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ONLINE SHOPPING

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View our full schedule, handouts, and additional tutorials on our website: **cws.web.unc.edu**

Last updated July 2015

GETTING STARTED

Class Overview

This is a class for beginning computer users. You should be familiar with the Microsoft Windows operating system and using a browser to surf the Internet.

Today we will be going over the basics of using the Internet to research, browse, and purchase products. We'll learn how to safely shop online, protect your personal information, find product reviews, and choose the appropriate type of shopping website for your needs. If you do not feel comfortable with any of the activities, it is completely fine not to participate.

Please let the instructor know if you have any questions or concerns before the class, or as we go along.

Weigh the pros and cons of	Prepare to shop online	Maintain safe practices
online shopping		while shopping online
Protect your identity online	Differentiate between the	Choose the appropriate type
	types of shopping sites	of shopping site for your
		needs
Find online stores for a	Browse for items on	Use the shopping cart
variety of products	Amazon.com	
Check out safely from an	Understand how online	Search for auction items
online store	auction sites work	
Bid on items on eBay	Use online classified sites	Buy and sell safely on
		Craigslist
Pay for items securely with	Purchase items using the	Find help if something goes
credit cards	PayPal payment site	wrong

You Will Learn How To:

ONLINE SHOPPING PROS AND CONS

As with most online activities, there are definite tradeoffs in online shopping between convenience, cost savings, choice, and privacy. Before you decide whether or not online shopping is for you, it is important to weigh the pros and cons of entering into the world of e-commerce.

Benefits of Online Shopping

Convenience

One of the biggest benefits of online shopping is that you can buy almost anything you could imagine without ever leaving your house. Online stores are open 24 hours a day and are accessible from any location with an Internet connection.

Selection

In general, online stores are able to carry more selection than traditional brick-and-mortar stores. Because online stores don't need to attractively display their items on shelves, they can keep a larger amount of inventory on hand. They also might only have small amounts of each item, since they don't need to display them, and can order more from their supplier as needed.

Information

Online shops tend to provide more information about items for sale than you would get in a physical store (unless you asked a sales associate, and that can be hit-or-miss). Product



descriptions most often include a description from the manufacturer, another description from the vendor, specific technical and size details, reviews from professional magazines and journals, and reviews from people who have bought the product. Online book stores often will have excerpts of the books (usually the first chapter) for you to read. Having all this information available when you are considering a purchase makes you a more informed consumer

without having to perform extra research yourself.

Price

Because online stores don't have to pay rent for a storefront in a nice part of town and tend to sell much larger quantities of goods, they can offer to sell products for a much lower price. Discounts online can be substantial—up to 25-50 percent off the suggested retail price. There are even some sites that only sell clearance items! However, buying

online does take away from local business, so that is a consideration to keep in mind.

List Price: 520.00 Price: \$14.84 & eligible for FREE Super Saver Shipping on orders over \$25. Details You Save: \$13.16 (47%)

Disadvantages of Online Shopping

Hands-On Inspection

One thing that online stores can't replace is the experience of actually seeing and touching the item you are considering buying. For example, clothes shopping can be very tricky online, since you can't try on the clothes before you buy. There may also be small details that you decide you don't like in a product that aren't noticeable until you have it in your hand.

Shipping

Some major online retailers now offer free shipping for their products, but many require you to meet a minimum order cost to qualify or only offer this incentive at certain times of year. In general, you should expect to pay an additional shipping cost on top of the price of the items that you order. For larger items, like furniture, this can really add up! Additionally, if you decide that you don't like a product, you will have to pack it back up

and take it to the post office to return it. Again, some retailers will offer free returns, but some do require you to pay for return postage. In that case, even if you've decided against keeping an item, you've still had to pay several dollars for the shipping!



Wait Time

Waiting for your item to arrive is another downside of online shopping. One of the great pleasures of shopping at a store is the instant gratification—you see something you like, you pay for it, and then you get to take it home and use it right away! In the case of online shopping, you may have to wait days or even weeks for the item to arrive at your door. Especially if you are in a time crunch, then you may want to consider purchasing your item at a local retailer.

Privacy

When you shop online, you waive certain privacy rights to the online retailer. Online stores can track your purchases over time to give you more suggestions of things you might like to buy, send you e-mails with sale information, and, occasionally, sell your contact information to other companies. These days, many brick-and-mortar stores do the same thing, tracking your information through your credit card (Target is a notable example). However, it is much trickier for traditional stores to do this, as you may sometimes pay in cash or refuse to provide your e-mail address at checkout. In contrast, by purchasing something in an online store, you sign away certain privacy rights—this is why it is always a good idea to read the Terms of Service.

ONLINE SAFETY

The Internet is a great resource and can be a powerful tool for finding information, shopping, and communicating. But, just like everything else in life, you need to be careful using it. There are some bad people who will try to steal your information online, but if you take the proper precautions, identity theft will be unlikely to happen to you.

Before You Shop Online

- Contact your bank and find out about their policies regarding identity theft. It is also important to know these policies about your credit cards. Will you be held responsible for purchases made with your information, should it be stolen?
- Consider installing anti-virus software on your computer. Antivirus software for one computer is typically less than \$50, depending on the brand and protection period (i.e., some antivirus software is only good for a year). The most popular brands of anti-virus software are Symantec/Norton and McAfee. You can buy anti-virus software anywhere computers are sold. Talk with a sales associate at a computer store in order to determine which program best suits your needs.
- After you install anti-virus software on your computer, you will need to update it frequently (most programs will do this automatically). Just like real viruses, computer viruses can change quickly over time. Consider an anti-virus update like getting your annual flu shot, except needed more often.
- Be aware of the variety of scams that appear on the Internet. As a general rule, if you get an offer from an unknown e-mail address (or even an e-mail forwarded on from a friend!) that sounds too good to be true, it most likely is.

Staying Safe Online

- Shop on secure websites. When you log in with your account information, a secure website's address will begin with "https://" instead of "http://". This stands for a secure HTTP connection. If you are using Internet Explorer, a padlock should appear in the top right-hand corner of the address bar in your internet browser window. Many sites will also have some form of a verification symbol to show that company complies with the highest form of encryption and security.
- Always read a website's privacy policy before providing any information. If something doesn't sound right, don't give them your information! You wouldn't hand your credit card to just anyone on the street, so don't do it online. Making websites is easier than you think, and sometimes crooks can create very legitimate-seeming websites.
- Smaller websites often use PayPal, a middleman company that exclusively handles online purchases. Using PayPal is generally considered safe, but always read the privacy policy and beware of imposters!
- Legitimate websites will *never* ask for your credit card number or other personal information by e-mail, so never trust e-mails that request this information, even if it appears that the e-mail came from PayPal or Amazon.com. Also, don't click on any links in the e-mail if it requests this sort of information—it's probably a scam.

- Deal with businesses that are accredited by the Better Business Bureau. Businesses that are accredited by the BBB are committed to solving consumer complaints. These businesses assure a method of recourse if something goes wrong during your transaction.
- If you're not sure, stick to the websites of large companies you're already familiar with from their physical stores—they're more likely to have a secure website. For example, you

probably recognize and would trust Target.com or Bestbuy.com. Other popular online shopping sites include Amazon.com (books, music, etc.), Zappos.com (shoes), and Etsy.com (DIY apparel).

Protecting Your Identity

There are several key behaviors that can help ensure that your identity is protected online:

- If you have anti-virus software on your computer, be sure to periodically update it. This will keep newer viruses from infecting your computer.
- Do not open .exe files sent to you via e-mail if you do not trust the source. .Exe files can install spy software or other viruses on your computer that can be difficult to remove.
- Anti-virus software will sometimes remove links from e-mail messages if they have been flagged as malware (malicious software). If you occasionally get e-mails missing links, your anti-virus software is working!
- Do not forward chain e-mails. Chain e-mails often prey on sympathy, contain jokes, or include vague threats (e.g., "Someone will die of cancer if you do not forward this e-mail"). Computer programmers can collect e-mail addresses and information from these e-mails, so it is best to ignore them.
- Use a secure browser when making purchases online, and avoid storing passwords and personal information on your computer.

More Information

For more information about how to stay safe online, check out these websites:

<u>www.safeshopping.org</u> – An informative website maintained by the American Bar Association that tips about how to stay safe while shopping online.

<u>www.onguardonline.gov</u>– The Federal Trade Commission provides excellent information about online safety and preventing identity theft.





ONLINE STORES

What Is an Online Store?

You can think of an online store like a combination of a traditional brick-and-mortar store, warehouse, and consumer magazine. You are able to browse and search for items, as you would in a regular store; there is a wider range of products, sizes, and colors of products, as you would find in a warehouse; and most online stores contain reviews of products by people who have already purchased and tried out the product.

Online stores have been around since 1994, right after the birth of the Internet. One of the most famous online-only retailers, Amazon.com, launched in 1995. Over \$142 billion was spent on online retail sales in the United States in 2010. Clothing is the most commonly purchased item on the Internet, followed by jewelry.

Most traditional stores also have an online version of their store (For example, Walmart also sells products through <u>www.walmart.com</u>). However, you should be aware of some of the very well-known and trusted online-only retailers.



Amazon.com: Amazon started out as an online book retailer, but today the site sells everything from books and DVDs to kitchen appliances and groceries. Amazon is the creator and sole seller of the Kindle

eBook reader. It is the world's largest online retailer.



Zappos.com: When Zappos started in 1999, it only sold shoes, but quickly grew, in part because of its free shipping both ways (i.e., free returns up to 365 days later) policy. Today, Zappos sells clothing and

shoes, and has become famous for their customer service.



Etsy.com: Etsy is a marketplace for handmade, DIY, and vintage items. You can find everything from handmade clothing, photographs, and bath products to craft supplies and antique housewares.



eBay: The most well-known auction site on the Internet, eBay allows you to bid on anything from playing cards to cars. eBay now also offers a "Buy-It-Now" feature, making it much more like a traditional retail site.

eBay was the first site to use PayPal as a means of payment; we will talk about this service and its pros and cons later in this handout.



Groupon: If you love a bargain, Groupon offers daily deals that you can buy to local businesses. They also sell discounted limited-length sale items, like electronics or other luxury items. Deals are delivered

to your e-mail inbox daily, so that you don't miss out on any of the latest deals!

Browsing for Items

Just like you would in a regular store, you can either look for a particular item or browse around in an online store.

If you already know what item you are looking for, you can go ahead and search for that particular item. On most shopping websites, a search tool will be located at the top of the screen. Type in the item name and press "Go," "Search," or a similar word. The example below comes from Amazon.com.

Your Am	azon.com	Today's Deals	Gift Cards	Help			
Search							Go

Shop by Department	Searcl
Unlimited Instant Videos	
MP3s & Cloud Player 20 million songs, play anywh	ere
Amazon Cloud Drive 5 GB of free storage	
Kindle	
Appstore for Android Get World Cricketfor free	
Digital Games & Softwa	re
Audible Audiobooks	
Books	
Movies, Music & Games	
Electronics & Computer	s
Home, Garden & Tools	
Grocery, Health & Beaut	ty
Toys, Kids & Baby	
Clothing, Shoes & Jewel	lry
Sports & Outdoors	
Automotive & Industrial	
Full Store Directory	

If you do not have a specific product in mind, you may either browse by department, usually located on the left-hand side of the screen, or search for a very broad category of item, like "toys." If you know you are in the market for a new TV, for example, you might search for "television" in the search box, which would then show you all the different types of TVs that Amazon carries. You could also browse in the "Electronics & Computers" department. Most departments also have subcategories when you click on them; for example, the "Electronics & Computers" department includes "TV & Video," "Laptops, Tablets, & Netbooks," "Appliances," and more.

Often, you might get an overwhelming number

of results when you search, so you can narrow down your results by smaller categories (for example, HDTVs, 3D TVs, specific brands of TVs). These suggested refinements and links might be at the top or left-side of the screen, depending on the website.

To find out more information about a product, you may either click on the picture of the item, or the name of the item. To return to the list of items, simply use the back button on your browser.



You can always change the department where you are browsing or refine your search at any point in the process. Simply enter a new or more specific word in the search box at the top of the screen and click "Search." You can always get back to your previous search by using the back button on your browser. Likewise, you can simply click on a new department to change where you are browsing.

The Shopping Cart

When you find an item that you like and you are ready to buy it (or at least seriously consider buying it—just like putting an expensive grocery item in your cart, you can always return it to the shelf before you check out), you simply click on

	Quantity:	1	Ŧ	
۲	Add to	Car	t	

the "Add to Cart" or "Add to Shopping Cart" button at the top of the product page. The "Shopping Cart" is also sometimes called the "Shopping Bag." You can also usually specify how many of the item you would like purchase at this point.

Items will automatically go into your cart after you click the "Add" button; you can view your cart at any time. There is usually a little picture of a cart in the top right corner of any shopping page—click on this to view what you have placed in your cart.



When you click on the shopping cart icon, you will be able to review all of the items that you have placed in there—you are not obligated to purchase anything simply because you have put it in your cart. You are only financially liable for items remaining in your cart after you click on the "Check Out" or "Pay Now" buttons and enter your payment information.

From the shopping cart page, you can change the number of a particular item you would like to purchase, "delete" or take an item out of your cart, review the specifics of the items in your cart by clicking on the item name or picture, and see a running subtotal of the cost of your items.

amazon	Your Amazon.com Today's Deals Gift Cards H	lelp			
Shop by Department •	Search All 🕶		Go	Hello. Sign in Your Account -	Cart - Wish
Shopping Items to buy now	= \$30 Off Instantly Cart	Your current subtotal: Gift Card savings: Your cost after savings:	\$ 53.86 - \$ 30.00 \$ 23.86 Price Quantity	Your order Saver Ship Choose this Subtotal (This or Proceed	qualifies for FREE Super origing (<u>Restrictions apply</u>), option at checkout. 3 items): \$53.86 der contains a gift to <u>Checkout</u>
	Shericok Holmes: A Game of Shadows (Blu-ray/D Downey Jr.; Blu-ray in Slock Indués: Amazon Instant Video 48 hour rental as a gift with pu Eligible for FRES Super Saver Shipping This will be a gift (Leen more) Datete - Save for later	VD Combo + UltraViolet Digital Cop	()-Robert \$23.28 1 You save: \$12.71 (35%)	Signin to turr Customers Who Bo V2,Black,10.5 Also	n on 1-Click ordering. ought Nike Free 7.0 Bought Mommy's Bliss Gripe Water, 太子太子六 (142) \$15.04
	Haribo Gummi Candy Gold-Bears, 5-Pound Bag - In Stock Eligible for FREE Super Saver Shepping This will be a gift (Learn more) Delete - Save for Later	Hanbo	\$14.98 1 You save: \$4.22 (22%)		Add to Cart
	Eat and Run: My Unlikely Journey to Ultramarath In Stock Eligible for FREE Super Saver Shipping This will be a gift (Learn more) Delete - Save for later	on Greatness - Scott Jurek: Hardcover	\$15.60 1 You save: \$10.40 (40%)		
			Subtotal: \$53	.86	

The price and availability of items at Amazon.com are subject to change. The shopping cart is a temporary place to store a list of your items and reflects each item's most recent price. Learn more

Paying for Your Items

When you have decided on what you would like to purchase, you can complete your transaction by clicking on the "Checkout," "Proceed to Checkout," or a similarly named button in the shopping cart.



Many online shopping websites require you to create an account before you can check out—generally, all you will need to do is enter your e-mail address and create a password. These businesses ask for this so that they can send you advertisements and deals to your e-mail inbox, as well as keep a record of all of your purchases—the cost of the convenience of online shopping!

For most shopping websites, you will need to input, at a minimum, your name and e-mail address, as well as create a password, in order to check-out with your items. If you think that you might forget your username or password, then entering your mobile phone is probably a good idea. It also allows you to get text messages about item deliveries to your phone, which may be helpful or annoying.



Enter a new shipping address.



In order to receive your items, you will need to enter an address for where you would like the products to be shipped. This may or may not be the same as your billing address. You may also choose to ship your items to other people.

Depending on the website that you are using, this step might look slightly different, and ask for slightly different information. You generally have several options of payment methods when purchasing items online. The most common way to pay online is with a credit card; you almost never want to pay

for items online with cash or cash-like methods (e.g., debit cards, money orders, personal checks). Credit cards offer some additional protections from fraud, including zero-liability policies (you are not held responsible for purchases made with your stolen card) and credit protector services that alert you to fishy activity. Importantly, credit cards are not directly linked to your bank account, so no money will be withdrawn from your account until you pay your monthly bill.





Some people prefer to pay for their online purchases through online payment services, like Google Checkout and PayPal. These services act like middlemen in the online shopping world—you give your credit card information to one of these services, then they will disguise your information to the merchant. This way, your credit card information is only shared with one company. There is no cost for you to pay with these services, but there is a small charge for vendors. Many larger companies and companies that appreciate that customers would feel more comfortable with these services offer them, but not all companies do. All eBay purchases, for example, are conducted via PayPal (more on this in a moment).

PayPal and other payment websites will *never* ask for your credit card number or other personal information by e-mail, so never trust e-mails that request this information, even if it appears the e-mail looks like it came from PayPal or Google Checkout. Don't click any of the links in the e-mail if it requests this sort of information—it's probably a scam.

Many shopping websites now include an additional security measure called a "captcha." This is a photograph of a word that might look a little bit blurry or hard to read and is meant to prove that you are a human and not a robot. These can be tricky to decipher and, depending on the website, sometimes you can have the words read out loud to you or get more than one chance to enter it correctly.



Examples of Captchas

ONLINE AUCTIONS

Retail sites are not your only option when shopping online. You can also bid for your dream items (vintage Elvis toaster, anyone?) in online auctions.

eBay and Other Auction Sites

The most popular online auction site is eBay, though there are many other sites that offer similar services, including QuiBids, uBid, and eBid. These sites all offer services that are similar to a silent auction, meaning that anonymous bids are submitted through the site for a specific item and the item goes to the highest bidder.



eBay was founded in 1995 and the first item sold on the site was a broken laser pointer. Since then, eBay has expanded internationally and has annual revenues of almost \$7.7 billion. It is considered the most reputable online auction site and is frequently referenced in pop culture.

Each item on these online auction sites is listed by an individual seller—eBay and the other companies do not list these items and you will be dealing with an individual person. eBay does offer buyer protections; for example, if you never receive an item that you won in an auction, eBay will refund your money through PayPal. This makes buying items through these sites less risky for you.

Searching for Auctions

eBay allows you to search for an auction by category or by item keyword. From the eBay home page, you have options to browse by category or enter a term in the search box at the top of the screen:



Each category includes further subdivisions; for example, Home, Outdoors & Décor

includes Home & Garden, Hobbies & Toys, Baby, and more. From there, you will find even further subdivisions of categories.

Home & Garden

Browse by	
Home Decor & Accents	>
Yard, Garden & Outdoor Living	>
Kitchen, Dining & Bar	>
Bedding	>
Home Improvement	>
Holidays, Cards & Party Supply	>
Tools	>
Lamps, Lighting & Ceiling Fans	>
Furniture	>
Wedding Supplies	>
Rugs & Carpets	>
Food & Wine	>
Housekeeping & Organization	>
Bath	>
Window Treatments & Hardware	>

If you choose to use the search box to look for items instead, be sure to use as specific keywords as possible. If you are looking for a Batman lunchbox, be sure to use both the words "Batman" and "lunchbox"—this way, you won't get everything to do with Batman or every style of lunchbox. After you run your initial search, you can also use the options on the left side of the screen to specify cost, condition, brand, size, or color.

You may also perform an advanced search, which is located right next to the search box. By clicking on this link, you will be taken to a page that allows you to search by other options, such as location, shipping options, currency accepted, and more.



Some auctions have a "Buy It Now" option, which means that the seller has set a price that they are willing to accept to just let you buy the item. This is only available before anyone else has bid on the item, and is usually a bit (or a lot) more expensive than the starting bid. However, it does take away the stress of a bidding war. You can also choose to search by items that have this option. Some sellers will also accept the best offer.



Your search results will be sorted by the "best match" by default, but you can choose to have them listed by time remaining in auction, price, or distance, depending on your preference.

Bidding Online

Just as you are required to create an account to buy things on retail sites, you are also required to create an account on eBay to buy or sell items. From every eBay page, there are links to both "Sign In" and "Register":



This allows for more security than Craigslist.org and allows you to keep track of your searches, leave feedback, and use other services. By requiring sellers and buyers to identify themselves in some way, eBay is then able to monitor behaviors and keep disreputable people at bay.

Register with eBay

Select your secret question...

By clicking "Submit" I agree that:

· I have read and accepted the User Agreement and Privacy Policy.

Provide your secret answer

· I am at least 18 years old.

Submit



•

· I may receive communications from eBay and can change my notification preferences in My eBay

By entering your personal information, such as your name and address, this will tell sellers where to ship the items that you have won. It will also allow for accurate calculation of shipping costs. By entering your phone number, you can recover your account password if you forget it later.

You will also need to create a user ID and password. The user ID will be displayed to other bidders and the seller instead of your name. You must also pick a secret question, in case you forget your password.

Once you've completed all of these steps, click "Submit" and eBay will send a confirmation to your e-mail address and you can start bidding! Once you've found an item that you are interested on bidding on, be sure to read the fine print—how much shipping will cost, if there is a reserve (a price below which the seller will not accept a purchase), and, importantly, the seller's reputation. Each buyer and seller on eBay has a feedback score, which lets you know how many transactions the person has been involved with and how other people have rated them. It is always a good idea to read what other people have to say about a seller before choosing to do business with them.



A window will then pop to prompt you to enter your maximum bid (which does not include shipping). You have until the end of the auction to enter your bid. Your bid will then increase every time someone else bids until your maximum is reached or exceeded:

Place bid	^
Time left:	1m 45s
Current bid:	US \$85.00
Shipping:	\$13.16
Your max bid:	us \$
	(Enter US \$85.00 or more)
	Place bid Cancel

In general, once you have made a bid, you cannot retract it, so be sure that you are willing to pay your maximum price for an item before you place a bid.

Once you win an auction, the seller's e-mail will be sent to you via e-mail. eBay will also let you know the next steps for how to complete your transaction. You can get in contact with sellers at any time to ask questions about items by clicking on their username. Sellers cannot access your contact information, however, unless you bid on or win one of their auctions.

ONLINE CLASSIFIEDS

If online retail sites are like department stores and eBay is like an auction house, then Craigslist and other online classified sites are like gigantic yard sales.

Craigslist and Related Sites

To a large extent, Craigslist and similar sites have replaced newspaper classifieds as a way for people to advertise and sell their used household goods, cars, etc., or rent homes and apartments.

Craigslist began in 1995 as an e-mail list among friends in San **Craigslist** Craigslist began in 1995 as an e-mail list among friends in Sa Francisco, to keep them up-to-date on local events. In 1996, Craigslist moved online and started to include postings about

buying and selling, not just event notices. Today, the site covers over 700 cities, metropolitan areas, and regions in 70 countries. There are over 20 billion page views per month on the site, with 49.4 million unique U.S. visitors monthly. Over 80 million new ads are placed on the site every month. It is available in 12 languages, including Danish, Dutch, English, Filipino, French, German, Italian, Norwegian, Portuguese, Spanish, Swedish, and Turkish.

While Craigslist is the largest and most frequently used online classified site, there are other sites that perform similar functions, including Oodle (formerly Facebook Marketplace and powering Walmart's Marketplace), Yahoo Classifieds, and eBay Classifieds (formerly Kijiji).



Before you decide to use one of these online classifieds sites, there are a few things to keep in mind:

- You are responsible for your postings and interactions with members of the online classifieds community-these sites bear no responsibility.
- These sites provide a way for you to get in touch with sellers and buyers, but are not involved in any transactions. If you are scammed or cheated out of your money, your only recourse is through the Federal Trade Commission.
- These sites are relatively anonymous and you might not always know who you are dealing with.

You should also follow some additional safety measures when engaging in this type of buying and selling:

- Always meet with buyers and sellers in public places. Do not invite the people you connect with on these sites into your home.
- Before you go meet a buyer or seller, let friends and family know where

you are going.

- Take a cell phone with you when you go to meet a seller or a buyer.
- If you ever feel like something is weird or just not right, trust your instincts.

Searching for Ads

To begin, go to <u>www.craigslist.org</u>. In most cases, it will automatically detect your location and show you listings that are relevant to your area:

craigslist raleigh / durham / CH *				nearby cl
post to classifieds	community	housing	iobs	asheville blacksburg boone
my account	and the second second	anto (housing	accounting (finance)	charleston
1	activities lost+found	apis / nousing	accounting+inance	charlotte
search craigslist	artists musicians	rooms / shared	admin / onice	charlottesville
	childcare local news	subjets / temporary	arch / engineening	columbia
for sale	general politics	housing wanted	art / media / design	danville
	groups rideshare	nousing swap	biotech / science	eastern nc
	pets volunteers	vacation rentals	business / mgmt	fayetteville
event calendar	events classes	parking / storage	customer service	forence
SMTWTFS		office / commercial	education	areenshoro
1 2 3 4 5 6 7	personais	real estate for sale	food / bev / hosp	areenville
8 9 10 11 12 13 14	strictly platonic	for colo	general labor	harrisonburg
15 16 17 10 10 00 01	women seek women	TOT Sale	government	hickory
15 16 17 16 19 20 21	women seeking men	appliances arts+crafts	human resources	jacksonville
22 23 24 25 26 27 28	men seeking women	antiques auto parts	internet engineers	lynchburg
	men seeking men	barter baby+kids	legal / paralegal	myrtle beach
hale for shure level	misc romance	bikes beauty+hlth	manufacturing	norfolk
neip, iaq, abuse, iegai	casual encounters	boats cars+trucks	marketing / pr / ad	outer banks
avoid scams & fraud	missed connections	books cds/dvd/vhs	medical / health	raleign
personal safety tips	rants and raves	business cell phones	nonprofit sector	roanoke
percental callety lipe		computer clothes+acc	real estate	southern md
terms of use new	discussion forum	1S free collectibles	retail / wholesale	southern wv
system status	1000 gifte pote	furniture electronics	sales / biz dev	southwest va
	annia baiku nhilor	general farm+garden	salon / spa / fitness	tri-cities
about excisation	arts health politic	iewelry garage sale	security	wilmington
about craigslist	atheist heln nsvch	materials household	skilled trade / craft	winston-salem
craigslist blog	autos history quee	r rvs motorcycles	software / qa / dba	us cities
best-of-craioslist	beauty housing recov	er sporting music instr	systems / network	us states
ili-t T (bikes jobs reliai	on tickets photo+video	technical support	canada
craigslist I V	celebs jokes rofo	tools toys+games	transport	cl worldwide
craig connects	comp kink scien	Ce wanted video gaming	tv / film / video	
	crafts I.t.r. shop	nanoa naoo gannig	web / info design	
	diet legal spirit	services	writing / editing	
	divorce linux sport	S	[ETC]	
	dying loc pol t.v.	beauty automotive	[part-time]	
	eco m4m tax	creative farm+garden		
	educ money testin	g computer household	gigs	
	etiquet motocy trans	g cycle labor/move	crow computer	
	feedbk music travel	event skill'd trade	event creative	
	film npo vegar	n financial real estate	labor domostic	
© 2012 craigslist	fitness open w4w	legal sm biz ads	tabor utilies	
o zo iz olargonot	fixit outdoor wed	lessons therapeutic	talent writing	
	food over 50 wine	marine travel/vac	requirees	
	frugal p.o.c. wome	en pet write/ed/tr8	resumes	
	gaming parent words	5		
	garden pefo writer	S		

As you can see, there are many different categories of listings for you to browse through, everything from personals to job listings, furniture sales to apartment rentals. When you click on a category, listings will be displayed from the most recent to the oldest.

Search results will include a brief title description and location of the seller, as well as the price and information on whether or not there is a picture included.

You can also search for specific items or listings by using the search tool on the left-hand side of the home page.

From here, you do have to choose the general category that your search would be housed in: For Sale, Personals, Housing, etc.

At the top of any page of results, you can also narrow your search by price, whether or not a picture is included, and if you want to search only the title of the listings or the entire post for your keyword (entire post will give you more results, but not all will be relevant).



Click on the blue listing title in order to see the full description of the item.

If you feel that a listing is inappropriate in some way, you may flag the listing and report it to the Craigslist moderators. You can do this if the listing is in the wrong category, if the advertisement is spam, or if it is advertising content that is prohibited (e.g., pornographic content).

Buying on Craigslist

When you find an item that you are interested in purchasing, you will then need to contact the seller. Unlike on the previous types of shopping sites we have discussed, you do not have to create an account in order to enter into a purchase. Typically, Craigslist will provide an anonymous e-mail address for the seller to use. This prevents the seller's private information from being available to the general public. The seller will give the contact information they wish people to use, either a phone number or an e-mail address. You must arrange with the seller any viewing of the product, the price, and the method of payment.

Reply to: bf2xq-3120155594@sale.craigslist.org

As always, be careful about sharing your personal information with a seller, and review the safety tips earlier in this packet.

Be safe, have fun, and happy shopping!

NOTE: Images and screen captures may differ from those seen on another system.



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