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**English No-Ties Auction  
Training Manual  
Version 1.1**

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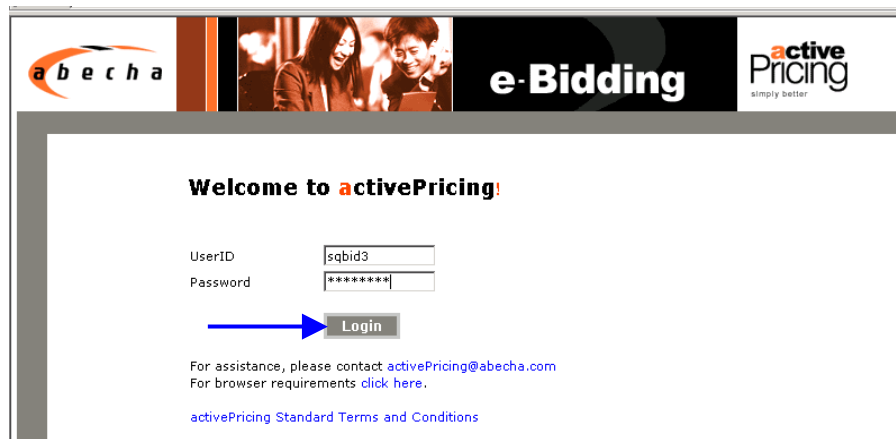
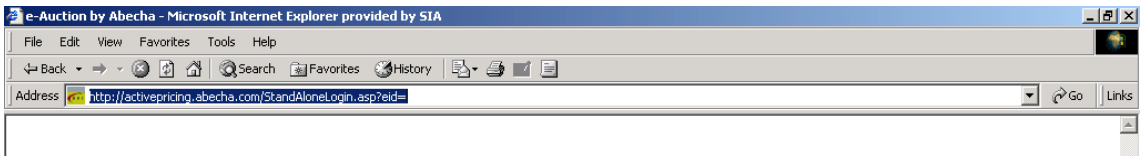
# CONTENTS

<b>BID SUBMITTING PROCESS.....</b>	<b>3</b>
LOG ON TO SESAMi .....	3
REVIEW ABECHA’S TERMS AND CONDITIONS .....	4
LOCATE AUCTION - FUTURE EVENTS .....	5
LOCATE AUCTION – AFTER AUCTION HAS STARTED .....	6
SUBMITTING A BID .....	7
BID CONFIRMATION .....	8
RE-BID .....	9
REVIEW ATTACHMENTS.....	10

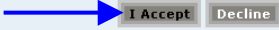
## BID SUBMITTING PROCESS

### LOG ON TO SESAMi

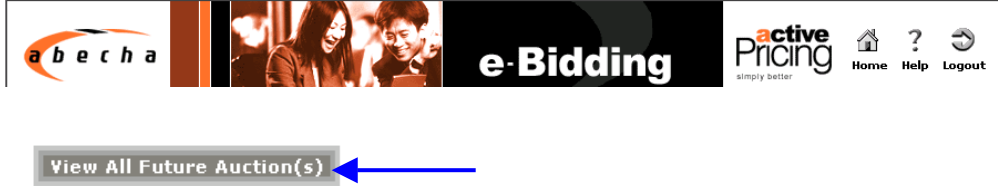
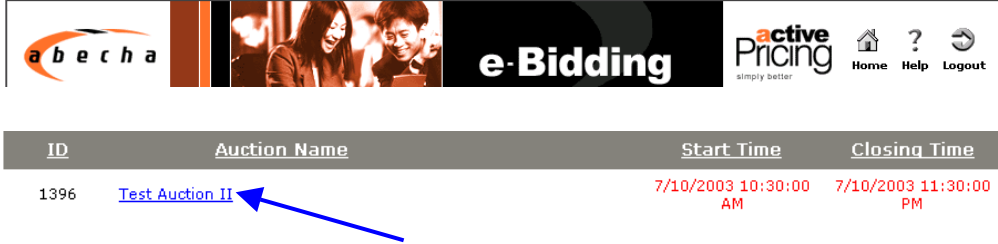

STEP	ACTION
1	Launch your Internet browser (Note: This site is best viewed with Internet Explorer 5.0 & above and Netscape 4.7 & above)
2	Type <a href="http://activepricing.abecha.com/StandAloneLogin.asp?eid=0">http://activepricing.abecha.com/StandAloneLogin.asp?eid=0</a> in the Address field and press the Enter key (Note: "www" is not required)
3	The <b>Abecha</b> home page displays. Enter your <b>UserID</b> and <b>Password</b> into the logon boxes. Click on the <b>Login</b> button




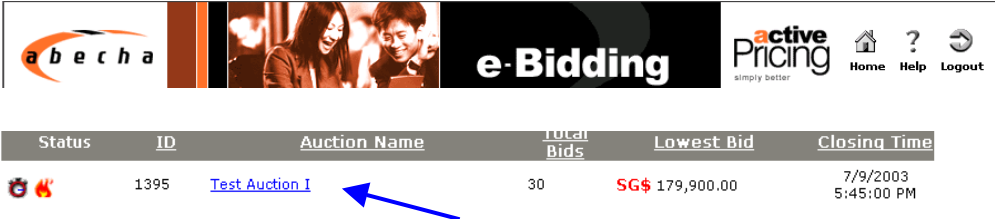






**REVIEW ABECHA'S TERMS AND CONDITIONS**

STEP	ACTION
4	<p>Review the Terms and Conditions</p> <p>Click "I accept" at the Terms and Conditions page. You will see this page only on your first login. It is advised that you print it for future reference. Please read this Terms and Conditions before the use of the e-Bidding engine</p> <div data-bbox="411 571 1232 1444"><p style="text-align: center;"><b>ActivePricing Terms and Conditions</b></p><p>The terms and conditions of this User Agreement apply to the use of Abecha's website (Website), including the use of this Website to participate in bidding events (Bidding Events). Abecha and/or its customers may supplement this User Agreement with separate terms and conditions, guidelines or rules (including the bidding rules (Bidding Rules)) applicable to specific services, including e-bidding services (Services) at the Website from time to time. All such terms and conditions, guidelines and rules are hereby incorporated by reference into this User Agreement. If you do not accept the terms and conditions of this User Agreement, you must refrain from using this Website.</p><p>In the event of any conflict or inconsistency between this User Agreement and any separate terms and conditions, guidelines and/or rules applicable to specific services at this Website, this User Agreement shall prevail.</p><p>Abecha may amend this User Agreement from time to time without notice to you. You should review the User Agreement periodically for changes at the Website.</p><p>Throughout this User Agreement you will sometimes be referred to as "User", "seller", "buyer", "bidder" or "member" depending on how you are using the Services.</p><p><b>1. Becoming a Registered User</b></p><p>To apply to become a registered user, registration details must be complete and given in the manner described on the Website or by Abecha, where registration is done off line. A registered user may be an individual, company, association or body of persons, corporate or unincorporate. Registered user status is subject to Abecha's approval of the application to be a registered user. Upon approval of the application to be a registered user, Abecha will notify the successful applicant that it has been approved as a registered user via the successful applicant's designated e-mail address or through such other means as Abecha deems fit. Registered user status is non-transferable. Although no fees are currently charged for registered user status, Abecha reserves the right to levy fees for the same in the future. In such event, prior notification of the same will be made on the Website. All registered users will additionally be notified of the fee levied via their designated email address.</p><p><b>21. Governing Law</b></p><p>These Bidding Rules are governed by the laws in force in Singapore. You agree to submit to the exclusive jurisdiction of the courts of that jurisdiction.</p><p><b>22. General</b></p><p><b>Force Majeure:</b> The operation of the Website may be interrupted with by some force factors outside of our control. We shall not take any liability for any delay or default in the operation of the Website or the Services caused by circumstances beyond our control including but not restricted to acts of God, acts of the public, enemy, decrees or restraints by governmental authorities, Internet telecommunication, computer or software failure (including failures caused by (i) acts which impose a reasonably or disproportionately large load on infrastructure or facilities such as "flooding", "mail bombing" or "spamming" of the Website, (ii) viruses, Trojan horses, worms, time bombs, cancel bots, cyber eggs or other computer programming routines, battery damage, defective battery, fire, theft, sabotage, unauthorized access, computer hacking, fraud, telecommunication or computer network failures, equipment malfunctions, power outage, or other causes of network or system downtime, or any other cause, in any of which we are not responsible for the receipt or appropriate use of personal information), strikes, war, riot, insurrection, civil commotion and other causes of network or system downtime. We shall not be liable for the duration of such event, be released of any such obligation under these Bidding Rules as is affected by the said event PROVIDED that the provisions hereof shall remain in force with regard to all other obligations which are not affected by such event and PROVIDED further that the parties shall not terminate their obligations under these Bidding Rules upon the cessation of such event.</p><p>We make any right available to us under these Bidding Rules on one occasion, this does not mean that those rights will automatically be waived on any other occasion.</p><p>If any of these Bidding Rules are held to be invalid, unenforceable or illegal for any reason, the remaining Bidding Rules shall nevertheless continue in full force.</p><p style="text-align: center;"></p></div>

**LOCATE AUCTION - FUTURE EVENTS**

STEP	ACTION												
5	<p>Click on <b>View All Future Auction(S)</b> Button                      (Note: If the auction(s) have yet to reach its scheduled opening time, you can view it under Future Auction(s))</p> 												
6	<p>Click on auction name under the "Future Auction" page</p>  <table border="1" data-bbox="331 920 1334 1003"> <thead> <tr> <th>ID</th> <th>Auction Name</th> <th>Start Time</th> <th>Closing Time</th> </tr> </thead> <tbody> <tr> <td>1396</td> <td><a href="#">Test Auction II</a></td> <td>7/10/2003 10:30:00 AM</td> <td>7/10/2003 11:30:00 PM</td> </tr> </tbody> </table>	ID	Auction Name	Start Time	Closing Time	1396	<a href="#">Test Auction II</a>	7/10/2003 10:30:00 AM	7/10/2003 11:30:00 PM				
ID	Auction Name	Start Time	Closing Time										
1396	<a href="#">Test Auction II</a>	7/10/2003 10:30:00 AM	7/10/2003 11:30:00 PM										
7	<p>Review the details such as Start/ Close Time of the Auction</p>  <table border="1" data-bbox="331 1330 1334 1464"> <tbody> <tr> <td>Category</td> <td>Term Contract</td> </tr> <tr> <td>Sub-category</td> <td>Stationary</td> </tr> <tr> <td>Auction Name</td> <td><a href="#">Test Auction II</a></td> </tr> <tr> <td>Start Time</td> <td>7/10/2003 10:30 AM</td> </tr> <tr> <td>Closing Time</td> <td>7/10/2003 11:30 PM</td> </tr> <tr> <td>Description</td> <td>This Auction is used to produce the Auction Training Kit</td> </tr> </tbody> </table>	Category	Term Contract	Sub-category	Stationary	Auction Name	<a href="#">Test Auction II</a>	Start Time	7/10/2003 10:30 AM	Closing Time	7/10/2003 11:30 PM	Description	This Auction is used to produce the Auction Training Kit
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Closing Time	7/10/2003 11:30 PM												
Description	This Auction is used to produce the Auction Training Kit												

**LOCATE AUCTION – AFTER AUCTION HAS STARTED**

STEP	ACTION												
8	<p>Click on "View Open Auction" hyperlink at the "Category" page</p> 												
9	<p>Click on auction name under the "Open Auction" page to go to the <b>BIDDING DETAILS</b> page</p>  <table border="1" data-bbox="347 891 1286 965"> <thead> <tr> <th>Status</th> <th>ID</th> <th>Auction Name</th> <th>Total Bids</th> <th>Lowest Bid</th> <th>Closing Time</th> </tr> </thead> <tbody> <tr> <td> </td> <td>1395</td> <td><a href="#">Test Auction 1</a></td> <td>30</td> <td>SG\$ 179,900.00</td> <td>7/9/2003 5:45:00 PM</td> </tr> </tbody> </table>	Status	ID	Auction Name	Total Bids	Lowest Bid	Closing Time	 	1395	<a href="#">Test Auction 1</a>	30	SG\$ 179,900.00	7/9/2003 5:45:00 PM
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 	1395	<a href="#">Test Auction 1</a>	30	SG\$ 179,900.00	7/9/2003 5:45:00 PM								


**SUBMITTING A BID**

STEP	ACTION
<p>10</p>	<p><b>BIDDING DETAILS</b></p> <p>Enter your bid amount in the "Bidding Amount" box. Click the "Submit Bid" button            (Note: If you are unable to see the bottom window, please set your Display Settings to 1028 X 768 with the following steps: -</p> <ol style="list-style-type: none"> <li>Click Start &gt; Settings &gt; Control Panel &gt; Display</li> <li>Select Settings</li> <li>Change the resolution to 1024x768 using the Slider located at Bottom Right)</li> </ol> <p><b>Place Your Bid</b></p> <p>Currency <b>SG\$</b></p> <p>Bid Amount (eg: 100,000.00) <input type="text" value="1,79,400.00"/> + - <input type="checkbox"/> Proxy Bid</p> <p><b>Enter your bid amount</b></p> <p>Submit Bid Refresh</p> <p>Current Time: 7/10/2003 10:58:22 AM Time Remaining: 0 Day 12:31:38</p> <p><b>There are no previous bids for this Auction.</b></p> <p>To decrease the amount of the bid, click on this button and the amount will be automatically decreased by the minimum bid decrement amount require for the auction.</p>
<p>11</p>	<p><b>BID CONFIRMATION.</b> Click "Yes" at the confirmation prompt</p> <p>VBScript: activePricing (Your Current Bid Details)</p> <p>Submit Your Bid: 1,000,000.00</p> <p>Yes No</p>


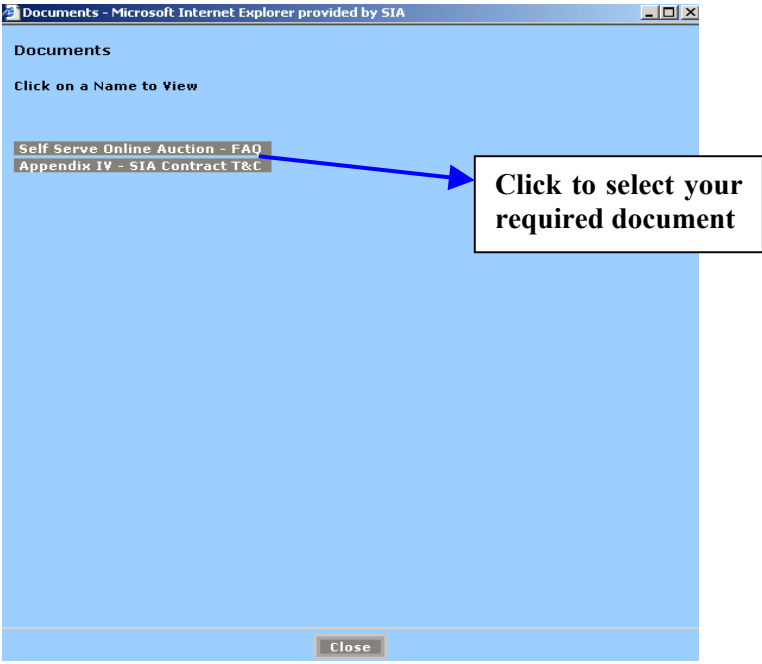
**BID CONFIRMATION**

<b>STEP</b>	<b>ACTION</b>
12	<p>THE <b>BID CONFIRMATION</b> PAGE DISPLAYS</p> <p>You should be brought to a "Bid Results" page where it shows whether your bid has been accepted.</p> <p style="text-align: center;"><b>Your bid for the following Auction has been accepted.</b></p>
13	<p>You will receive this message IF the bid that you have submitted has being superceded by a better bid.</p> <p style="text-align: center;"><b>You have been outbid for the following Auction.</b></p>

**RE-BID**

STEP	ACTION												
14	<p>To Re-Bid, click on <b>GO BACK</b> button on the <b>BID CONFIRMATION</b> page                      (Note: You should be brought to the page where you submit your first bid. Repeat the same process as per Page 9 to submit another bid )</p> <p style="text-align: center; color: blue;"><b>Your bid for the following Auction has been accepted.</b></p> <div style="text-align: center;">  </div>												
15	<p>Enter your bid amount in the "Bidding Amount" box. Click the "Submit Bid" button.                      (Note: Your bid must be lower than the current leading bid as shown in the table at the bottom of the page)</p> <div style="border: 1px solid gray; padding: 5px; margin-bottom: 10px;"> <p><b>Place Your Bid</b></p> <p>Currency <b>SG\$</b></p> <p>Bid Amount (eg: 100,000.00) <input style="width: 150px;" type="text" value="999,500.00"/> <span style="margin-left: 10px;">+ -</span></p> <p style="text-align: right;"><input type="checkbox"/> <b>Proxy Bid</b></p> <p style="text-align: center;"> <span style="margin-right: 20px;">Submit Bid</span> <span>Refresh</span> </p> </div> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin-bottom: 10px;"> <p><b>Enter your bid amount</b></p> </div> <p>Current Time: <b>7/10/2003 11:23:19 AM</b>      Time Remaining: <b>0 Day 12:06:41</b></p> <p style="text-align: center;"> <span style="color: blue;">&gt;&gt;&gt;</span> = Your Bids                        <span style="color: yellow;">🚩</span> = Leading Bid                        <span style="color: red;">▶</span> = Proxy Bids                 </p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="width: 5%;"></th> <th style="width: 25%; color: blue;">Bidder ID</th> <th style="width: 25%; color: blue;">Bid Amount</th> <th style="width: 45%; color: blue;">Bid Time</th> </tr> </thead> <tbody> <tr> <td style="text-align: left; color: blue;">&gt;&gt;&gt;</td> <td>Bidder1</td> <td>1,000,000.00</td> <td>7/10/2003 11:20 AM</td> </tr> <tr> <td></td> <td>Bidder 2</td> <td>1,000,000.00</td> <td>7/10/2003 11:22 AM</td> </tr> </tbody> </table>		Bidder ID	Bid Amount	Bid Time	>>>	Bidder1	1,000,000.00	7/10/2003 11:20 AM		Bidder 2	1,000,000.00	7/10/2003 11:22 AM
	Bidder ID	Bid Amount	Bid Time										
>>>	Bidder1	1,000,000.00	7/10/2003 11:20 AM										
	Bidder 2	1,000,000.00	7/10/2003 11:22 AM										

**REVIEW ATTACHMENTS**

STEP	ACTION
16	<p>To view attachments, click on Attachment Icon (as shown below) on the top right hand corner of the <b>BIDDING DETAILS</b> Page</p> 
17	<p>Select your required document by clicking on the name of the document for your viewing</p> 

18

Review the documents

