:

- Manually while the Auction is in progress
- Limit Bids before the Auction commences
- Auto Bids while the Auction is in progress

Manual and Auto Bids can be placed on either the Current Lot or any upcoming Lots.

Regardless of the method used to Bid, once a Bid has been accepted (i.e. Your bid is displayed next to the Current Price), it cannot be retracted.

Bidding in a Sequential Auction is normally quite fast. Buyers are encouraged to have their maximum prices calculated before the Auction commences. To avoid disappointment please Bid promptly.

Manual Bidding

Manual Bidding on the Current Lot

To Bid on the Current Lot at the nominated price, click on the **Click to bid** button in the Current Lot Area.

The screenshot shows the auction interface for Lot 012. On the left, it says "Now Selling: Lot 012" with an increment of "\$5.00/Head". In the center, the "Current Price:" is "\$500.00". Below this, a blue button labeled "Click to bid" shows a bid of "\$505.00", which is highlighted with a red rectangular box. On the right, there is a text input field for "Or, Auto Bid to:" and an "Accept" button.

If you are holding the Current Lot, it will display **Your Bid** next to the Current Price. The **Current Price** and **Click to bid** button will change to green.

The screenshot shows the auction interface for Lot 012 after a bid has been placed. The "Current Price:" is now "\$505.00" in green. To its right, the text "Your bid" is displayed in green. Below the current price, a green button labeled "Click to bid" shows a bid of "\$510.00". The rest of the interface, including the "Or, Auto Bid to:" field and the "Accept" button, remains the same as in the previous screenshot.

If a Bid is taken against you, the **Click to bid** button and **Current Price** will return to the default blue and grey colours.

If you place a Bid, but the Auctioneer accepts the Bid at the Physical Auction at the same price, the Bid will be taken off you. The **Current Price** and the **Click to bid** button will return to the default blue and grey colours. The message **Bid taken at sale centre** will be displayed. **If you are still interested in the Lot, you will need to Bid again at a higher price.**

Now Selling:
Lot 012
Increment \$5.00/Head

Current Price:
\$505.00

Bid taken at sale centre

Or, Auto Bid to:

Click to bid
\$510.00

Manual Bidding on Upcoming Lots

Bids can be placed on Lots that are yet to be auctioned.

To manually Bid on an upcoming Lot, click on the **Bid** button next to the appropriate Lot. A Bid can be placed on any Lot that is not yet finalised. Use the scroll bars to display all of the Lots.

Lot 017	\$5/Head	\$500.00	<input type="button" value="Bid \$500.00"/>	<input type="button" value="Enter Auto Bid"/>
Lot 018	\$5/Head	\$500.00	<input type="button" value="Bid \$505.00"/>	<input type="button" value="Enter Auto Bid"/>
Lot 019	\$5/Head	\$500.00	<input type="button" value="Bid \$500.00"/>	<input type="button" value="Enter Auto Bid"/>

Once a Bid has been placed, the Bid button will change to green and **Your Bid** will be displayed in green next to it in the Status column, indicating that you are Holding that Lot. The **Current Price** is in third column from the left.

Lot 017	\$5/Head	\$500.00	<input type="button" value="Bid \$500.00"/>	<input type="button" value="Enter Auto Bid"/>
Lot 018	\$5/Head	\$505.00	Your bid <input type="button" value="Bid \$510.00"/>	<input type="button" value="Enter Auto Bid"/>
Lot 019	\$5/Head	\$500.00	<input type="button" value="Bid \$500.00"/>	<input type="button" value="Enter Auto Bid"/>

If another Bid is placed on the same Lot before it becomes the Current Lot, the Bid button will return to the default blue colour.

Lot 017	\$5/Head	\$500.00	<input type="button" value="Bid \$500.00"/>	<input type="button" value="Enter Auto Bid"/>
Lot 018	\$5/Head	\$510.00	<input type="button" value="Bid \$515.00"/>	<input type="button" value="Enter Auto Bid"/>
Lot 019	\$5/Head	\$500.00	<input type="button" value="Bid \$500.00"/>	<input type="button" value="Enter Auto Bid"/>

Limit Bids

Limit Bids can be placed on any Lot in the Auction and must be entered before the Auction commences. Limit Bids can be entered, modified or deleted up to 30 minutes before an Auction starts.

It is important to remember that in a Sequential Auction, Bids are only accepted at the current Bid Increment for each Lot. This Bid Increment may change as the Lot is auctioned. As a result, the computer may not Bid to your maximum price if it is not a multiple of the current Bid Increment.

Limit Bids are entered, modified or deleted via the Auctions & Catalogues page.

Click on **Enter Limit Bid** in the **Limit Bids** column next to the appropriate Auction.

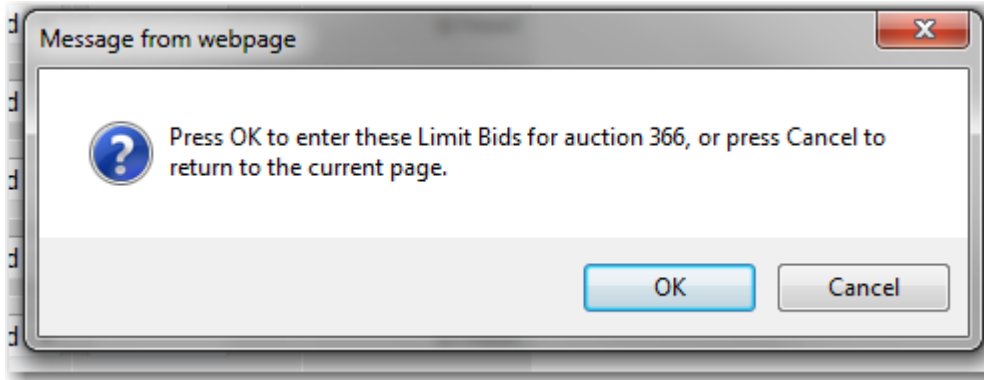
UPCOMING AUCTIONS				Catalogue	Limit Bids	Started
Sheep	363	TUESDAY	🕒 08/02/11 13:00			
Sheep	366	AMARULA DORPERS AND WHITE DORPERS	🕒 09/02/11 13:00	➔ View	➔ Enter Limit Bid	
Cattle	367	MONTEREY MURRAY GREY & ANGUS SALE	🕒 09/02/11 15:00	➔ View	➔ Enter Limit Bid	

Type in your maximum price for the particular Lot(s) in the **Limit in your Bid Type** column.

LotID	Bid Type	Limit in your Bid Type	\$/Head equivalent Price
Lot 001	\$/Head ▾	<input type="text"/>	\$/Head
Lot 002	\$/Head ▾	3000.00	3000.00 \$/Head
Lot 003	\$/Head ▾	<input type="text"/>	\$/Head
Lot 004	\$/Head ▾	<input type="text"/>	\$/Head

Scroll to the bottom of the screen and then click on either **Submit these Limit Bids** or **Delete All Limit Bids**.

If you submit the Limit Bids, you will need to confirm them.



Once you have confirmed your Limit Bids, you will be taken to a summary page that you can print.

Lot	Description	Your Limit	Your bid type	\$/Head Equivalent
001	1 RAM		\$/Head	
002	1 RAM	3000.00	\$/Head	\$3,000
003	1 RAM		\$/Head	
004	1 RAM		\$/Head	

Any Limit Bids will remain active until the limit is reached, the Lot is finalised or if you login to and then exit the Auction.

If you login to an Auction and then exit before the Auction concludes, you will be prompted as to whether or not to keep your Limit Bids active.

Warning before exit - Do you want to keep Limit Bids? ✖

Do you want to keep the below Limit Bids?

Lot No	Lot Status	Current Price	Holding	Limit Bid	Keep Limit Bid?
001	AVA	\$800.00	Yes	\$1,000.00	<input checked="" type="checkbox"/>
002	AVA	\$3,000.00	Yes	\$4,000.00	<input checked="" type="checkbox"/>
003	AVA	\$10,200.00	Yes	\$15,000.00	<input checked="" type="checkbox"/>
004	AVA	\$6,500.00	Yes	\$7,000.00	<input checked="" type="checkbox"/>

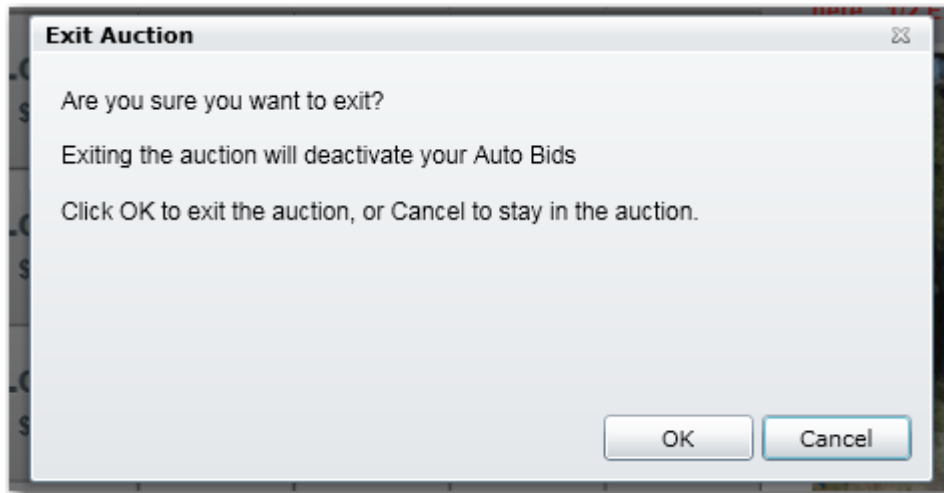
Click on the **Keep Limit Bid** check box to toggle it off and on to indicate which Limit Bids you wish to keep. If the checkbox has a tick, it means that the Limit Bid will be kept active after you exit an Auction. To save your Limit Bids settings, click on the **Save and Exit** button. To return to the Auction, click on the **Stay in Auction** button.

Auto Bids

Auto Bids can be placed on either the Current Lot or any upcoming Lots in the Auction and can be placed while the Auction is active.

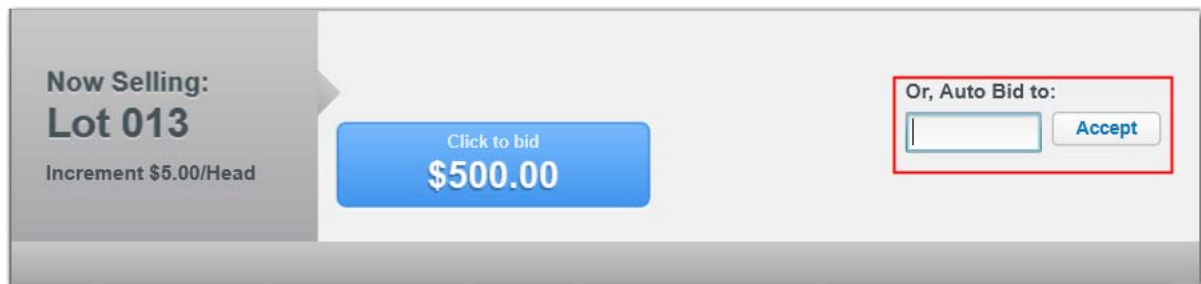
It is important to remember that in a Sequential Auction, Bids are only accepted at the current Bid Increment for each Lot. This Bid Increment may change as the Lot is auctioned. As a result, the computer may not Bid to your maximum price if it is not a multiple of the current Bid Increment.

All Auto Bids are immediately deactivated if you exit an Auction. If you do attempt to exit an Auction with Auto Bids in place, you will receive a reminder message.



Auto Bid on the Current Lot

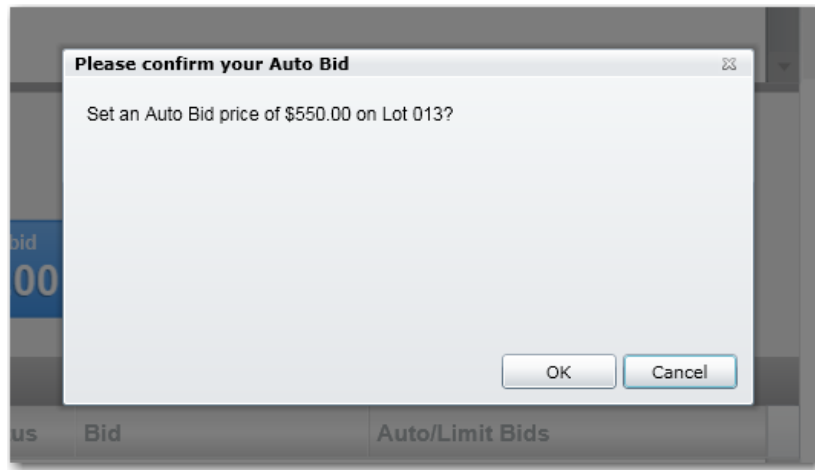
To make an Auto Bid on the Current Lot, type your maximum price into the Auto Bid box in the right of the Current Lot Area.



Then click on the **Accept** button. A confirmation screen will then be displayed.

To accept the Auto Bid price, click on **OK**.

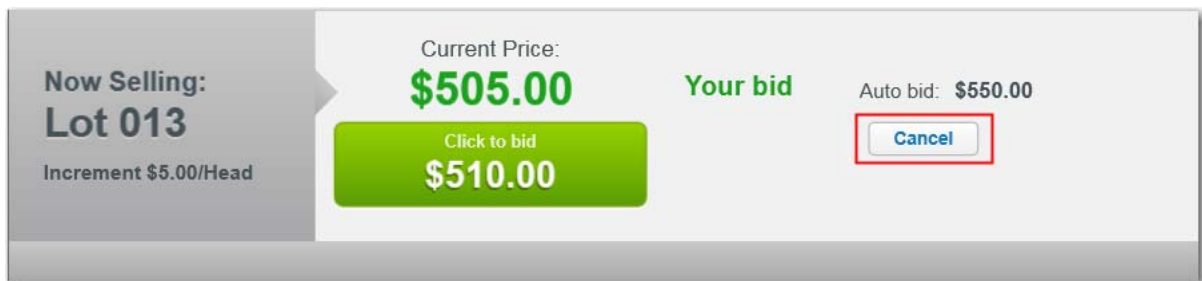
To avoid entering the Auto Bid, click on **Cancel**.



Your **Auto Bid** limit will now be shown on the right of the Current Lot Area. This Auto Bid limit will remain active until the limit is reached, the Lot is finalised or the Auto Bid is cancelled by you.



To cancel an Auto Bid, click on the **Cancel** button under the Auto Bid limit. Your Auto Bid will be cancelled immediately.



Auto Bid on an Upcoming Lot

To place an Auto Bid on an upcoming Lot, click on the **Enter Auto Bid** button next to the desired Lot.

Lot 016	\$5/Head	\$500.00	Bid \$500.00	Enter Auto Bid
Lot 017	\$5/Head	\$500.00	Bid \$500.00	Enter Auto Bid
Lot 018	\$5/Head	\$500.00	Bid \$505.00	Enter Auto Bid

Enter your maximum limit into the Auto Bid price box.

To accept the Auto Bid price, click on the **OK** button.

To avoid entering the Auto Bid, click on the **Cancel** button.

Enter Auto Bid Price ✕

Lot No Lot 017

Current Price \$500.00 \$/head

Bid Increment \$5.00 \$/head

Auto Bid price \$/head

Your Auto Bid will now be displayed in the **Auto/Limit Bids** column.

Lot 016	\$5/Head	\$500.00	Bid \$500.00	Enter Auto Bid
Lot 017	\$5/Head	\$505.00	Your bid Bid \$510.00	\$550.00 Cancel Auto Bid
Lot 018	\$5/Head	\$500.00	Bid \$505.00	Enter Auto Bid

To cancel an Auto Bid after it has been accepted, click on the **Cancel Auto Bids** button next to the desired Lot.

Lot 016	\$5/Head	\$500.00	Bid \$500.00	Enter Auto Bid
Lot 017	\$5/Head	\$505.00	Your bid Bid \$510.00	\$550.00 Cancel Auto Bid
Lot 018	\$5/Head	\$500.00	Bid \$505.00	Enter Auto Bid

Your Auto Bid will be automatically cancelled.

Lot 016	\$5/Head	\$500.00	Bid \$500.00	Enter Auto Bid
Lot 017	\$5/Head	\$505.00	Your bid Bid \$510.00	Enter Auto Bid
Lot 018	\$5/Head	\$500.00	Bid \$505.00	Enter Auto Bid