



### Consignor Login

Consignor Number\*

Password\*

Login

Forgot your consignor number or password? [Click Here](#)

Need a consignor number? [Click Here](#)

Trouble logging in? [Click Here](#)

**LOG ON TO YOUR CONSIGNOR HOME PAGE**



### Consignor Homepage

Welcome to the consignor homepage for  
**Michele Trgovac (#100)**

Menu ▾

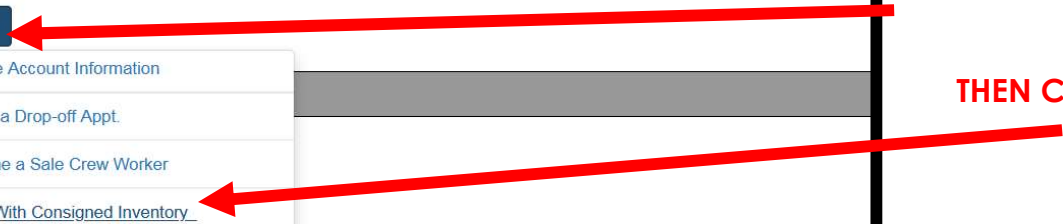
- Update Account Information
- Select a Drop-off Appt.
- Become a Sale Crew Worker
- Work With Consigned Inventory
- View/Approve Seller Agreement Access options for entering inventory, printing tags, and other things related to your consigned inventory
- View/Approve Sale Crew Worker Agreement
- Logout

**Seller Agreement Status:**

SIGNED

**YOU WILL SEE THIS MENU. CLICK ON THE MENU DOWN ARROW**

**THEN CLICK HERE**



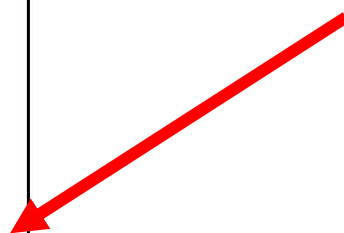
### Consignor Inventory Menu

Welcome back! You are logged in as consignor #100 **Michele Trgovac**. You are currently **REGISTERED** for our upcoming sale.

Please choose from one of the following options:

- Add Items ▾**  
(Add, Edit, Delete Active Inventory Items)
- Inactive Inventory**  
(Select inventory from past sales that you plan to bring to the upcoming sale)
- Print Tags ▾**  
(Print barcoded tags to place on your items. NOTE: Please disable your popup blocker to print tags.)
- Inventory Reports ▾**  
(View and Print an inventory list of what you are consigning)

**IT BRINGS UP THIS WINDOW CLICK ON "PRINT TAGS"**



Please choose from one of the following options:

**Add Items** ▾  
(Add, Edit, Delete Active Inventory Items)

**Inactive Inventory**  
(Select inventory from past sales that you plan to bring to the upcoming sale)

**Print Tags** ▾

- Print Selected Tags
- Print All Tags (HTML)
- Print All Tags (PDF)
- Print Online Sold Tags (PDF)

**My Homepage**  
(Takes you to your consignor homepage)

**Logout**  
(Logout of your consignor account)

**THIS WINDOW POPS UP FROM THERE.  
CLICK ON "PRINT SOLD TAGS"**

**THIS SCREEN POPS UP.  
CLICK ON THE DOWN ARROW "TAG PRINTING OPTIONS"**



**Select Online Sold Tags To Print**

Use this screen to print online sold tags to place on the items that sold during our online sale and that you will be bringing to drop-off.  
**IMPORTANT! The tags you generate for printing will appear in a new window. Please configure your browser's popup blocker to allow popups if your tags do not appear in a new window after you click one of the Tag Printing Option buttons.**

[Return To Inventory Menu](#) [Inventory Icon Legend](#) ▾

**Tag Printing Options** ▾

Show Only Un-Printed Tags Below

Sort Printed Tags By ShopperCode

**THIS NEXT SCREEN POPS UP AND YOU WILL CLICK ON "PRINT ALL TAGS"**



**Select Online Sold Tags To Print**

Use this screen to print online sold tags to place on the items that sold during our online sale and that you will be bringing to drop-off.  
**IMPORTANT! The tags you generate for printing will appear in a new window. Please configure your browser's popup blocker to allow popups if your tags do not appear in a new window after you click one of the Tag Printing Option buttons.**

[Return To Inventory Menu](#) [Inventory Icon Legend](#) ▾

**Tag Printing Options** ▾

[Print Selected Tags](#) [Print All Tags](#) [Print All Un-Printed Tags](#)

Show Only Un-Printed Tags Below

Sort Printed Tags By ShopperCode

✓ **Item Information**

**CLICK "OK"**

Select Online Sold Tags To Print

Use this screen to print online sold tags to place on the items that sold during our online sale and that you will be bringing to drop-off.

**IMPORTANT!** The tags you generate for printing will appear in a new window. Please configure your browser's popup blocker to allow popups if your tags do not appear in a new window after you click one of the Tag Printing Option buttons.

Return To Inventory Menu    Inventory Icon Legend

Tag Printing Options

Print Selected Tags    Print All Tags

Show Only Un-Printed Tags Below  
 Sort Printed Tags By ShopperCode

www.mysalemanager.net

You are about to generate all online sold tags for printing. Is that what you want to do?

OK    Cancel

Item Information
<input type="checkbox"/> Buddha Walks into a Bar & The Last Lecture Item # 89    Price: \$4.00 Category: Books : Adult & Parenting



**THIS NEXT WINDOW POPS UP  
CLICK ON "DISPLAY TAGS  
FOR PRINTING"**









Message

Your tags have been generated successfully. Your tags are ready to be displayed and printed in PDF format.

To display your tags for printing now, click the link below

[Display Tags For Printing](#)

Close Window

Seller: 1002 Item: 10    ONLINE SOLD ITEM	Seller: 1002 Item: 25    ONLINE SOLD ITEM	Seller: 1002 Item: 29    ONLINE SOLD ITEM
<b>JULI_#2276</b> Bag of matching silverware  C/1002 I/10	<b>MONI_#2206</b> Photo Paper Tab Dividers , Sheet Protectors  C/1002 I/25	<b>SUCC_#2426</b> Red and gray large curling iron  C/1002 I/29
<b>BKZM_#2072</b> Starlight white glow string lights  C/1002 I/31	<b>LAUR_#2149</b> Karaoke mic set  C/1002 I/37	<b>CRYS_#2337</b> White knitted beanie  C/1002 I/61
<b>ANGE_#2412</b> 6 Wine signs  C/1002 I/63	<b>ZOEE_#2229</b> Buddha Walks into a Bar & The Last Lecture  C/1002 I/89	

**AND YOUR TAGS POP UP  
LOOKING LIKE THIS**

**THEN YOU JUST PRINT  
THEM AS YOU USUALLY  
PRINT**