



Negocialo.com

**GUIDE TO
POSTING ADS**

LOGIN

The **Personal Account**, allows you to: post ads in any category.

The **Partner Account** allows you to: have your Space - Shop, in the Category you select for your business.

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Negocialo.com

Sign in Register New announcement Help

Services Mixed Trade Technologies Vehicles Property Rent Animals Property Sale Guides

LOGIN

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Log in and post your ad!

Username

Password

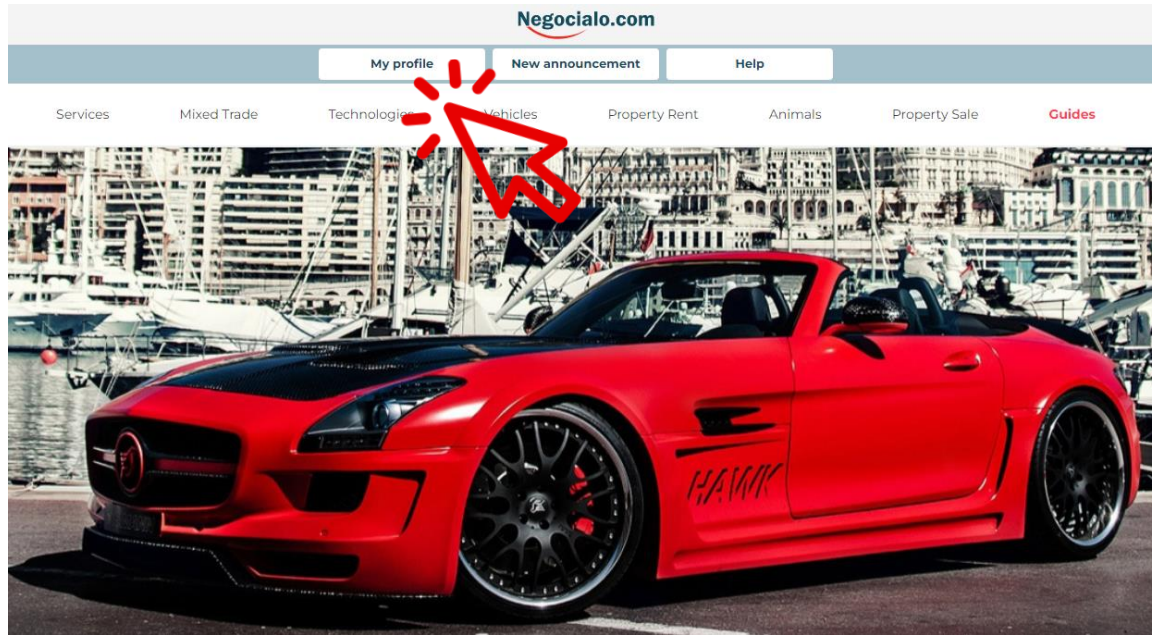
Forgot Password? Remember Me

Login

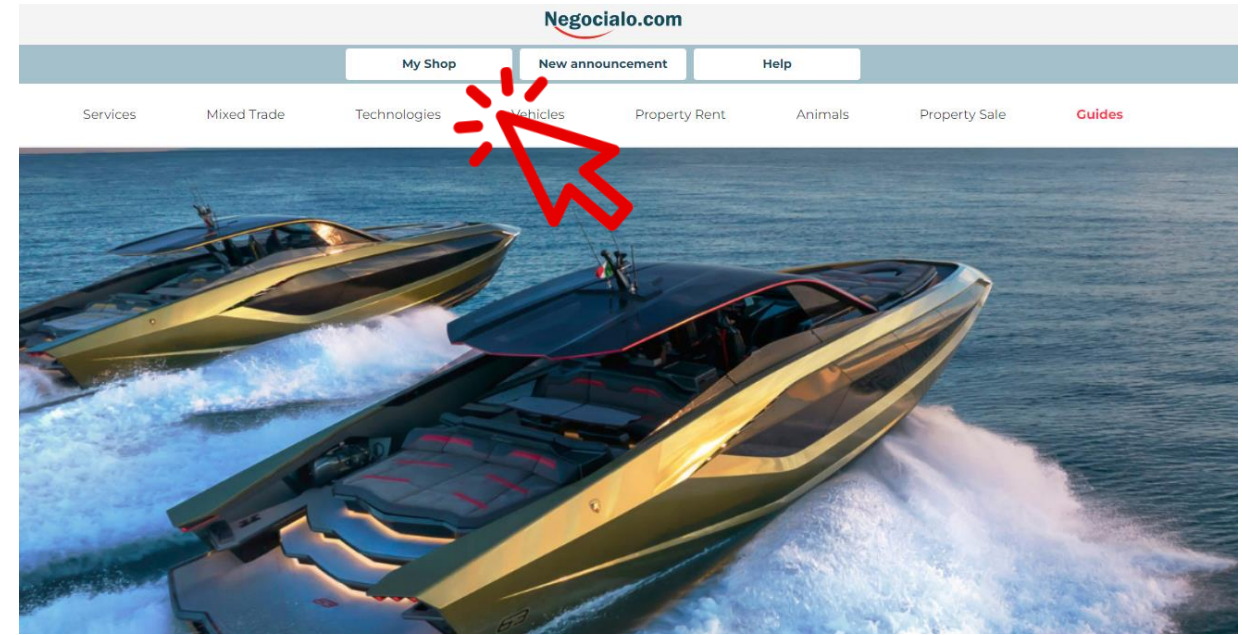
¿You do not have an account?
Sign up

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NEW ANNOUNCEMENT



If you are a registered **User**, here you can view your **Profile** and create a **New Announcement**.



If you have registered as a **Partner**, you can view your **Shop** and Create a **New Announcement**

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SELECT THE MAIN CATEGORY

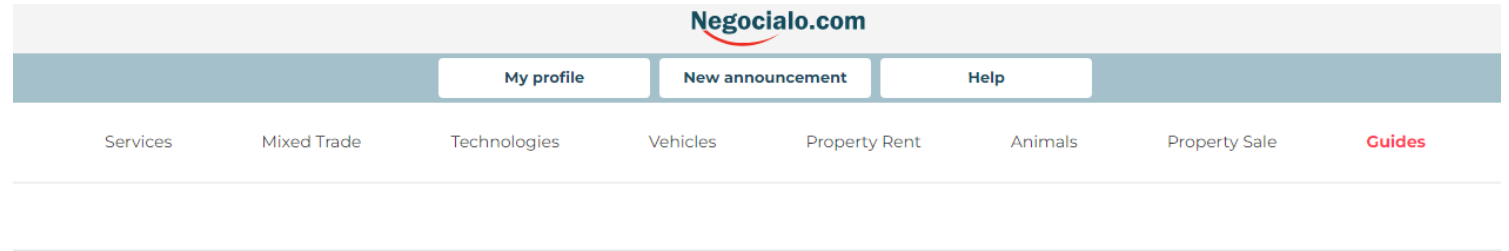
Remember that if you are registered as a Partner, you can only publish in the Main Category you selected

If you have registered as a User, select the Main Category that best fits your needs.

The screenshot displays the Negocialo.com website interface. At the top, the logo "Negocialo.com" is centered. Below it, a navigation bar contains three buttons: "My profile", "New announcement", and "Help". A horizontal menu lists several categories: "Services", "Mixed Trade", "Technologies", "Vehicles", "Property Rent", "Animals", "Property Sale", and "Guides". The "Guides" category is highlighted in red. Below the menu, a message reads "Hello! Let's start with your ad" followed by "SELECT A LINE". A grid of seven category selection cards is shown, each with a red icon and a label: "Services" (heart icon), "Mixed Trade" (headphones icon), "Technologies" (monitor icon), "Vehicles" (car icon), "Property Rent" (building icon), "Animals" (paw print icon), and "Property Sale" (house icon).

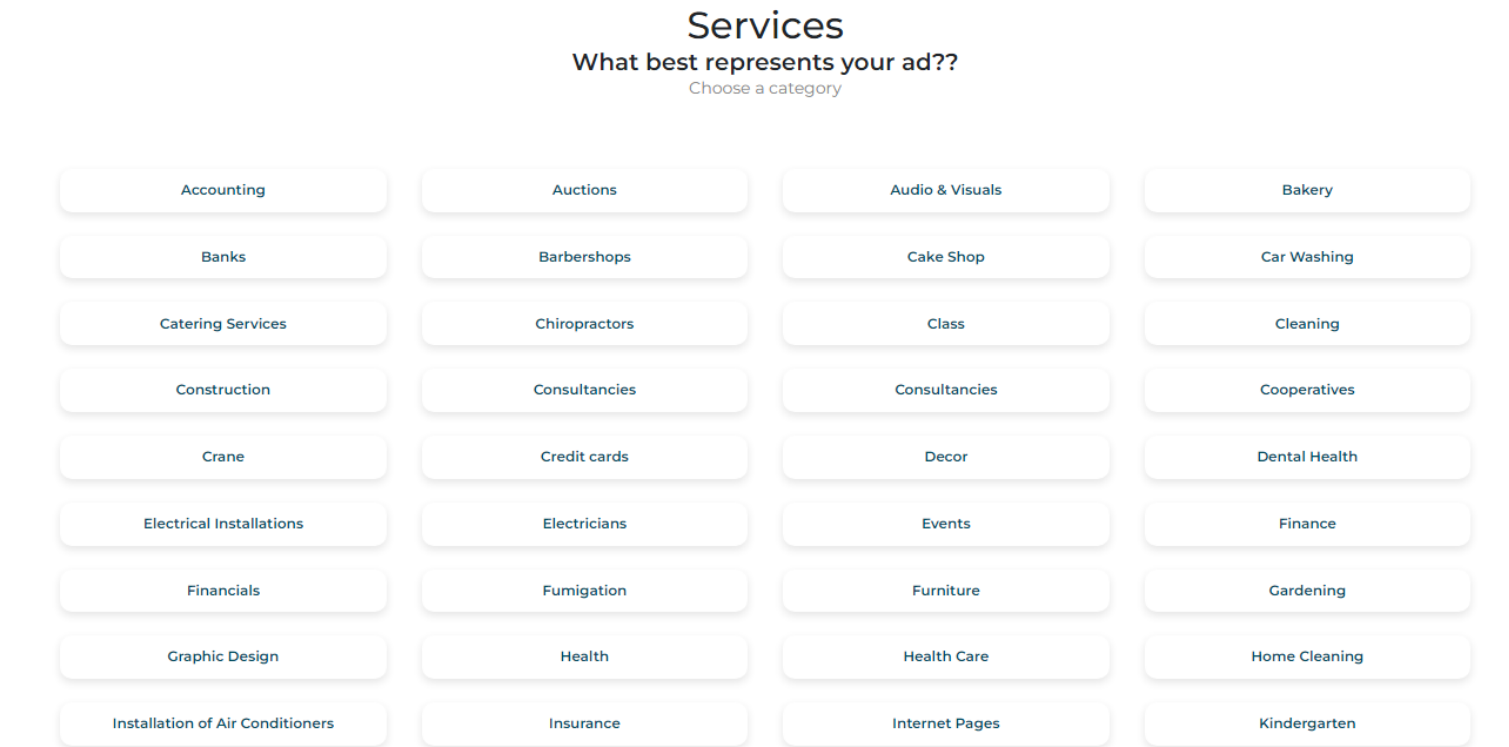
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SELECT THE SUBCATEGORY



When you click on a **Main Category** it will always open a screen with the Subcategories.

You should look for the one that best suits what you want to advertise.



Regardless of the Category or SubCategory, steps 1 and 2 are Equal.

Step 1 Announcement Information

1. Write an attractive title
2. Select whether the Price is Fixed, Negotiable, or to Quote
3. Write the Price in Dollars and Cents
4. Write a brief description
5. Enter a Florida Zip Code

Step 2 Contact Details

1. You can enter your web address if you have a website.
2. Enter a Contact Name
3. Enter a Phone Number
4. Enter an Email Address
5. Enter a WhatsApp Number
6. Select How you wish to be Contacted
 - By Phone
 - Call Text Message
 - Email
 - Chat by WhatsApp



Mark that you accept the Terms and Conditions and click on Complete Details

PART ONE OF AN ANNOUNCEMENT

STEP 1
Ad information

STEP 2
Post details

AD DETAILS

Title (Required)

Fixed Price

B I | ::

ZIP CODE FL (Required)

Estate
City
Zip

CONTACT DETAILS

Web Site

Contact Name (Required)

+1 Phone (Required)

Contact Email

+1 Contact Whatsapp

How would you like to be contacted

Contact by Call

Contact by Text

Show Email

Contact by WhatsApp

I accept the Terms and Conditions

I have read and agree with the [Terms of Use](#) and [Privacy Policy](#) posted on this page. I understand that if I do not agree, I will not be able to publish, nor obtain the benefits of a [Negocialo.com](#) user.

Complete Details →

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Step 3 Attach Images

You can drag your photos or browse your archives by clicking on the space and you can upload up to 5 photos

Under Publication Details, you can go back to edit the Basic Information you have entered.

This screen appears when you want to post ads on:

- Services
- Mixed Trades
- Technologies
- Animals
- Accessories & Vehicle Parts

FINALISING ANNOUNCEMENT

Ad details:

STEP 1
Ad information

STEP 2
Post details

ATTACH IMAGES

Drag your photos or click
0 de 5 fotos

POST DETAILS

Edit Basic Information

Finish

By clicking Finish, you have submitted your ad for the approval process.

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FINALISING ANNOUNCEMENT

STEP 1
Ad information

STEP 2
Post details

ATTACH IMAGES

Drag your photos or click
0 de 5 fotos

POST DETAILS

Upload Brochure in PDF

Video Link

Vehicle Category (Required)

Brand (Required)

Model (Required)

Year (Required)

Doors

Condition (Required)

Miles

Transmission (Required)

Cylinders (Required)

Fuel (Required)

Color (Required)

Edit Basic Information

Finish

In case your ad is for **Vehicles**, this third part will ask you to fill in the following details

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It is important that you fill in as much information as possible.

You can even upload a PDF Brochure in addition to your photos and insert a YouTube or Vimeo address to show a video.

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FINALISING ANNOUNCEMENT

STEP 1
Ad Information

STEP 2
Post details

ATTACH IMAGES

Drag your photos or click
0 de 5 fotos

POST DETAILS

URL Video Youtube

Virtual Tour URL

Realtor Name and/or License

Bedrooms (Required)

Total Bathrooms (Required)

Half Bathrooms

Land Size (mt²)

Parking lots

Year of Construction

[Edit Basic Information](#)

Finish

In case your ad is a **Property ad**,
this third part will ask you to fill in
the following details

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**It is important that you fill in as much
information as possible.**

You can even upload a PDF Brochure in
addition to your photos and insert a
YouTube or Vimeo address to show a
video.

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AT THE END



¿Are you sure you want to post the ad Hermosa casa ?

Do you want to continue?

Yes

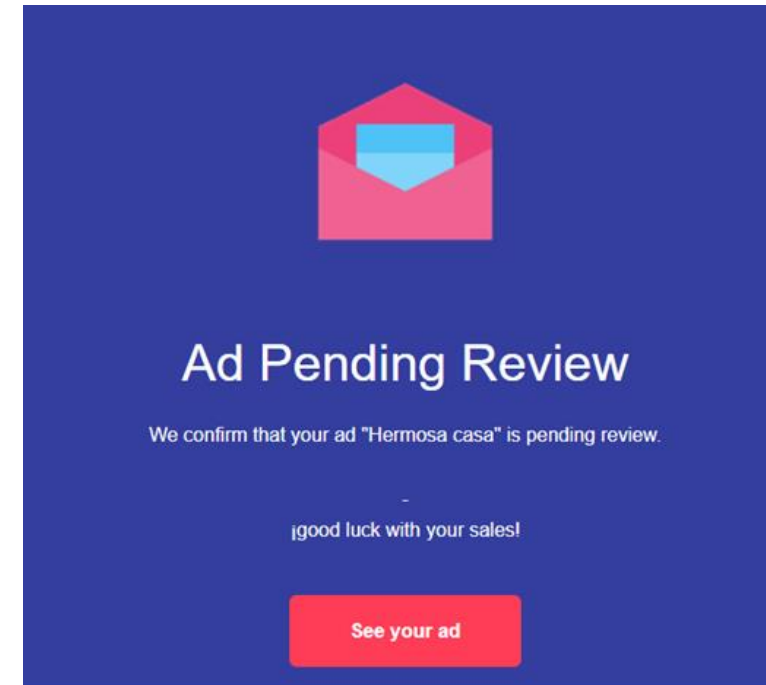
No



Success

Your product has started a review process. Immediately it ends, you will be notified.

Continue



When you click Finish the system will ask you if you are sure you want to publish your advertisement, if you say yes, it will inform you that the review process has started and will send you an email.

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YOUR ADS

The screenshot shows the top navigation area of the Negocialo website. It features a dark blue header with the 'Negocialo.com' logo on the left. Below the logo are three columns of links: 'Company' (About Us, Advertise, Terms Of Use, Privacy Policy), 'Let Us Help You' (My Account, My Ads, My Favorites, Frequently Asked Questions (F.A.Q.), Contact Us, Help), and 'Make Money With Us' (Advertise here!, Post your products). The 'My Ads' link is highlighted with a red circle. Below the header is a light blue navigation bar with buttons for 'My profile', 'New announcement', and 'Help'. At the bottom of this bar is a horizontal menu with categories: Services, Mixed Trade, Technologies, Vehicles, Property Rent, Animals, Property Sale, and Guides.

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The screenshot shows a specific advertisement for 'Teenage Mutant Ninja Turtles' by Reuben Weaver. The ad includes a price tag of 'Price: US\$ 10'. Below the image, it shows the location 'CURABO', the category 'Animals / Schools', and a 'REVISION' button. The ad was created '1 month ago'. A back arrow is visible in the top left corner of the ad area.

You can see all your ads and their status by clicking on the bottom Banner of the Homepage.



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