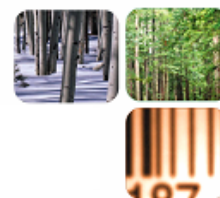




# Auction Tracking - Standard Processing



DISPRAX



## ::: OVERVIEW

In this course you will learn how to set up an Auction, track vendor and bidder information, bill lots sold, and process cheques for vendors.

## ::: AREAS COVERED

- Setting up for Auctions
- Lotting Sheet entry
- Register bidders and track deposits
- Post auction billing to bidders
- Process payments to vendors

## ::: PRIOR KNOWLEDGE

This course assumes an understanding of the Auction processing for your business.

## ::: WHO WILL BENEFIT?

- TIMMS Administrators
- Auction Coordinator
- Sales Administration Staff

## ::: BENEFITS OF TRAINING

Regular training sessions are critical to ensuring your staff maximise their usage of the TIMMS system.

Our training is performed by **TIMMS certified Training Consultants** in an environment that promotes discussion and learning, helping to:

- Gain a deeper understanding of how the TIMMS system works
- Build skills and confidence
- Improve usage of TIMMS to maximise efficiency and accuracy

### Workshop level:

- Day-to-Day Processing
- **Intermediate**
- Advanced Setup

**Course Code:** AU01

**Course Duration:** 4+ hours

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