

Welcome & What's New Messages

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The Welcome Message is the main information that displays on the front page of your Auctions Portal. The What's New Message then displays below this and the Auctions Listing.

Quick Steps: Go to **Auction > Options > Edit > Welcome or What's New**

1. Within the Management Console, select **Auctions** from the top menu, then **Options** from the left menu.

2. Click **Edit** at the top of the page.

3. Select either the **Welcome** or **What's New** tab.

4. Complete the details for the selected message using the Editor.

Note: The Welcome and What's New messages can be used by your organisation to provide information to bidders on how to bid on auctions, the process when they win, or items that you might be releasing for auction soon.

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