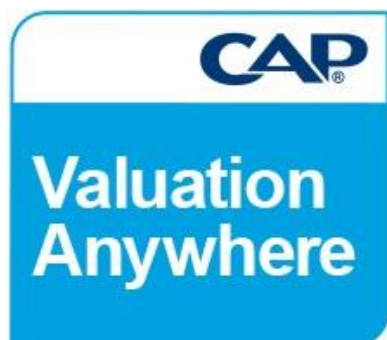




Valuation Anywhere

Quick Start Guide



Quick Start Guide

This document provides an overview of some of the key features of the Valuation Anywhere tool.

Valuation Anywhere is a web based tool which offers the ability to perform a VRM lookup to aid identification of the vehicle and provide accurate values wherever you want and whenever you need, subject to your mobile/internet provider's network coverage.

It can be used via the web or email on your pc or web enabled mobile phone, or via SMS. Valuations can also be obtained via the web without the VRM lookup facility. Valuation Anywhere can be used to value both Cars & Light Commercial vehicles subject to subscription.

Login & Registration Details

When you first subscribe to Valuation Anywhere, our Customer Support team will create the initial user on your behalf and will email you with the login details.

A screenshot of the Valuation Anywhere login page. The page has a light blue background. At the top left is the CAP logo and the tagline 'FOR SMARTER AUTOMOTIVE DECISIONS™'. At the top right is a 'Privacy' link. Below the logo is a 'Valuation Anywhere' logo and the text 'Welcome to Valuation Anywhere' followed by 'Bringing you car and LCV valuations where you need them, when you need them'. There are three device icons: a desktop monitor, a tablet, and a smartphone. The 'Login' section has two input fields: 'Email address or Mobile number' and 'Password'. Below the first field is a 'Remember Me' checkbox. To the right of the password field are two buttons: 'Forgotten your login details?' and 'Submit'.

This user has full admin rights and will be required to accept our Terms & Conditions before proceeding. Please take the time to read these carefully.

The mobile phone number and email address registered to your subscription will be authorised to value either by **SMS** or **EMAIL**.

Tick the box to remember your user name. If you have forgotten your password, click on the link and enter your email address or mobile to request a reminder.

Editorials

Valuation Anywhere now includes access to our full editorials as well as the bite size commentary available with Black Book LIVE and Black Book Plus.

From the main valuation page, click on the CAR, Commercial or Motobikes buttons as required and you will be directed to our main editorial section on www.cap.co.uk.

Valuations

Editorial:



Before you start to value....

Valuation Anywhere not only provides vehicle values, but gives you the option to view technical data, standard equipment and optional equipment information as well as the ability to perform vehicle appraisals and personalise and print the vehicle valuation.

You may want to adjust some of the settings in MY PROFILE if you want to look up and value the customer's vehicle while in front of them and show them the pre-selected default valuation (clean, average, below).

If you are an Administrator, you also have the ability to create additional users (subject to appropriate licence) and define each user's permissions

The next few sections will help you set up your personalised valuation and vehicle pages, to enhance your usage and experience of your subscription to CAP Valuation Anywhere.

New Valuation

VRM: Mileage: [Get Value](#) [No VRM?](#)

Locations
Main Location

Groups
Groups belonging to the current location.
Valuations

Valuations
My valuations [Review/Export Bulk](#) [Export](#) [Import](#) [Help](#) [Help Videos](#)

Welcome to Valuation Anywhere
Create a web valuation
Enter a registration number. Enter a mileage.
Click [Get Value](#)

Or

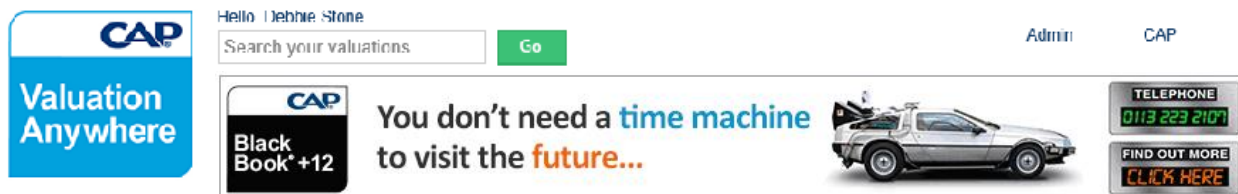
Create an SMS valuation
New Message [Cancel](#)
To: 80011

 Value AB51 CDE 25000 [Send](#)
Send to 80011

Create an Email valuation
To: value
Subject: Value AB51 CDE 25000
Put in your subject field:
Value AB51 CDE 25000
and send to: value@cap.co.uk

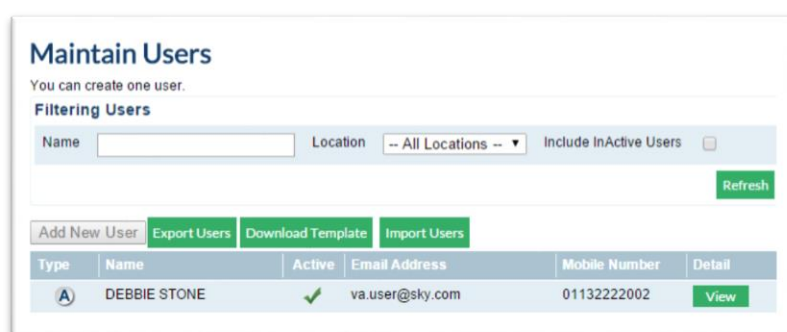
Admin

From the Admin tab, you can maintain Users, Appraisal Settings, Subscriber Settings, and run User reports. (Subject to Administrator permissions)



Admin Dashboard Screenshot showing CAP logo, Valuation Anywhere, user greeting (Hello Debbie Stone), search bar, Admin/CAP tabs, and a promotional banner for Black Book +12 with a car image and contact information.

Maintain Users



Maintain Users Screenshot showing a form to create a user, filtering options (Name, Location, Include InActive Users), and a table of existing users.

Type	Name	Active	Email Address	Mobile Number	Detail
A	DEBBIE STONE	✓	va.user@sky.com	01132222002	View

If your subscription allows multiple users, you can add and manage them in this section.

Click ADD NEW USER to add additional users, or if you prefer you can download the template and import your users.

If you already have multiple users set up you can use the filter function to search for names by location if set. (See *Subscriber Settings*)



Maintain Users - User Details Screenshot showing a form to create a new user with fields for Name, Location, E-mail, and Mobile #, and a list of User Options.

User Options

- Administrator
- Account is active
- Can perform e-mail valuations
- Can perform SMS valuations
- Can select other locations
- Can select other users valuations
- Can view Retail price
- Can view Appraised price
- Can view Clean price
- Can view Average price
- Can view Below price
- Can enter 'Your Valuation'
- Can view valuation tab
- Can perform appraisals
- Can add notes
- Can make offers
- Can create new groups
- Can perform delete groups
- Can Manage Vehicles
- Can import data
- Can export data

When creating a new user you can allocate them to a location if appropriate. This will allow you to group users together by location or brand if required.

There are also a number of options you can allocate at Administrator and User level.

Select as required and click **SAVE**.

Subscriber Settings

Use the subscriber settings to define preferred mileage adjustment for Black Book Plus (subject to appropriate subscription) and create and maintain “LOCATIONS”.

Subscriber

Use the Black Book Mode to define how Black Book Plus should adjust valuations & mileages in-line with the 3 month forecast.

Subscriber Settings

Subscriber Settings | Location Settings

Subscriber

Black Book Plus

- Normal - calculate values with given mileage
- Automatic - system will increment mileage based on car age and current mileage
- Manual - user can enter a mileage step to increment per month on the valuation page

Default Mileage

For manual increments

[Update Settings](#)

Locations

Subscriber Settings

Subscriber Settings | Location Settings

Locations

Location Name

Description

Default Group Name

[Save](#) [Cancel](#)

Use the Location settings to create additional locations as required.

Click **Add Location** to create new location,

Or **View** to see details and users attached to a location.

Subscriber Settings

Subscriber Settings | Location Settings

Locations

[Add Location](#)

Name	Is Default	Is Active	Created By	Created Date	Detail
Main Location	✓	✓	System	18/02/2013	View
Leeds	✗	✓	DEBBIE STONE	25/02/2013	View
Bradford	✗	✓	DEBBIE STONE	04/06/2015	View

Subscriber Settings

Subscriber Settings | Location Settings

Locations

id 179

Name

Created By System

Created Date 18/02/2013

Description

Is Active ✓

Is Default ✓

You can not delete the default location. [Update](#) [Back to List](#)

Users

Type	Name	Active	Email Address	Mobile Number
A	DEBBIE STONE	✓	va.user@sky.com	07876000000

Appraisal Settings

Valuation Anywhere includes the ability to adjust the valuation based on the vehicle's appraisal.

The application comes with pre-set Body Work & Appraisal items and adjustments, which you can add to or amend as required.

Click [Add new item](#) to add new items to body work adjustments or appraisal adjustments and save each item as adding.

To amend any existing items click on the pencil icon and amend as required.

Appraisal Settings

Body Work Items [Add new item](#)

	Name	Description	Value	Percent
	Deep scratch	Deep scratch	-£50	
	Paint chip	Paint chip	-£25	
	Small dent	Small dent	-£25	
	Large dent	Large dent	-£100	
	Rust	Rust	-£50	
	Respray	Respray	-£75	
	Worn tyre	Worn tyre	-£75	
	Cracked glass	Cracked glass	-£75	
	Screen chip	Screen chip	-£150	
	Seat damage	Seat damage	-£75	
	Bonnet scratch	Bonnet scratch	-£100	
	Bonnet chip	Bonnet chip	-£125	
	Bumper scuff	Bumper scuff	-£75	
	Wheel damage	Wheel damage	-£50	
	No wheel trim	No wheel trim	-£30	
	Bald tyre	Bald tyre	-£40	

Appraisal Items [Add new item](#)

	Name	Description	Value	Percent
	Non metallic	Non metallic	-£125	
	No spare	No spare	-£80	
	No MOT	No MOT	-£300	

User Reports

Subscriber Audit - Use this report to audit users set up on your account. Use the drop down option to select Active or In Active users.

Valuation VRM audit – Use this report to audit valuation activity on your account.

Click **Refresh** to view online or **Export** to produce a CVS file.

You can also view the number of lookups remaining within your allowance.

See [Fair Usage VRM lookups](#) for more information.

User Reports

Subscriber Audit

Show users for your Account: **Refresh** **Export**

Valuation VRM audit

Show audit for your account between and

Include valuations: Web E-mail SMS Shared

Refresh **Export**

Fair Usage Limit

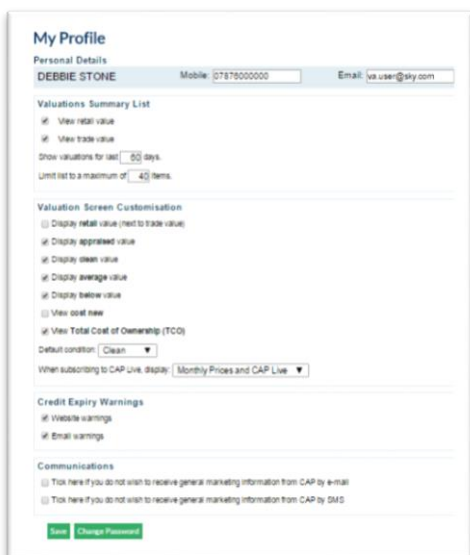
Remaining VRM lookups: 85

My Profile (Click on the settings icon in the top right hand corner to access My Profile section)

Use this section to view and change the phone number and email address used to create your account.

NOTE: Your email or mobile number can be used as your login user name, but also the registered details applicable to SMS/Email valuations for your account so should be updated accordingly to continue using these services.

- My Valuations
- [My Profile](#)
- Terms and Conditions
- Logout



Valuations Summary List

Choose which valuation conditions to display and how many historical values you wish to display and for how long.

Valuation Screen Customisation

Use this section to decide which values you wish to display and select the default condition you wish to use for valuations.

NOTE - If you change the default condition, it will only take effect on any new valuations produced. It will not change an existing clean value to average, for example.

Black Book LIVE subscribers can choose whether to display **Monthly value only, LIVE values only, or both.**

You can also change your password to something more memorable if required.

Now you can value! Here's how....

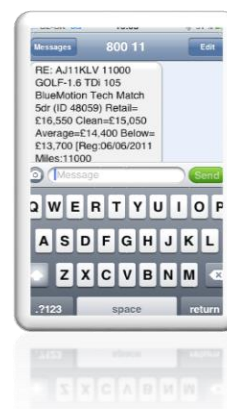


VALUE via SMS

Simply create a text message on your mobile phone with the following message:

“VALUE” (space) **“RegNo”** (space) **“Mileage”**

- ensuring you put a space between the **“words”** and no spaces between the registration number and no commas in the mileage.

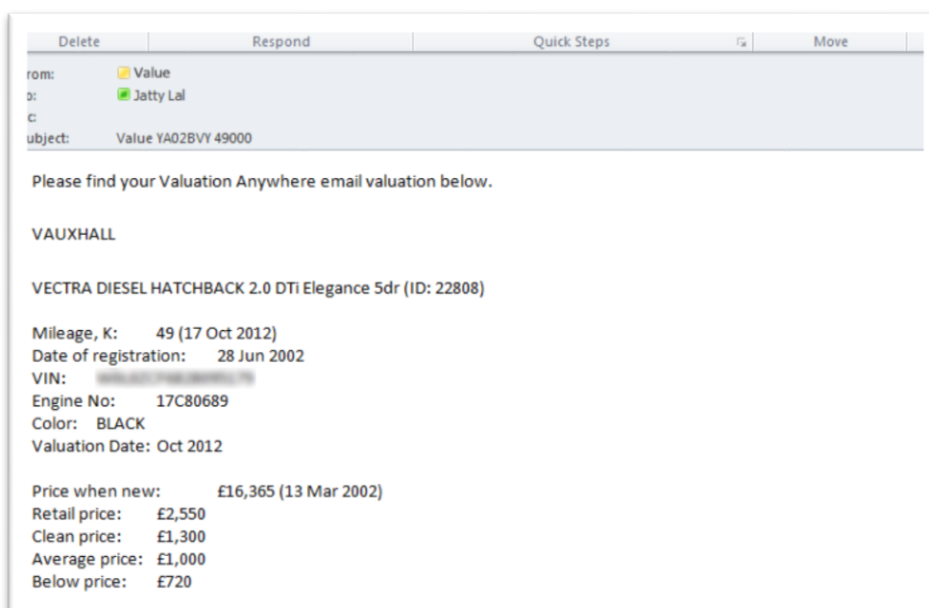


Send to **80011**

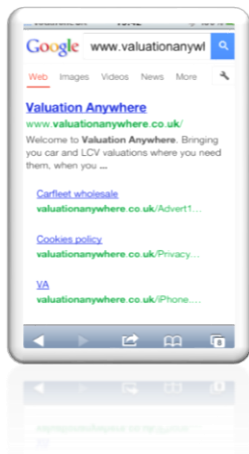
You will receive a reply almost instantly with the valuation. (subject to your network provider service).

Value via Email

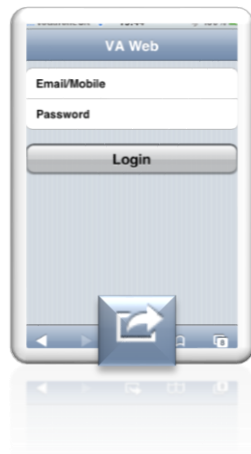
Create an email with the same details as shown above in the subject bar and email to **VALUE@CAP.CO.UK** and you will receive an email reply almost instantly with your valuation.



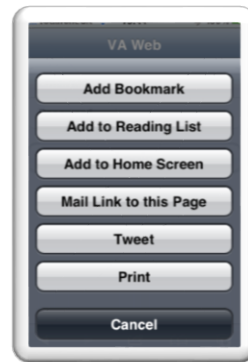
Value on your Web Enabled Phone or Tablet



Browse to www.valuationanywhere.co.uk, from the login page click on the arrow at the bottom middle of the screen (iPhone – other phone or tablets may be different).



From the options available Add to Home Screen.



Value on your PC

Browse to www.valuationanywhere.co.uk and login with details provided by the Customer Support team.

Upon logging in, you will see the MY VALUATIONS screen.

The screenshot shows the 'New Valuation' form with fields for VRM (highlighted in yellow) and Mileage, and buttons for 'Get Value' and 'No VRM?'. Below this is the 'Valuations' section with a dropdown for 'Main Location', a 'My valuator' dropdown, and buttons for 'Review/Export Bulk', 'Export', 'Import', 'Help', and 'Help Videos'. A message states 'Your valuations will be stored here....' and there are 'Create', 'Edit', and 'Delete' buttons for the 'Valuations' group.

As you create valuations, they will be stored on this screen for future reference, which you can access and amend as required.

Before creating a valuation, selection Location if applicable (and permissions allow). You can also create **groups** of valuations within a location. For example – P/Ex Stock

This is a close-up of the 'New Valuation' form, showing the VRM field (yellow), the Mileage field, and the 'Get Value' and 'No VRM?' buttons.

To create a valuation, enter the VRM and full mileage (without commas) and hit GET VALUE.

If you do not have a VRM and would like to value a generic vehicle, hit the **No VRM** button to go to the Manual Lookup option.

If the VRM is not found, the application provides the option to go straight to the **Manual Look** option.



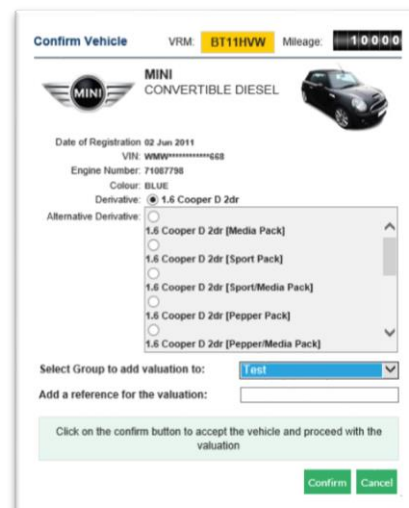
Alternative Derivatives

Possible alternative derivatives may be provided if there is a direct match to the VRM, but there is also the possibility that other CAP derivatives are valid; examples of this are 'pack models'. This is where CAP has created alternative models for specific pack options.

This allows the user to make a choice and select the appropriate CAP derivative.

At any stage of the vehicle selection process you are required to confirm the vehicle details before proceeding to the Valuation page.

You also have the opportunity to add a reference to the vehicle at this point.



Valuation Details

Upon selection and confirmation of the vehicle, the vehicle and valuation details will be displayed, along with additional information sections which are available as defined in the user settings.

Diesel

6 spd man

99

£0.00

110

NISSAN

QASHQAI DIESEL HATCHBACK (14-)

[63032] 1.5 dCi Acenta Premium 5dr (14-)

VIN: SJNFAAJ11U1109890

Colour: BLUE


YE14XCT







Mileage: Date of Valuation: Your Ref: Your Val:

[Home](#) [Help](#) [PDF](#) [Settings](#)

	Monthly	LIVE	BlackBook +					
	Jun 2015	10 Jun 2015	Jul 2015 <small>17000 miles</small>	Aug 2015 <small>19000 miles</small>	Sep 2015 <small>20000 miles</small>	Oct 2015 <small>22000 miles</small>	Nov 2015 <small>23000 miles</small>	Dec 2015 <small>24000 miles</small>
Appraised	£15,600	£15,600	£15,100	£14,700	£14,350	£14,250	£13,900	£13,600
Clean	£16,350	£16,350	£15,850	£15,450	£15,100	£15,000	£14,700	£14,350
Average	£15,600	£15,600	£15,100	£14,700	£14,350	£14,250	£13,900	£13,600
Below	£14,800	£14,800	£14,300	£13,900	£13,550	£13,450	£13,150	£12,800
Retail	£18,450	£18,450						

The values displayed in the section can be restricted from view in the user settings, along with the additional information tabs, which will be described in more detail over the next few pages.

If your Valuation Anywhere subscription includes Black Book LIVE and Black Book+12 values, you can view the commentary simply by hovering your mouse over the 

	Click this icon to refresh the values to the latest available data.		Click this icon to view the graph summary
	Click this icon to view all commentaries		Click this icon to access the Help Centre, including Help Videos
	Click this icon to create the Valuation PDF		Click this icon to amend the Black Book+12 Mileage settings.

The main valuation section shows all values available for the vehicle selection, (subject to appropriate licence).

Mileage: <input type="text" value="16500"/>	Date of Valuation: <input type="text" value="04/06/2015"/>	Your Ref: <input type="text" value="Your Reference"/>	Your Val: <input type="text" value="Your Valuation"/>	<input type="button" value="Update"/>
--	---	--	--	---------------------------------------

There is also a section to enter your own valuation should you have a different view.


The valuations displayed and own valuation section can be restricted by user settings as determined by your administrator.

<input type="button" value="Average"/>	<input type="button" value="£15,600"/>	<input type="button" value="£15,6"/>
--	--	--------------------------------------

The user can choose the default condition the value is based on in MY PROFILE, but if user settings permit multiple valuations can select required condition for the individual valuation, by clicking on the condition label.

TCO Lite

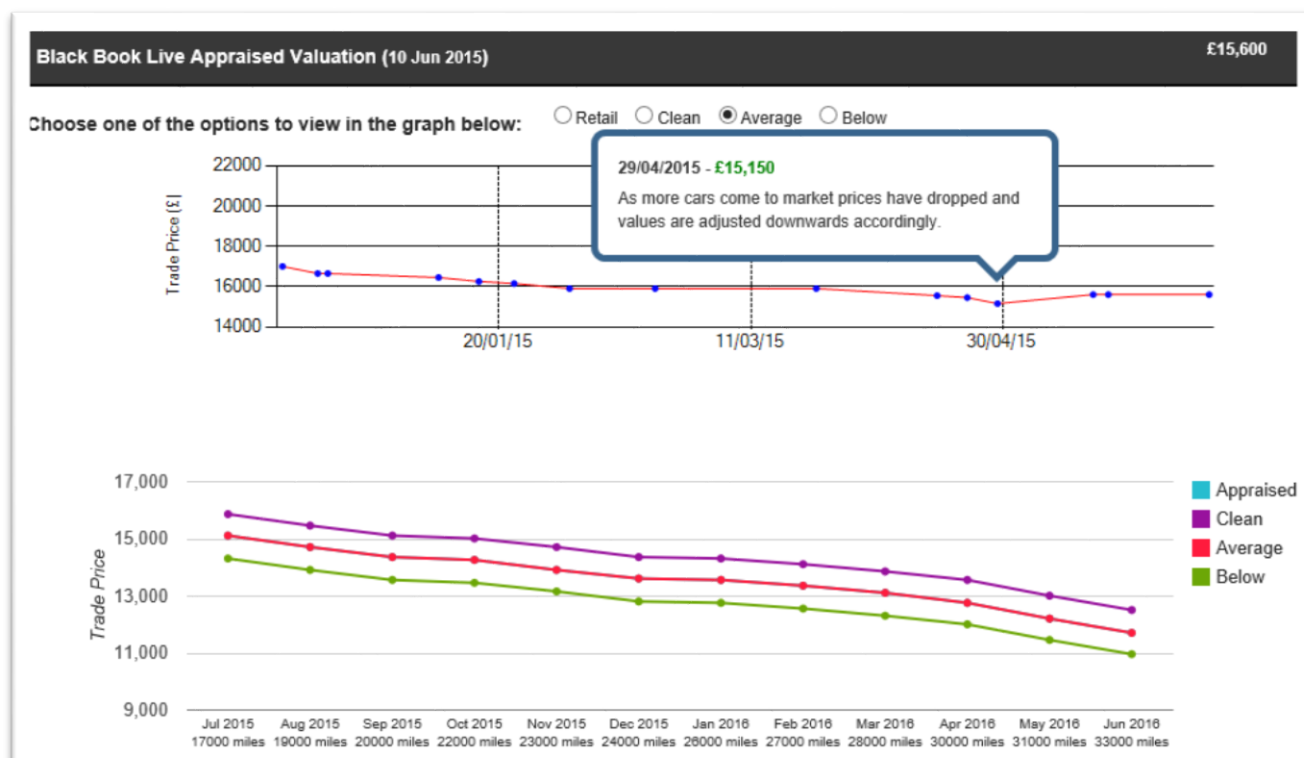
Use the Total Cost of Ownership (TCO) tool so that you can help your customers understand, with at-a-glance information, how much a car actually costs to run.

 Total Cost of Ownership	Cost Overall		Cost Breakdown	
	Total Cost of Ownership:	£13,959.25	Servicing & Maintenance:	£1,444.00
	Monthly Running Costs:	£387.76	Depreciation:	£9,850.00
	Running Cost Per Mile:	£0.39	Fuel:	£2,665.25
			Road Tax:	£0.00
			Total:	£13,959.25
<small>Understand the reality of vehicle ownership. Discover all the different costs associated with owning a vehicle and work out exactly what a car will cost to run over time. All values based on 3 years ownership and 36 thousand miles.</small>				

With ‘overall running costs’, ‘the level of depreciation’ and ‘on-going service costs’ seen as the three most important factors to a consumer, CAP’s new TCO tool provides the intelligence to satisfy these queries, helping bring information-hungry customers together with the best dealers.

Valuation

The valuation section allows the user to view all vehicle condition values permitted by user settings, Black Book LIVE and Black Book Plus along with any supporting commentary and graphs.



This section can be restricted from view in the user settings.

Black Book LIVE

If your subscription includes Black Book LIVE, you will have access to valuation updates as they happen, supported by editorial commentary explaining the logic behind the changes, giving you significant competitive advantage when identifying which vehicles to buy and the price to pay throughout the whole month.

Click [here](#) for more information on Black Book LIVE

Black Book Plus

If your subscription includes Black Book Plus, not only can you view 4 month history of the vehicle, you can also view expected values over the next 3 months* which is supported by editorial commentary. The default mileage for each month forecast is as specified at valuation point, but you can choose to change to incremental increase via the



icon on the main valuation page.

Click [here](#) for more information on Black Book Plus

Appraisal

The Appraisal section allows the user to adjust the vehicle value through the appraisal process.

If bodywork appraisal is required, select the item and click on appropriate vehicle panel to adjust.

Tick to select other optional elements from the list.

When selected, the number of appraisal items added will be shown on the tab.

The appraisal items & optional elements and values are **examples only** and can be maintained by an appropriate user as described in the [ADMIN](#) section.

The optional elements list contains some pre-set general items that could affect the vehicle value. These items are **examples only** and the prices displayed are **NOT** the Cost New price for that particular item. See 'OPTIONS' to view list of options and cost that may have been available on the vehicle.

This section can be restricted from view in the user settings.

Options

This section allows the user to verify the configurable options & original prices available on the selected vehicle at the time it was registered.

Options selected will increase the original vehicle price on the summary page as guidance as to what the MMRP when originally purchased.

When selected, the number of options added will be shown on the tab.

Options selected will not affect the current valuation.

Equipment

This section displays all items of equipment that were factory standard at the time the vehicle was registered.

Standard Equipment items cannot be deselected at point of order, but could have been removed and replaced by users own favoured equipment.

This would be verified at appraisal and can be indicated on this section.

Category	Item	Status
Driver Convenience	Bluetooth phone integration system	<input checked="" type="checkbox"/>
	Cruise control	<input checked="" type="checkbox"/>
	Forward collision warning	<input checked="" type="checkbox"/>
	Front and rear parking sensors	<input checked="" type="checkbox"/>
	Lane departure warning system	<input checked="" type="checkbox"/>
	Nissan connect sat nav system	<input checked="" type="checkbox"/>
	PAS	<input checked="" type="checkbox"/>
	Push button starter	<input checked="" type="checkbox"/>
	Rear view camera	<input checked="" type="checkbox"/>
	Service interval indicator	<input checked="" type="checkbox"/>
	Speed limiter	<input checked="" type="checkbox"/>
	Traffic sign recognition	<input checked="" type="checkbox"/>
	Trp computer	<input checked="" type="checkbox"/>
	Entertainment	6 speakers
Audio remote control		<input checked="" type="checkbox"/>
DAB radio/CD player		<input checked="" type="checkbox"/>
USB/aux input socket		<input checked="" type="checkbox"/>
Exterior Features	2 speed wipers+variable intermittent wipe	<input checked="" type="checkbox"/>
	Automatic headlamps with follow	<input checked="" type="checkbox"/>

Technical

This section displays all items of technical data applicable to the vehicle.

The items on this page are static and cannot be removed.

Category	Item	Value
Emissions	CO2 (g/km)	99
	HC	N
	NOx	0.15
	Particles	0.0045
	Standard Euro Emissions	EURO 5
Engine and Drive Train	Camshaft	DOHC
	Catalytic Converter	True
	CC	1461
	Compression Ratio	15.5:1
	Cylinder Layout	IN-LINE
	Cylinders	4
	Cylinders - Bore (mm)	76
	Cylinders - Stroke (mm)	80.5
	Engine Layout	FRONT TRANSVERSE
	Fuel Delivery	COMMON RAIL
Gears	6 SPEED	
Number of Valves	8	
Transmission	MANUAL	
Fuel Consumption	EC Combined (mpg)	74.3
	EC Directive 1999/100/EC Applies	True
	EC Extra Urban (mpg)	78.5
	EC Urban (mpg)	67.3

Offers

This section allows you to record the customer details, add the offer made for the part-ex valuation, giving the ability to provide the customer with a personal part-ex quotation. There is also space to add extra notes for the customer's information. Tick field to flag the deal as being accepted, along with a free text 'STATUS' field.

The number of offers added will be shown on the tab.

This section can be restricted from view in the user settings.

Offers

There are no offers for this valuation record.

Add a new offer...

date	description	price	<input type="checkbox"/> Accepted	status	<input type="button" value="Add"/>
------	-------------	-------	-----------------------------------	--------	------------------------------------

Contact Details

Name:	Fac:	
Address:	Email:	
Town/City:	Note:	
County:		
Postcode:		
Telephone:		
Mobile:		

Notes

This section offers the ability to record additional notes to the vehicle record that is intended for internal use only.

This section can be restricted from view in the user settings.



Other Valuations

This section allows you view any previous valuations you (or your group) have performed for this vehicle, whether the valuation has been performed online, via sms or imported.

VRM	Vehicle	Owner	Source*	Mileage	Retail	Trade
YE14XCT 07/08/2014	NISSAN QASHQAI DIESEL HATCHBACK (14-) [63032] 1.5 dCi Acenta Premium 5dr (14-)	Debbie Stone	W	1500	£22,000	£18,850
YE14XCT 10/06/2014	NISSAN QASHQAI DIESEL HATCHBACK (14-) [63032] 1.5 dCi Acenta Premium 5dr (14-)	Debbie Stone	W	1000	£22,000	£19,900

* Source: W - Website, E - E-mail, S - SMS, B - Bulk (imported), I - iPhone Application

Historic Valuations

This sections displays the last twelve months valuations (if available) for the vehicle for its registered plate and stated mileage.

Month:	Jun 2014	Jul 2014	Aug 2014	Sep 2014	Oct 2014	Nov 2014	Dec 2014	Jan 2015	Feb 2015	Mar 2015	Apr 2015	May 2015
Mileage:	16000	16000	16000	16000	16000	16000	16000	16000	16000	16000	16000	16000
Retail:	£21,000	£21,000	£21,000	£21,000	£20,500	£20,000	£20,000	£19,695	£18,895	£18,695	£18,695	£18,350
Clean:	£18,900	£18,900	£18,900	£18,700	£18,350	£17,950	£17,950	£17,600	£16,800	£16,600	£16,600	£16,250
Average:	£17,950	£17,950	£17,950	£17,750	£17,350	£17,000	£17,000	£16,650	£16,150	£15,900	£15,900	£15,450
Below:	£16,850	£16,850	£16,850	£16,650	£16,300	£15,900	£15,900	£15,550	£15,700	£15,500	£15,500	£14,700

Revaluing a vehicle

If you need to re-visit a valuation, or lookup a registration number that has already been valued the application gives you the option to Copy or Update the existing valuation which will be displayed in 'Other valuations'

Alternatively you can choose to create a new valuation which will create a new valuation record for this vehicle.

You also have the option to add this valuation to a group if required and add a reference.

Create a PDF

Valuation Anywhere gives you the option to create a PDF which can be printed or emailed as required.

The PDF tool gives you full control over what elements of the vehicle and appraisals you wish to include.

When you have performed all necessary updates, click on the PDF button.

De-select any items you do not want to include and hit Create PDF.

Manage Valuations

As you build up a list of valuations, they will be displayed in **MY VALUATIONS**, which you can return to at any time by clicking on the link to the top left of the screen.

As time goes on you may want to update the valuations, move, copy or remove from you list of valuations.

Tick the box on the header bar to select all vehicles in the group, or tick individual vehicles as required.

When a box is ticked a number of options will be displayed.

Click **UPDATE** to update values for all selected vehicles to latest values available within your subscription. (E.g. Vehicle originally valued May 13, but can be updated to June 13 values).

Use **COPY** or **MOVE** to create duplicate valuation records or move to another group.

If you do not want to keep the valuation, click **REMOVE from GROUP**, and click OK to confirm you want to remove. This will remove the valuation from all records and cannot be retrieved.

VRM	Vehicle	Mileage	Retail	Trade
YH53UAL 02/06/2015	PEUGEOT 307 DIESEL SW ESTATE (02-05) [22877] 2.0 TD HDI 90 SE 5 seats 5dr [AC] (02-05)	14000	£1,695	£520
GY15PHU 26/05/2015	AUDI A3 HATCHBACK (12-) [58048] 1.8 TFSI Quattro S Line 3dr S Tronic (12-)	100	£24,750	£22,000
RO10OLB 26/05/2015	BMW X1 DIESEL ESTATE (09-12) [44748] sDrive 20d SE 5dr (09-12)	61004	£12,350	£9,850
DC14LLA 26/05/2015	AUDI A1 HATCHBACK (14-) [64018] S1 TFSI Quattro 3dr (14-)	10	£23,500	£21,150
MM14XGO 26/05/2015	AUDI A4 SALOON SPECIAL EDITIONS (12-) [53926] 2.0 TDI 177 Black Edition 4dr Multitronic (12-14)	6017	£25,750	£22,750
RA11HRD 26/05/2015	AUDI A4 DIESEL SALOON (08-11) [38576] 3.0 TDI Quattro S Line 4dr (08-11)	30520	£18,595	£16,100
PN11BGO 26/05/2015	JAGUAR XF DIESEL SALOON (08-11) [42571] 3.0d V6 Premium Luxury 4dr Auto (08-11)	40500	£17,495	£14,850
LD15HGA 26/05/2015	LAND ROVER RANGE ROVER SPORT DIESEL ESTATE (13-) [67177] 3.0 SDV6 [306] Autobiography Dynamic 5dr Auto	63	£72,750	£67,300

Export

Valuation Anywhere gives you the option to export vehicle valuations for MI purposes.

From the main valuation page, select vehicles or groups as required and click the export button.

VRM	Vehicle	Mileage	Retail	Trade
<input checked="" type="checkbox"/> YH53UAL 02/06/2015	PEUGEOT 307 DIESEL SW ESTATE (02-05) [22877] 2.0 TD HDI 90 SE 5 seats 5dr [AC] (02-05)	110000	£1,695	£520
<input checked="" type="checkbox"/> GY15PHU 26/05/2015	AUDI A3 HATCHBACK (12-) [58048] 1.8 TFSI Quattro S Line 3dr S Tronic (12-)	100	£24,750	£22,000
<input checked="" type="checkbox"/> RO10OLB 26/05/2015	BMW X1 DIESEL ESTATE (09-12) [44748] sDrive 20d SE 5dr (09-12)	51084	£12,350	£9,850
<input checked="" type="checkbox"/> DC14LLA 26/05/2015	AUDI A1 HATCHBACK (14-) [64018] S1 TFSI Quattro 3dr (14-)	10	£23,500	£21,150
<input checked="" type="checkbox"/> MM14XGO	AUDI A4 SALON SPECIAL EDITIONS (13-)	5017	£25,750	£22,750

Fair Usage VRM Lookups

User Reports

Subscriber Audit
Show users for your Account: [dropdown] Refresh Export

Valuation VRM audit
Show audit for your account between 05/05/2015 and 05/06/2015
Include valuations: Web E-mail SMS Shared
Refresh Export

Fair Usage Limit
Remaining VRM lookups: 342

All Valuation Anywhere subscriptions include a number of ‘fair usage’ VRM lookups as determined by the subscription level (and duration). You will receive a warning as you approach the fair usage limit. The number of look-ups remaining on your subscription can be found under Admin > [User Reports](#).

You can continue to use Valuation Anywhere for the remainder of your subscription period using the ‘NO VRM’ function described in the [Value on the Web](#) section. If, however, you wish to purchase further credits, please contact your Account Manager or email sales@cap.co.uk

Subscription based extras

Bulk Import Valuations

If your subscription includes Bulk Import Valuations, you have the ability to bulk import multiple vrms into your Valuation Anywhere account.

Upon login, from the main valuation page select Import

Valuations

My valuations [dropdown] Review/Export Bulk Export Import Help Help Videos

From this screen you view the file import format required to import. The file should hold the VRM in column A and mileage in column B as a minimum.

Columns C & D are optional to denote the condition (C = Clean, A = Average, B = Below) and a reference which will be stored against the valuation.

	A	B	C	D
1	aj11klv	8231	c	demo
2	fn05oz	11873	c	demo
3	ye51ndj	5233	c	stock

Before you import the file, you can choose the location and group (as described in [Admin](#) and [Value on your PC](#)) into which to store the vrm/valuations

When the file has uploaded, you will see a summary screen advising the number of vehicles that successfully imported and vehicles which have failed. The summary screen will advise which vehicles have failed due to possible alternative pack models and require further action from you to select the appropriate model.

Import Vehicles

Choose Location & Group to import to
Choose the location and group that you want to upload the valuations to, by default this will be the currently selected location and group.

Location: Group:

Choose Import File
Select the file from your computer and click the upload button. Expand the notes below for details of accepted file format.

File Format

The file should be a csv format file consisting of the following columns:

- VRM (registration number)
- Mileage
- Condition (C for Clean, A for Average, B for Below) - optional
- Reference (stored against the valuation) - optional

All columns are mandatory unless otherwise indicated.

A sample file can be seen below but also [downloaded here](#) (right click and choose "save target as")

	A	B	C	D	E
1	AB12CDE	8000	C		New Car Lookup
2	AB34CDE	45000	A		
3	AB56CDE	54000			

Scroll to the bottom of the summary page and click manual match.

This will display the available selections for each registration number.

Select as required and click confirm to move to the next vrm. If you do not want to do this immediately, the vehicles will not be valued, but you can return to the manual match anytime by click on the review/download button from your main valuations page.

Import Vehicles

800 records detected
80 invalid records
720 uploaded records
477 successfully imported
243 records errored

VRM	Mileage	Vehicle	Status	Audit
VRM	0		X	Invalid mileage entered
BN10WCJ	24789		X	Vehicle not found for the given Vrm : BN10WCJ
	1		X	Invalid length VRM entered.
	1		X	Invalid length VRM entered.
	1		X	Invalid length VRM entered.
AX61TKV	40372		X	Vehicle not found for the given Vrm : AX61TKV
VK15VEH	20		X	Vehicle not found for the given Vrm : VK15VEH
DE15WEW	10		X	Vehicle not found for the given Vrm : DE15WEW

Confirm Vehicle

VRM: Mileage:

LAND ROVER
RANGE ROVER
EVOQUE DIESEL
HATCHBACK

Date of Registration 24 Jan 2014
VIN: SAL*****624
Engine Number: DZ884002467224DT
Colour: BLACK
Derivative: 2.2 SD4 Dynamic 5dr [Lux Pack]
Alternative Derivative: 2.2 SD4 Dynamic 5dr [Plus pack]

| Showing records 1 of 30 | | |

To Bulk Export

If you wish to export a file to match a previous import, including any vrm's that could not be matched, click **REVIEW/EXPORT BULK**, from appropriate location and group, and download from 'import' required. The download creates a csv file with all registrations

imported. If Valuation Anywhere was unable to match to a vehicle or it is awaiting review this will be noted in the message column, otherwise all valuations available in your subscription will be displayed.

Valuations

My valuations

	Review and export bulk valuations		
<input type="checkbox"/>	05/06/2015 10:30 VA input.csv	<input type="button" value="Review"/>	<input type="button" value="Download"/>
<input type="checkbox"/>	02/10/2014 16:19 Copy of BBW CAP*.csv	<input type="button" value="Review"/>	<input type="button" value="Download"/>
<input type="checkbox"/>	02/10/2014 16:19 Dees VRM Import.csv	<input type="button" value="Review"/>	<input type="button" value="Download"/>

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FOR SMARTER AUTOMOTIVE DECISIONS™