

shopiagob

Shop User Guide

How to create a CIS listing for auction

Version 2.0.2



How to create a CIS listing for auction

By creating an auction-style CIS (Collect in-store) listing, buyers bid on your item through eBay, and you gather and prepare the item for collection, notifying the highest bidder when the item is ready for pickup. On the other hand, if you are selling large items, e.g., sofas, which will be difficult to post, you might want to create a CIS listing so buyers can purchase the item and collect it when it is ready.

You can offer cash on collection as a payment method if you prefer. To do this, the account owner or administrator must allow "Cash On Pickup" payment method within their account settings and add "Collection in person" to the shipping methods.

To create CIS listings, your account role must include these privileges.

To create auction-style CIS listing;

- 🔗 [Login](#) to your account.
- 🔗 Click the 'Start listing' button, at the top-left corner of the dashboard (large green button).

The screenshot shows the Shopiago dashboard interface. At the top, there is a search bar with the text "Search for an item. Start selling now." and several utility icons. Below the search bar is a row of action buttons: "Start Listing", "Check Orders", "Scan Barcode", "Photo Recognition", "Create Item", and "Search SKU". The "Start Listing" button is highlighted with a red arrow. Below the buttons, the dashboard is titled "Dashboard" and includes sections for "Listing Statistics" and "Inventory".

Listing Statistics

This chart show the latest listing statistics. You can also find the successful, unsuccessful and active listings in the chart.

148 total listings

- 16 active listings
- 31 sold items
- 10 unsold items

Inventory

9,989 sku's
in your item catalogue

12,390 items
in stock



How to create a CIS listing for auction

- 👁️ On create listing page, select "Auction Style Listing" as the buying format.

A screenshot of the Shopiago 'Create Listing' page. At the top, there is a search bar with the text 'Search your product. Start selling now.' and icons for a menu, search, barcode, camera, and a plus sign. To the right are a notification bell with a '5' badge, a 'WI' badge, and the Shopiago Ecommerce logo. Below the search bar are three teal buttons: 'Find Item', 'Scan Barcode', and 'Photo Recognition'. The main heading is 'Create Listing' with a breadcrumb 'Ecommerce > Listings' and an 'Actions' dropdown menu. Two listing options are shown as cards. The first card, 'Fixed Price Listing', has a toggle switch that is turned off. The second card, 'Auction Style Listing', has a toggle switch that is turned on, and a red hand-drawn arrow points to it. Below each card is a short paragraph of text describing the listing type.

Fixed Price Listing

Auction Style Listing



Give your listing a title

- Type-in the full name of the item (no more than 80 characters).
- Make it a short, yet attention grabbing name.
- Buyers usually find listings based on their titles, please be sure to give your item a good title.
- Think of what a buyer would be searching for (brand name, size, colour etc).
- Maximise the space with as many key words as possible. It doesn't need to be a sentence.
- Don't use descriptive words like 'Lovely' or 'Amazing' as buyers wouldn't include such words in their search.

Ecommerce > Listings

Create Listing Actions

Fixed Price Listing

Fixed price listings could be used on each attached marketplace. These listings have a fixed price and could have multiple variants and quantities. These listings could be created for multiple marketplaces at the same time, Shopiago will handle the reconciliation on each selling.

Auction Style Listing

Auction style listings could be used only on eBay. This is good if you want to get a higher price for your items than a pre-defined fix price value. Starting your item from a lower starting price and using a reserve price could be a good selling strategy. A fixed price listings can't have variants and the item could have only 1 quantity.

Listing Title

Vidaxl Swivel Egg Chair with Cushion Yellow Velvet Search on eBay

Description *

Conducting market price research

- Once you have entered the item title, you can conduct a market research by clicking on the 'Search on eBay' button.

Ecommerce > Listings

Create Listing

Actions

Fixed Price Listing

Fixed price listings could be used on each attached marketplace. These listings have a fixed price and could have multiple variants and quantities. These listings could be created for multiple marketplaces at the same time, Shopiagio will handle the reconciliation on each selling.

Auction Style Listing

Auction style listings could be used only on eBay. This is good if you want to get a higher price for your items than a pre-defined fix price value. Starting your item from a lower starting price and using a reserve price could be a good selling strategy. A fixed price listings can't have variants and the item could have only 1 quantity.

Listing Title

Vidaxl Swivel Egg Chair with Cushion Yellow Velvet

Description *

- On the next screen, you will see how much your item is selling for. Once you have finished searching for the item price, press the Escape (Esc) key on your keyboard to go back to the listing form.

417 results for «VidaXL Swivel Egg Chair with Cushion Yellow Velvet»
The results are matching fewer words!

Sorting

Source	Marketplaces (eBay...)
Condition	New
Buying Format	Fixed Price
Marketplace	<input checked="" type="checkbox"/> eBay UK <input checked="" type="checkbox"/> eBay Australia <input checked="" type="checkbox"/> eBay France <input checked="" type="checkbox"/> eBay Germany <input checked="" type="checkbox"/> eBay Ireland <input checked="" type="checkbox"/> eBay United States <input checked="" type="checkbox"/> Amazon Uk <input checked="" type="checkbox"/> Shopiagio
EAN	Please type EAN
ISBN	Please type ISBN

VIDAXL SWIVEL EGG CHAIR WITH CUSHION YELLOW VELVET
Home, Furniture & DIY > Furniture > Chairs

We accept this in the warehouse eBay New Active Listing

Fixed Price From United Kingdom

£275.68

VIDAXL SWIVEL EGG CHAIR WITH CUSHION VELVET FRENCH ARMCHAIR MULTI COLOURS
Home, Furniture & DIY > Furniture > Sofas, Armchairs & Couches

We accept this in the warehouse eBay New Variations available

Active Listing Fixed Price From United Kingdom

£170.99

Search

Item description

You need to describe your item. Please add keywords and optional details that may include the item measurements, condition, care instructions, and any damage if necessary.

Tips:

-  The more information you provide, the easier it will be for customers to make a purchasing decision.
-  The item description should be comprehensive and accurate.
-  Don't forget to mention any defects if necessary, to avoid complaints.
-  You can update the description at any time.

Vidaxl Swivel Egg Chair with Cushion Yellow Velvet Search on eBay

Description *

Plain text eBay

Description *

This egg chair is both stylish and comfortable, adding a touch of timeless elegance to your home's decor. Turn mechanisms are built into chairs, allowing them to spin freely 360 degrees.

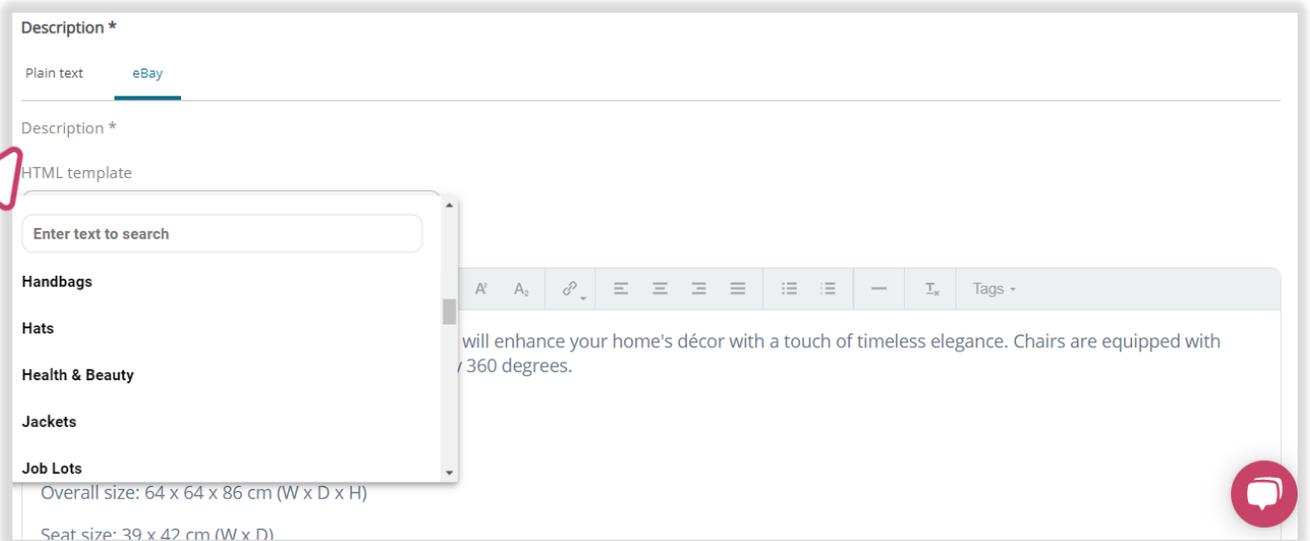
Colour: Yellow
Material: Velvet + plywood frame + chrome base
Overall size: 64 x 64 x 86 cm (W x D x H)
Seat size: 39 x 42 cm (W x D)
Cushion size: 43 x 28 x 18 cm (L x W x H)
Seat height: 35 cm
Back height: 58 cm
Base diameter: 50 cm
Armrest height from the ground: 45.5 cm
Max. loading capacity: 110 kg
Fabric: Polyester: 100%



Item description

To add HTML template to the listing description;

🌐 Click on the HTML field, and select the correct template.



Description *

Plain text **eBay**

Description *

HTML template

Enter text to search

Handbags

Hats

Health & Beauty

Jackets

Job Lots

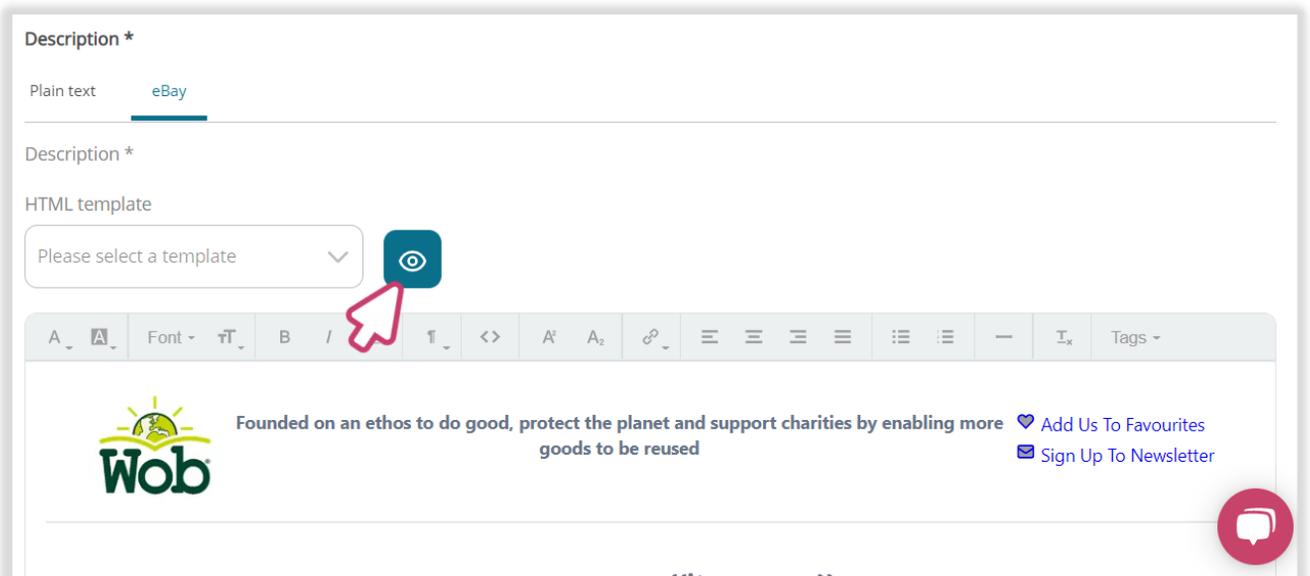
Overall size: 64 x 64 x 86 cm (W x D x H)

Seat size: 39 x 42 cm (W x D)

will enhance your home's décor with a touch of timeless elegance. Chairs are equipped with 360 degrees.

Once selected, the template will drop into the listing description field.

🌐 To preview the HTML template, click on the 'Quick view' icon.



Description *

Plain text **eBay**

Description *

HTML template

Please select a template

Quick view icon

A Font B /

Founded on an ethos to do good, protect the planet and support charities by enabling more goods to be reused

Wob

Add Us To Favourites

Sign Up To Newsletter

Item description

Then, press 'ESC' on your keyboard or click on the 'Close' icon to return to the listing form.

HTML description



Founded on an ethos to do good, protect the planet and support charities by enabling more goods to be reused

[Add Us To Favourites](#)

[Sign Up To Newsletter](#)

Category

[Collectables](#)

[Clothing & Accessories](#)

[Dresses](#)

[Ladieswear](#)

[Menswear](#)

[Accessories](#)

[Ladies shoes](#)

[Mens shoes](#)

[Furniture](#)

Vidaxl Swivel Egg Chair with Cushion Yellow Velvet

from £{{item-price}}

{{item-image}}

This egg chair is both stylish and comfortable, adding a touch of timeless elegance to your home's decor. Turn mechanisms are built into chairs, allowing them to spin freely 360 degrees. Colour: Yellow Material: Velvet + plywood frame + chrome base Overall size: 64 x 64 x 86 cm (W x D x H) Seat size: 39 x 42 cm (W x D) Cushion size: 43 x 28 x 18 cm (L x W x H) Seat height: 35 cm Back height: 58 cm Base diameter: 50 cm Armrest height from the ground: 45.5 cm Max. loading capacity: 110 kg Fabric: Polyester: 100%



Custom SKU, tags, collect in store & job lot

- 🔗 Add a custom SKU if necessary. Otherwise, leave blank as the system will automatically assign a SKU to the item once it is listed.
- 🔗 You can add tag(s) to the item. This is for internal use for categorising listings - e.g. 'furniture etc'.
- 🔗 Switch-On 'Collect in Store' toggle switch.(To use this feature, the account owner or administrator must add these to the shipping methods).
- 🔗 Turn-on 'Job Lot Item' switch, if you are selling the item as a group. If not, leave Off.

Each marketplace has its own features to format your listing's description. The plain text field will be used on every marketplace if you don't overwrite it on the right tab. Ebay allows you to use an HTML template, you can choose it on the eBay tab of the description section. The content of the plain text field will replace the template's `{{description}}` magic string if it has any.

The screenshot shows a product listing form with the following elements:

- Custom SKU:** A text input field containing "SH0043". A red arrow points to this field.
- Tags:** A section with a blue "Furniture" tag and a text input field containing "Enter a new tag". A red arrow points to the input field.
- Collect in store:** A toggle switch that is currently turned on (green). A red arrow points to this toggle.
- Job lot item:** A toggle switch that is currently turned off (grey). A red arrow points to this toggle.
- Images (0/12):** A section with a camera icon and a red arrow pointing to it.



Adding image(s) to your listing

As you can imagine, having high quality photos is one of the best ways to attract customers.

Tips:

-  Take photos from as many angles as possible.
-  Shopiago photo uploader makes it very easy to add, edit and move photos of your item.
-  You can add up to 12 photos.
-  If possible, your main image should be on a white background (this will improve visibility on Google) and show the item in full.





Adding image(s) to your listing

- 🌐 The minimum photo size should be 500 x 500 pixels or 800-1600 pixels on the longest side.
- 🌐 Photo must be a PNG, JPEG, BMP or GIF.
- 🌐 Don't use a filter as natural colours are better at showing the buyer what to expect.
- 🌐 Don't add thumbnails as these can affect the clarity of the photo when submitted to marketplaces.
- 🌐 The photo should depict the item being described.
- 🌐 The photo should not contain any watermarks or digital signature.



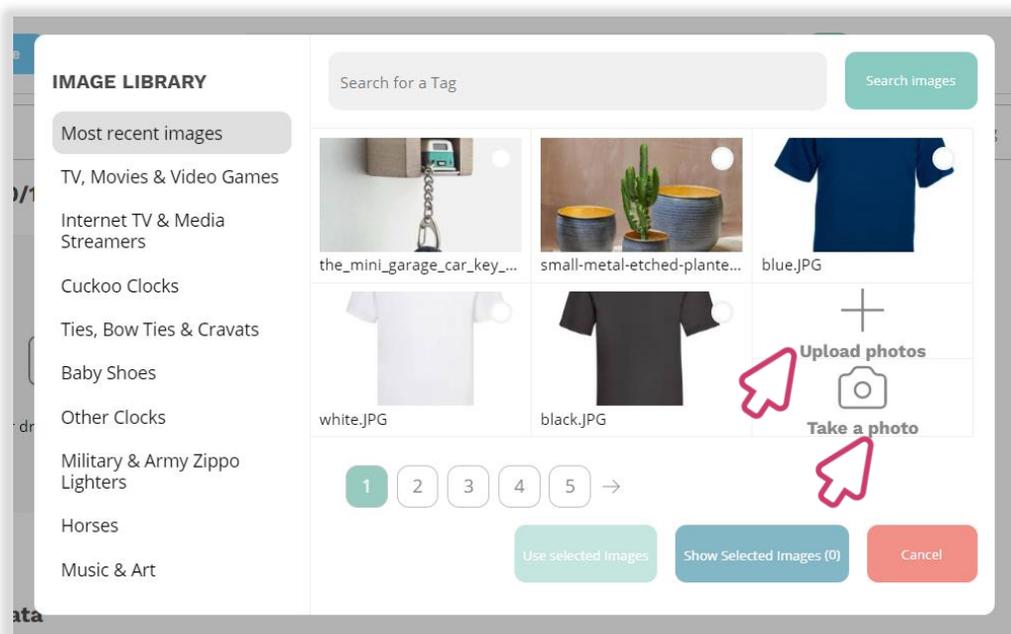
Adding photo(s) to your listing

To add photo(s):

- Click on the 'Photo icon' to select item photo(s) from your Shopiago image library, PC or mobile device. You can also drag & drop item images into the centre of the upload photo icon area.



- From the next screen, click on the 'Upload photos' icon to upload photo(s) already stored on your pc or mobile device.
- You can also take photo(s) directly from your mobile device or PC camera by clicking the 'Take a photo' icon.

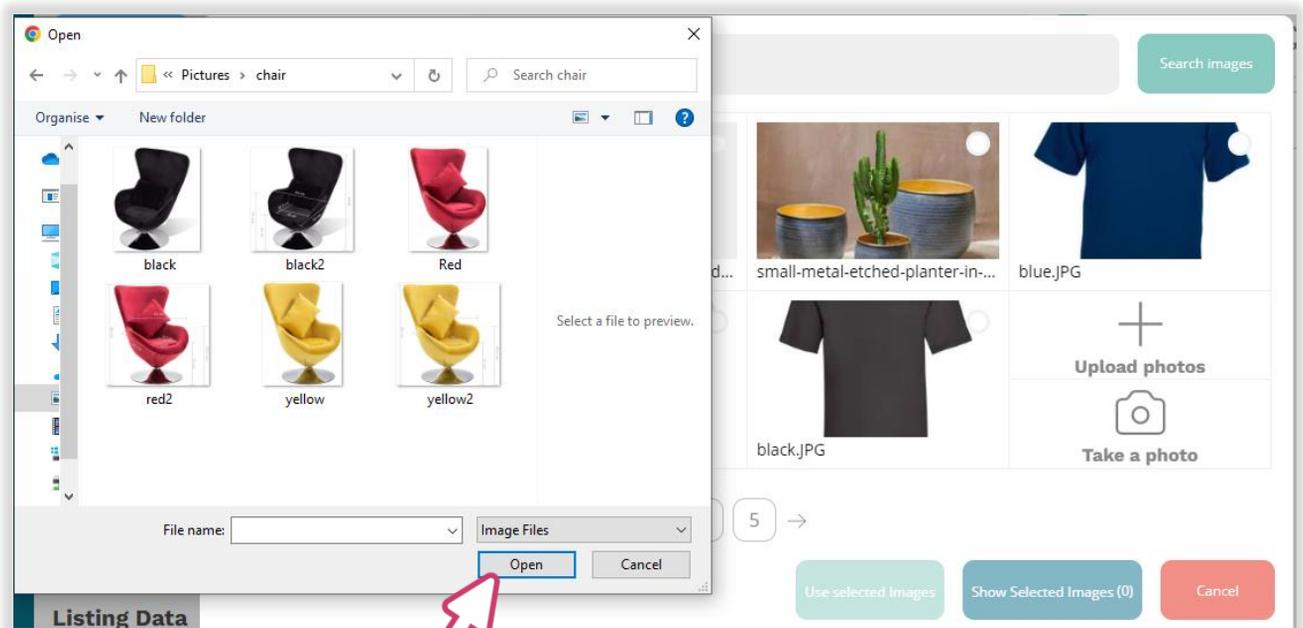


Adding photo(s) to your listing

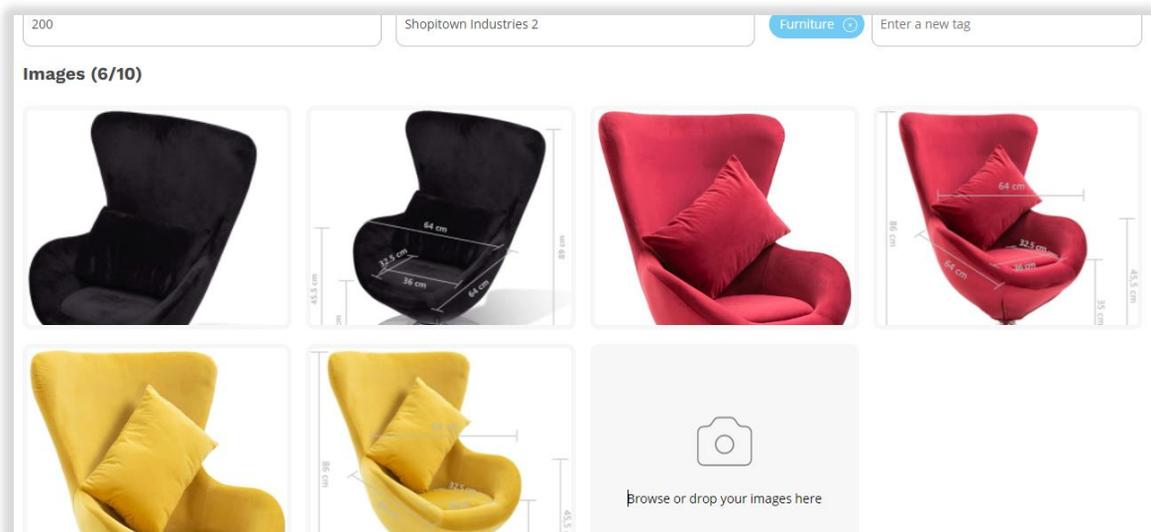
Once you've clicked on 'upload photos' icon, you will be prompted to select the item photo(s).

🖱️ To select multiple photos, hold down the Ctrl key and select photos (windows) or Command key for (Mac) then click on the open button.

🖱️ After selecting photo(s), click on the 'Open' button.



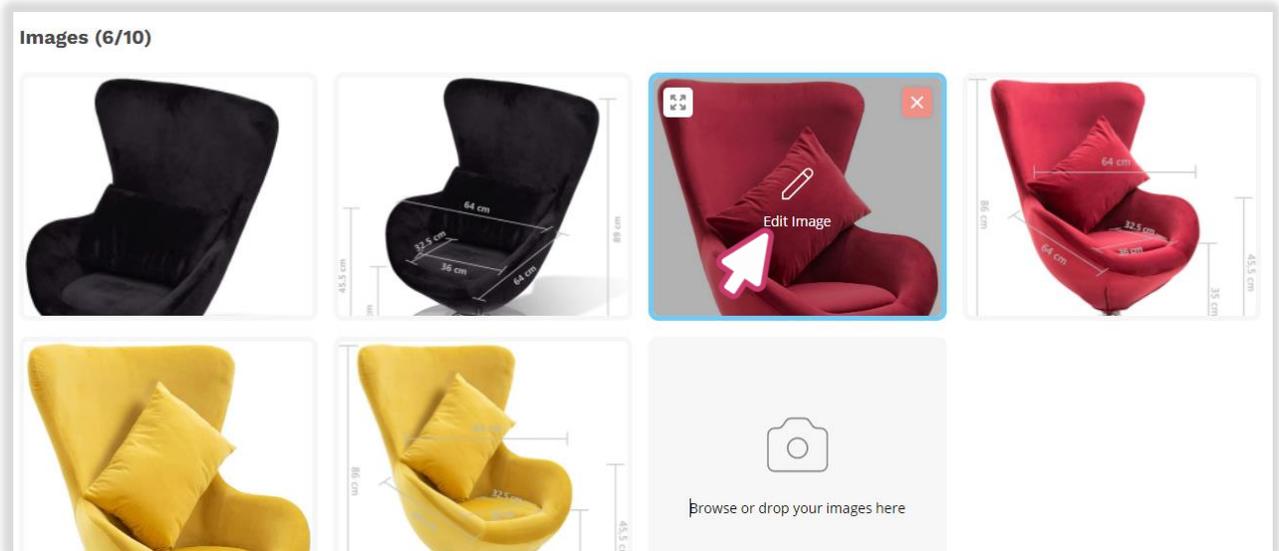
🖱️ Uploaded photos should then appear on the listing form.



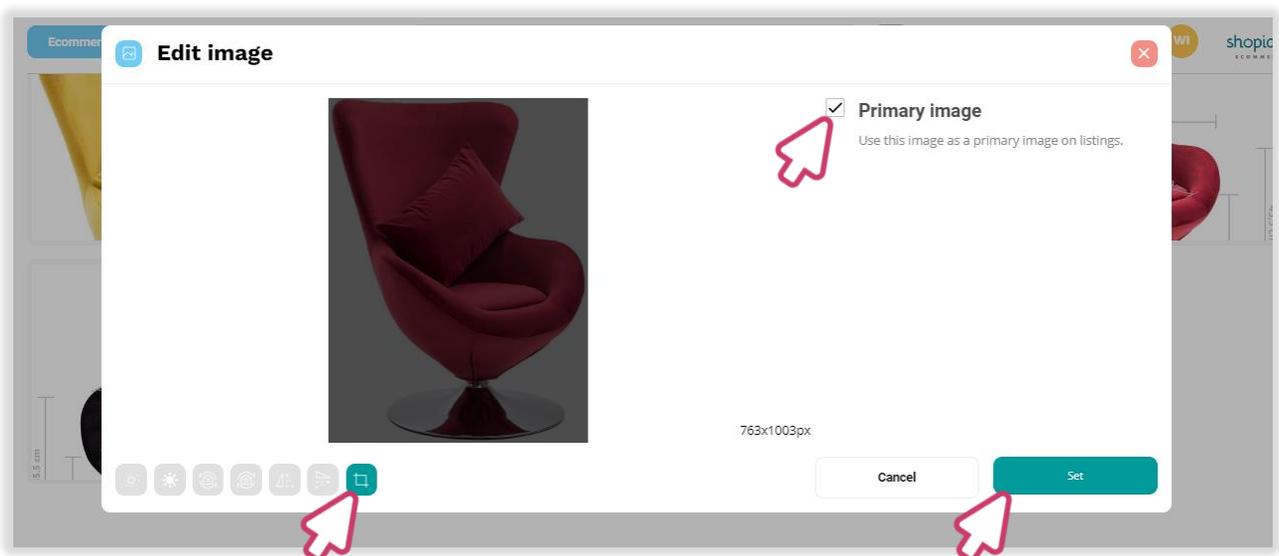


Adding photo(s) to your listing

- To edit item image, hover your mouse around the center of the photo and click on the appearing 'Edit Image' icon.



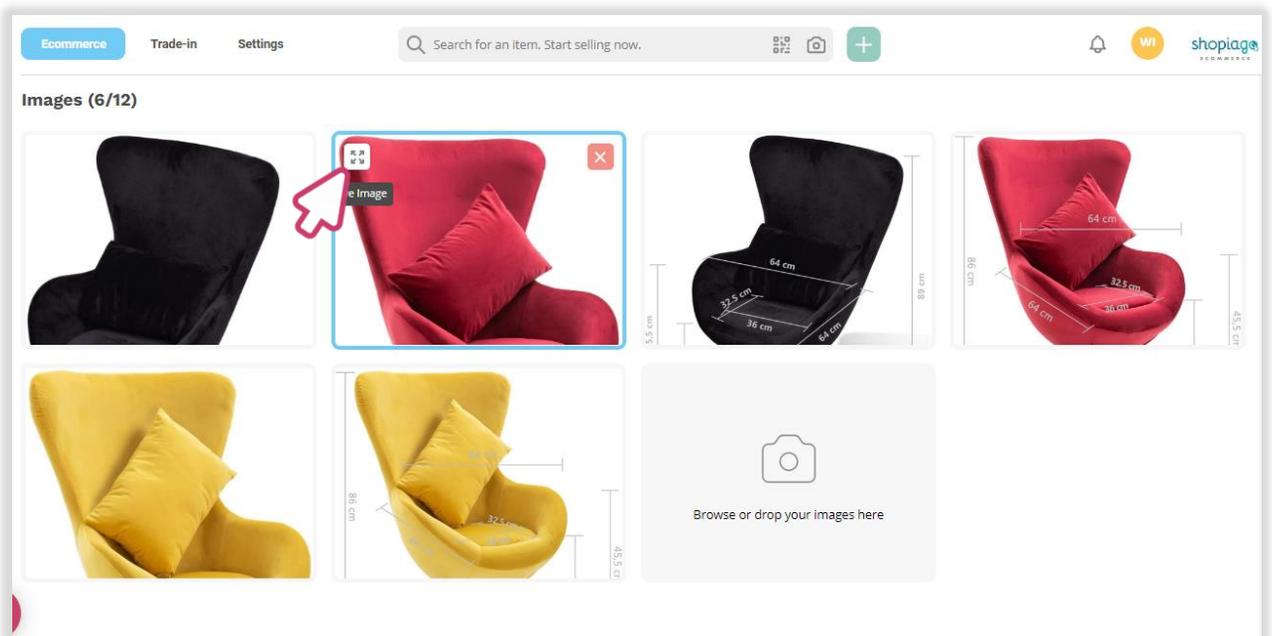
- From photo editor screen, use the editing tools to adjust, rotate, crop, flip and change the photo brightness.
- To use image as primary listing photo, tick the 'Primary image' box at the top right-hand side of the screen.
- To crop image, click on the 'Crop' icon, highlight preferred image area, click on the 'Set' icon, then, click 'Save' button.





Adding photo(s) to your listing

-  To rearrange photo(s), hover your mouse to upper-left of the image, click on 'Move image' icon, and drag the image to a suitable position.
-  To change the primary listing image, move your mouse to upper-left of the image and click on the 'Move image' icon then, drag the image to the main position.



Adding listing information

- 🌐 Select the right eBay account.
- 🌐 Click on the 'Custom title field to modify the title if necessary.
- 🌐 Click on 'Suggest relevant categories'.

The screenshot shows the eBay listing form interface. At the top, the 'ebay' logo is centered. Below it, the 'Account *' dropdown menu is set to 'sh-200257 - United Kingdom'. The 'Custom Listing Title (80 chars) *' field contains the text 'VidaXL Swivel Egg Chair with Cushion Black Red Yellow Velvet'. The 'Category' field is empty, and a red arrow points to the 'Suggest relevant categories' link. A red arrow also points to the account dropdown, and another points to the title field. The character count '60/80' is visible at the bottom right of the title field.

- 🌐 And, select the best matching categories from the pop-up screen, then click the 'Confirm' button.

The screenshot shows a pop-up window titled 'Best matching categories' with a search icon and a close button. The text inside reads: 'Based on your listing title we search through eBay categories to find some that might fit your item'. Below this, there is a list of four suggested categories: 'Home, Furniture & DIY > Furniture > Sofas, Armchairs & Couches', 'Home, Furniture & DIY > Furniture > Chairs', 'Garden & Patio > Garden & Patio Furniture > Garden Chairs', and 'Toys & Games > Action Figures & Accessories > Action Figures'. At the bottom of the pop-up, there are two buttons: 'Confirm' (green) and 'Cancel' (red). A red arrow points to the 'Confirm' button. The background shows the same eBay listing form as the previous screenshot, but it is dimmed.

Adding listing information

You also can manually type in the item category in the search field and select the closest match. Make sure you find the best fitting category.

Custom Listing Title (80 chars) *

VidaXL Swivel Egg Chair with Cushion Black Red Yellow Velvet 60/80

Category Suggest relevant categories

Furniture > Chair

- Home, Furniture & DIY > Children's Home & Furniture > Furniture > Chairs
- Baby > Nursery Decoration & Furniture > Chairs for Baby
- Baby > Nursery Decoration & Furniture > Chairs for Mum
- Home, Furniture & DIY > Furniture > Chairs
- Antiques > Antique Furniture > Chairs

If you can't find the right item category, use the 'category selector' and work through the different categories to find the best fit.

Category Suggest relevant categories

Furniture > Chair

eBay Category ✖ Secondary eBay Category

Films & TV	>	Curtains, Blinds & Accessories	>	Slip Covers
Garden & Patio	>	Cushions	>	Sofas, Armchairs & Couches
Health & Beauty	>	DIY Materials	>	Stools & Bar Stools
Holidays & Travel	>	DIY Tools & Workshop Equipment	>	Table & Chair Sets
Home, Furniture & DIY	>	Fireplaces & Stoves	>	Tables
Jewellery & Watches	>	Food & Drink	>	Trunks & Chests
Mobile Phones & Communication	>	Furniture	>	TV Stands & Entertainment Units
Music	>	Heating, Cooling & Air	>	Wardrobes
	>	Home Decor	>	

Adding listing information

- Next, select a 'Listing duration' from 3 - 10 days.
- Select the item condition from the drop-down menu.
- And manually type in the item condition description into the description field.

The screenshot shows a multi-step listing form. The top section is a category tree with 'Educational Toys' selected. Below are three input fields: 'Listing duration *' (set to 'Days 10'), 'Condition *' (set to 'New'), and 'Condition description' (containing 'Excellent condition'). A sidebar on the left has radio buttons for 'Item Specifics', 'Pricing & Payment', and 'Policies', with 'Item Specifics' selected. On the right, there are 'edit' buttons for each field and a red speech bubble icon.

Art	Comics	Geography & History
Baby	Construction & Building Toys	LeapFrog & Leapster
Books, Comics & Magazines	Creative Toys & Activities	Mathematics
Business, Office & Industrial	Diecast & Vehicles	Music & Art
Cameras & Photography	Educational Toys	Numbers
Cars, Motorcycles & Vehicles	Electronic Pets	Other Educational Toys
Clothes, Shoes & Accessories	Fast Food, Cereal & Sweet Toys	Reading & Writing

Listing duration *

Days 10

Condition *

New

Condition description

Excellent condition

Item Specifics

Pricing & Payment

Policies

edit

edit

edit

edit



Item specifics

Item specifics are required when listing to eBay and once you get it right, it can boost sales. Below are 3 categories for item specifics;

Required

-  eBay requires mandatory attributes for this category. It will help customers to find items when they perform a search.
-  On the Marketplace, buyers usually filter their search by using item specifics. Making it easier for them to find what they are looking for.
-  If you haven't entered one of these specifics, the item will drop off the search and therefore it won't be visible to customers.

Recommended

-  Your listing will perform better if you fill in these recommended attributes.
-  It could reach a higher search position and will show up in more search results.
-  This is not mandatory but if you have these details, please enter them.

Optional

-  You can add additional attributes to your listing but this is not mandatory.
-  These attributes will be shown on the listing but may not be used during eBay search.
-  This doesn't affect buyer's search but could improve customers experience.

Item specifics

To add 'Specifics' that applies to the item, click on the 'Edit' button.

Used

Condition description

Excellent condition

Item Specifics edit

Pricing & Payment edit

Policies edit

And enter all item specifics that are required and any optional attributes from the next screen.

To add custom attribute(s), click on the 'Create Attribute' button.

Ecommerce

Item Specifics

If you use any of these properties as a variant attribute, those will be excluded

Wrench

Search for more values + Add

Seat Depth: 65 cm Clear

Seat Height: 75 cm Clear

Time Period Manufactured: 21st Century (2000-Now) Clear

Unit Quantity: 1 Clear

Unit Type: 100ml Clear

Year Manufactured: 2021 Clear

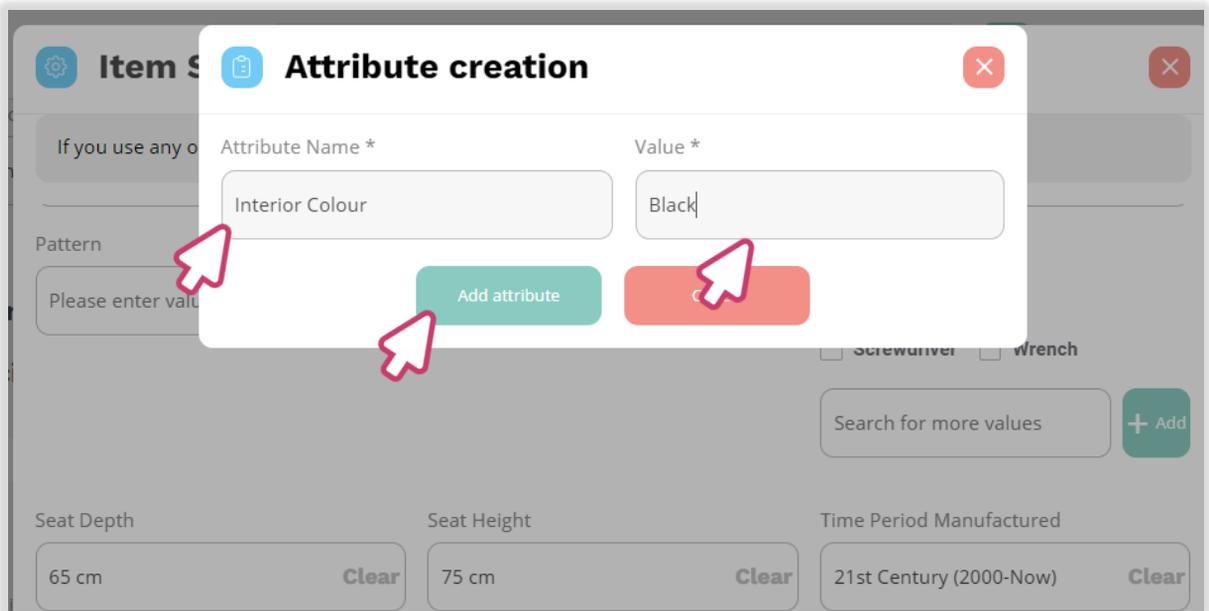
Custom attribute| Create Attribute

Set specifics Cancel

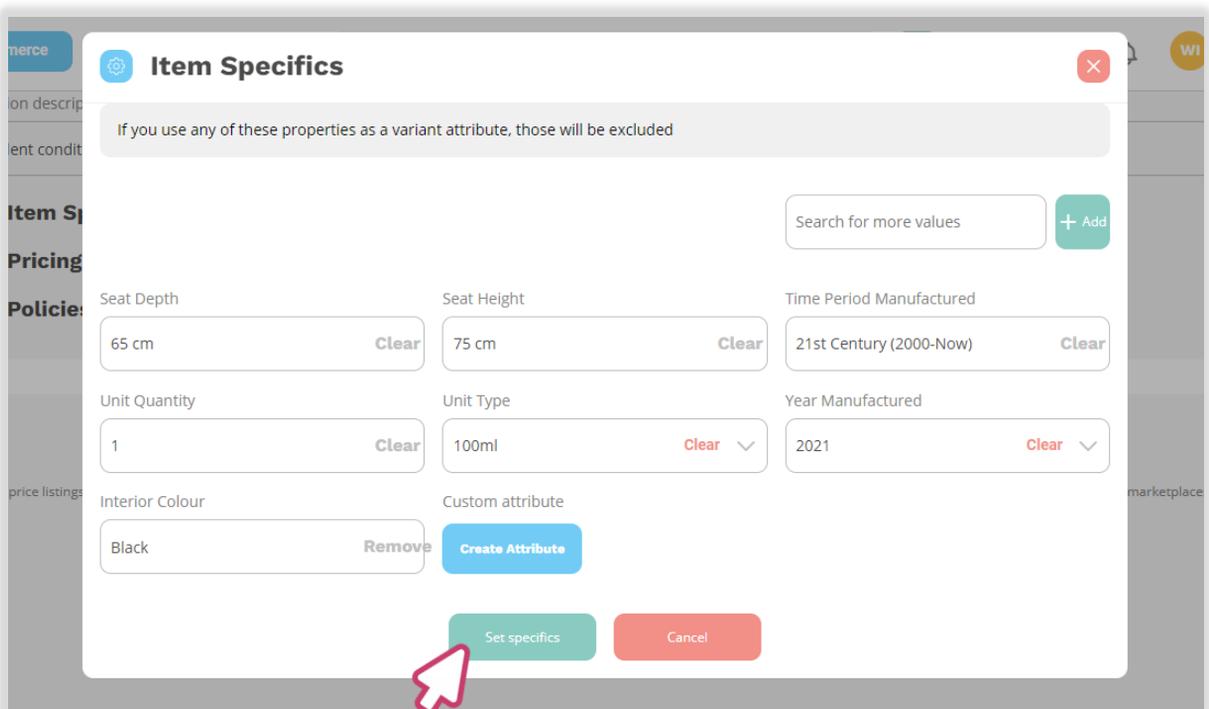


Item specifics

- And enter the attribute name and value.
- Click on the 'Add attribute' button once you are!



- Once all required item specifics are entered, click on the 'Set specifics' button.





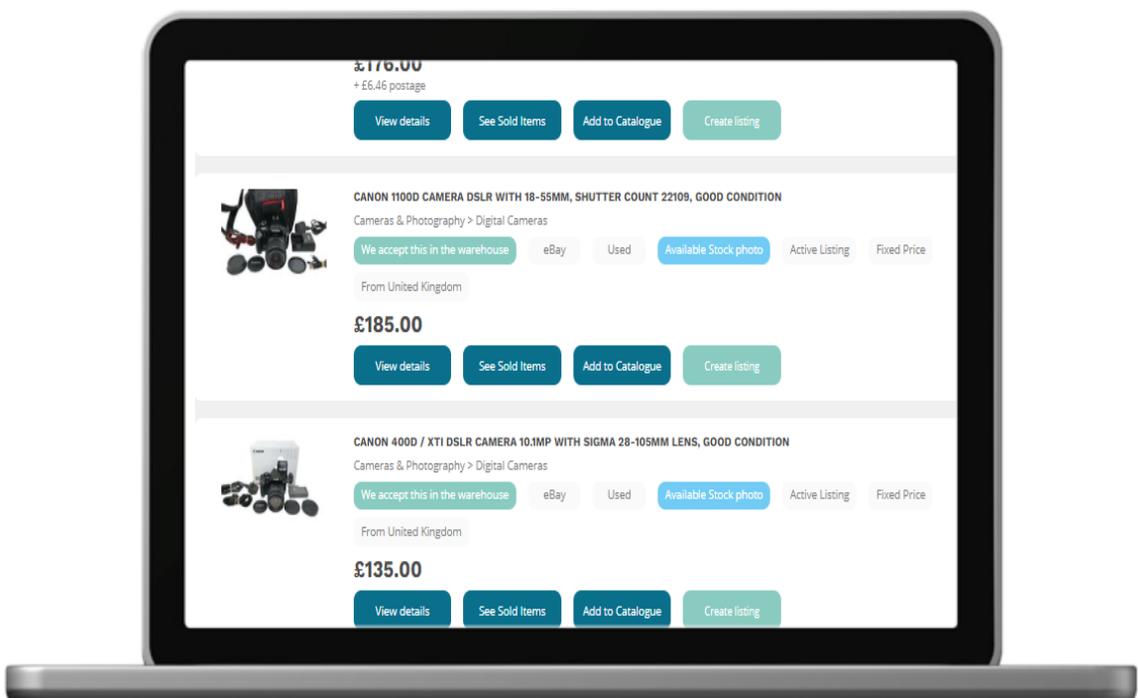
Pricing and payment

Pricing is one of the top influencing factors. You should think carefully when setting up your price. Most customers will take the item's price into consideration when deciding whether to buy your item.

Customers will bid on your item during a set period of 3 to 10 days, and the highest bidder at the close of the auction buys your item.

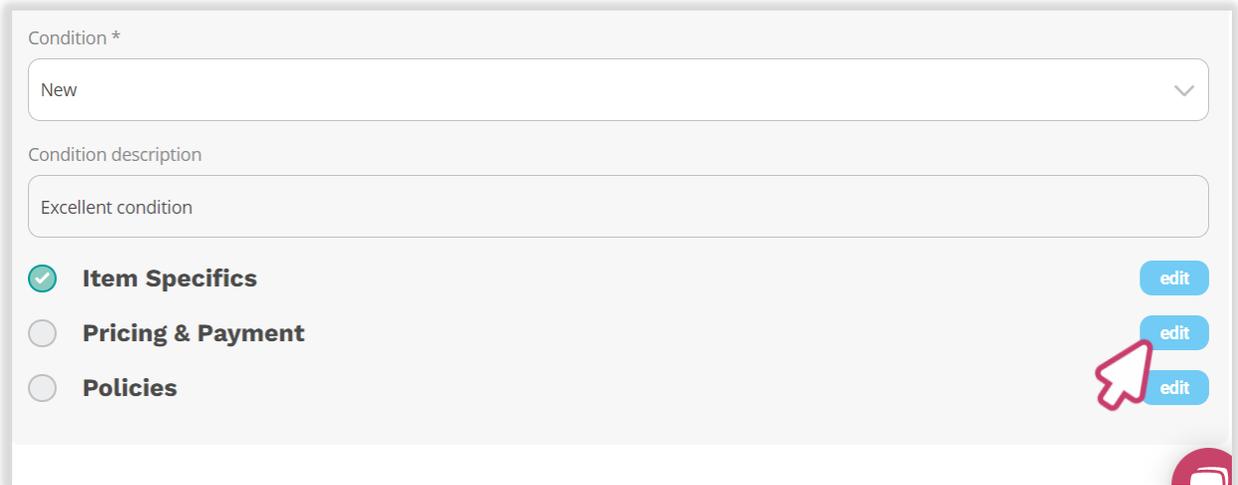
Tips:

-  Avoid setting up your price based on what you want to achieve.
-  Don't presume what a customer might pay for your item.
-  Do your research!



Pricing and payment

To set item 'Price and payment' click on the 'Edit' button.



Condition *

New

Condition description

Excellent condition

Item Specifics edit

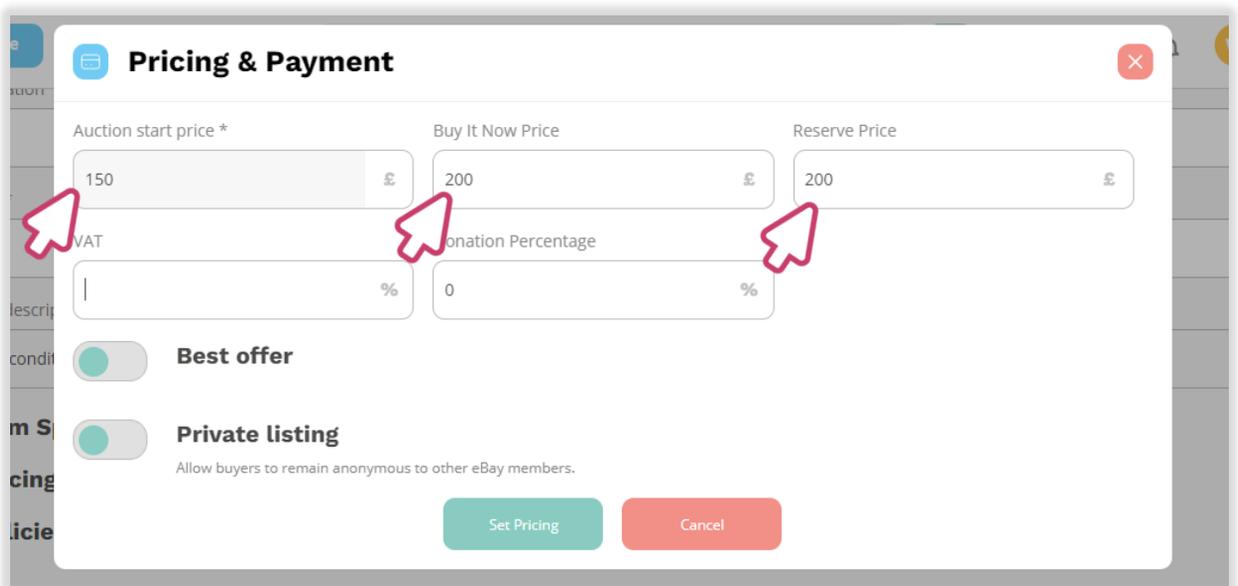
Pricing & Payment edit

Policies edit

From the pop-up screen, enter a reasonable amount as a start price. If you set your price too low, the buyer may not think that the item is genuine.

You may want to set a '**Buy it Now**' price as a backup, to give customers the option to buy the item immediately rather than bidding. Please research the market if you are not sure how much to price your item.

Set a '**Reserve Price**' - a minimum amount that you would want the item to sell for. Leave it blank if you do not want a reserve price.



Pricing & Payment

Auction start price * Buy It Now Price Reserve Price

150 £ 200 £ 200 £

VAT Donation Percentage

0 %

Best offer

Private listing
Allow buyers to remain anonymous to other eBay members.

Set Pricing Cancel

Pricing and payment

- 🌐 Key-in item VAT %. (This applies only to 'new bought' items. Leave it blank if it does not apply).
- 🌐 Select your 'Listing Donation Percentage' (this is the amount you are donating for the item). If you are a charity, this should automatically be 100% in your settings.

Pricing & Payment

Auction start price * 150 £ Buy It Now Price 200 £ Reserve Price 200 £

VAT 5 % Donation Percentage 100 %

Best offer

Private listing
Allow buyers to remain anonymous to other eBay members.

Set Pricing Cancel

- 🌐 Switch - On '**Best Offer**' if necessary. This allows buyers to submit an offer for what they are willing to pay (you can decide whether to accept or make a counter-offer).
- 🌐 And enter the amounts that you are willing to accept and the lowest amounts to automatically decline.

Pricing & Payment

Auction start price * 150 £ Buy It Now Price 200 £ Reserve Price 200 £

VAT 5 % Donation Percentage 100 %

Best offer

Automatically accept offers of at least 150 £ Automatically decline offers lower than 150 £

Private listing
Allow buyers to remain anonymous to other eBay members.

Set Pricing Cancel

Pricing and payment

- Switch on 'Private Listing' if necessary, to keep bidder and buyer identities hidden from other eBay members.
- And also select single or multiple payment methods.
- Click on the 'Set pricing' button once all properties are set.

The screenshot shows the 'Pricing & Payment' modal window with the following fields and controls:

- Auction start price ***: Input field with value 150 and currency symbol £.
- Buy It Now Price**: Input field with value 200 and currency symbol £.
- Reserve Price**: Input field with value 200 and currency symbol £.
- VAT**: Input field with value 5 and a percentage sign %.
- Donation Percentage**: Input field with value 100 and a percentage sign %.
- Best offer**: A toggle switch that is currently turned on.
- Automatically accept offers of at least**: Input field with value 150 and currency symbol £.
- Automatically decline offers lower than**: Input field with value 150 and currency symbol £.
- Private listing**: A toggle switch that is currently turned on, with a red arrow pointing to it. Below it is the text: "Allow buyers to remain anonymous to other eBay members."
- Payment methods**: Two toggle switches are shown: **PayPal** (turned on) and **Cash On Pickup** (turned off). Red arrows point to both.
- Buttons**: A green **Set Pricing** button and a red **Cancel** button. A red arrow points to the **Set Pricing** button.

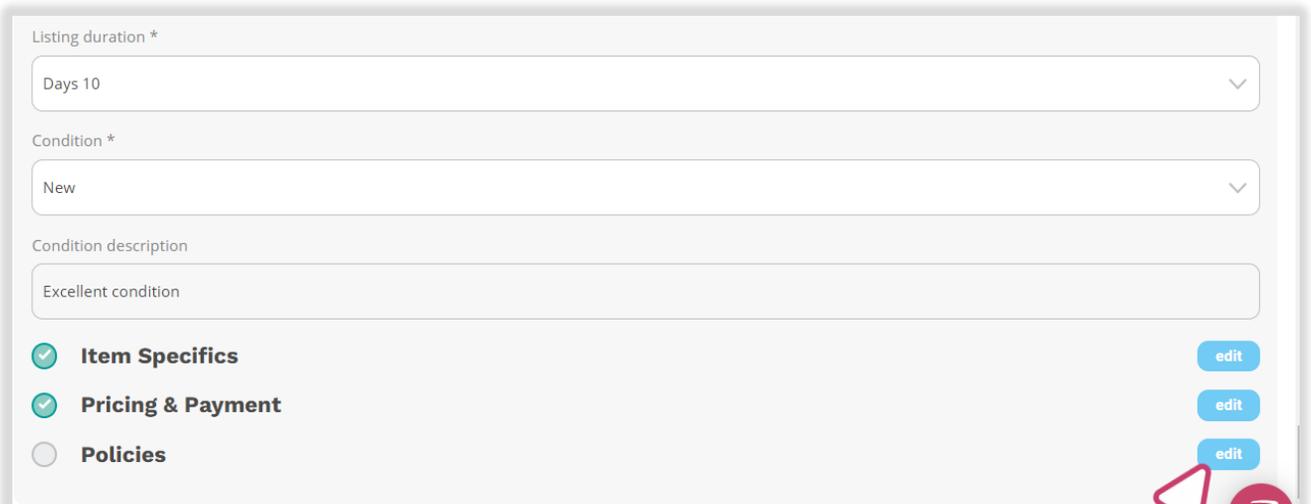
At the bottom of the modal, there is a link: "messages on my dashboard related to this item".

Policies

When selling on eBay, you have to let the buyers know how they can pay, how long it will take to ship an item, and whether you accept returns or not. If these policies are already set on your eBay account, you can sync them into your Shopiago account, making it easier to select them when listing. To sync your eBay policies, navigate to 'Marketplace Accounts & Integrations'.

To set policies;

🔗 Click on the 'Edit' button.



Listing duration *

Days 10

Condition *

New

Condition description

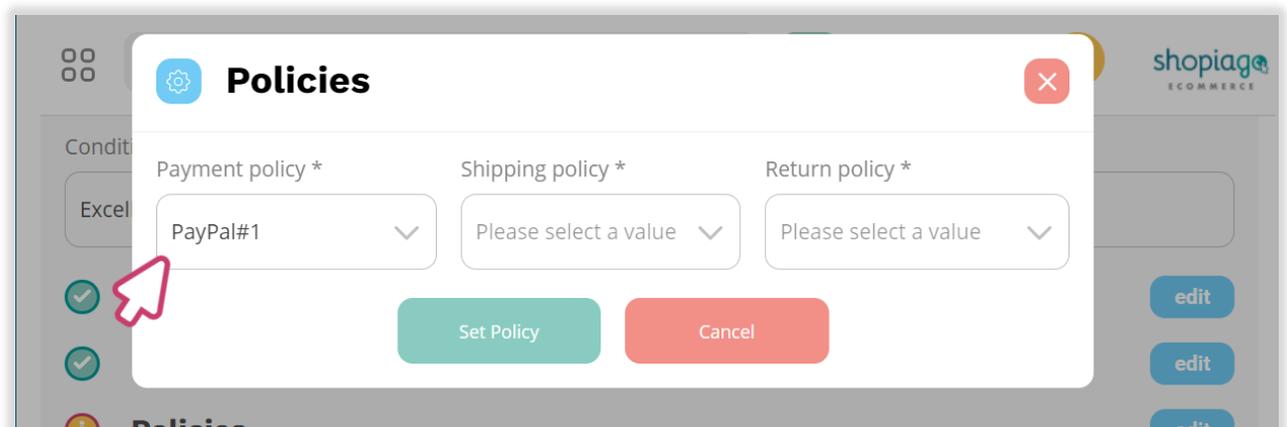
Excellent condition

Item Specifics edit

Pricing & Payment edit

Policies edit

🔗 From the pop-up screen, click on 'Payment policy' field and select a preferred payment policy.



Policies

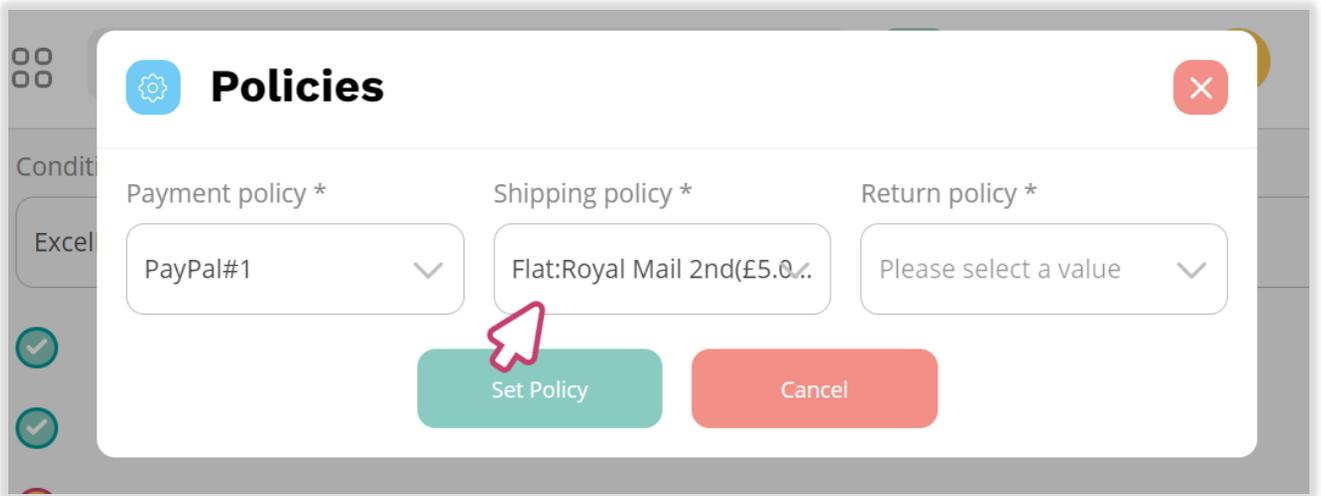
Payment policy * Shipping policy * Return policy *

PayPal#1 Please select a value Please select a value

Set Policy Cancel

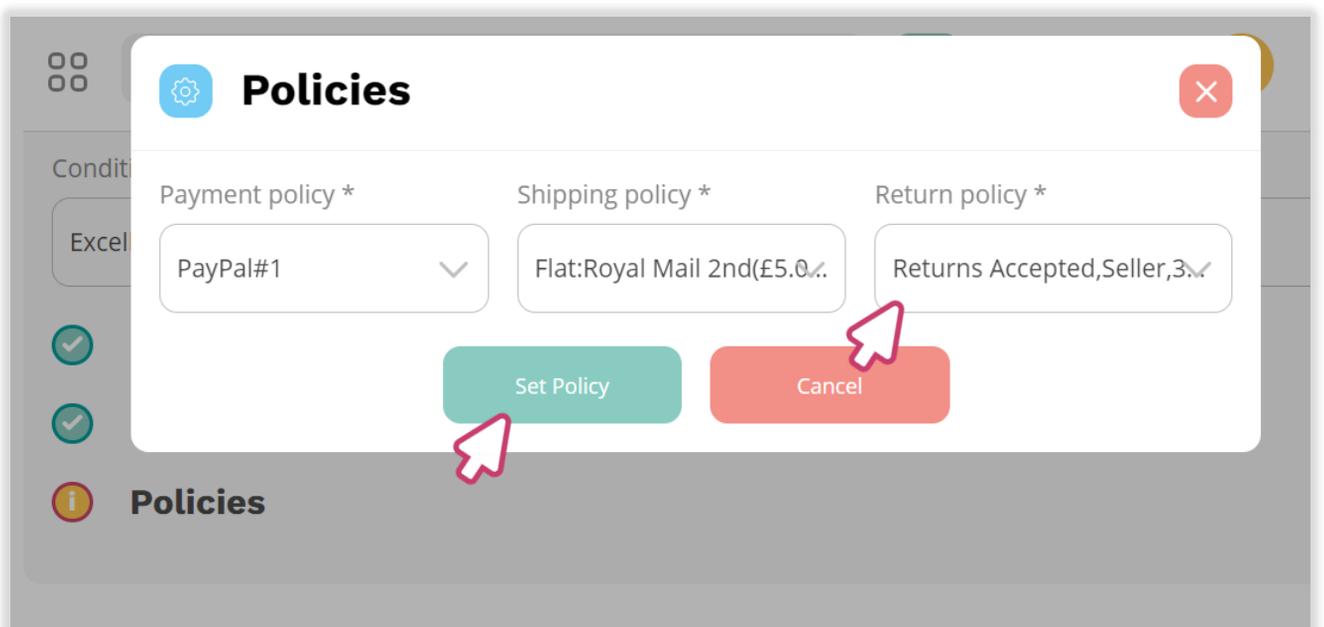
Policies

- Click on 'Shipping policy' field and select the relevant postage service provider.



The screenshot shows a modal window titled "Policies" with a close button (X) in the top right corner. It contains three dropdown menus: "Payment policy *" with "PayPal#1" selected, "Shipping policy *" with "Flat:Royal Mail 2nd(£5.00)" selected, and "Return policy *" with "Please select a value" selected. Below the dropdowns are two buttons: "Set Policy" (green) and "Cancel" (red). A red mouse cursor is pointing at the "Shipping policy" dropdown.

- Click on 'Return policy' field and select a relevant return policy.
- Then, click on the 'Set Policy' button.



The screenshot shows the same "Policies" modal window. The "Return policy *" dropdown is now selected with "Returns Accepted,Seller,3" and a checkmark. The "Set Policy" button is highlighted with a red mouse cursor, and another red mouse cursor is pointing at the "Cancel" button. Below the modal, a "Policies" section is visible in the background with an information icon (i).



Item's Information

- Next, enter the 'The Tote/Box ID' where the item is stored. This can be a box or shelf number. Or select 'Does not apply'.
- Enter the item Gift Aid number or select 'Does Not Apply' from the drop-down if you don't have it.
- Click on 'source shop' field and select where the item is stored.
- If you have initially enter a custom SKU (Stock Keeping Unit) to the item, this will automatically be populated.
- Item 'Quantity' will automatically be set to 1 for auction-style listing.
- Enter item identifier number (EAN). Identification number makes it easier for customers to find your item, so please be sure to fill in this field). If your item doesn't have an EAN, click the text field and select Does Not Apply.
- And click on the "Create Listing" button once all the item information is completely entered.

The screenshot shows the 'Item's information' form in the Shopiago interface. At the top, there are two sections: 'Pricing & Payment' and 'Policies', each with an 'edit' button. Below these is the 'Item's information' section, which contains a table with the following columns: Tote/Box ID *, Gift Aid Number, Source Shop, Custom SKU, Quantity, and EAN. The 'Tote/Box ID *' field contains 'Does Not Apply', the 'Gift Aid Number' field contains 'Does Not Apply', the 'Source Shop' field contains 'Shoptown Industries', the 'Custom SKU' field contains 'SH0043-1', the 'Quantity' field contains '1', and the 'EAN' field contains 'Does Not Apply'. Red arrows point to the 'Does Not Apply' dropdowns in the 'Tote/Box ID *', 'Gift Aid Number', and 'EAN' fields, and to the 'Create Listing' button at the bottom. Below the table, there is a checkbox for 'I want to follow messages in my dashboard related to this item'. At the bottom of the form, there are four buttons: 'Create Listing' (green), 'Save as a draft' (dark blue), 'Save as a template' (dark blue), and 'Cancel' (red). The footer of the page includes links for 'Home', 'Privacy Policy', 'Terms of Service', and 'Developer Centre', along with the version number 'v2.0.6' and social media icons for Facebook, Twitter, and LinkedIn.

Tote/Box ID *	Gift Aid Number	Source Shop	Custom SKU	Quantity	EAN
Does Not Apply	Does Not Apply	Shoptown Industries	SH0043-1	1	Does Not Apply

I want to follow messages in my dashboard related to this item

[Create Listing](#) [Save as a draft](#) [Save as a template](#) [Cancel](#)

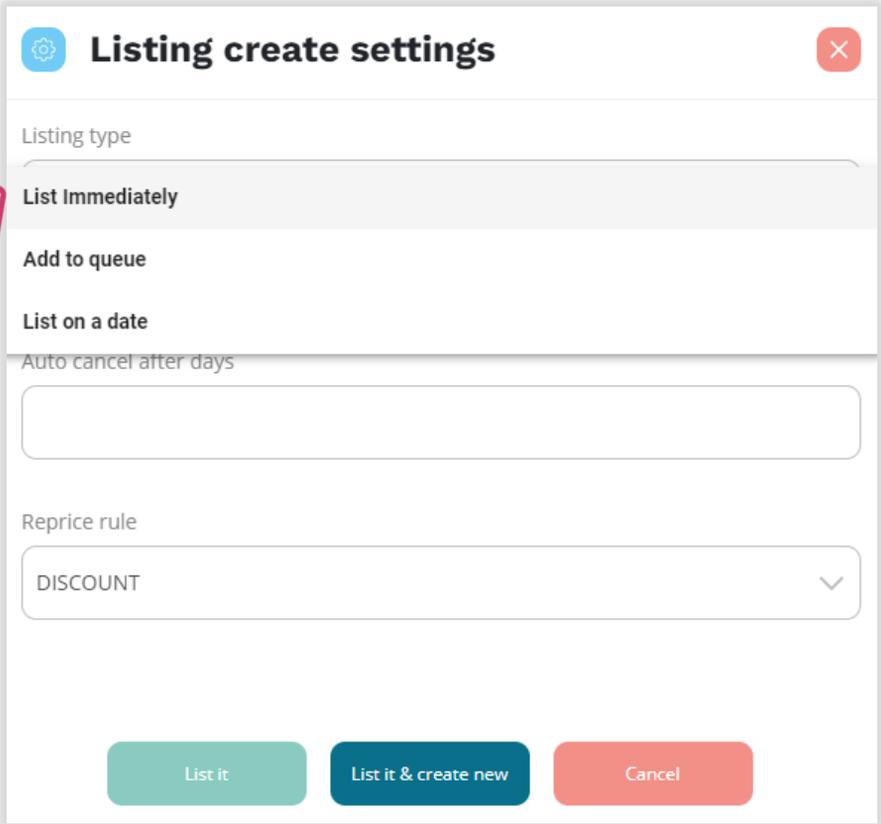
Home [Privacy Policy](#) [Terms of Service](#) [Developer Centre](#) v2.0.6 [f](#) [t](#) [in](#)



Listing options

Once you've clicked on 'Create listing' button, you will be prompted to select one listing type:

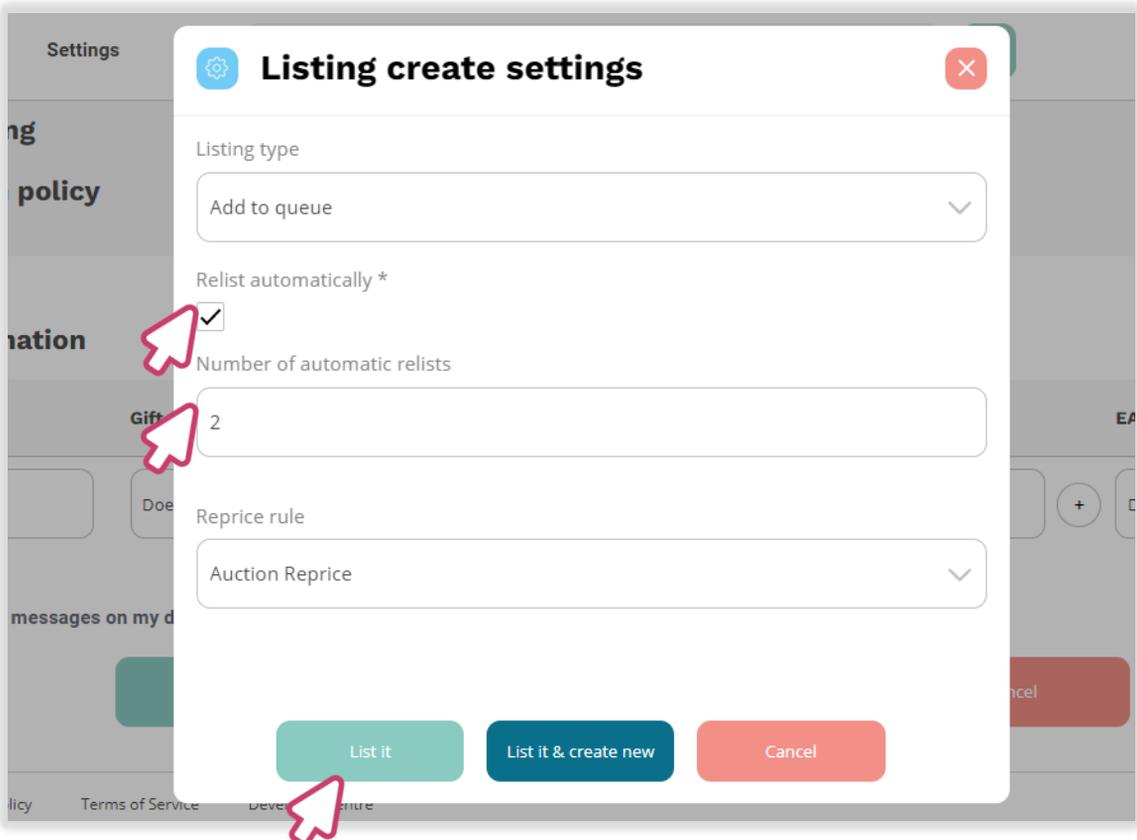
-  **List immediately** - when you want the item to go live instantly.
-  **Add to queue** - means the item will be sent to eBay at a scheduled time that you have determined within your settings.
-  **List on date** - a set date that you want the item to go live on eBay.

A screenshot of a "Listing create settings" dialog box. The dialog has a title bar with a gear icon on the left and a red close button on the right. Below the title bar, there are three sections: "Listing type" with a dropdown menu showing "List Immediately" selected (indicated by a red mouse cursor icon), "Add to queue", and "List on a date". Below these sections is a text input field labeled "Auto cancel after days". Further down is a dropdown menu labeled "Reprice rule" with "DISCOUNT" selected. At the bottom of the dialog are three buttons: "List it" (teal), "List it & create new" (dark teal), and "Cancel" (red).



Listing options

- 🔗 Tick the 'Relist automatically' box, so if the item doesn't sell after the listing period, Shopiago will automatically relist the item for another chance of a sale.
- 🔗 Enter value(s) for auto-relists.
- 🔗 Select a 'Reprice rule' from the drop-down menu or leave blank if it is not applicable.
- 🔗 Finally, click the 'List it' or 'list it & create new' button.



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Happy Selling!

If you need further help or support,
please email us at help@shopiagob.com