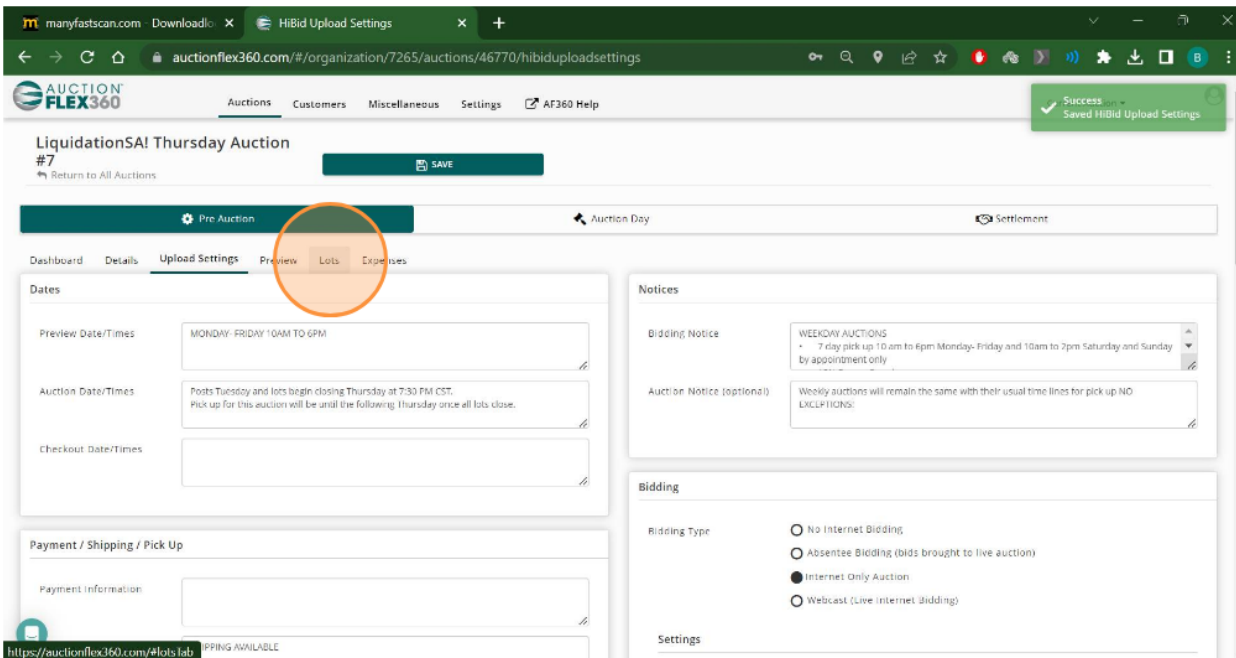


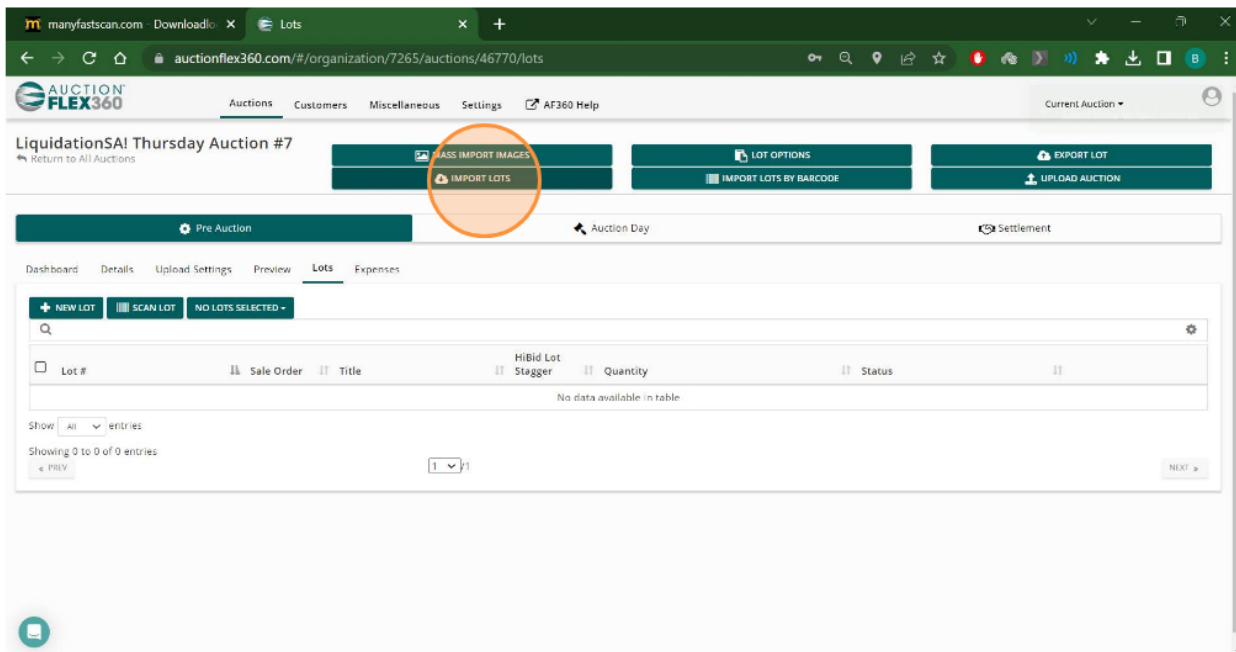
Uploading to AuctionFlex 360

After downloading your Manifest Group from *manyfastscan*, follow these steps:

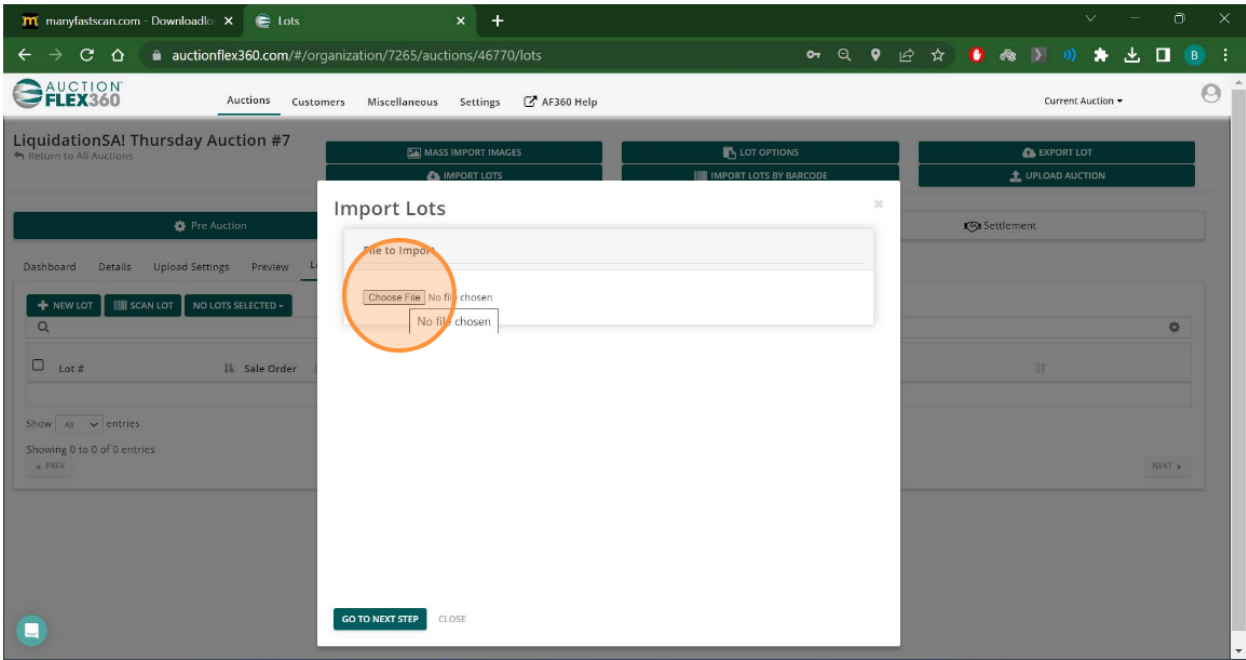
1. After creating your auction in Auctionflex360, select 'Lots'



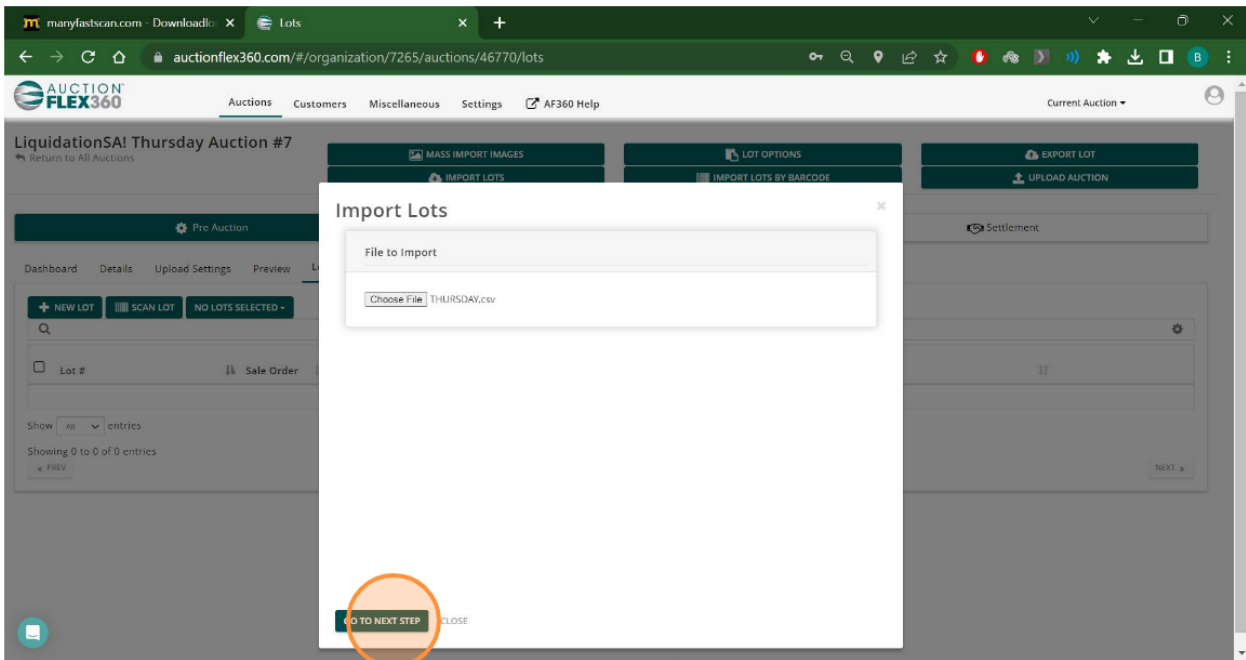
2. Select 'Import Lots'



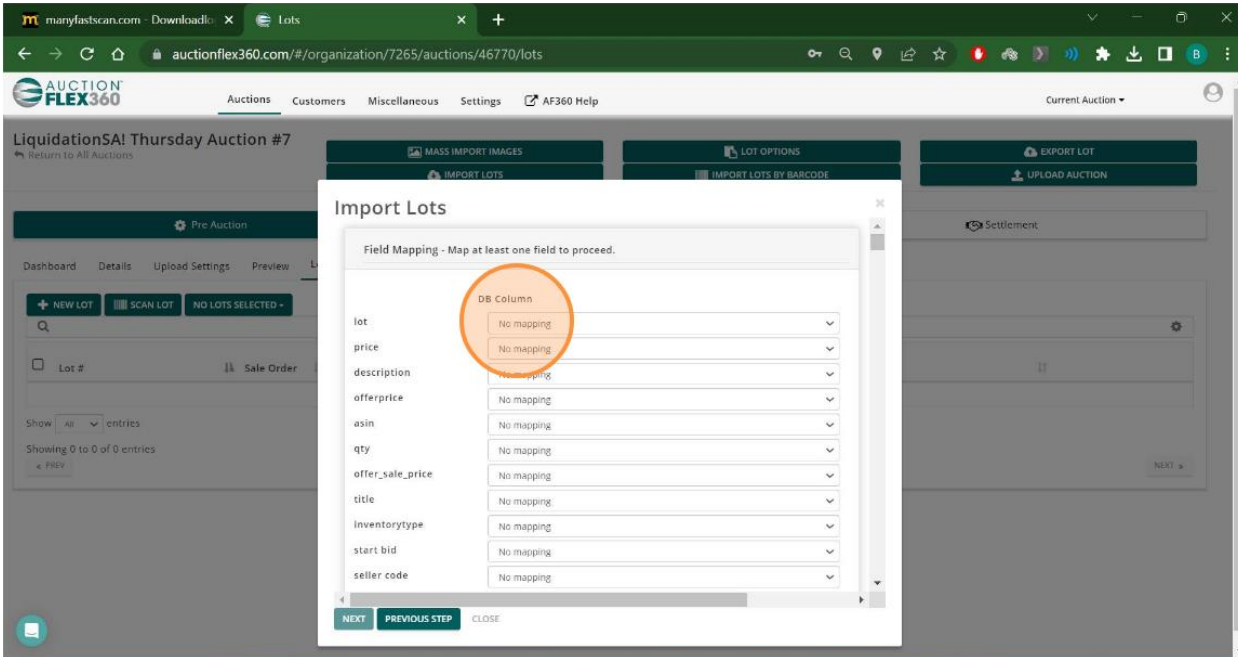
3. Click Choose File and select the csv from the downloaded folder in *manyfastscan*



4. Click 'Go To Next Step'



5. Map the fields from the csv file (on the left) to the fields in AUctionFlex360 (dropdowns)



Lot = LotNumber

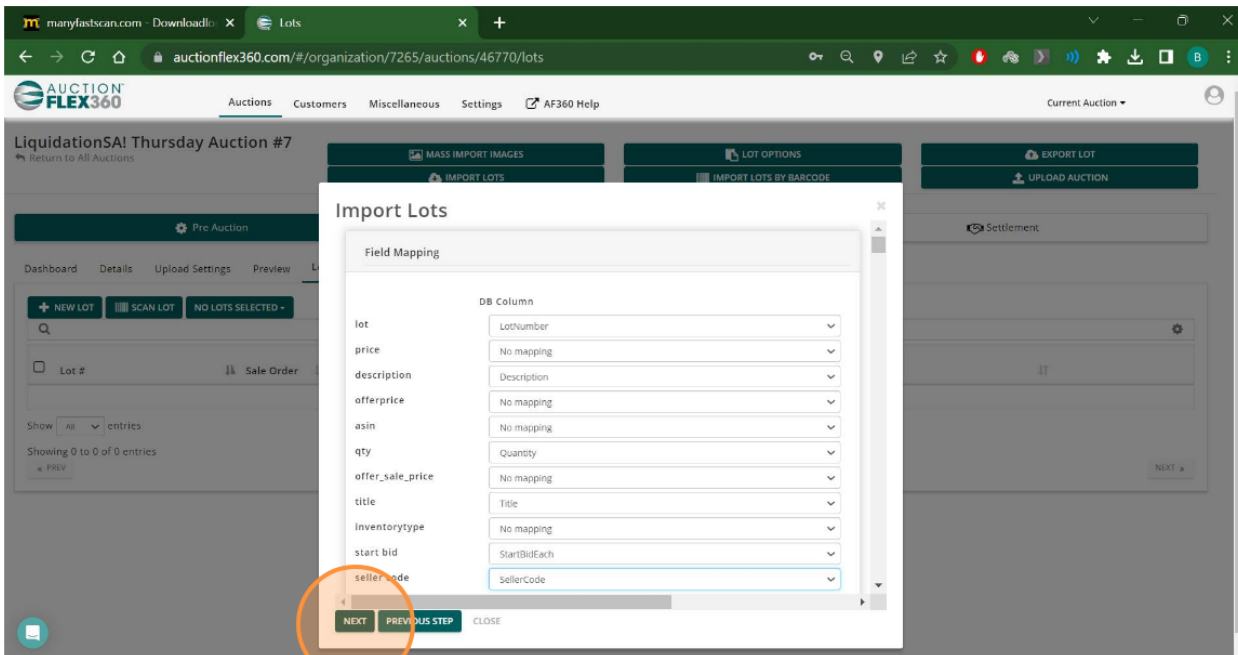
Description = Description

Qty = Quantity

Title = Title

Vendor Code = Seller Code

6. Click 'Next'



7. Click 'Import'

manyfastscan.com Download: x Lots x +
auctionflex360.com/#/organization/7265/auctions/46770/lots

AUCTION FLEX360 Auctions Customers Miscellaneous Settings AF360 Help Current Auction

LiquidationSA! Thursday Auction #7
Returns to All Auctions

Pre Auction

Dashboard Details Upload Settings Preview

+ NEW LOT SCAN LOT NO LOTS SELECTED -

Lot # Sale Order

Show All entries
Showing 0 to 0 of 0 entries

PREVIOUS STEP IMPORT CLOSE

8. Click 'Close'

manyfastscan.com Download: x Lots x +
auctionflex360.com/#/organization/7265/auctions/46770/lots

AUCTION FLEX360 Auctions Customers Miscellaneous Settings AF360 Help Current Auction

LiquidationSA! Thursday Auction #7
Returns to All Auctions

Pre Auction

Dashboard Details Upload Settings Preview

+ NEW LOT SCAN LOT NO LOTS SELECTED -

Lot # Sale Order Title

1	1	\$0 LOCATION
2	2	\$0 TERMS AND
3	3	\$0 SHIPPING
4	4	\$149 Kobalt De
5	5	\$379 RIDGID 15
6	6	\$119 CRAFTSM
7	7	\$63 Hampton
8	8	\$139 RYOBI OS

Status

Not Clerked	EDIT	DELETE
Not Clerked	EDIT	DELETE
Not Clerked	EDIT	DELETE
Not Clerked	EDIT	DELETE
Not Clerked	EDIT	DELETE
Not Clerked	EDIT	DELETE
Not Clerked	EDIT	DELETE
Not Clerked	EDIT	DELETE

Import Summary

Please enter required fields before they can be uploaded.

Import finished
Rows processed: 146
Successes: 146
Duplicates: 0
Warnings: 0
Failures: 0

CLOSE

9. Click 'Lot Images'

The screenshot shows the Auction Flex360 web application. At the top, there are navigation tabs for 'Auctions', 'Customers', and 'Miscellaneous'. Below this is a promotional banner for 'More Amazing Items at Unbelievable Prices! 6/13/24'. A secondary navigation bar contains 'Pre Auction', 'Auction Day', and 'Settlement'. The main navigation bar includes 'Details', 'Upload Settings', 'Preview', 'Lots', 'Lot Images' (highlighted with a red box), and 'Expenses'. A red alert banner states 'Please verify the Stagger Seconds are correct.' Below this are buttons for '+ NEW LOT', 'SCAN LOT', 'SALE ORDER', and 'NO LOTS SELECTED'. A search bar is present above a table of lots. The table has columns for 'Lot #', 'Sale Order', 'Title', 'HiBid Lot Stagger', 'Quantity', and 'Status'. Each row includes 'EDIT' and 'DELETE' icons.

Lot #	Sale Order	Title	HiBid Lot Stagger	Quantity	Status
1	1	PLEASE READ BEFORE BIDDING	20	1	Not Clerked
2	2	YOU ARE BIDDING IN THE RICHFIELD UTAH AUCTION	40	1	Not Clerked
3	3	PICKUP/SHIPPING DATES AND TIMES	60	1	Not Clerked
4	4	\$1K Retail SUNGOLDDPOWER 4000W 12V Inverter Charger	1920	1	Not Clerked
5	5	Echelon Smart Connect Fitness Bike EX15 Retail\$500	1940	1	Not Clerked

10. Select 'Select Lot Images'

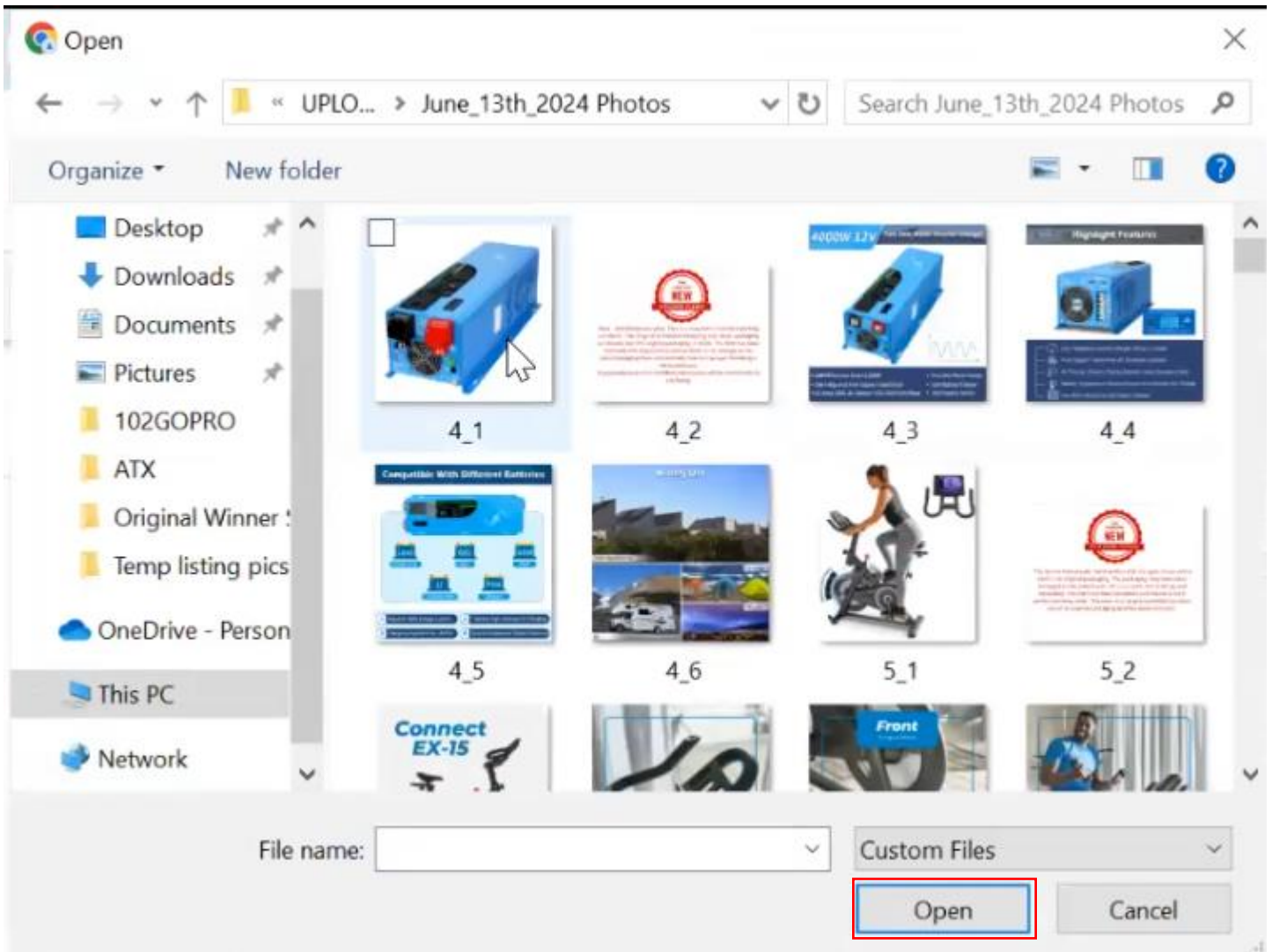
This screenshot shows the 'Lot Image Import' section. The 'Lot Images' tab is selected and highlighted with a red box. Below the tab is a 'SELECT LOT IMAGES...' button, also highlighted with a red box. A blue information box titled 'Naming your image files' provides instructions on how to name image files based on lot numbers. Below the information box is a URL: <https://auctionflex360.com/#lotImagesTab>.

Naming your image files
If your images are named after the lot number they are associated with, the software will apply those images to the correct lot.
Example: If you have four images for lot #1, you would name these images 1-1, 1-2, 1-3, and 1-4. Named in this way, the software will associate every image starting with 1- as belonging to lot #1. Images for lot #2 would be named 2-1, 2-2, 2-3, and so on.

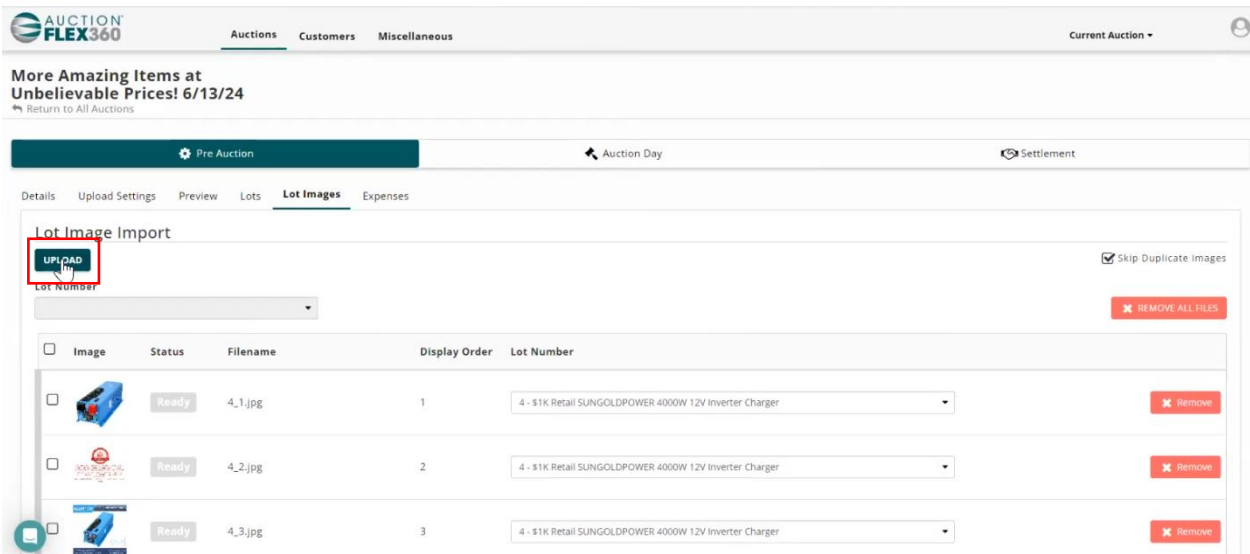
11. Select the photos from the Photos folder in your *manyfastscan* download



12. Select the first image and hit CTRL+A on your keyboard to select all of the images in the folder. Click Open



13. Select 'Upload'





More Amazing Items at Unbelievable Prices! 6/13/24

[Return to All Auctions](#)

[Pre Auction](#) [Auction Day](#) [Settlement](#)

Details Upload Settings Preview Lots **Lot Images** Expenses

Lot Image Import

Lot Image Import Status

Images remaining 580
Total images 594
Time remaining About 7 minutes

[CANCEL](#)

29%

Uploading: 6_3.jpg 6_4.jpg 6_5.jpg

Image	Status	Filename	Display Order	Lot Number	Result
	Complete	4_1.jpg	1	4 - \$1K Retail SUNGOLDPOWER 4000W 12V Inverter Charger	