

**CLIENT MANUAL –
WOOLTRADE WEBSITE**

CLIENT MANUAL - Wooltrade WEBSITE

Client Website Manual

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1. INTRODUCTION

The client-access web-site has been designed to allow clients ease of access to all their current and historical records for wool transactions. The client-access website is a secure site permitting access to the client's individual account.

Whilst the website uses advanced technology to deliver the information, the user interface has been designed to be friendly and easy to use by clients. Help pages appear on each screen and should be used as a guide to navigating the site and understanding the information displayed.

2. ACCESSING THE TEST GROWER VIEWER SERVICE

To access the test grower viewer site so prospective clients can be shown the benefits of the service, you need to log into www.wooltrade.com.au.

From there type in the username – **misc1234** and the password – **misc1234**. From here you can access the usual grower viewer services but with the test lot details.

3. TROUBLE SHOOTING

3.1. *Trouble Logging In*

If you do not log in correctly an error message will appear on your computer screen. The message will identify whether you have entered an incorrect username or an incorrect password.

Your username is your Wooltrade grower code. Check to see if you have used your correct username. Please note, do not enter your email address here.

If you have entered an incorrect password, ensure that you are using the correct password. This should have eight characters in total, 6 letters and 2 numbers. Please note that the letters should be entered all in lowercase. Your password is the password you noted in your registration for using the client-access website.

See Section 5 for further details.

3.2. *Trouble Printing Screens*

If you are having trouble printing your screens, make sure you have set your printing properties to 'Landscape' to maximise your printing area. For more details on printing screens, see Section 3.

3.3. *Trouble Finding the Sale No. your wool was sold in*

If have forgotten which sale your wool was sold in while you are looking in the 'In a Sale' section, you can find out by going to the 'In a Season' section. Go back to the main

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menu and press the 'In a Season' button. The column on the far left of the screen contains the entire list of sale numbers for each of your lots sold. Look up the sale numbers that you want then go back to the main menu and press the 'In a Sale' button. Now select your sale number and you will see your lots sold in that sale. For more information see section 7.3.

3.4. Using the Home Button

Please note that once you have logged in to the client access website, the home button on the bottom of your screen will take you back to the first page of the client access area, it will not take you back to the Wooltrade general homepage.

3.5. Optimum Viewing

The client-access website is best viewed with Internet explorer 5.5 or higher. You can upgrade for free using the following link and follow the links and instructions here.

<http://www.microsoft.com/windows/ie/downloads/default.asp>

This site uses some documents in the PDF format. Documents are best viewed using Adobe Acrobat 5.0 or higher. To download or upgrade your free copy go to www.adobe.com and follow the prompts.

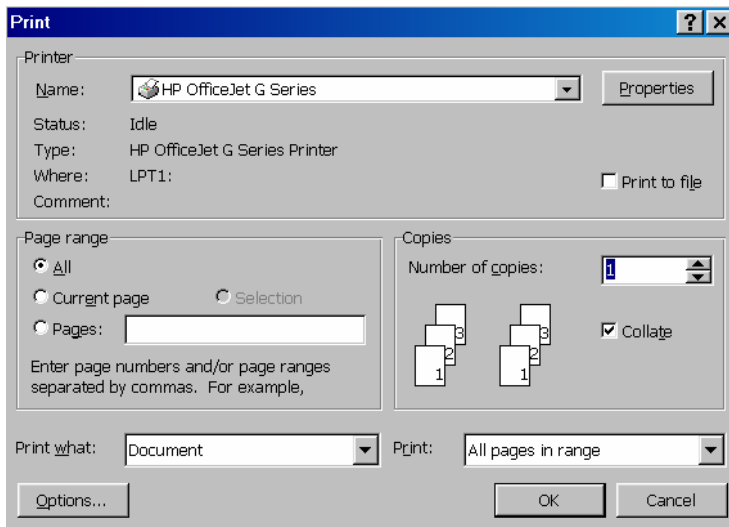
4. PRINTING SCREEN INFORMATION

The information contained in many of the website screens detail test results, market estimates, rosters etc that you may wish to print. Follow the instructions below to print any of the screen details.

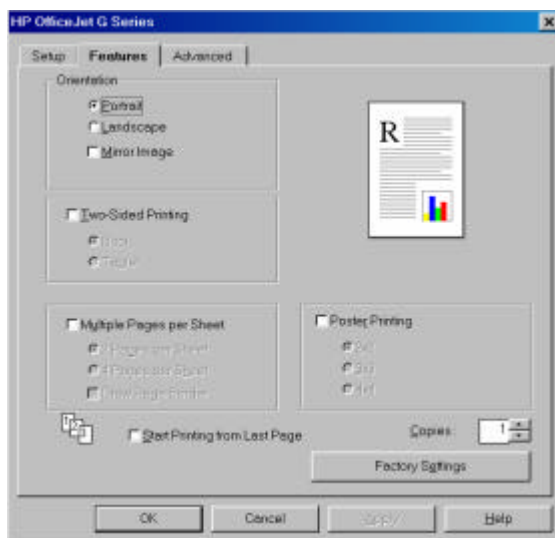
Steps for printing screens (depending on what version of Internet Explorer you are using the following screen shots could appear slightly different)

1. View the screen that you wish to print
2. Using your mouse, left click on the File menu located at the top left-hand corner of the screen.

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3. Scroll down and left click the option Print.... The following dialog box appears.
4. Click the button marked Properties.... Found in the top right corner
5. Click on the "Features" tab



6. Click the tick box next to Landscape
7. Click OK
8. Click OK again.

If you do not follow these steps for printing, your printed screens may not fit on the one page.

5. USING SCROLL BARS

Screen sizes and font settings differ between computers. When web page information cannot fit entirely on the one screen, scroll bars can be used. The scroll bars are located at the base and to the right of the screen. They are common to most applications such as Word, Excel etc. By clicking on the arrows at either end of the scroll bars, new information on the screen can be viewed. Alternatively you can left click on the grey scroll bar and drag towards the arrows to view the entire screen.

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6. LOGGING ON

To access your account you must be connected to the Internet and viewing the Wooltrade home page. www.wooltrade.com.au

Type in your Username and Password in the relevant boxes. Your username will be your Wooltrade grower code and your password will be the 6 letter (all lowercase) and 2 number password you registered with Wooltrade. Once you have entered your Username and Password, click on the 'Login' button to enter the client-access website.

7. HELP

For each screen a help button can be used to overcome any problems you may experience in accessing your information. The button is located along the bottom tool bar to the right of each screen.



If you require further help please contact your Landmark representative.

8. MAIN MENU

WOOL TRADE

Good Morning, WOOLTRADE DEMO GROWER
Thankyou for visiting our site.

WOOL TRADE

Market Information

- Market Reports
- Selling Roster

Wool In-Store

- Results & Estimates
- Forward Cover
- Change My Profile

Sold wool

- In A Season
- In A Sale

Help Home Back

Once you have successfully logged on the following screen will be displayed:


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- 1) Click on the 'Market Reports' button in the Market Information section to view the current Landmark Market Bulletin, and to view the current season's Selling Roster click on the 'Selling Roster' button.
- 2) The Wool In-Store section allows the grower to access wool that they have listed on Wooltrade and the results of the testing of the lines listed. The grower can also update their profile through this section.
- 3) The Sold wool section allows the user to access information on sales made in any season or sale day, sale prices, gross proceeds, GST components, and sale charges.

8.1. Market Information

8.1.1. Market Reports

Clicking on the "Market Reports" button displays the current Wooltrade Market Report detailing the daily micron price guides in the North, South and West along with other valuable market information



Micron Price Guides	South		North		West	
	Current Price	Weekly Change	Current Price	Weekly Change	Current Price	Weekly Change
Market Indicators	903	-11	981	-14	936	-5
16.5	0	0	NA	NA	NA	NA
17	1515	0	1552	0	NA	NA
17.5	1462	-8	1495	0	NA	NA
18	1427	-22	1453	-7	NA	NA
18.5	1305	-9	1341	-4	NA	NA
19	1198	-15	1206	-20	1172	-14
19.5	1004	-7	1097	-34	1107	-4
20	1014	-16	1007	-34	1009	-22
21	956	-12	947	-9	953	-10
22	924	-7	925	-1	927	0
23	888	-7	887	-5	898	0
24	811	-10	817	-10	NA	NA
25	671	2	NA	NA	NA	NA
26	609	-2	610	0	NA	NA
28	434	1	430	-2	NA	NA
30	352	-3	355	5	NA	NA
32	326	-3	314	-3	NA	NA
MC	494	-19	487	-21	490	-17

As the market drifted backwards 19 c/kg clean, Wooltrade sales continued to be in the good to best spinners style fleece less than 18.5 microns which continue to show reasonable strength as supply in the auction becomes more restricted from week to week. 21 micron or broader Fleece and Pieces found some support on the system but by Thursday, this support had wound down to only a trickle of sales. The Australian dollar traded strongly on Thursday and could in part explain buyer interest waning from that day onwards.

Crossbred sales looked firm which is against the trend of the rest of the market but sales on Wooltrade were limited to small numbers. Carding wool was insufficient to quote. With the

21/4/08
Sale Week: 42
AUD Vs USD:
USD .9370 (.55)
EMI: 938

Wooltrade Weekly Report

Western Market Deciles									
Micron Price Guide (1998-2008)									
	18.5	19	19.5	20	21	22	23	24	MC
90%	887	780	828	863	537	476	482	446	275
80%	916	840	864	705	616	562	517	484	336
70%	938	894	878	732	656	626	567	530	380
60%	953	919	898	773	690	666	624	583	408
50%	975	942	920	810	740	702	663	631	421
40%	1004	1000	961	841	771	722	697	661	431
30%	1038	1048	1009	898	843	792	761	883	455
20%	1126	1153	1103	962	943	920	893	762	487
10%	1238	1223	1186	1038	1004	967	975	971	570

Southern Market Deciles									
Micron Price Guide (1998-2008)									
	17	18	19	20	21	22	24	28	MC
90%	1115	934	808	672	536	485	450	423	355
80%	1159	965	881	715	616	549	491	456	393
70%	1199	1001	922	742	656	625	534	495	416
60%	1233	1022	947	783	687	660	589	537	430
50%	1289	1046	983	820	734	706	639	589	444
40%	1379	1081	1024	845	765	722	664	575	462
30%	1431	1178	1087	893	828	766	702	606	483
20%	1451	1254	1197	950	913	902	813	649	508
10%	1473	1411	1302	1039	1007	993	970	886	590

Northern Market Deciles									
Micron Price Guide (1998-2008)									
	17	18	19	21	22	24	26	28	MC
90%	1128	975	822	541	481	447	403	334	283
80%	1170	1010	900	610	544	484	440	373	339
70%	1204	1052	939	652	623	522	480	390	364

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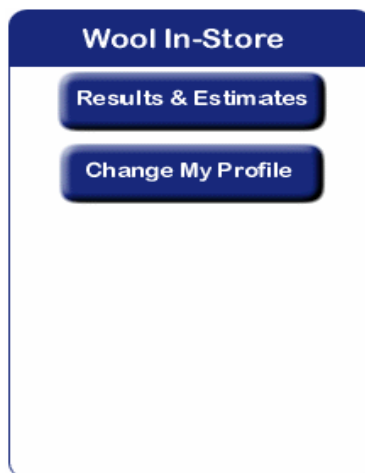
8.1.2. Selling Roster

The selling roster displays the sale dates and sale numbers for the current season. Sale week's marked red highlight those weeks in the season still available for selling wool.

1. Sale number - Represents the Melbourne (or Launceston) sale number in consecutive order from the beginning of the season.
2. Sale week and Sale Date- Represents the consecutive week number since the beginning of the season.
3. Proceeds due - Displays the date for which proceeds from the corresponding sale will be available in grower accounts.
4. Other Selling Centres – Displays other centres apart from Melbourne where wool is selling in any given week.

Sale No	Week No	Week Commencing	Sale Date	Proceeds Due	Other Centres Selling
SOUTHERN REGION SELLING ROSTER 2005-2006 ONWARDS					
M19/05	19	07/11/05	Wednesday 09 Nov	Friday 18 Nov	NEWCASTLE-FREMANTLE
M20/05	20	14/11/05	Tuesday 15 Nov	Friday 25 Nov	SYDNEY-FREMANTLE
M21/05	21	21/11/05	Monday 21 Nov	Friday 02 Dec	SYDNEY-FREMANTLE
M22/05	22	28/11/05	Monday 28 Nov	Friday 09 Dec	NEWCASTLE-FREMANTLE
M23/05	23	05/12/05	Monday 05 Dec	Friday 16 Dec	SYDNEY-FREMANTLE
M24/05	24	12/12/05	Monday 12 Dec	Friday 23 Dec	SYDNEY-FREMANTLE
M28/05	28	09/01/06	Monday 09 Jan	Friday 20 Jan	SYDNEY-FREMANTLE
M29/05	29	16/01/06	Monday 16 Jan	Friday 27 Jan	SYDNEY
M30/05	30	23/01/06	Monday 23 Jan	Friday 03 Feb	SYDNEY-FREMANTLE
M31/05	31	30/01/06	Monday 30 Jan	Friday 10 Feb	SYDNEY-FREMANTLE
M31/06	31	30/01/06	Monday 30 Jan	Friday 10 Feb	SYDNEY-FREMANTLE
L32/05	32	06/02/06	Monday 06 Feb	Friday 17 Feb	SYDNEY-FREMANTLE
M33/05	33	13/02/06	Monday 13 Feb	Friday 24 Feb	SYDNEY-FREMANTLE
M34/05	34	20/02/06	Monday 20 Feb	Friday 03 Mar	NEWCASTLE-FREMANTLE
M35/05	35	27/02/06	Monday 27 Feb	Friday 10 Mar	SYDNEY-FREMANTLE
M36/05	36	06/03/06	Monday 06 Mar	Friday 17 Mar	SYDNEY-FREMANTLE

8.2. Wool In-Store



8.2.1. Results & Estimates Screen

Clicking on the Results & Estimates button will display information on all your unsold lots currently held in-store. The Results & Estimates screen displays information including all test results for unsold wool in-store that is available for sale, see screen below.

History		Export		Print		Finish		Help											
RES	High Est	Low Est	Lot(s) Value	Status	NO	Ref	Bls	Descr.	MIC	SCH	VM	MM	NKT	POB M	WID	Nett	CVD	POB T	POB B
635	562	550	25184	WITHDRAWN M20/07	0	237612	21	AAAM	21.1	63.0	1.0	99	24	79	MFSE.	3966	21.8	11	10
			25184	TOTALS			21		21.1	63.0	1.0					3966			

Estimations are updated after every auction sale. This screen also displays current reserves, high and low estimates based on the Wooltrade estimation basis, lot value based on your current reserve (if supplied), or calculated using the bw estimate (if no reserve supplied). The Status column indicates your selling instructions for each lot. Ref is the unique internal reference number given to each lot.

If you have sold wool within the last seven days of your login a second screen will also appear when you click the Results and Estimates button. This screen displays all information for these sold lots. See screen below. New computer operating systems will have settings that do not allow pop-up boxes to display automatically (the sold lots screen is classified as a pop-up box). If you have sold wool in the last seven days and this screen does not appear automatically you can click on the Sold Lots Button to display screen.



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RES	PRICE	Lot(\$) Value	Status	SALE	Lot No	Ref	Bls	Descr.	MIC	SCH	VM	MM	NKT	PDB M	WID	Nett	CVD
ALL WOOL SOLD DURING PERIOD (VALUATION BASIS AS AT 18/11/05 12:56 WST)																	
585	586	6206	SOLD WOOLTRADE	E20/05	0018	185772	6	AAAM	18.7	69.5	0.9	84	42	66	MP4E.	1050	20.9
590	591	9001	SOLD WOOLTRADE	E20/05	0019	185769	8	AAAFM	18.7	70.0	1.1	92	44	53	MP4E.	1523	19.3
580	581	5148	SOLD WOOLTRADE	E20/05	0020	185771	5	AAAM	18.8	69.9	0.9	83	43	57	MP4E.	886	20.7
		20364	TOTALS				19		18.7	69.8	0.9					3468	

In the Results and Estimates screen you can also export the data (for unsold and sold lots) into an Excel spreadsheet. To do this simply click on the Export button in the Results & Estimates screen.

The screenshot shows the 'Export' button in the 'Extra Details' screen. Below it is a screenshot of the resulting Excel spreadsheet showing a table of wool lots with columns for Ref, RES, High Est, Low Est, Lot(\$), Status, NO, Ref, Bls, Descr., MIC, SCH, VM, MM, NKT, and P.

Ref	RES	High Est	Low Est	Lot(\$) Value	Status	NO	Ref	Bls	Descr.	MIC	SCH	VM	MM	NKT	P
ALL WOOL AVAILABLE FOR TRADING (VALUATION BASIS AS AT 18/11/05 14:32 WST)															
3	ROBL188:	850	796	778	11127	WOOLTRA	93	188519	7	AAAM	16.3	71.4	0.5	79	37
4	ROBL188:	720	682	667	3138	WOOLTRA	85	188520	3	AAAM	16.6	70.7	0.5	72	39
5	ROBL188:	950	775	758	8645	WOOLTRA	82	188517	5	SUPAAAF	16.8	72.4	0.5	84	44
6	ROBL188:	800	781	764	7536	WOOLTRA	84	188512	5	AAAFM	17.2	76.6	0.4	79	41
7	ROBL188:	700	665	650	12047	WOOLTRA	92	188510	9	AAAM	17.8	75.1	0.7	77	36
8	ROBL188:	790	698	682	4242	WOOLTRA	81	188504	3	SUPAAAF	18.1	75.7	0.2	83	50
9	ROBL188:	750	680	645	17573	WOOLTRA	82	188508	12	AAAFM	18.5	75.7	0.5	90	47
10	ROBL188:	700	657	642	16317	WOOLTRA	83	188514	12	AAAM	18.6	76.9	0.7	82	46
11	ROBL188:	720	625	611	9752	WOOLTRA	81	188505	7	AAAFM	18.8	75.3	0.4	85	45
12	ROBL188:	600	588	555	5802	WOOLTRA	92	188508	5	AAAM	19.4	74.6	0.5	90	46
13	ROBL188:	630	588	546	14933	WOOLTRA	105	188507	13	AAAM	19.5	75.1	0.7	89	41
14	ROBL188:	580	541	529	5626	WOOLTRA	94	188508	5	AAAM	20.1	76.5	0.5	89	50
15	ROBL188:	655	603	590	6063	WOOLTRA	83	188523	4	AAAFM	16.4	65.2	1.5	74	37
				121861	TOTALS			90		18.2	74.6	0.5			

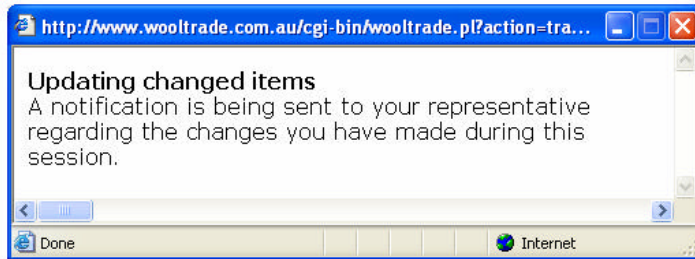
View Wooltrade Activity on Lots

By left clicking your mouse on the reference number of any lot you can view the Wooltrade activity on that lot listed by particular buyers. Note: The reference numbers are coloured blue. Displayed are the dates, the time that a buyer has viewed that lot on Wooltrade, which yield the buyer was viewing, whether the buyer was looking at clean or greasy prices, and the buyer code.

8.2.2. Logging out of the Results & Estimates screen

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Once you have finished in the Results & Estimates screen you need to log out by left-clicking the “Finish” button. Once you have logged out successfully by clicking the “Finish” button the following screen will be displayed.



8.3. Sold Wool



8.3.1. In a Season

This screen displays all lots sold during a particular season. For each lot sold, the Sale Number and sale date are displayed, the lot details and specifications, the clean and greasy sale price and gross and estimated net proceeds. This screen will automatically open on the current season, to view a different season click on the drop down menu next to 'Choose another season' then highlight the season you want to view, and then left click your mouse on the “View” button. To view all additional measurements for the lots sold, left click your mouse on the Measurements button.

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Choose another season: 2005-2006														View	Measurements	Export	
Sale No	Sale Date	Lot No	Ref	Descript	No Bls	Nett Kilos	MIC	CVD	VM	SCH	NKT	POB (M)	Clean Price	Grsy Price	Gross Proceeds	Estimated Charges	Nett Proceeds
LOTS SOLD 05/06 SEASON																	
M16/05	17/10/05	26	188511	SUPAARM	2	281	16			75.7	50	23	1322	1001	2,812.81	253.15	2,559.66
M16/05	17/10/05	20	188513	AAAM	3	590	16			75.1	34	10	1065	800	4,720.00	424.00	4,296.00
M16/05	17/10/05	30	188515	AAAM	9	1751	18			75.1	40	48	876	658	11,521.58	1,036.94	10,484.64
M16/05	17/10/05	31	188516	AACOM	5	944	17			74.0	36	30	882	653	6,164.32	554.78	5,609.54
M16/05	17/10/05	33	188518	AAAFH	15	2851	17.1	19.3	0.7	72.6	43	58	1048	761	21,696.11	1,952.64	19,743.47
M16/05	17/10/05	756	188521	AAAPCS	8	1466	18.0	21.7	2.1	63.8	42	68	799	510	7,476.60	672.89	6,803.71
M16/05	17/10/05	757	188522	AAAPCS	4	800	17.6	20.5	2.1	65.0	40	63	827	538	4,304.00	387.36	3,916.64
M16/05	17/10/05	759	188524	AAABLS	3	559	19.0	17.4	2.6	62.2	31	74	733	456	2,549.04	229.41	2,319.63
M16/05	17/10/05	760	188525	AAABLS	3	529	18.4	18.5	2.1	63.1	31	45	727	459	2,428.11	218.52	2,209.59
M16/05	17/10/05	761	188526	AAABLS	3	403	17.0	19.4	2.3	63.1	32	52	838	529	2,131.87	191.06	1,940.81
M16/05	17/10/05	762	188527	APCS	4	757	18.3	23.0	3.0	58.4	32	62	672	393	2,975.01	267.75	2,707.26
M16/05	17/10/05	1330	188528	ALKS	6	1129	17.1	24.0	2.1	60.7			425	258	2,912.82	262.15	2,650.67

This screen also contains the Export to Excel function and will display the information on-screen in an Excel spreadsheet. Simply left-click on the “Export” button to create the Excel spreadsheet.

8.3.2. In a Sale

This screen allows you to view all sold lots in one particular sale at a time. To view the sold lots firstly choose a sale centre, either Wooltrade or Auction, by clicking the drop down arrow for Centre. Then select a Sale number by clicking the drop down menu for Sale and highlighting the sale number you wish to view for. Then select the Season by clicking the drop down arrow for season and highlighting the appropriate season. To view sold lots for your chosen sale, click the view button.

Choose another season: Current														View	Measurements	Export	Print
Sale No	Sale Date	Lot No	Ref	Descript	No Bls	Nett Kilos	MIC	CVD	VM	SCH	NKT	POB (M)	Clean Price	Grsy Price	Gross Proceeds	Estimated Charges	Nett Proceeds
WILANGEE - EST OF THE LATE GV MORTON - WILANGEE																	
LOTS SOLD 07/08 SEASON																	
E18/07	02/11/07	5001	237611	AAAM	18	3421	21.6	21.3	1.1	63.4	24	56	932	591	20,218.11	1,819.62	18,398.49
E19/07	05/11/07	5001	237614	AAAM	17	3211	22.7	21.1	0.6	61.8	28	60	907	561	18,013.71	1,621.23	16,392.48
E19/07	05/11/07	5002	237613	AAAM	17	3198	22.8	21.1	1.2	61.9	29	61	906	561	17,940.78	1,614.67	16,326.11
E19/07	07/11/07	5003	237617	AAAM	16	3029	22.8	19.7	1.1	64.9	34	75	918	596	18,052.84	1,624.75	16,428.09
E19/07	07/11/07	5004	237616	AAAM	12	2255	22.9	20.5	0.8	65.0	40	73	901	586	13,214.30	1,189.28	12,025.02
E19/07	08/11/07	5005	237618	AAAM	15	2822	22.8	19.7	0.7	64.5	41	84	908	586	16,536.92	1,488.32	15,048.60
E19/07	08/11/07	5006	237619	AAAM	15	2812	23.0	19.6	0.6	65.1	35	85	900	586	16,478.32	1,483.04	14,995.28
E19/07	08/11/07	5007	237615	AAAM	13	2442	23.1	19.5	0.7	64.5	35	83	908	586	14,310.12	1,287.91	13,022.21
E20/07	12/11/07	5002	237610	AAAM	18	3411	21.3	21.1	1.3	63.4	23	60	977	620	21,148.20	1,903.33	19,244.87
					141	26601									155,913.30	14,032.15	141,881.15

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You can also print the information on the screen by left clicking on the print button. This will take you to a screen where the document will be displayed in a form that it will be printed in. From here you can select the print button and the document should print off. For a more detailed version of this see Section 3.

The screenshot shows a Windows Internet Explorer browser window displaying a PDF document from <http://www.wooltrade.com.au/results/0577.pdf>. The document content includes a large table with multiple columns and rows of data, and a summary table on the right side. The summary table is titled 'TON-' and has three columns: 'Gross Proceeds', 'Estimated Charges', and 'Nett Proceeds'. A 'Print' button is located at the top of the summary table.

TON-		
Gross Proceeds	Estimated Charges	Nett Proceeds
218.11	1,819.62	18,398.49
013.71	1,621.23	16,392.48
940.78	1,614.67	16,326.11
052.84	1,624.75	16,428.09
214.30	1,189.28	12,025.02
536.92	1,488.32	15,048.60
478.32	1,483.04	14,995.28
310.12	1,287.91	13,022.21
148.20	1,903.33	19,244.87
913.30	14,032.15	141,881.15