

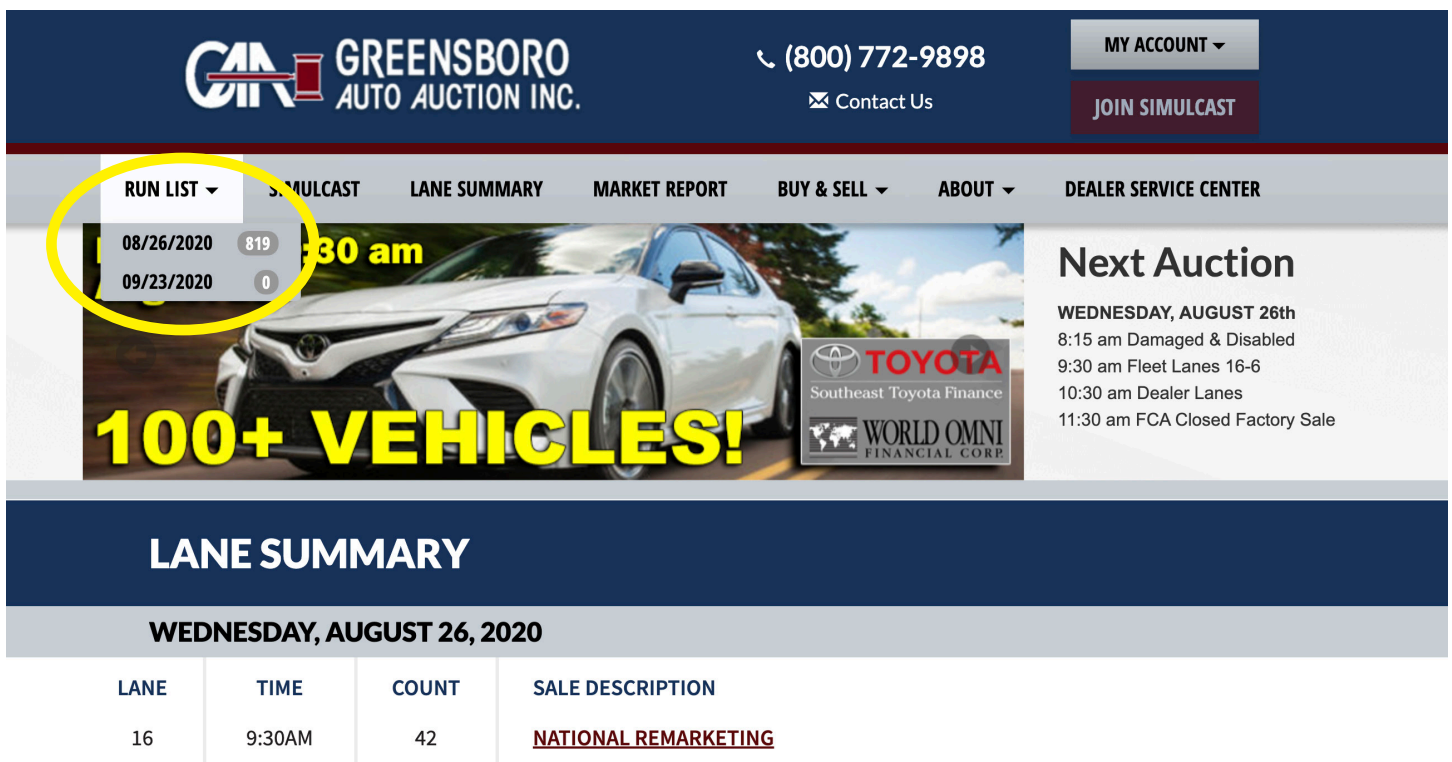
## HOW TO VIEW THE RUN LIST

First, go to <https://greensboroaa.com/> and **log in to your account**.

After you have logged in, **click on “RUN LIST”** in the upper left corner.

Next, click on the sale date.

Note: if a Tuesday date is listed, this is a CLOSED Ford Factory sale. Only Ford and Lincoln dealers can access this sale.



The screenshot shows the website's navigation bar with the following items: RUN LIST (circled in yellow), SIMULCAST, LANE SUMMARY, MARKET REPORT, BUY & SELL, ABOUT, and DEALER SERVICE CENTER. Below the navigation bar is a banner for a Toyota auction on Wednesday, August 26th at 9:30 am, featuring a white Toyota car and the text "100+ VEHICLES!". To the right of the banner is a "Next Auction" section listing the schedule for Wednesday, August 26th: 8:15 am Damaged & Disabled, 9:30 am Fleet Lanes 16-6, 10:30 am Dealer Lanes, and 11:30 am FCA Closed Factory Sale. Below the banner is a "LANE SUMMARY" section for Wednesday, August 26, 2020, with a table showing one lane at 9:30 AM with 42 vehicles for National Remarketing.

LANE	TIME	COUNT	SALE DESCRIPTION
16	9:30AM	42	<u>NATIONAL REMARKETING</u>

This is the next screen you will see. This creates a full list of all the vehicles currently posted in the sale for that date.

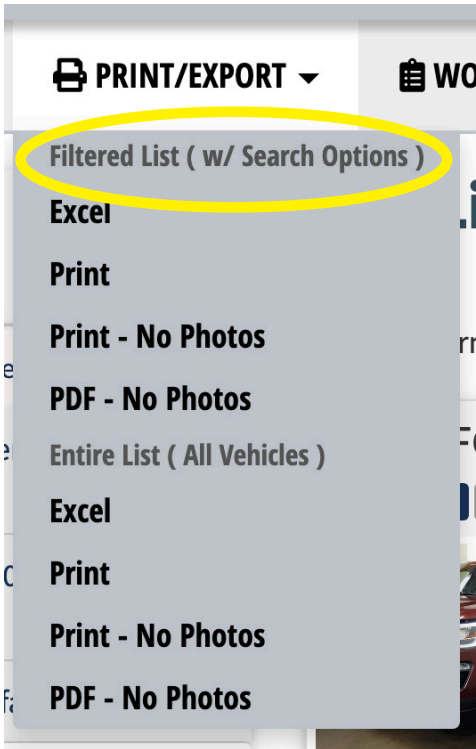
The menu on the left side of the page is where you will narrow your run list to the vehicles you're looking for.

The screenshot shows the Greensboro Auto Auction Inc. website interface. At the top, there is a header with the company logo, phone number (800) 772-9898, and a 'Contact Us' link. Below the header is a navigation bar with options like 'RUN LIST', 'SIMULCAST', 'LANE SUMMARY', 'MARKET REPORT', 'BUY & SELL', 'ABOUT', and 'DEALER SERVICE CENTER'. A secondary navigation bar includes 'SALES', 'PRINT/EXPORT', 'WORKBOOK', 'AUTO BIDS', 'JOIN SIMULCAST', and 'MY ACCOUNT'. The main content area is titled 'Run List - 08/26/2020' and shows 'Page 1 of 17' with 'Search returned 819 results'. A search filter menu on the left is circled in yellow, containing options for 'Make', 'Lane', 'Vehicle Types', 'Body Styles', 'Year & Mileage', 'Color', 'Engine', 'Drivetrain', 'Transmission', 'Condition Grade', and 'Keyword Search'. The main list displays three vehicle entries: a 2012 Fisker Karma EcoSport, a 2018 Kia Forte LX, and a 2016 Nissan Altima SL. Each entry includes a photo placeholder, vehicle details (Body Style, Condition Grade, VIN, Mileage), and action buttons like 'VIEW DETAILS', 'VIEW CR', and 'AUTO BID'. The interface also features 'SAVE' and 'NOTE' buttons for each vehicle.

We invite you to explore these search options on your own or view the next handout, "How To Search Inventory," where these menu items will be discussed.

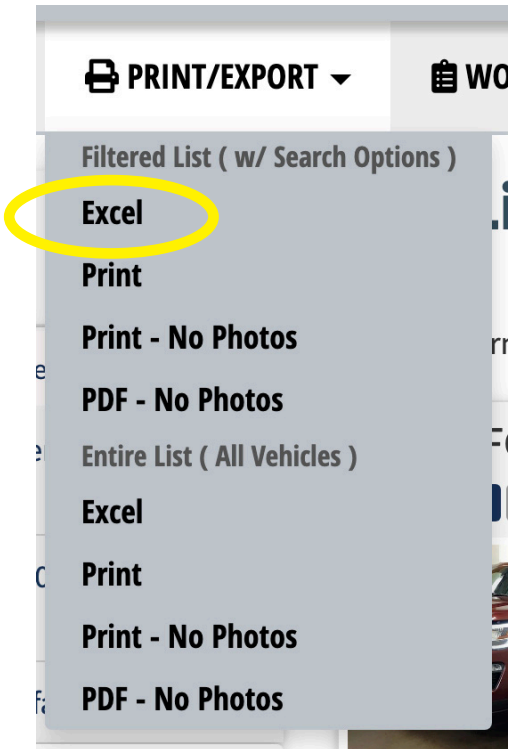
**NEED HELP? CALL US AT 800.772.9898 ext. 4**

# HOW TO PRINT



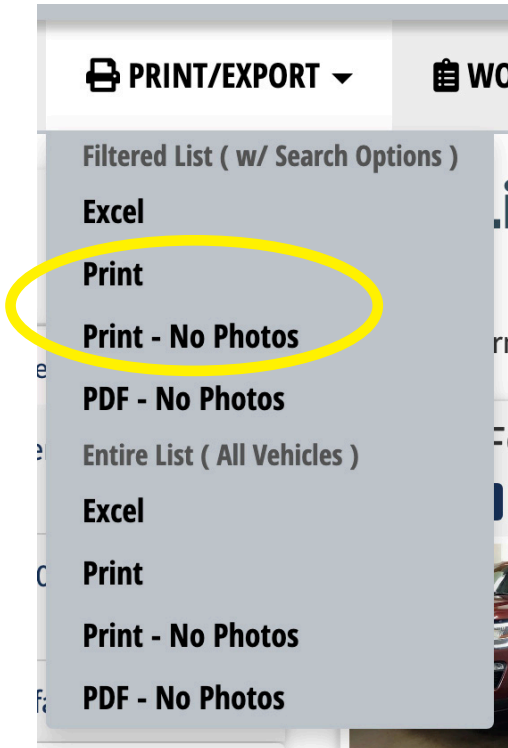
At the top, you can print your filtered list. This would be your search results, your workbook, or a lane if that's what you have selected.

Below that, you have the print options for "Entire List (All Vehicles)." This will print all the vehicles listed for that sale day, so be careful.



The first item on the menu will allow you to download your list as an Excel spreadsheet. When you click this button, you might not see anything happening. Look in the "download" folder on your computer to find the spreadsheet. If you don't have Excel or don't use spreadsheets, don't worry about this menu item -- just ignore it.

The next 2 menu items will open a separate tab in your web browser and open the print menu for your printer. (See below.)



Select your destination printer. Select “Landscape” or “Portrait.” Click the small arrow next to “More settings” to see more of your printer settings. These will be different for every printer. When you have all your selections made, just click “Print” and your list will be sent to your printer.

Search Inventory | Greensboro A... x https://greensboroaa.com/run-list... x +

greensboroaa.com/run-lists/?export=download&format=html&sale=2020-08-26&my=1

GAA Run List - August 26th, 2020

La#	Run	Year	Make	Model/Trim	Miles	Grade	Color	Body	Engine	Equipment
14	1	2020	DODGE	CHARGER DAYTONA	8847	4.60	Red	4DR SEDAN	8 Cyl 5.7L	2ATWCCWESPBPPLFM
VIN			T/S		Workbook Notes			Comments		
2C3CDXCT1L1H129739					Good CR			A2		
14	12	2020	FORD	F-150 LARIAT	12078	4.80	Silver	CREW/4WD	8 Cyl 5.7L	2ALTTWCCWES4WSPBPPLFM
VIN			T/S		Workbook Notes			Comments		
1FTFW1E9LKD02491					NAVA2					
14	32	2019	RAM	1500 CLASSIC WORKLOCK	7988	4.70	White	4D CRW CAB	8 Cyl 5.7L	ACTWCCW4WSPBPPLFM
VIN			T/S		Workbook Notes			Comments		
1C8RR7L6K5715639					FN			REPLACED AIRBAGS PER TOM T...		
14	108	2019	FORD	FIESTA SE	24394	4.60	White	4DR SEDAN	4 Cyl 1.6L	ACTWCCWCDSPBPPLFM
VIN			T/S		Workbook Notes			Comments		
3FADP8H6KCM150713										
14	110	2019	NISSAN	SENTRA S	14929	3.90	Blue	4DR SEDAN	4 Cyl 1.8L	ACTWCCWESPBPPLFM
VIN			T/S		Workbook Notes			Comments		
JN1AB7APXKY361363										
16	2	2018	KIA	FORTE LX	60178	3.50	Red	4DR SEDAN	4 Cyl 2L	ACTWCCWESPBPPLFM

https://greensboroaa.com/run-lists/?export=download&format=html&sale=2020-08-26&my=1 1/2

8042020 https://greensboroaa.com/run-lists/?export=download&format=html&sale=2020-08-26&my=1

VIN	T/S	Workbook Notes	Comments
3KPL4A77JE255743	NC	Check this one before the sale.	AS IS OVR100K

8042020 https://greensboroaa.com/run-lists/?export=download&format=html&sale=2020-08-26&my=1

VIN	T/S	Workbook Notes	Comments
3KPL4A77JE255743	NC	Check this one before the sale.	AS IS OVR100K

Print 1 sheet of paper

Destination KONICA MINOLTA C5E

Pages All

Copies 1

Layout Landscape

Color Color

More settings

Print Cancel

Here's what it looks like if you click on "Print - No Photos."

The screenshot shows a web browser window with the URL <https://greensboroaa.com/run-lists/?export=download&format=html&sale=2020-08-26&my=1&noimage=1>. The main content is a table titled "GAA Run List - August 26th, 2020" with columns: Ln#, Run, Year, Make, Model/Trim, Miles, Grade, Color, Body, Engine, and Equipment. The table lists several vehicles, including a 2020 Dodge Charger Daytona, a 2020 Ford F-150 Lariat, a 2019 Ram 1500 Classic Warlock, a 2019 Ford Fiesta SE, a 2019 Nissan Sentra S, and a 2018 Kia Forte LX. A print dialog box is open on the right, showing "1 sheet of paper" and "KONICA MINOLTA C55" as the destination. The dialog also has options for "Pages" (All), "Copies" (1), "Layout" (Landscape), and "Color" (Color). There are "Print" and "Cancel" buttons at the bottom of the dialog.

"PDF - No Photos" will download the list as a PDF file. It will look the same as the image above.

The screenshot shows a dropdown menu for "PRINT/EXPORT" with the following options: "Excel", "Print", "Print - No Photos", "PDF - No Photos" (highlighted with a yellow circle), "Entire List ( All Vehicles )", "Excel", "Print", "Print - No Photos", and "PDF - No Photos".

Depending on your settings and whether you are using a Mac or a PC, the file will either be saved directly to your downloads folder; or the file will download and open in a separate window; or you may get a pop-up with a menu asking you to select where you want to save the file. (See below.)

If you get the pop-up, just navigate to where you want to save the PDF. Otherwise, look in your downloads folder for the file.

