



HOW TO LIST YOUR CAR ONLINE

New users start at STEP 1, Users who already have a username and password go straight to STEP 3.

FIRST TIME USERS

1.1 - Go to www.vantagestarcars.com.au via the link on the Vantage Management site or go directly by typing in www.vantagestarcars.com.au

1.2 – Create a USERNAME and PASSWORD by clicking on REGISTER (at top of the page under the header) and create an account. Once you have finished and clicked SUBMIT then FINISH you will be sent an email to your nominated address. You will need to click on the Verification link in the email before you can be recognized by the Star Cars website.

1.3 – Go to www.vantagestarcars.com.au and click LOGIN using your USERNAME and PASSWORD. Make note of these in a secure place as you need them to LOGIN on future visits to the Star Cars website.

ADDING A NEW CAR

2.1 – Go to www.vantagestarcars.com.au and make sure you are Logged in using your Username and Password previously created. LOGIN link is at the top of the page.

2.2 – To add a car click on MY CARS at the top of the page. Then click on ADD NEW CAR at the bottom of the page.

2.3 – Fill out the details about you and the car you are listing as per instructions. Once finished click on SUBMIT PROFILE. You will be taken to a page that says ADD PICTURES TO YOUR CAR or LIST of MY CARS.

2.4 – Click on ADD PICTURES and then select from the drop down box the car you are adding pictures to (if you have listed more than one) then add pictures by clicking BROWSE and selecting the picture you wish to put in from your computers file. The first photo you select in Image 1 space will be the 'Display' photo for your car. Make sure it is the 'best' one to attract attention to your car.

IMPORTANT – Make sure your picture files

-Are Jpeg or GIF files

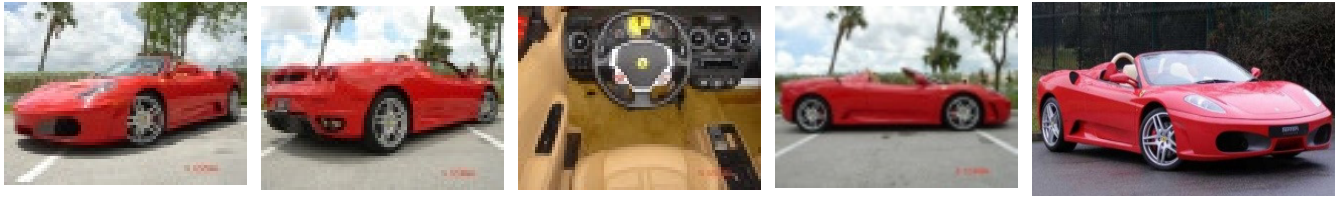
- Do Not contain symbols (% \$ * & etc) in the file name, these will come up as small red cross on the website.

- Are less than 4.5Mb in size. Ideally 250kb are perfect. Larger the image the more time it takes to upload to our website. 10inches on the long side is a good guide.

- Are cropped to fit your car nicely. Also, If you want the number plates blanked out you will need to do it. We are unable to edit your images.

2.4 (cont.) – You can select up to 5 images at a time to upload. (One per box).

HINT – Ideally we are looking for pics that show off the car well. Four different exterior shots and a good interior shot are ideal. You can add more if you wish.



2.5 – Once you have all your images selected click on SUBMIT. Depending on the size of the images you are uploading **the transfer of images could take a few minutes**. Please be patient and DON'T press any buttons or go back. Once the pictures have loaded you will be taken to a new page when you can select ADD MORE PICTURES TO YOUR CAR or MY CARS. You can add more pictures by clicking ADD MORE PICTURES and repeat the process listed in 2.4. If you would rather check out the car's profile click on MY CARS.

PAY FOR A LISTING

3.1 – Once a car listing is made you can go to MY CARS and VIEW your car's profile. If the car has not been paid for you will see a PAY NOW link at the top of the listing. By clicking on that you will be taken to the SECURE payment site where you have a number of easy payment options that suit everyone. Cars will not be visible in the catalogue until the listing is paid for and manually activated by Vantage's webmaster. This could be up to 48hrs after you pay for the listing.

3.2 – Direct link to the payment site is - <http://www.vantagemanagement.com.au/VSONlinepay.cfm>

EDITING AN EXISTING CAR LISTING

4.1 – To edit the TEXT or OPTIONS on an existing car profile make sure you LOG IN at www.vantagestarcars.com.au and then go to MY CARS. Click on EDIT next to the profile you wish to edit.

EDITING PICTURES OF AND EXISTING CAR

5.1 – To change the photos you have on an existing car profile make sure you LOG IN at www.vantagestarcars.com.au and then go to MY CARS. Click on EDIT PICTURES next to the profile you wish to edit/delete pictures of.

ADD NEW PICTURES OF AN EXISTING CAR

6.1 - To add photos to an existing car profile make sure you LOG IN at www.vantagestarcars.com.au and then go to MY CARS. Click on ADD PICTURES TO MY CAR at the bottom of the page. Then follow instructions at 2.4 (above)

If you have any questions or can't get the website to co-operate then please feel free to email admin@vantagemanagement.com.au or call during office hours 1300 858 348