

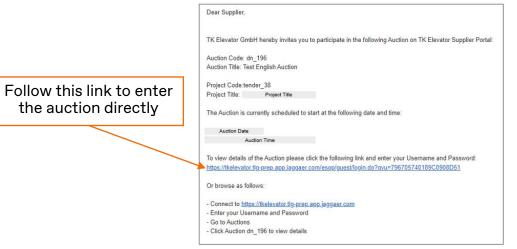
INTRODUCTION

- This guide briefly explains how to participate in a so-called **English Auction**
- The pre-condition for your participation is a completed registration on Jaggaer Network
- You can participate in the auction event by following a few steps
 - 1. Login to Jaggaer Network
 - 2. Enter the Sourcing Overview in your profile
 - 3. Open the Auction Monitor
 - 4. <u>Participate in the auction</u>

LOGIN TO JAGGAER

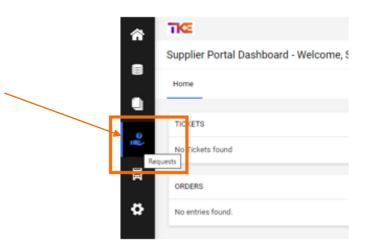
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 Either follow the Link in the email invitation or Login to Jaggaer Network



Example of invitation email

 Once you entered the Homepage successfully, click on Requests



SOURCING EVENTS OVERVIEW

- You are now seeing the **Sourcing Events Overview**
- On the right side you may find currently running **RfX** and **Auction** events
- Click on the **blue title** of an event to enter it

Main Dashboard		8 G				
QUICK LINKS	NEW MESSAGES (LAST 30 DAYS)	MY RFQS WITH PENDING RESPONSES				
STANDARD LINKS My Auctions Projects My RFIs My RFQs	No Unread Messages	No RFQs to display				
Organization Profile CUSTOM LINKS	MY RFIS WITH PENDING RESPONSES OPEN AND PENDING AUCTIONS					
MY BID COLLECTORS WITH PENDING RESPONSES	No RFIs to display	TITLE BUYER ORGANIZATION START DATE END DATE Test English Auction TK Elevator GmbH Start and End Date				

AUCTION OVERVIEW > AUCTION MONITOR

- The next page shows the **Details** and **Configuration** of the auction
- To enter the auction, click on Auction Monitor

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	- Auc	tion : dn_196 - Test English Auction	Ended			Auction Monitor
	Auction	Details Messages (Unread 0)				
3 9	Settings	Buyer Attachments (0) Associated Users				
ב ∍		v Overview				
1 .		Code dn_196		Format English		
±		Title Test English Auction				
		Start Date Auction Time		End Date Auction Time		
		Test Auction Test Auction for practice purposes				



