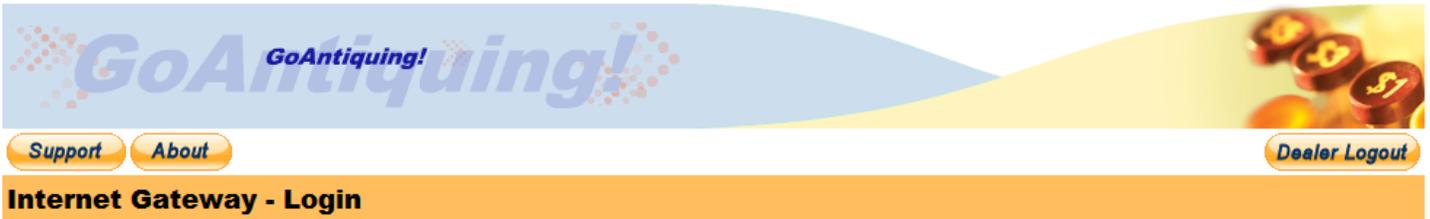


# GoAntiquing! Gateway

## Dealers Guide



Support About Dealer Logout

### Internet Gateway - Login

Select your shop, then enter your assigned ID and password. Click Login to proceed.

**NOTE: If your password does not work then try leaving it blank and click Login.**

Shop Name

Dealer ID #  (NOTE: Enter only your actual Dealer ID, not the # sign!)

Password

Remember my login info

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August 25, 2019

Revision 1.4

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## Revision History

Changes to this document are shown below.

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1.0	Initial version	March 15, 2011
1.1	Added note to Sales Alert Email address for multiple address feature.	March 16, 2011
1.2	Added “Shop Shortcut” to the Cheat Sheet.	March 25, 2011
1.3	Added “My Gateway Usage History”. Updated all screenshots. Revised FAQ’s.	October 15, 2012
1.4	Updated list of cellular service providers email domains for Sales Alert (text)	August 25, 2019

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## Welcome

Welcome and thanks for participating as a Dealer in the **GoAntiquing!** Gateway. With your membership account, which is supplied to you and maintained by your Shopkeeper, you have the ability to access your sales data from any internet enabled device.

*Note that in this document we use the standard term Dealer but in your shop you may be a Consigner, Vendor, Artisan, Craftsman, etc. We also use the standard term Shopkeeper to describe the person who owns and/or operates the shop/store/mall where you are a Dealer.*

## What is the GoAntiquing! Gateway?

The **GoAntiquing!** Gateway is an internet website that was programmed to be a way for shops to upload daily sales data to a secure website for you to access.

Using the Gateway you have access to:

- Sales reports that allow you to change date ranges so that you can see sales summaries for the week, month, quarter, and depending on how much data the shop provides (3 months history typically) you can specify any custom date range.
- An optional Want List (if your shop maintains one – not all shops do!)
- Messaging from the shop to you to keep you in the loop on news and events, etc.
- Sales Alerts. These are reports that are e-mailed to you based on the address that you or the shop setup for your account. Your Shopkeeper may also specify that you can receive a fully detailed Daily Sales report via e-mail.
- Check your usage of the Gateway.

Your Shopkeeper sets up and maintains your account on the Gateway and they can set your initial password or leave it blank so that you can set it when you login, or you can reset it at will.

**Note: This is very important! Your Shopkeeper is your “first responder” for support for issues with passwords or any “How do I do this?” sort of questions. Make sure you know the Shopkeeper’s e-mail and contact information.**

## Where is the GoAntiquing! Gateway?

Please use your web browser to open the website:

<http://www.goantiquing.net/login>

And then select your shop from the list, enter your Dealer ID, password, and click Login. We have more details and screen shot examples further on in this document.

By the way, your shop also has a “shortcut” so that you do not need to select your shop name. For example, the shortcut for the demonstration shop, Brave New Software, is:

<http://www.goantiquing.net/bns>

Ask your Shopkeeper for your shortcut to the shop login page. Remember you can use your web browser to create “Favorite” links to the Gateway so you can find it easier.

# Gateway

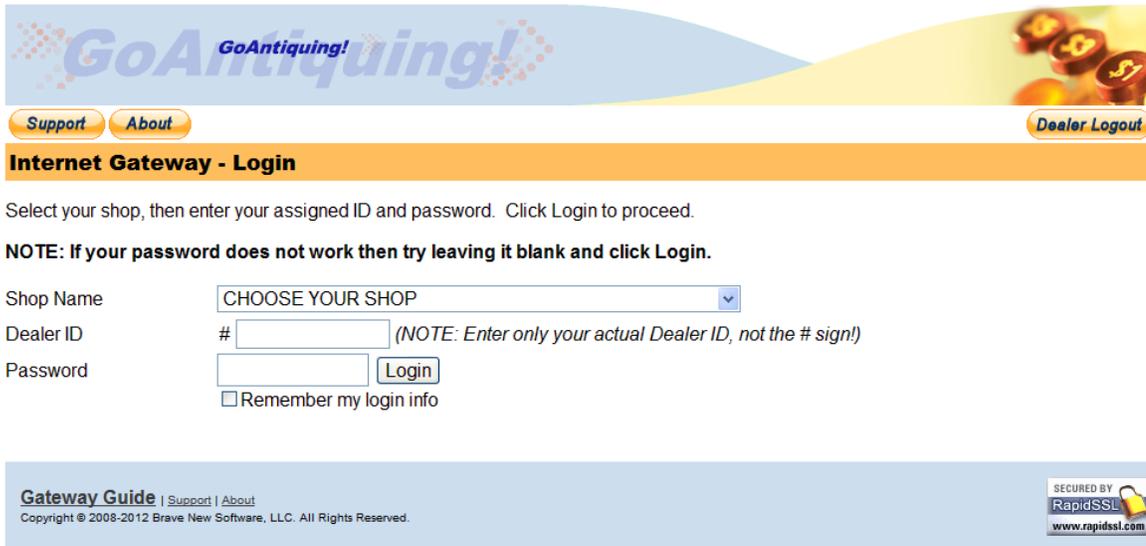
## Login Instructions

Logging in to the Gateway is a very simple process. But you first need to know if your Shopkeeper set a password for you or if they left it blank (so you can set it yourself).

Let's assume your Shopkeeper set a password for you to use and you know what it is.

First, open the website: <http://www.goantiquing.net/login>

You will see a page like this.



Select your shop, then enter your assigned ID and password. Click Login to proceed.

**NOTE: If your password does not work then try leaving it blank and click Login.**

Shop Name

Dealer ID #  (NOTE: Enter only your actual Dealer ID, not the # sign!)

Password

Remember my login info

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SECURED BY  
RapidSSL  
www.rapidssl.com

Select your shop name. In this example we are using the demonstration shop Brave New Software:

Shop Name

Enter your Dealer ID# into the next location:

Dealer ID #  (NOTE: Enter only your actual Dealer ID, not the # sign!)

Next, enter the password you were issued:

Password

Finally, click Login. You will then be taken to the standard daily Welcome page.

## Changing your password

To change your password you must be logged out. So either click the Dealer Logout button (if you are logged in) or close your browser, then return to the Gateway main Login page and choose your Shop Name.

Select your shop, then enter your assigned ID and password. Click Login to proceed.

**NOTE: If your password does not work then try leaving it blank and click Login.**

Shop Name: BRAVE NEW SOFTWARE - VISALIA, CA  
 Dealer ID: # demo (NOTE: Enter only your actual Dealer ID, not the # sign!)  
 Password:    
 Remember my login info  
[Change password](#)

Click this link.

Next, click the Change password link and the interface changes to give you a place to enter your current password, which is called “OLD Password”, and a “NEW Password”. Note you will need to also confirm the new password by entering it a second time.

Shop Name: BRAVE NEW SOFTWARE - VISALIA, CA  
 Dealer ID: # demo (NOTE: Enter only your actual Dealer ID, not the # sign!)  
 OLD Password:   
 Remember my login info  
 NEW password\*:   
 Confirm NEW Password\*\*:

After filling in the password fields correctly, click Login and your password will be changed and you will be logged in to the Gateway.

# Standard Welcome Page

First, the standard welcome page when you login shows your daily sales, any messages that your Shopkeeper has sent for you to read, and links to a interface for seeing sales data from a wider range of dates.

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[Dealer Sales Reports](#)
[Customer Want List](#)
[My Contact Info](#)
[My Gateway Usage History](#)

**The Want List.**

**Your contact info.**

[Dealer Logout](#)

---

**Welcome, Joe Stanton!**

**Messages**

10/28/2009 10:42:33 PM ID#26	Send mail to <a href="#">joe</a>
------------------------------	----------------------------------

**The reports interface.**

**Today's Sales**  
Sales data last updated: 12/15/2010 5:16AM Pacific

Date	Booth	ItemID	Description	Lwy	Qty	ItemPrice	Disc%	Price	Shop%	Net Sale
10/15/2012	MB	19103	PAIR OF KITTENS IN A BASKET			\$6.50		\$6.50	13%	\$5.66
10/15/2012	LR		SKIS							
10/15/2012	LF	C847182	STAR WARS ACTION FIGUDRE							
10/15/2012	MB	19823	OLD LOCK ANS Z KEY WORKS							
10/15/2012	MB	19674	VINTAGE TOY TIN POLICE CAR							
10/15/2012	LR	VA	FLOOR MIRROR BLACK			\$61.00	10%	\$54.90	12%	\$48.31
10/15/2012	MB	C71283	WIRE CART			\$27.00		\$27.00	12%	\$23.76
<b>Total</b>										<b>\$173.49</b>

**This shows when your Shopkeeper last updated the Gateway with fresh sales data.**

**Yesterday's Sales**

Date	Booth	ItemID	Description	Lwy	Qty	ItemPrice	Disc%	Price	Shop%	Net Sale
<b>Total</b>										<b>\$0.00</b>

**Prior 7 Day's Sales**

Date	Booth	ItemID	Description	Lwy	Qty	ItemPrice	Disc%	Price	Shop%	Net Sale
10/6/2012	MB	575	GOLD /RED STONE EARRIGNS			\$12.50		\$12.50	12%	\$11.00
10/6/2012	MB	1046	PURPLE LAVENDER BUTTERFLY			\$7.25		\$7.25	12%	\$6.38
10/6/2012	N/A	N/A	DEALER LAYAWAY PAYMENT, TID:240960102			\$78.40		\$78.40	12%	\$68.99
10/6/2012	MB	19635	VINTAGE DISNEY SHOW WHITE IRON BOARDS			\$32.00		\$32.00	13%	\$27.84
10/6/2012	MB	19700	RED FIRE CAR			\$11.50		\$11.50	13%	\$10.01
10/6/2012	MB	19770	WHITE /BLUE ENAMEL POT			\$19.99		\$19.99	13%	\$17.39
10/6/2012	MB	19601	VINTAGE FLORAL CARVED GLASS PRINT			\$8.00		\$8.00	13%	\$6.96
10/6/2012		847507	ROUND BOTTLE COCA COLA A TIN			\$4.99		\$4.99	12%	\$4.39
10/13/2012	MB		BLACK SILVER RAIDERS EARRINGS			\$12.50		\$12.50	12%	\$11.00
10/13/2012	MB	97970	STATUE COWBOYS			\$14.00		\$14.00	12%	\$12.32
10/13/2012	MB	C9241	60S JUICE PITCHER			\$14.00		\$14.00	12%	\$12.32
10/13/2012	MA	19337	VINTAGE BONE CHINA VIOLETTA AS FOUND			\$11.50		\$11.50	13%	\$10.01
10/13/2012	LR	E	VASE			\$10.00		\$10.00	12%	\$8.80
10/13/2012	MB	97751	CANTEEN WHISKEY			\$10.00		\$10.00	12%	\$8.80
<b>Total</b>										<b>\$851.18</b>

**These tables show all your sales for today, yesterday, and the prior 7 days.. Remember if you check your sales after midnight but before the shop uploads the next day data, the 'Today' section will be empty!**

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## Dealer Sales Report Page

Clicking the Dealer Sales Report link brings you the main reporting interface page where you can change the date range to get a wider view of your sales. Note the Date dropdown has several special date ranges, such as Yesterday, This Week, Last Week, This Month, Last Month, etc. There are also values for “All Available Data” (which for most shops is 3 months), and then the Custom Date Range option that lets you input specific starting and ending dates.

Note in this example the date range “This Month” was selected.

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Dealer Sales Reports [Customer Want List](#) [My Contact Info](#) [My Gateway Usage History](#) [Dealer Logout](#)

**Dealer Sales Report - Joe Stanton**

Date: This Month ▼

Start Date: 10/1/2012

End Date: 10/31/2012

View Report Printer Friendly Report

Note if you are going to print your report, then use this link after clicking the View Report button.

**Total \$1,640.57**

Date	ItemID	Description	Lwy	Qty	ItemPrice	Disc%	Price	Shop%	Net Sale
10/1/2012	847358	MAN HAT BROWN	✓		\$28.00		\$28.00	12%	\$7.39
10/1/2012	847142	PINK BALLERINA SHOES TRINKET BOX			\$5.00		\$5.00	12%	\$4.40
10/1/2012	C847362	HAT MAN BROWN			\$20.00		\$20.00	12%	\$17.60
10/1/2012	847588	BLACK WHITE STRIPE LONG SCARF			\$5.50		\$5.50	12%	\$4.84
10/1/2012	19254	VINTAGE HANKEY			\$6.00		\$6.00	13%	\$5.22
10/1/2012	C97772	BOOK STACK BOX			\$8.50		\$8.50	12%	\$7.48
10/1/2012	MDD	DECORATION ONLY CHRISTMAS PLATE			\$7.00		\$7.00	12%	\$6.16
10/1/2012	MDD	DECORATION ONLY CHRISTMAS PLATE			\$7.00		\$7.00	12%	\$6.16
10/2/2012	40766	PORCELAIN VINTAGE BRIDE & GROOM			\$12.50		\$12.50	13%	\$10.88
10/2/2012	1186	SILVER TONE INDIAN EARRINGS			\$10.00		\$10.00	12%	\$8.80
10/2/2012	847047	GI JOE DOLL			\$19.00		\$19.00	12%	\$16.72
10/2/2012	A847554	PYREX BOWL			\$12.00		\$12.00	12%	\$10.56
10/2/2012	19928	SHABBY CHIC STYLE ROSE VINE			\$9.99		\$9.99	13%	\$8.69
10/2/2012	19837	VALLEY CAN			\$6.00		\$6.00	13%	\$5.22
10/2/2012	MDXX	SHOWER BENCH			\$45.00		\$45.00	12%	\$39.60
10/3/2012	19485	CELLULOID RING BOX			\$25.00		\$25.00	13%	\$21.75
10/3/2012	A99564	VINTAGE CIGAR PLASTIC BOX			\$11.00		\$11.00	12%	\$9.68
10/3/2012	LED	STRAIGHT RAZOR			\$15.00		\$15.00	12%	\$13.20
10/3/2012	A84L7201	BLACK WESTERN SHIRT			\$13.50		\$13.50	12%	\$11.88
10/3/2012	LED	ROOSTER			\$14.95		\$14.95	12%	\$13.16
10/3/2012	EXX	B. B. TIN NOTE BOOK W/ MAGNET 10095			\$10.50		\$10.50	12%	\$9.24
10/3/2012	CVE	B. BOOP BACKPACK TIN			\$2.75		\$2.75	12%	\$2.42
10/3/2012	MDX	LUCY TIN BOOK			\$6.50		\$6.50	12%	\$5.72

If you specify a custom Start Date or End Date you do need to click View Report. However if you click one of the date ranges (such as “This Month”) the report automatically refreshes.

## Printer Friendly Report

The following screen shows the results of a Printer Friendly Report. Use your web browsers built-in ability to print a page to get a hardcopy.

**Sales Report**

Shop Name: BRAVE NEW SOFTWARE - VISALIA, CA  
 Dealer: JOE STANTON  
 Start Date: 10/1/2012  
 End Date: 10/31/2012

**Total \$1,640.57**

Date	ItemID	Description	Lwy	Qty	ItemPrice	Disc%	Price	Shop%	Net Sale
10/1/2012	MB	847358	MAN HAT BROWN	✓	\$28.00		\$28.00	12%	\$7.39
10/1/2012	MB	847142	PINK BALLERINA SHOES TRINKET BOX		\$5.00		\$5.00	12%	\$4.40
10/1/2012	LF	C847362	HAT MAN BROWN		\$20.00		\$20.00	12%	\$17.60
10/1/2012	MB	847588	BLACK WHITE STRIPE LONG SCARF		\$5.50		\$5.50	12%	\$4.84
10/1/2012	MB	19254	VINTAGE HA		\$6.00		\$6.00	13%	\$5.22
10/1/2012	LF	C97772	BOOK STAC		\$8.50		\$8.50	12%	\$7.48
10/1/2012	LR	MDD	DECORATION		\$7.00		\$7.00	12%	\$6.16
10/1/2012	LR	MDD	DECORATION		\$7.00		\$7.00	12%	\$6.16
10/2/2012	MA	40766	PORCELAIN		\$12.50		\$12.50	13%	\$10.88
10/2/2012	MB	1186	SILVER TON		\$10.00		\$10.00	12%	\$8.80
10/2/2012	MB	847047	GI JOE DOLL		\$19.00		\$19.00	12%	\$16.72
10/2/2012	MB	A847554	PYREX BOW		\$12.00		\$12.00	12%	\$10.56
10/2/2012	MB	19928	SHABBY CH		\$9.99		\$9.99	13%	\$8.69
10/2/2012	MB	19837	VALLEY CAM		\$6.00		\$6.00	13%	\$5.22
10/2/2012	LR	MDXX	SHOWER BE		\$45.00		\$45.00	12%	\$39.60
10/2/2012	MB	19485	CELLULOID P		\$25.00		\$25.00	13%	\$21.75
10/3/2012	MB	A99564	VINTAGE CIG		\$11.00		\$11.00	12%	\$9.68
10/3/2012	LR	LED	STRAIGHT R		\$15.00		\$15.00	12%	\$13.20
10/3/2012	MB	A84L7201	BLACK WES		\$13.50		\$13.50	12%	\$11.88
10/3/2012	LR	LED	ROOSTER		\$14.95		\$14.95	12%	\$13.16
10/3/2012	LR	EXX	B.B. TIN NOT		\$10.50		\$10.50	12%	\$9.24
10/3/2012	LR	CVE	B. BOOP BACKPACK TIN		\$2.75		\$2.75	12%	\$2.42
10/3/2012	LR	MDX	LUCY TIN BOOK		\$6.50		\$6.50	12%	\$5.72
10/3/2012	MB	19790	CRANBERRY COLOR GLASS SERVING TRAY		\$14.99		\$14.99	13%	\$13.04
10/4/2012	LR	BDXX	WARDROBE	✓	\$85.00		\$85.00	12%	\$22.44
10/4/2012	MB	C847546	SHELF RATTAN		\$6.50		\$6.50	12%	\$5.72
10/4/2012	LR	CC	QUEEEN AMIDALA		\$22.00		\$22.00	12%	\$19.36
10/4/2012	MB	19979	1934 LITTLE RED RIDING HOOD		\$8.00		\$8.00	13%	\$6.96
10/4/2012	MB	19970	PIE CARRIER		\$12.00		\$12.00	13%	\$10.44
10/4/2012	MB	81862K	CRYSTAL PEDESTAL SERVER		\$6.00		\$6.00	13%	\$5.22
10/4/2012	MB	81861K	CRYSTAL PEDESTAL SERVER		\$5.00		\$5.00	13%	\$4.35
10/4/2012	LR	VDD	POTTERY SWAN DISH		\$12.00		\$12.00	12%	\$10.56
10/4/2012	MB	9449	SMALL CORNINGWARE CASSEROLE		\$10.50		\$10.50	13%	\$9.14
10/4/2012	MB	4723	SPICE OF LIFE CORNINGWARE		\$12.00		\$12.00	13%	\$10.44

## Customer Want List Page

Some shops collect lists of items that customers are asking for. This is called a Want List and the shop can publish the Want List to the Gateway for you to view. The idea is that you view the list and contact the shop if you have such an item, the shop then contacts the customer to find out if they are still interested, etc.

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[Dealer Sales Reports](#) [Customer Want List](#) [My Contact Info](#) [My Gateway Usage History](#) [Dealer Logout](#)

#### Customer Want List Report

Date:    
Start Date:   
End Date:   
Contains Text:   
Order By:    
 [Printer Friendly Report](#)

Date Added	Wanted Item
4/21/2012	12" Gl Joes
8/24/2012	1847 Barrel
8/12/2012	1920-50s Taylor Baby Stroller (Antique)
8/12/2012	1940s-50s Taylor Tot Stroller
7/25/2012	1946 Raps all 4
1/24/2012	1949 chevy fleet line sun visor
8/12/2012	1950s Motorcycle Jacket & Vest

Similar to the Dealer Sales Report you can choose to see only those Want List items that were entered into the list on a particular day or within a specific date range. Again, like Dealer Sales Report, you can select a Date Range by name (like "This Week", "This Month", etc) or enter a custom Start Date and End Date.

Other options include searching the list by entering text into the "Contains Text" box. Here you can see results for all Chevy items.

Contains Text:   
Order By:    
 [Printer Friendly Report](#)

Date Added	Wanted Item
1/24/2012	1949 chevy fleet line sun visor
7/25/2012	1954 Sterring wheel for chevy
1/17/2012	37 chevy head lights
7/25/2012	set of com plates for my 1950 chevy pick up

## My Contact Info Page

On this page is the contact information your Shopkeeper has entered at the shop for you. If you need to have this information changed please contact the shop.

You can change one piece of information on this page, which is the Sales Alerts E-mail address. The Sales Alerts E-mail address is used to send you Sales Alerts. The next section goes into more detail about Sales Alerts.

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[Dealer Sales Reports](#) [Customer Want List](#) [My Contact Info](#) [My Gateway Usage History](#) [Dealer Logout](#)

#### My Contact Info - Joe Stanton

View contact information entered by your shopkeeper. You may change the 'Sales Alerts E-Mail' info only.

Dealer ID	demo
First Name	Joe
Last Name	Stanton
Address	765 Mesa View Dr., Suite 298
City	Arroyo Grande
State	CA
Zip Code	93420
Phone #	(800) 385-7911
Mobile Phone #	
Alt. Phone #	
E-Mail	joe@goantiquing.net
Sales Alerts E-mail	5593027911@vtext.com

[Save](#)

Your Sales Alert e-mail address.

**NOTE: You can enter more than one e-mail address here! Just separate them with a comma.**

## My Gateway Usage History

This page allows you to see the full history (limited to how much data the Gateway tracks, but never less than 3 months) of your logins to the Gateway, Sales Alerts and Detailed Alerts. On occasion you might wonder "Why didn't I get a Sales Alert today? I know I sold that item." Please read the Frequently Asked Questions below under 'Sales Alerts' for more detail. It is possible your junk or spam filters kept the Sales Alert from you. However, the Gateway Usage History report can be used so you can verify that the system sent an alert.

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[Dealer Sales Reports](#) [Customer Want List](#) [My Contact Info](#) [My Gateway Usage History](#)

[Dealer Logout](#)

#### My Gateway Usage History - Joe Stanton

Date    
Start Date   
End Date

Login	10/15/2012 6:59:40 PM	Success		
Sales Alert	10/15/2012 5:00:00 PM	Success	5593027911@vtext.com	Dealer ID#DEMO Monday, 10/15/2012 Gross Sales = \$203.50 Net Sales = \$183.15 Total Items = 2 BNS Want details? Goto <a href="http://goantiquing.net/bns">http://goantiquing.net/bns</a>
Login	10/15/2012 2:32:03 PM	Success		
Login	10/15/2012 2:28:56 PM	Success		
Login	10/15/2012 2:28:50 PM	Success		
Login	10/15/2012 2:28:45 PM	Failed - change password		
Login	10/15/2012 2:06:50 PM	Success		

# Frequently Asked Questions

We are providing this list of questions and answers so that you can use the Gateway more efficiently. If you have more questions please see your Shopkeeper.

## Most Common Frequently Asked Questions

Passwords, sales, reports. These are the topics with the most common questions.

### What is my password?

Your Shopkeeper decides, when they enroll you in the Gateway, whether to set an initial password for your account on the Gateway or not. If they do, then you need to get that password from them. If not, then you can elect to either keep the password blank (not recommended) or you can change it.

### How do I change my Gateway password?

The next few screens show how to change your password, in this example the Dealer already has a password set and we are changing it.

### I do not see any sales for today! Why not?

It is possible you did not have any sales today, or it is possible the Shopkeeper has not yet updated the Gateway with today's sales data. Check the date that the shop last updated the Gateway on the Welcome page to see if you are checking too early. Please see the diagram under the "Standard Welcome Page" section earlier in this document.

### How do I get a list of all the items I have sold this month? (or this week, etc)

Please see the section above titled "Dealer Sales Report Page". This section walk you through how to specify a customized date range for viewing your sales history.

## Sales Alert Frequently Asked Questions

What are Sales Alerts? How do they get sent? Why are they sent? Can they stop being sent? Can I get more detail than just daily summaries? Why do I get more than one a day? Why do I sometimes get a Sales Alert on one day and not on another day?

### These are the sorts of questions you might ask and that this section will answer for you. What are Sales Alerts?

Sales Alerts are short messages that contain a summary of the days sales. This is very limited, in fact just Gross Sales, Net Sales, and number of items sold. The intent of a Sales Alert is to keep you informed of when something is sold from your booth at the shop. The best use of these Sales Alerts is to configure your Sales Alert E-Mail address to be your mobile phone's e-mail address. Almost all cell phones today are capable of sending and receiving text messages. Our system can send e-mail only, e.g. we cannot send true text messaging, but your phone does have an e-mail address which is partly your cell phone number and partly the carrier. For example, 5593027911@vtext.com is the mobile e-mail address for telephone number 559-302-7911. The domain vtext.com is the Verizon domain for text messaging/mobile e-mail. Please see the appendix for some possible mobile e-mail domains for various cellular phone service carriers across the United States.

### Does my shop send me Sales Alerts?

This is a good question and can only be answered by your Shopkeeper. The Shopkeeper has options to specify who gets Sales Alerts and how often they are sent, if you only get them once a day maximum, or if you only get them if you had an item (or items) sold from your booth on a given day.

### How do Sales Alerts get sent?

Sales Alerts are sent at the end of the day when the shop runs the Daily Close Out procedure. They are sent from the **GoAntiquing!** e-mail server from the e-mail address [info@goantiquing.net](mailto:info@goantiquing.net).

PLEASE BE SURE AND ADD THIS E-MAIL ADDRESS TO YOUR 'ALLOWED' E-MAIL ADDRESSES LIST.

Some internet services, such as Earthlink, utilize an e-mail challenge/response system – what this means is that if you have not approved a particular e-mail address then the challenge system sends an e-mail to the sender and requires the sender to respond. **GoAntiquing!** will not respond to such challenge/response systems and you will NOT get Sales Alerts if you have a blocking challenge/response system in place.

If you do not use a challenge/response system, and still are not receiving Sales Alerts please check your Spam or Junk folders.

*TIP: You can check when a Sales Alert was sent by using the 'My Gateway Usage History' link at the top of the page.*

### Why are Sales Alerts sent?

They are sent to keep you informed of sales activity out of your booth so you can restock it and keep making more money!

### **Can Sales Alerts be stopped?**

Yes, but you need to tell your Shopkeeper to disable Sales Alerts for your Dealer ID.

### **Can I get more detail than just daily summaries?**

Yes, but your Shopkeeper decides if detailed e-mails are sent to you. The Sales Alert system uses both the regular E-mail address and the Sales Alert E-mail address. The way it uses these depends on what options are setup, but detailed e-mail alerts will only be sent to the address listed as the regular E-Mail address.

### **Why do I get more than one Sales Alert a day?**

There are several cases where this can occur, all of which are in the control of the Shopkeeper or in your control.

- First, the Shopkeeper can specify that a maximum of 1 per day will be sent, if they do not specify this then if they update the Gateway more than once per day you will get that number of Sales Alerts.
- Even if they do this correctly you can still get more than one Sales Alert – but this would be because you have more than one e-mail address specified in the list
- Or, it could be because you have more than one booth at the shop, you will then get one Sales Alert for each booth.

### **Why do I sometimes get a Sales Alert on one day and not on another day?**

Probably because the Shopkeeper has configured the Sales Alerts to only send you an alert if you had items sold out of your booth. If you did not have anything sold you will not get a Sales Alert in this case.

In some cases you might not get a Sales Alert if the Shopkeeper does not update the Gateway for some reason. This can occur if the internet connection is not reliable at the shop, or for any number of other reasons.

*TIP: You can check when a Sales Alert was sent by using the 'My Gateway Usage History' link at the top of the page.*

### **How can I know that the Gateway sent me a Sales Alert?**

Please use the 'My Gateway Usage History' link at the top of the page to see a full report on your Gateway activity. This report includes Gateway logins as well as Sales Alert details.

## Appendix: Mobile E-Mail Addresses

This list can be used to assist you in determining your mobile phones e-mail address. If your carrier is not listed please contact them directly or go to their home page on the internet and check their support site.

<b>Cellular Carrier</b>	<b>E-Mail Formatting</b>
AT&T	number@mms.att.net
Boost Mobile	number@myboostmobile.com
Cricket	number@mms.cricketwireless.net
Sprint	number@pm.sprint.com
T-Mobile	number@tmomail.net
U.S. Cellular	number@mms.uscc.net
Verizon	number@vzwpx.com
Virgin Mobile	number@vmpix.com

## Appendix: GoAntiquing! Gateway Cheat Sheet

This appendix is designed as a single page Cheat Sheet for you to print out and fill-in-the-blanks so you can refer to it faster than reading this entire document.

1. **Open up an internet browser and go to: <http://www.GoAntiquing.net/login>**

2. **Pick my shop name from the dropdown list or use Shop Shortcut (if provided).**

Shop Name: \_\_\_\_\_

Shop Shortcut: <http://goantiquing.net/> \_\_\_\_\_

Shop Phone#: \_\_\_\_\_

Shopkeeper Email: \_\_\_\_\_

**NOTE: Always call the Shop or e-mail the shop for support like password problems.**

3. **Enter my Dealer ID number at the prompt.**

Dealer ID#: \_\_\_\_\_

4. **Enter my password at the prompt.**

Password: \_\_\_\_\_

5. **Click Login. I will see the Welcome page with today's current sales listed and any messages from my Shopkeeper.**

6. **To get a report click "Dealer Sales Reports" and then select date ranges to see sales history.**