

# Auctions via the thyssenkrupp rothe erde SRM system (Jaggaer)

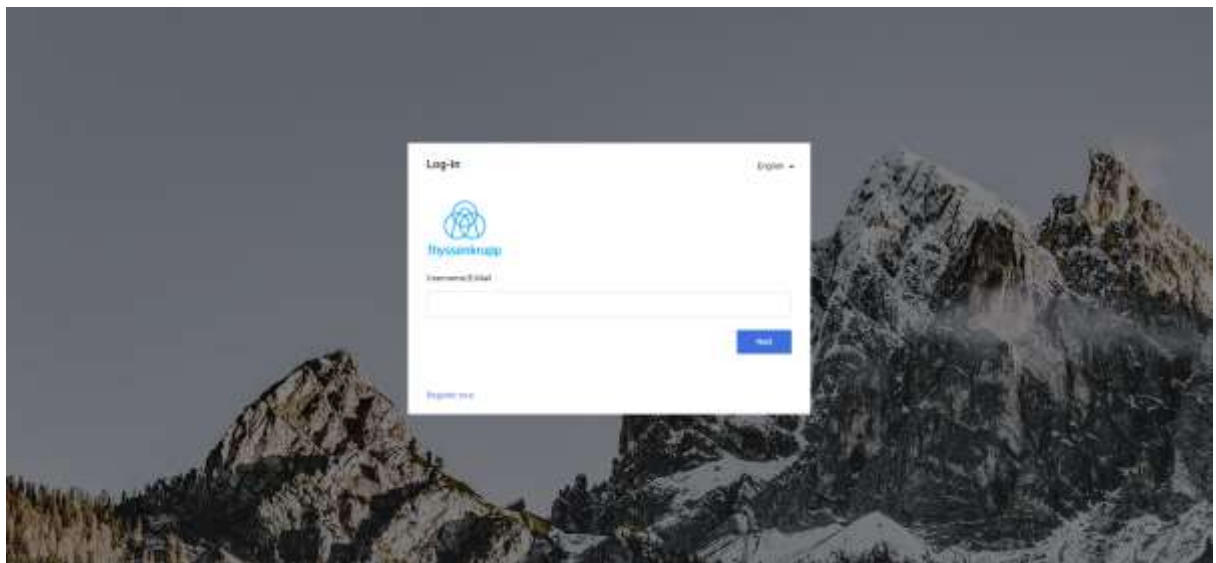
This handout describes how suppliers can participate in e-auctions via the thyssenkrupp rothe erde SRM System (Jaggaer).



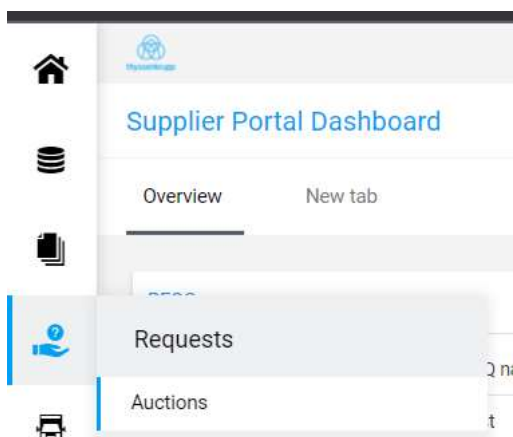
1. Once you received an e-mail stating that you have been invited to an auction, please click on the link provided in the e-mail. You will be routed to the login page of Jaggaer.

Please see important information on page 8 of this handout about deputy authorizations for you as a user to ensure access to all auctions in case of absence.

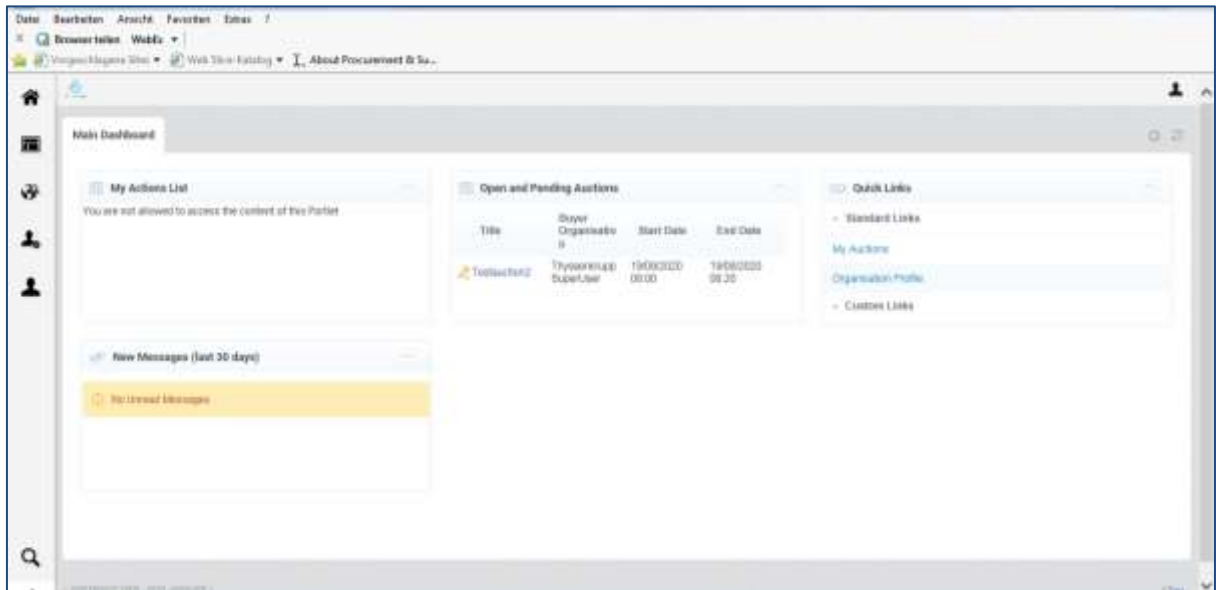
2. Type in your credentials and login.



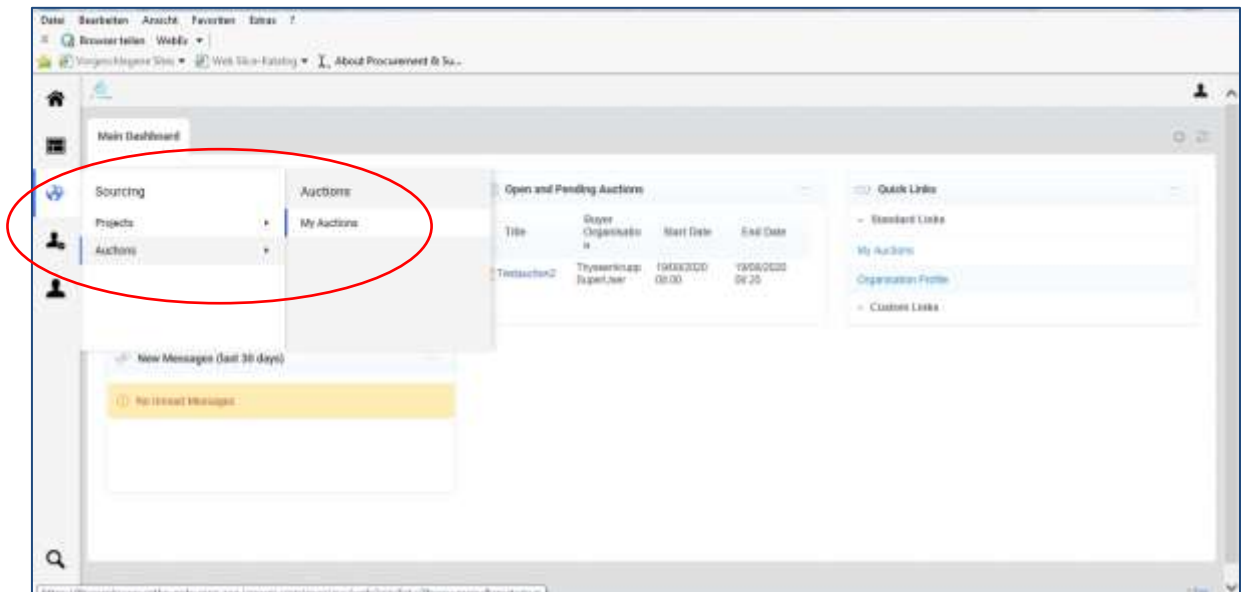
3. From your dashboard, navigate to the auction module from the menu bar.



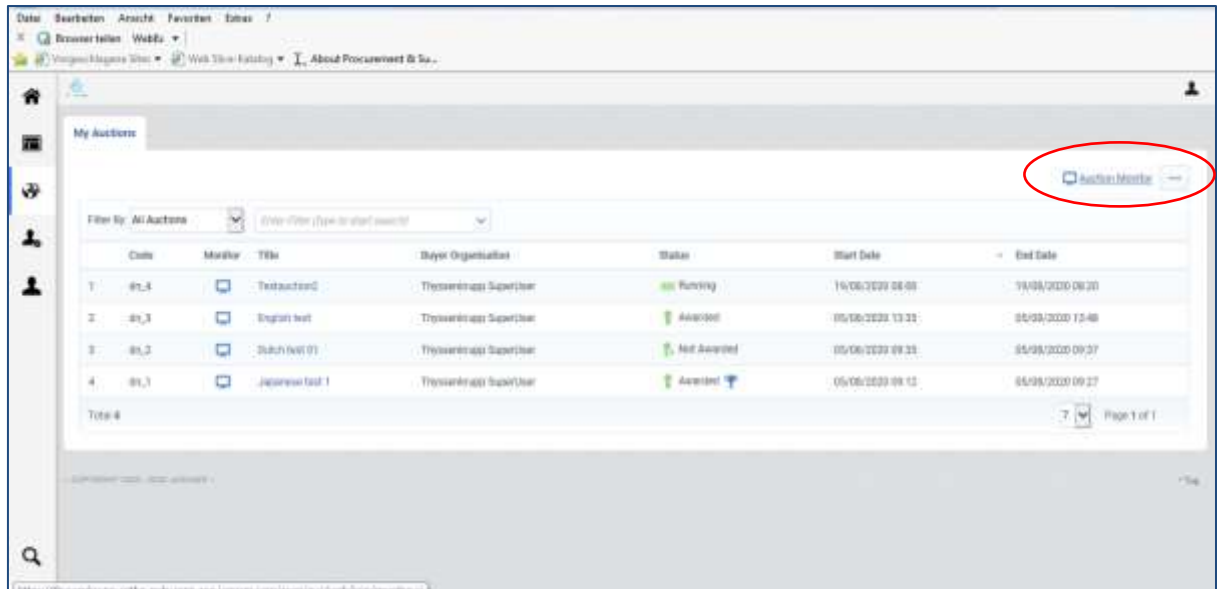
4. You will be redirected to the auction module.



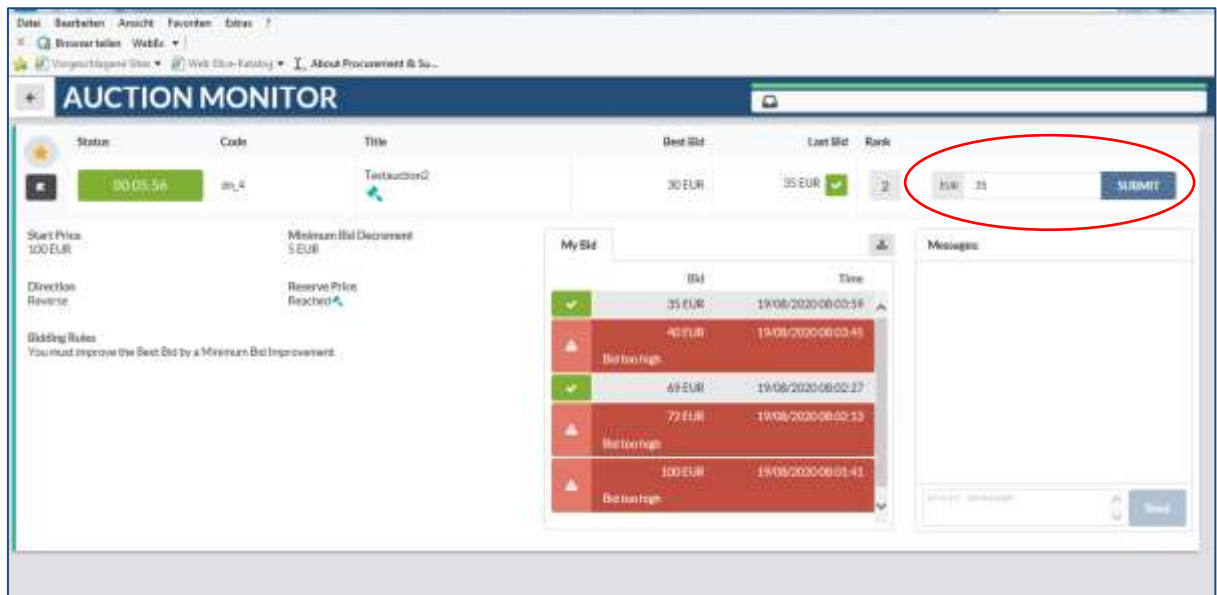
5. To view auctions you have been invited to, please go to Sourcing, Auctions and select 'My Auction'.



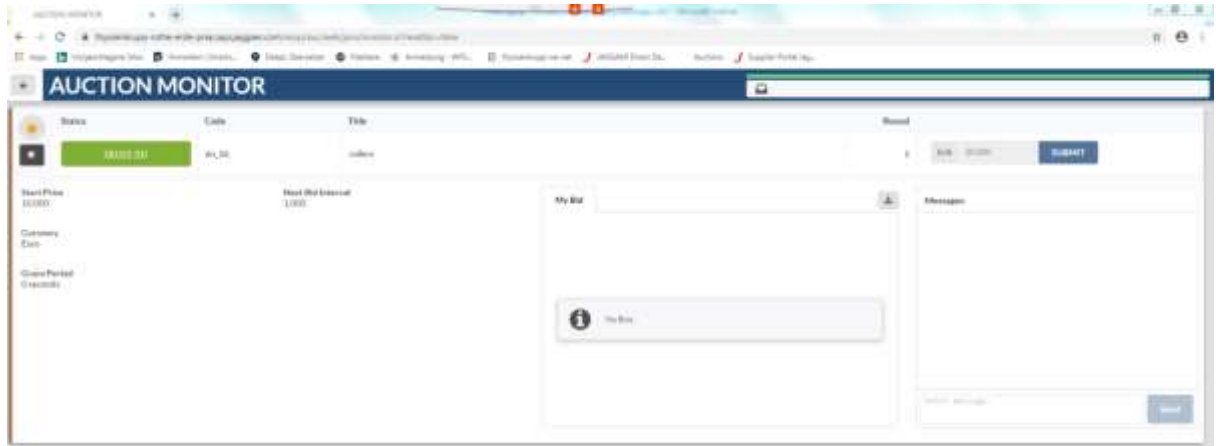
6. To participate in a running auction, click on auction monitor to have a detailed overview OR choose the auction with the status RUNNING in order to participate and bid.



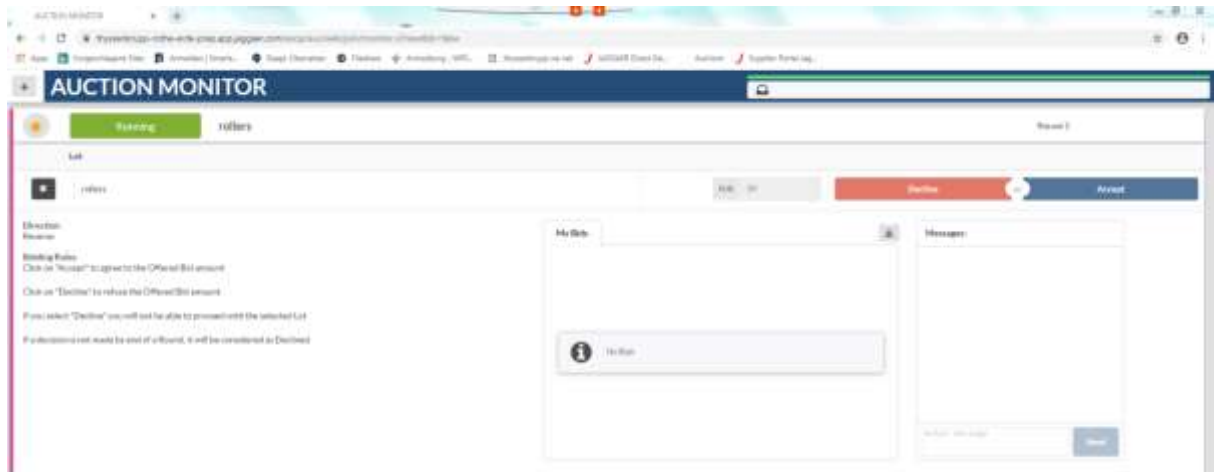
7. If you have entered the auction monitor, you can now enter your bids and follow the bidding progress. In the field on the right, you can submit your bids. Here is an example of the English rank auction:



8. In case you have been invited to a Dutch auction, simply click on submit after the auction has started. If you are the first one who has placed a bid you will be informed about that.



9. In case you have been invited to a Japanese auction, simply click on decline or accept after the auction has started. In case you declined or did not place a bid the auction ends for you; in case of accept the auction continues and you still have the possibility to place further bids and to win the auction.



10. Please feel free to use the chat function between you and the buyer during the auction.

The screenshot shows the 'AUCTION MONITOR' interface. The status is 'In Progress' (19-04-19). The current bid is 25 EUR. The chat function is highlighted with a red circle. The chat message reads: 'Thank you for your bid. We will contact you when the auction is over. Have a nice day!'.

State	Code	Title	Best Bid	Last Bid	Rank
In Progress	an_4	Testaucteer2	20 EUR	25 EUR	2

My Bid	Bid	Time
✓	20 EUR	19/08/2020 08:02:59
▲	40 EUR	19/08/2020 08:03:45
✓	49 EUR	19/08/2020 08:02:27
▲	72 EUR	19/08/2020 08:02:33
▲	100 EUR	19/08/2020 08:01:41

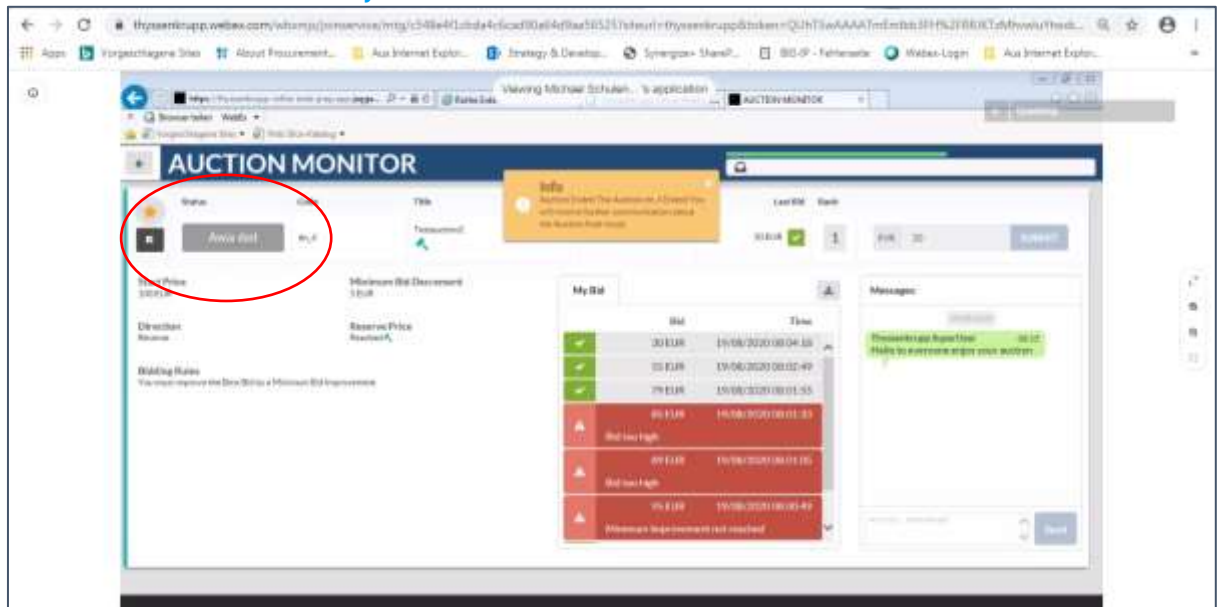
11. After the auction is finished, the status will change to 'Ended'.

The screenshot shows the 'AUCTION MONITOR' interface after the auction has ended. The status is 'Ended'. The 'Info' notification is highlighted with a red circle. The notification text reads: 'Auction Ended The Auction is over. You will receive further communication about the Auction final result.'.

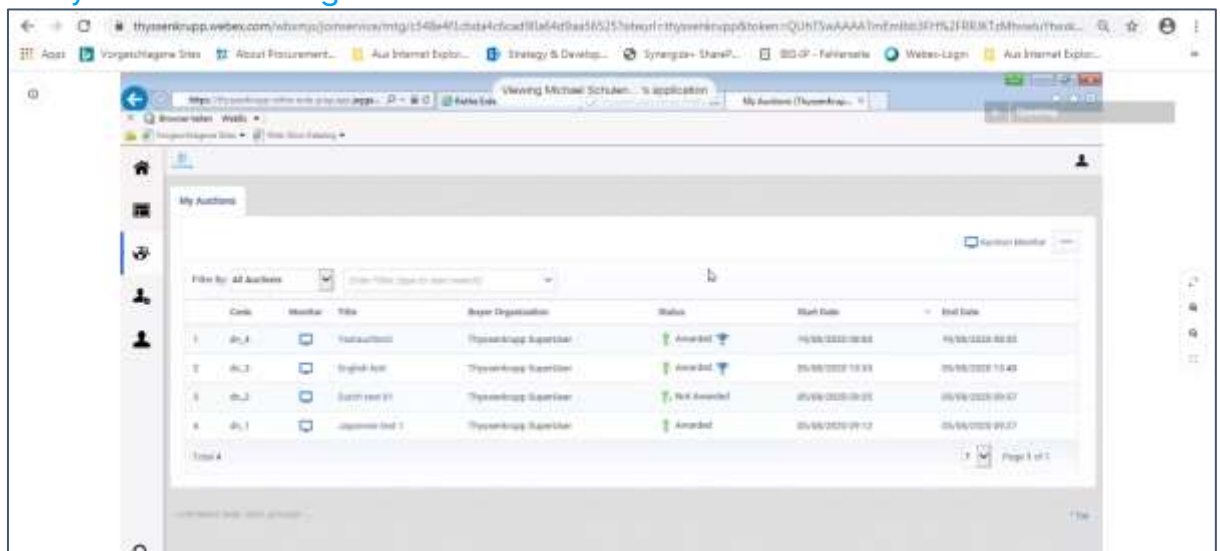
State	Code	Title	Last Bid	Rank
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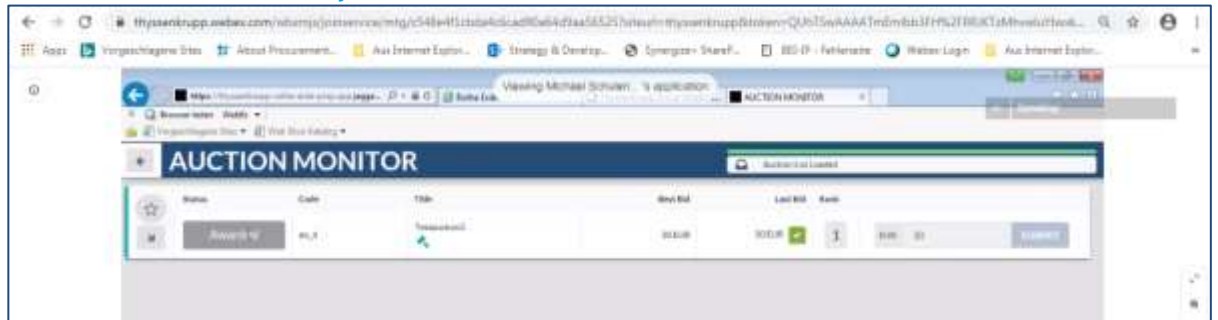
12. In case you won the auction and in case that the purchaser has chosen the option of direct awarding after the auction, you can find out your position and the auction result in three different views.
- This status will appear for you if you won the auction and it has been AWARDED to you.



- In the following overview, you can see the trophy; this is the symbol for having won an auction.



c. You can also see your rank here:

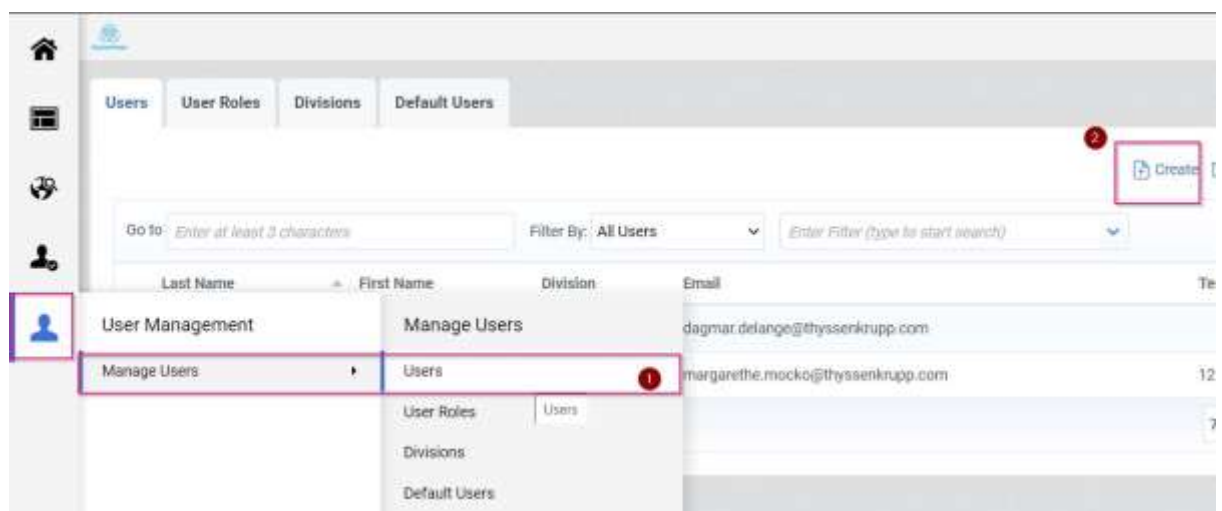


13. In case that the buyer has chosen no direct awarding, you will be able to see your rank in case of the English auction. In case of a Dutch or Japanese auction, your contact person in purchasing will provide you with the result of the auction.

## How to manage deputy authorizations

The admin of your account needs to give permission to access and participate in actions to additional contacts of your organization once. Unless this action is performed, only the admin of your account can access the auctions. We highly recommend adding at least one more contact person to this module in case of an (unforeseen) absence.

1. In the auction module, create a contact.





2. Enter all contact information and save the data. This will send an email to the new contact person, which contains a link for the contact to set up an account with a username (e-mail address) and password.

**User Details**

• Last Name

• First Name

• E-mail

• Telephone Number

The Mobile phone number must start with '+' and contain digits from 0 to 9 (min 8 max 15) with no spaces.  
The first number can not be 0.

• Division

Department

Role

• Username

• Preferred Language

3. Next, please assign the appropriate authorizations to the new contact. To do so, please click on the name of the new contact.

Users | User Roles | Divisions | Default Users

Go to:  Filter By:

	Last Name	First Name	Division	Email	Telephone	Role
1	de Lange	Dagmar	Division	dagmar.delange@thyssenkrupp.com		
2	Mocko	Margarethe	Division	margarethe.mocko@thyssenkrupp.com	1234	
Total: 2					7	elements - Page 1 of 1

4. Navigate to the tab 'user rights' and click on 'edit auctions rights'.

The screenshot shows the user profile page for 'User: Margarethe Mocko' (Division: Division). The 'Details' section has two tabs: 'User Details' and 'User Rights', with the latter selected and highlighted by a red box. Below this, the 'Auctions' section is visible, containing a 'Visibility of Auction Lists' dropdown set to 'No'. To the right of this section, the 'Edit Auctions Rights' button is highlighted with a red box. A red circle with the number '1' is positioned above the 'User Rights' tab, and another red circle with the number '2' is positioned above the 'Edit Auctions Rights' button. At the top right, there are 'Back To List' and 'Edit' buttons.

5. Lastly, set all fields as shown below and click on 'save'.

The screenshot shows the 'Auctions' rights configuration page for 'User: Margarethe Mocko' (Division: Division). The page features a 'Save' button (green) and a 'Cancel' button (red) at the top right. Below these are two buttons: 'Set Full Rights' and 'Set Minimum Rights'. The main area is titled 'Auctions' and contains a list of permissions, each with a dropdown menu set to 'Yes':

- Visibility of Auction Lists: Yes
- Access Auction Details: Yes
- Access to Auction Monitor: Yes
- Participate: Yes
- Contact Visible to Buyer: Yes
- Manage Messages: Yes

thyssenkrupp rothe erde

thyssenkrupp rothe erde Germany GmbH  
Tremoniastraße 5-11  
44137 Dortmund, Germany  
P: +49 231 186-0  
[www.thyssenkrupp-rotheerde.com](http://www.thyssenkrupp-rotheerde.com)