



TEAM Auction Sales User's Manual

October 2002

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Unit 1 - Observers

Once you have registered with TEAM Auction Sales, you will have access to the entire site, including Detailed Lot Listings (Sale Catalogue) and the Auction Arena, where you can observe live TEAM auctions. Access to some portions of the website requires logging in.

1.1 - Lot Listings

Each auction is made up of one or more lots. Registered TEAM Users may view a limited listing which provides only the essential information about a lot or a detailed listing, which is more descriptive and specific. Printable versions of both types are also available, as well as summaries of previous auctions.

- a) From the Main Menu, choose '**Sales**'. This will bring up the **Auction Schedule** screen (Figure 1a).

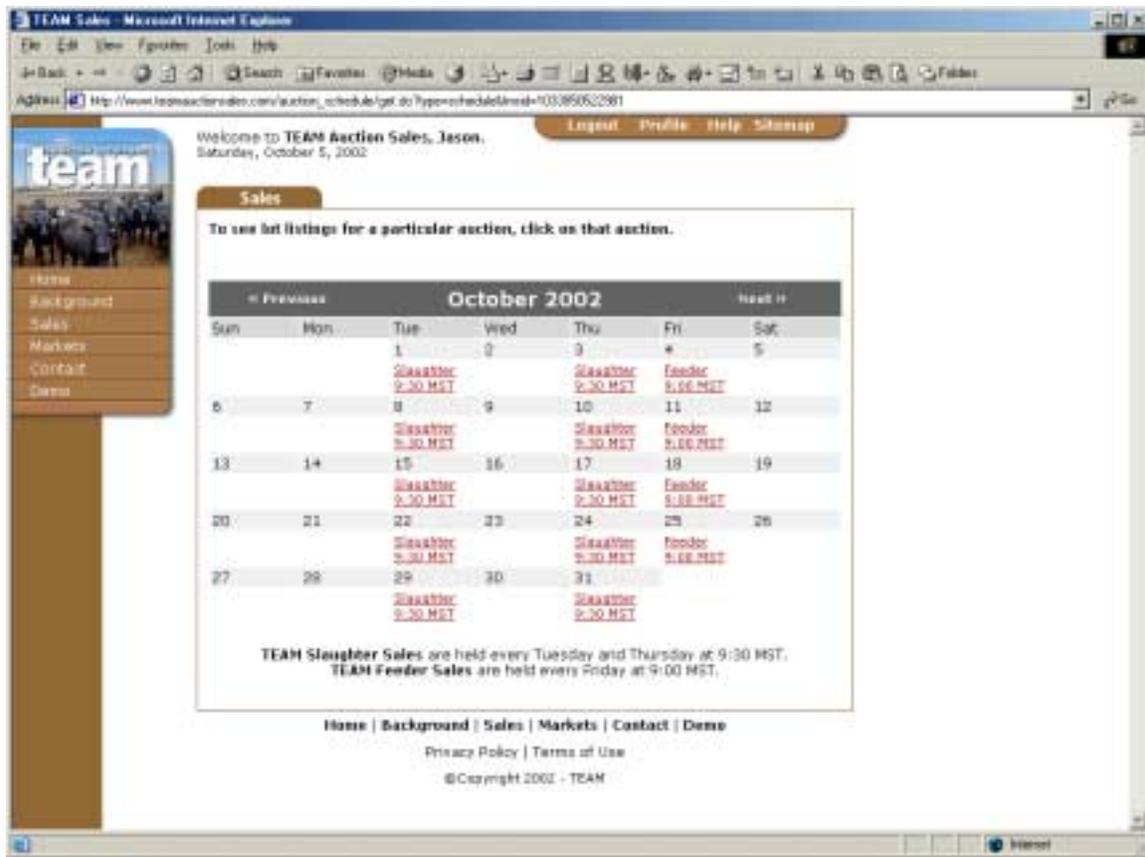


Figure 1a – The **Auction Schedule** screen.

- b) Click on the Auction you'd like to view. This will bring up the **Limited Lot Listings**:
 - i. The **Limited Lot Listings** (Figure 1b) screen displays a list of all lots for that auction. From this screen, there are three types of lot listings that can be viewed:

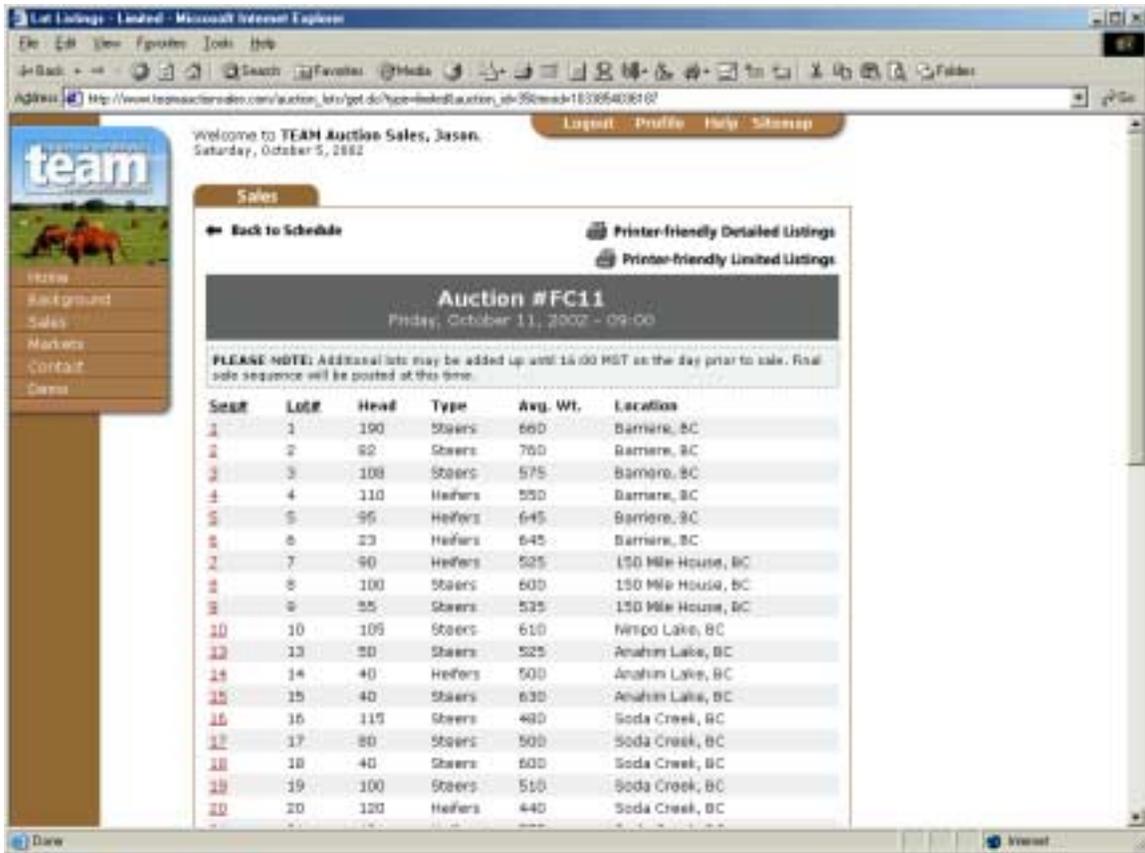


Figure 1b – The **Limited Lot Listings** screen.

- 1) To view **Detailed Lot Listings** for a particular lot, click on the corresponding row or Sequence # (you can click on the column headings to sort the listings). This will bring up the **Detailed Lot Listing** screen (Figure 1c).

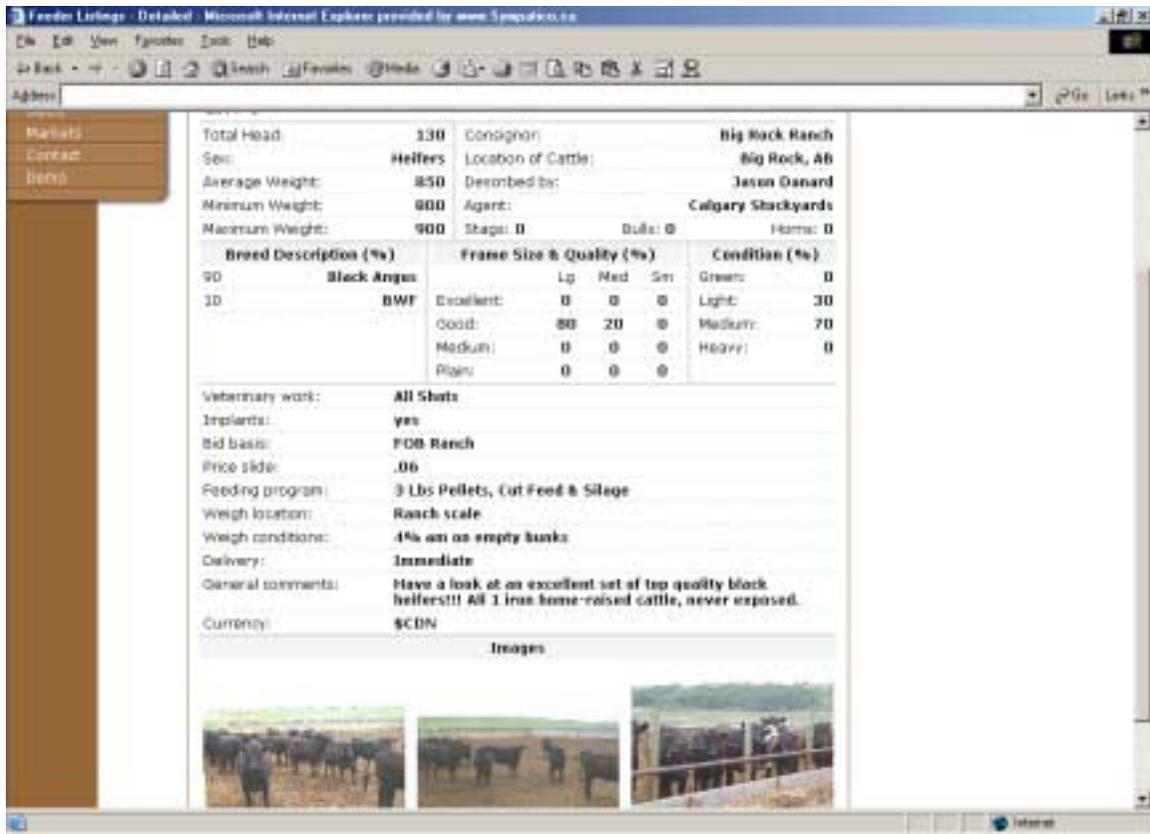


Figure 1c – The **Detailed Lot Listing** screen.

- 2) To view a printable version of the Limited listings, click on the '**Printer-friendly Limited Listings**' icon at the top of the screen. This will bring up a popup window displaying a limited text-only version of all the lots for that auction. To print this screen, from your browser menu choose '**File**', then select '**Print**'.

NOTE: The sequencing for a **slaughter** auction is not finalized until 30 minutes before the auction start time, and could change up until this time.

NOTE: The sequencing for a **feeder** auction is not finalized until 16:00 MST on the day before the sale, and could change up until this time.

- 3) By clicking on the '**Printer-friendly Detailed Listings**' icon, you will bring up a **Printable Detailed Listings** popup window displaying a detailed text-only version of all the lots for that auction. To print this screen, from your browser menu choose '**File**', then select '**Print**'.

NOTE: When printing from a printer-friendly screen, page breaks are automatically inserted so that listings do not get cut off at the bottom of any page.

- ii. If you select an auction that has already been run, you will see the **Sale Summary** screen (Figure 1d). Detailed lot listings for completed auctions are **not** available. By clicking on the '**Printer-friendly**' icon, you will bring up a printable **Sale Summary** popup window displaying a detailed text-only version of the sale summary.

Welcome to TEAM Auction Sales, Jason.
Saturday, October 5, 2002

Sales

Back to Schedule Printer-friendly

Feeder Sale Summary - Auction #FC10
Friday, October 4, 2002 - 09:00

Lot	Head	Sex	Avg. Wt.	Price	Buyer	Status	
1	7	60	Steers	1000	107.25	Lakeside Farms Industries	SOLD
2	9	475	Steers	920	119.75	Varsee Livestock	SOLD
3	8	75	Steers	850	120.00	Cor Van Raay Farms Ltd.	SOLD
4	4	180	Hefers	850	113.50	Cor Van Raay Farms Ltd.	SOLD
5	3	70	Hefers	850	114.00	Cor Van Raay Farms Ltd.	SOLD
6	1	520	Hefers	950	112.75	Cor Van Raay Farms Ltd.	SOLD
7	2	60	Hefers	1030	107.25	Butte Grain Merchants Ltd.	SOLD
8	24	65	Hefers	860	114.25	Cor Van Raay Farms Ltd.	SOLD
9	20	25	Hefers	800	114.00	Butte Grain Merchants Ltd.	SOLD
10	21	25	Steers	950	121.25	Cor Van Raay Farms Ltd.	SOLD
11	22	30	Steers	980	109.25	Varsee Livestock	SOLD
12	23	30	Hefers	920	110.00	Varsee Livestock	SOLD
13	16	70	Steers	900	115.25	Varsee Livestock	SOLD
14	30	45	Steers	900	119.00	Varsee Livestock	SOLD
15	34	44	Steers	920	117.00	Alberta Prime Beef Corp.	SOLD
16	25	150	Steers	880	121.75	Terry Giles	SOLD
17	36	100	Steers	680	119.75	Hilzona Holdings	SOLD
18	32	47	Steers	700	118.25	Standard Hog Farms Ltd.	SOLD
19	33	20	Hefers	675	110.50	Kaujer Cattle	SOLD
20	17	130	Steers	630	119.25	Murray Wilson	SOLD

Figure 1d – The **Sale Summary** screen.

1.2 – The Auction Arena

All TEAM sales take place in the **Auction Arena**. TEAM Users may enter an auction in progress, and leave at any time. However, it is not recommended that Users leave and return to the **Auction Arena** while an auction is running.

1.2.1 – Entering the Arena

There are two ways to enter a TEAM auction.

- a) From the **Auction Schedule** screen (Figure 1a), click on either of the two ‘**Enter Arena**’ icons (👉 Enter Arena).

NOTE: You can only enter the Auction Arena once a sale has started. Go to ‘**Sales**’ at the scheduled time of sale and 👉 Enter Arena to access Auction Arena. The 👉 Enter Arena icon will only be present once an auction has been launched.

- b) Once a sale is running, an ‘**Enter Arena**’ tab will appear next to the ‘**Sales**’ tab at the top of the screen. Clicking on this tab will take you into the Auction Arena.

NOTE: If no auction is running, this tab will not appear. It is only present during auctions.

NOTE: If you are registered as an observer and would like to bid in the Auction Arena, please contact TEAM.

1.2.2 – Exiting the Arena

Once an auction has ended, you will automatically be redirected to the **Sale Summary** screen (*Figure 1d*) for that auction. However, you can leave the Arena at any time during an auction by making a selection from the Main Menu or by closing your browser window.

NOTE: *If you leave an auction while it is running and re-enter that auction, the Arena Interface must load again, so it will take a few seconds to regain access to the Arena.*

1.3 – System Requirements

Hardware - If the computer that you are using is **5 years old or newer**, it should be suitable to participate in TEAM Auction Sales. You will also need an **Internet connection**.

Software – You will need to be running **Windows 95 or newer** on your computer to participate in TEAM Auction Sales. We also recommend that you use the latest version of **Internet Explorer** and If you wish to participate in a sale you will need version 1.3.1 or greater of the **Java Plug-in**, which can be downloaded for free at our website.

NOTE: *Your system probably has all of the above requirements, with the exception of the **Java Plug-in**. The Java Plug-in can be downloaded by accessing the '**Demo**' or '**Help**' portions of our website. When visiting the Demo portion of our website, it will automatically detect whether or not you have a suitable version of Internet Explorer and Java Plug-in. If you do not have the Java Plug-in it will automatically start to download and install. There will be instructions provided to walk you through the process. The process will take up to 15 minutes, depending on your Internet connection speed.*

Unit 2 - Bidders

Once a TEAM Administrator has approved a bidder's registration form, he/she can bid in TEAM auctions. The following section will cover the Bidding process.

NOTE: Before participating in a live auction, you should visit the **TEAM Auction Demo** to familiarize yourself with the bidder interface and auction process. To view the demo, select 'Demo' from the Main Menu.

2.1 – Bidding

- a) Enter the **Auction Arena**. To enter the Arena, refer to section 1.2.1 – **Entering the Arena** in **Unit 1: Observers**.

NOTE: You can only enter the Auction Arena once a sale has started. Go to 'Sales' at the scheduled time of sale and  to access Auction Arena. The  icon will only be present once an auction has been launched.

- b) The **Auction Arena** will display the **Bidder Interface** (Figure 2a) as well as details for the current lot. For lots with images, they will be displayed in the top right corner of the screen. You can click on these images to view larger versions in a new window.

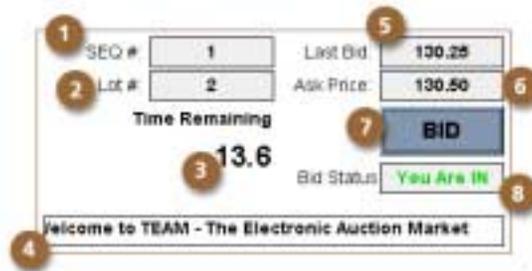


Figure 2a – The Bidder Interface

- 1. Sequence #**
The order in which the Lots are sold, starting with #1.
- 2. Lot #**
Each Lot is assigned a unique number for the Auction. While the Sequence# for a particular Lot may change, the Lot# will not.
- 3. Time Remaining**
Until the first bid is placed, the price will drop every 5 seconds. Once bidding has started, a maximum time of 15 seconds can elapse between bids. Once the timer reaches 0, the Lot is over.
- 4. Scrolling Messages**
During an auction, messages from TEAM Auctioneers or Administrators will be displayed here.
- 5. Last Bid**
The highest current bid amount will be displayed here.
- 6. Ask Price**
This is the next bid amount. If you place a bid, your bid will be equal to the price displayed here.

7. Bid Button

Click on this button to place a bid for the amount shown in the 'Ask Price' box.

8. Bid Status

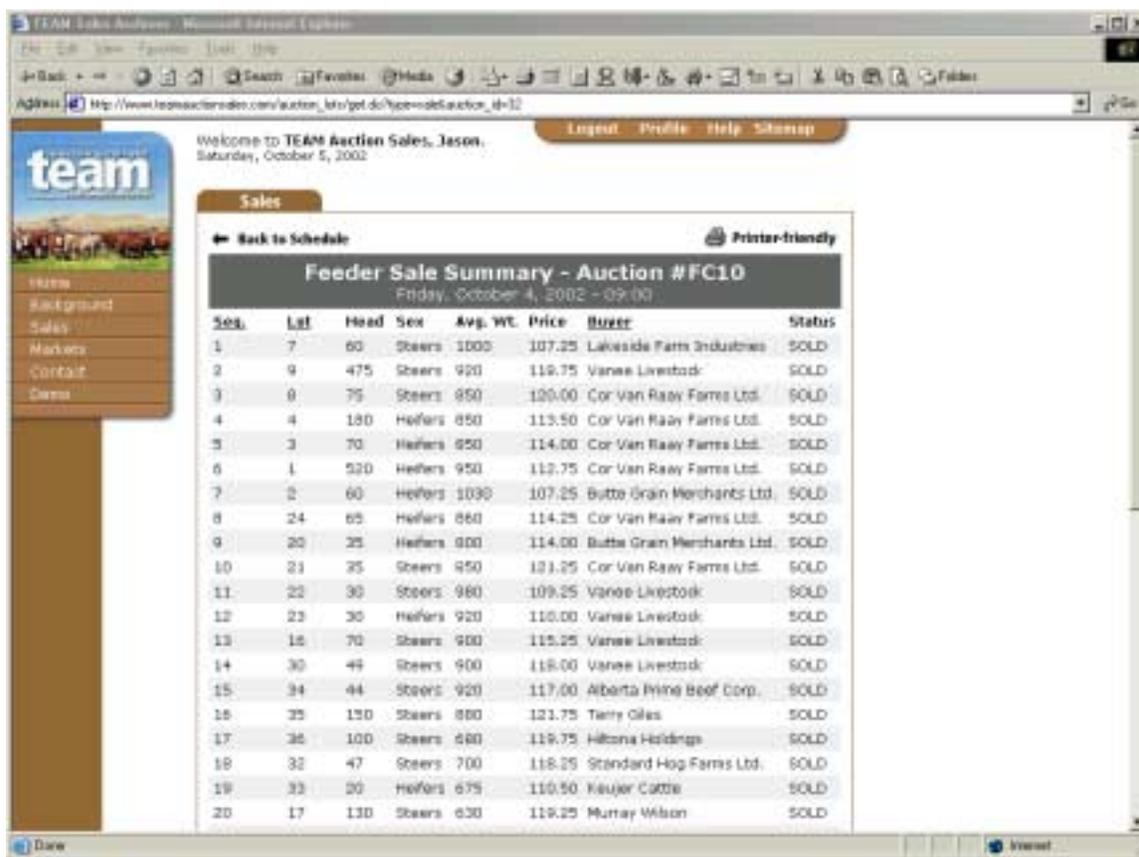
Once your bid has been accepted, this message will read (in green) "You Are In."

If no bid has been placed or if another bidder has outbid you, it will read (in red) "You Are Out."

"You Are Out."

NOTE: You can have other windows open during an auction, however you cannot access the Auction Arena in more than one window.

- c) At the beginning of each lot, there is a ten-second delay before the timer starts. This allows some time for bidders to review the lot details and view images.
- d) Once an auction has ended, you will automatically be redirected to the **Sale Summary** screen (Figure 2b) for that auction. However, you can leave the Arena at any time during an auction by making a selection from the Main Menu or by closing your browser window.



Welcome to **TEAM Auction Sales**, Jason.
Saturday, October 5, 2002

Logout Profile Help Settings

Sales

Back to Schedule Printer-friendly

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4	4	180	Heifers	850	113.50	Cor Van Raay Farms Ltd.	SOLD
5	3	70	Heifers	850	114.00	Cor Van Raay Farms Ltd.	SOLD
6	1	520	Heifers	950	112.75	Cor Van Raay Farms Ltd.	SOLD
7	2	60	Heifers	1030	107.25	Butte Grain Merchants Ltd.	SOLD
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Figure 2b – The **Sale Summary** screen.

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NOTE: *If you are part of a network that is protected by a firewall, you may experience difficulties entering the auction arena. Please contact TEAM if you experience any difficulties.*