

## **Innovative Ag Services is pleased to introduce our “My Custom Bid” Page.**

You will be able to select up to 10 locations with corn, beans or both, save your selections, edit your selection at any time, and have the ability to print your custom bid results. There is also a refresh button once your custom bids are setup so you can make sure you have the most current information available to you at all times.

Below we have instructions on how to setup you your Custom Bid Page but if you need assistance in setting up this new feature please feel free to reach out to our HR department @ (319) 465-2022. Ask for Carla Ext. 173 or Craig Ext. 128 we are happy to help. We hope you enjoy this new option on our website.

### **Step 1:**

**Once on the Innovative Ag Services Website hover over Markets and a drop down list will appear (list below left)**



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### **Step 2:**

**Once the drop down list appears select “My Custom Bid”**

Cash Bids

My Custom Bid

Futures

Charts

Options

Market Commentary

Market Information

Crop Reports

**Step 3:**

**By New User - Select the blue “My Custom Bid” button**

The screenshot shows the IAS website interface. At the top left is the IAS logo with the tagline 'Innovative Ag Services™'. A search bar is at the top right. A navigation menu includes Home, About Us, Business Units, Markets, Careers, News, and Contact Us. The main content area is titled 'My Custom Bid' and includes a breadcrumb trail: HOME / CASH BIDS / MY CUSTOM BID. On the left is a sidebar with 'HOME' and 'MARKETS' sections. The 'MARKETS' section lists: Crop Reports, Market Commentary, Market Information, Cash Bids (with 'My Custom Bid' as a sub-link), Futures, Charts, and Options. The main content area has two sections: 'Returning User Login' with an 'Email Address' input field and a play button, and 'New User' with a blue 'My Custom Bid' button. A red arrow points from the text box to this button.

**Step 4:**

**Below you can see the Location list is on the left you can select Corn or Beans or Both by using your mouse and clicking on the boxes to the right of the location you are interested in. Below we have selected ADM Clinton Corn, Alta Vista Beans and Andrew Corn & Beans \*\*\*Reminder you can select up to 10 locations.**

The screenshot shows the 'Customize Bid' page on the IAS website. It features the same header and navigation as the previous screenshot. The breadcrumb trail is HOME / CASH BIDS / MY CUSTOM BID / CUSTOMIZE BID. The main content area is titled 'Customize Bid' and includes the instruction 'Select up to 10 locations'. Below this is a table with columns for 'LOCATION', 'CORN', and 'BEANS'. A red arrow points from the text box to the 'BEANS' checkbox for the 'Alta Vista' location.

LOCATION	CORN	BEANS
ADM Clint	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ADM CR	<input type="checkbox"/>	<input type="checkbox"/>
Alden	<input type="checkbox"/>	<input type="checkbox"/>
Alta Vista	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrew	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Austinvill	<input type="checkbox"/>	<input type="checkbox"/>

## Step 5:

Once you have all your locations and commodities selected you can either save to an email address by entering your email address and select Save or select the Skip Save button and go directly to the results. \*\*\* Please review each message below Save or Skip Save.

Union	<input type="checkbox"/>	<input type="checkbox"/>
Valero	<input type="checkbox"/>	<input type="checkbox"/>
Waukon	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input type="checkbox"/>	<input type="checkbox"/>
Winthrop	<input type="checkbox"/>	<input type="checkbox"/>

To ensure your customized bid settings are retained for future visits, please enter your email address below.\*

Email Address  Save

\* We respect your privacy and will not use or sell your email address. This address is only used for saving your bid preferences.

Clicking this button will temporarily save your settings. These settings are only stored for a limited time according to your browser settings. If you are accessing from a different computer or browser, data from a previous session may not be available.

## Step 6:

Once you have chosen to either Save your email address or Skip Save your Custom Bid Results will then appear. \*\*\*\* Be patient if there is a slight delay there is a lot of information being pulled from the system to customize your bid. Note – Every time you save your bids or revise your bid you will get a Message telling you that you were successful once it is complete.

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### Customized Bid Results

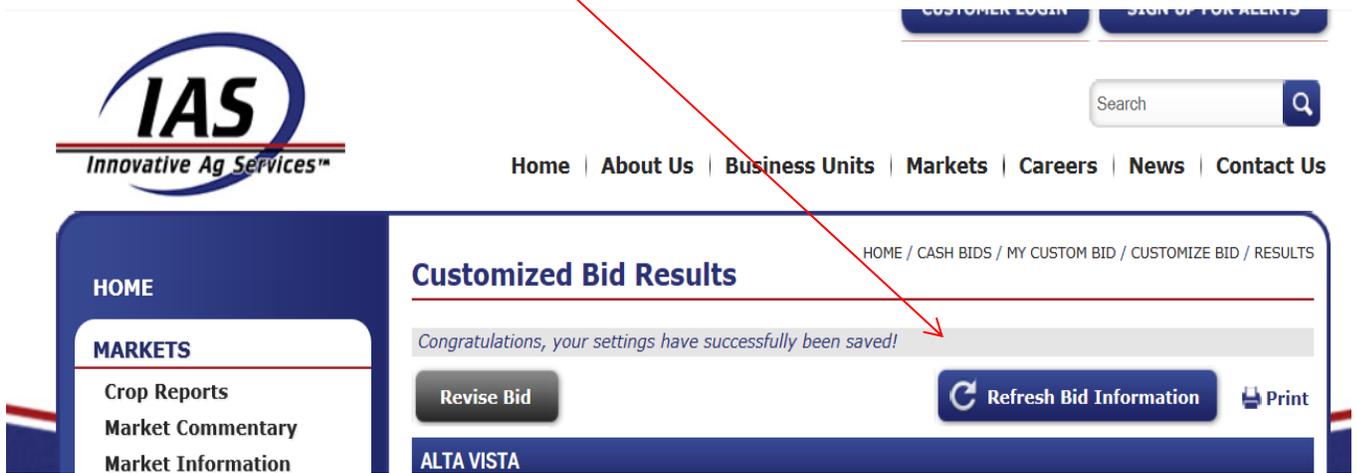
Congratulations, your settings have successfully been saved!

Revise Bid

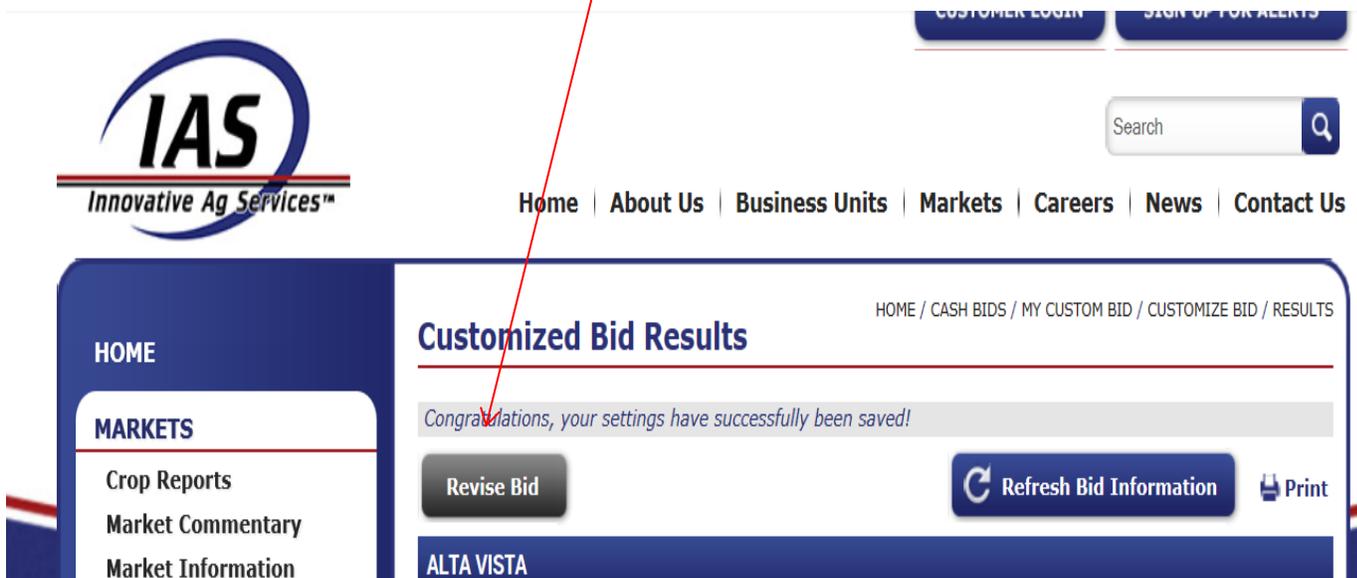
**ADM CLINT**

NAME	DELIVERY START	DELIVERY END	BASIS MONTH	FUTURES PRICE	CHANGE	BASIS	CASH PRICE
Corn	01/16/2014	01/31/2014	Mar 2014	432-4	-1-0	15	\$4.475
Corn	02/01/2014	02/15/2014	Mar 2014	432-4	-1-0	15	\$4.475

**Step 7:** Congratulations! Your Custom Bid is now setup. If you leave your computer up on this screen during the day you will want to use the Refresh Bid Information to make sure your data is being updated. The system is forcing a refresh every 15 minutes but to ensure you have the most recent information in front of you please use the Refresh Bid Information Button for the most recent commodity information.



**Step 8:** So you're probably wondering how do I change my Bid information? You will select the Revise Bid Button.



**Step 9:** You selected Revise Bid and now your back to the screen where you originally selected what you wanted to see the last time. All you need to do is uncheck the commodities you don't want and check the new commodities you do and select Save at the bottom of the screen (or select Skip Save if that is your preference)

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### Customize Bid

Select up to 10 locations

LOCATION	CORN	BEANS
ADM Clint	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ADM CR	<input type="checkbox"/>	<input type="checkbox"/>
Alden	<input type="checkbox"/>	<input type="checkbox"/>
Alta Vista	<input type="checkbox"/>	<input type="checkbox"/>
Andrew	<input type="checkbox"/>	<input type="checkbox"/>
Valero	<input type="checkbox"/>	<input type="checkbox"/>
Waukon	<input type="checkbox"/>	<input type="checkbox"/>
Williams	<input type="checkbox"/>	<input type="checkbox"/>
Winthrop	<input type="checkbox"/>	<input type="checkbox"/>

To ensure your customized bid settings are retained for future visits, please enter your email address below.\*

carla.elliott@ias.coop **Save** **Skip Save - Just Show Me The Results**

\* We respect your privacy and will not use or sell your email address. This address is only used for saving your bid preferences.

Clicking this button will temporarily save your settings. These settings are only stored for a limited time according to your browser settings. If you are accessing from a different computer or browser, data from a previous session may not be available.

**Step 10:** Once Again you now have your new data. So now if you want you can print your results. The Print button is at the top Right hand corner next to the Refresh Bid Button.

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### Customized Bid Results

Congratulations, your settings have successfully been saved!

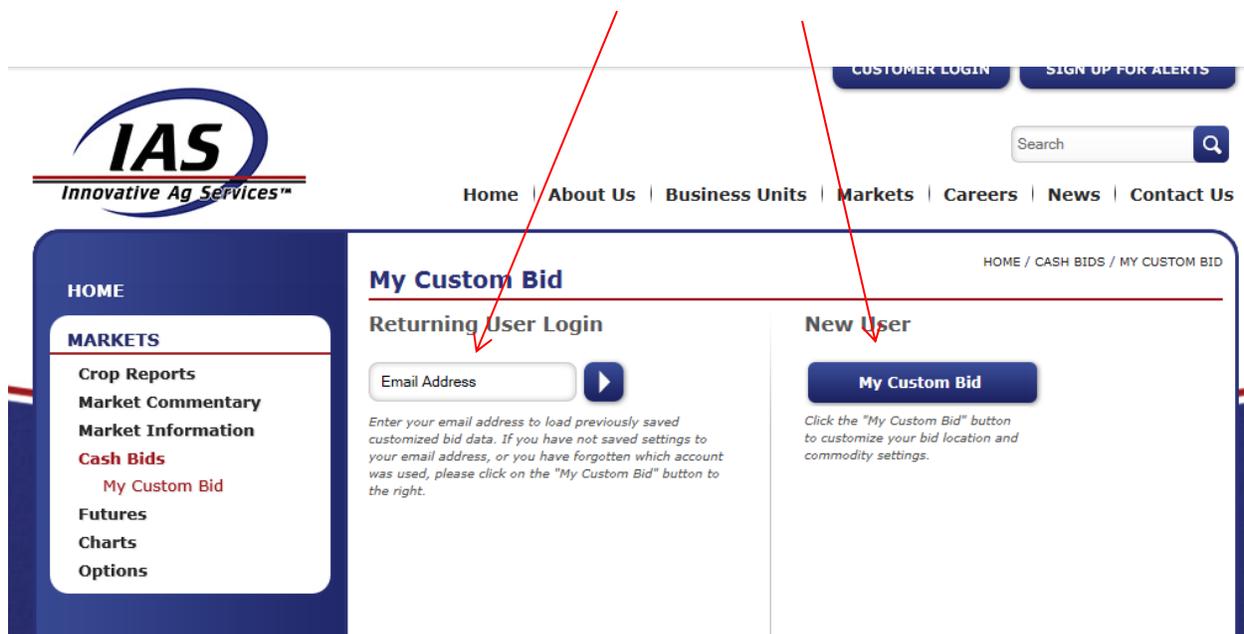
**Revise Bid** **Refresh Bid Information** **Print**

ADM CLINT

## Step 11:

If you have closed the Internet Browser or shut your computer off, when you return to the IAS website at a later time and have used your own home or business personal computer your information will be saved.

You should be able to go right to the “My Custom Bid” page and see your last saved preferences. If you log in from another computer your information will not be available to you unless you have set up and Saved your preferences to an email address. If this below screen comes up either enter the email address you previously saved to or select My Custom Bid to pull the information temporarily.



Innovative Ag Services is excited about this new option available to all of our customers and other visitors of our website. If you cannot reach Carla or Craig by phone (319) 465-2022 you can also email us at [HR.Dept@ias.coop](mailto:HR.Dept@ias.coop) leave your contact information and we will get back to you.

We hope you find this new option helpful and thank you for visiting our website.

**Innovative Ag Services is “Growing Relationships to Maximize Success”**