

How to Place an Advertisement

Creating an ad is quick and easy. It will only take about five minutes of your time. Here are the instructions for placing your first ad:

- Register at our site. On the left side of our home page you will find a registration link. Go to the registration page. You will first need to fill in the text you see in the security image, your name, a desired username, your email address and a password for the site. You must read and accept the terms and conditions. After you have filled out the form, click on the register button. You will receive an email with an activation link. After you have clicked on the link in your email you will be able to login to the site.

- After you first login, click on the "My Advertisements" link at the top of the page. Before you can place your first ad, you must now fill in the information that customers will use to contact you. Your name or company name, pin code, telephone number, and email address are required. These can be different than the information you registered before as some businesses may have different contact information. After you have filled in the information, click on the save button.

- Now you can place your first ad. Click on the "My Objects" link above the contact form. To place your first ad, click on the "new" icon.

- You will first need to fill in the boxes on the "overview" tab. The first line is an optional reference number that you can fill in if you have a tracking system for vehicles. You then need to select the category that is most appropriate for your vehicle, such as "compact cars". Then you need to fill in a title for your ad, which can be anything, such as "2008 Tata Nano". The title will appear lists in the site.

- Now you need to fill in the "description" box for the ad summary. You may use the example to the left of the box as an example or you can feel free to create your own form of description. The editor above the description box has many functions for advanced users. We recommend not using them to keep the ads clean and consistent unless you are experienced with such editors.

- Below the "description" box is the "condition" box. Again, you should fill in the overall description of your vehicle's condition, indicating any how well it is kept or if it has mechanical problems, for example.

- Below the "condition" box is the "miscellaneous" box. You have the option of filling in other information you wish to communicate. This may include other options, financing or appropriate times to contact you, for example.

- Now click on the "details" tab. Here you will find more information on the details for your vehicle. It is important to fill as much of this information as possible because it determines how your vehicle is found by our search engine.

- First fill in the top of the "details" tab. The "Km", "color", "new/used", and "year" fields are required. Here is a description of what each field should contain:

- Power: the engine power in HP or PS.

- Km: the number of kilometers the vehicle has traveled.

- Fuel: the type of fuel the vehicle uses such as petrol or diesel.

- Color: the exterior color of the vehicle.

- Doors: how many doors the vehicle has.

- Transmission: the number of gears for manual transmissions such as "4sp" or "5sp" or type "auto" for automatic transmissions.

- Interiors: you may type in the interior color of the vehicle (suggested) or put in other items such as "leather";
 - Fuel tank capacity: the amount of fuel the tank holds in liters.
 - Engine: the size of the engine in liters. For example "1.4"; or "623"; for a 623 cc engine.
 - New/Used: type in "new"; or "used"; as appropriate.
 - Year: the model year of the vehicle.
 - Fuel Efficiency: the number of kilometers per liter of fuel the car travels on in city conditions, such as "20 Km/L";.
 - Price: the price, in Rs, of the vehicle. Note: do not put any commas or decimals in the price, the form will automatically generate them.
 - Model: the model of the car such as "Nano"; or "Accord";
 - Make: select the manufacturer from the list. If you do not find your vehicle's manufacturer, select "other"; and send us a message on the "contact us"; link at the top of the page so we can add it to the list.
- Now you need to fill in the "extra's"; section as appropriate. Simply click on the check boxes that fit your vehicles features.
- Now click on the "pictures"; tab. Here you can add images of your vehicle to your ad. We recommend you upload images in that are in the typical 4:3 width to height ratio that is commonly taken by almost all digital cameras. We resize and compress the images automatically to make them suitable for the web and such ratios will not result in image distortion. Examples of these image sizes are 640x480, 800x600, 1024x768 or large that follow the 4:3 ratio. In addition the maximum image size that can be uploaded is 5MB. You can upload images in almost all of the common file formats. When you are ready to upload your images, click on the "gallery"; icon.
- A new browser window will open. If you have "popup blockers"; running you should allow our site to run these. Click on the "bind and upload"; link
- In the "file upload"; box, type in a descriptive name for your image. Then click on "browse"; and navigate to the location of your image file. Once it is selected, click on "open"; and then click on the "upload"; button.
- When the file is done uploading and converting, you will see a new file name appear in the "object images"; box. You may click on the file name to see a preview of your image.
- You may repeat the file upload process in steps 13 and 14 to load up to 5 images per advertisement.
- If you uploaded more than one image, you can arrange them how you want them to appear in advertisements. The first image will always be the image that appears in search results lists and on our "latest"; and "great offers"; lists. Click on the "arrange images for display"; link. You will see your list of images. Here you may delete any images you do not wish to keep or you may re-arrange them by clicking on the blue up and down arrows next to the image. Once you are done you may close the window by clicking on the "close window"; link.
- Your ad is now done. If you think your ad is at a very good price you can click on the "great offer"; box at the bottom of the page and the ad will be added to our great offers section. Click on the save button.
- Send us a message by clicking on the "contact us"; link at the top of the page, giving us the ad title, or titles if more than one. After we review the ad(s) we will publish it or send you a message requesting edits if appropriate.
- If you wish to edit your ad, go to the "my objects"; page and click on the checkbox next to an ad you wish to edit and click on the "edit"; icon. This will reopen the editor you used to create the new ad, but with all of your information filled out. You can now make any changes you wish and save the ad when completed. You will again have to contact us to re-publish your ad.

After your ad is published, web site visitors can search for it, see it in its category, or see it show up in the latest ads or great offers section. If they are interested they will contact you.

If you sell your vehicle, you may delete the ad so nobody will needlessly contact you. In the "my objects" page you may click on the checkbox next to an ad you wish to delete and click on the "delete" icon.

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- Your ad is now done. If you think your ad is at a very good price you can click on the “great offer” box at the bottom of the page and the ad will be added to our great offers section. Click on the save button.

- Send us a message by clicking on the “contact us” link at the top of the page, giving us the ad title, or titles if more than one. After we review the ad(s) we will publish it or send you a message requesting edits if appropriate.

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