kijiji AUTOS

TURN LISTINGS INTO LEADS

How to create and manage listings on KIT

Show off your inventory

When you actively manage your listings on Kijiji and Kijiji Autos, you can turn your online presence into an extension of your dealership. This guide will help you create effective listings on KIT so you can make every vehicle stand out.

How KIT can help

KIT lets you post large groupings of inventory to Kijiji and Kijiji Autos, then customize each listing as much as you want. You can:

- Choose promotions for specific vehicles
- Spotlight unique vehicles
- Highlight sales and seasonal offers
- Track your inventory's performance
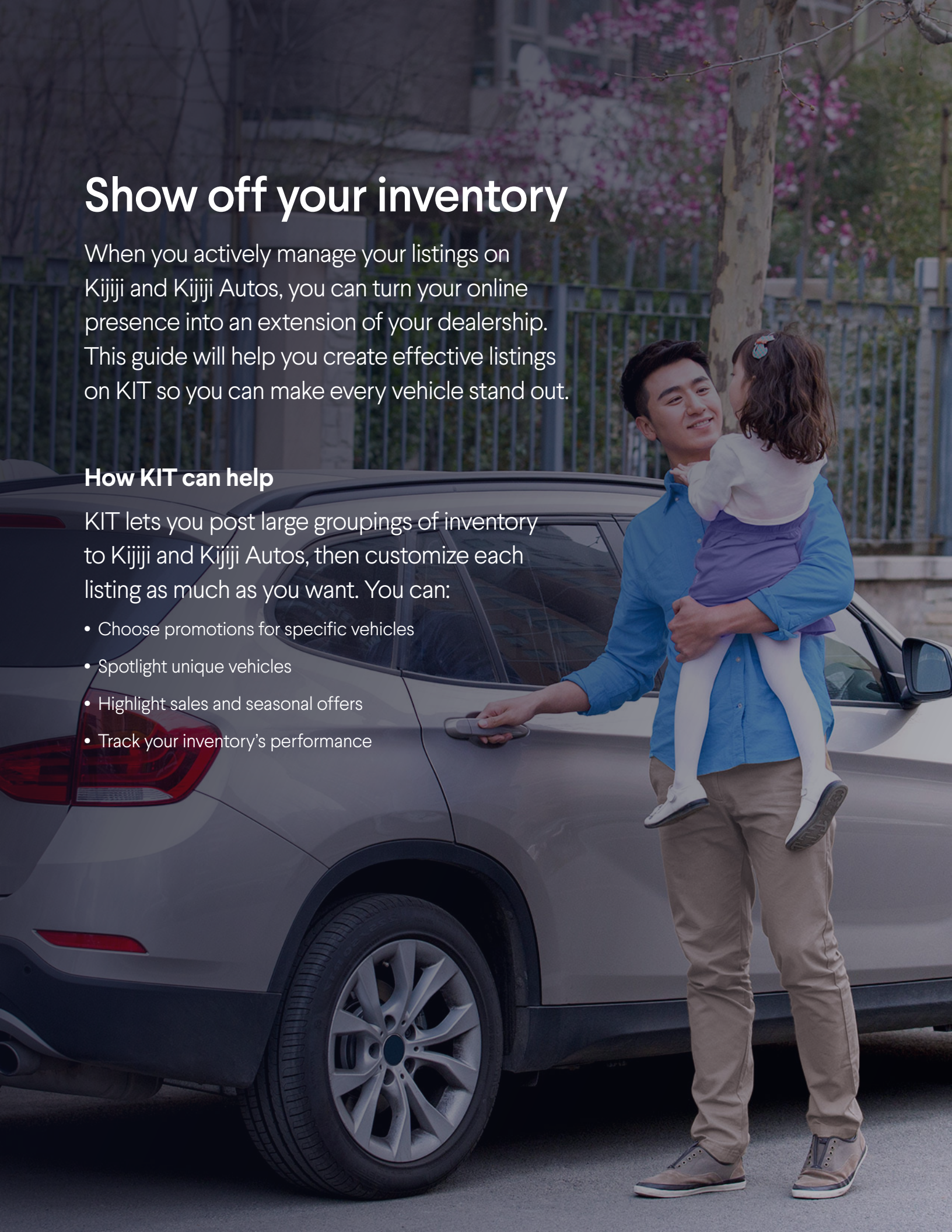
What makes a great listing?

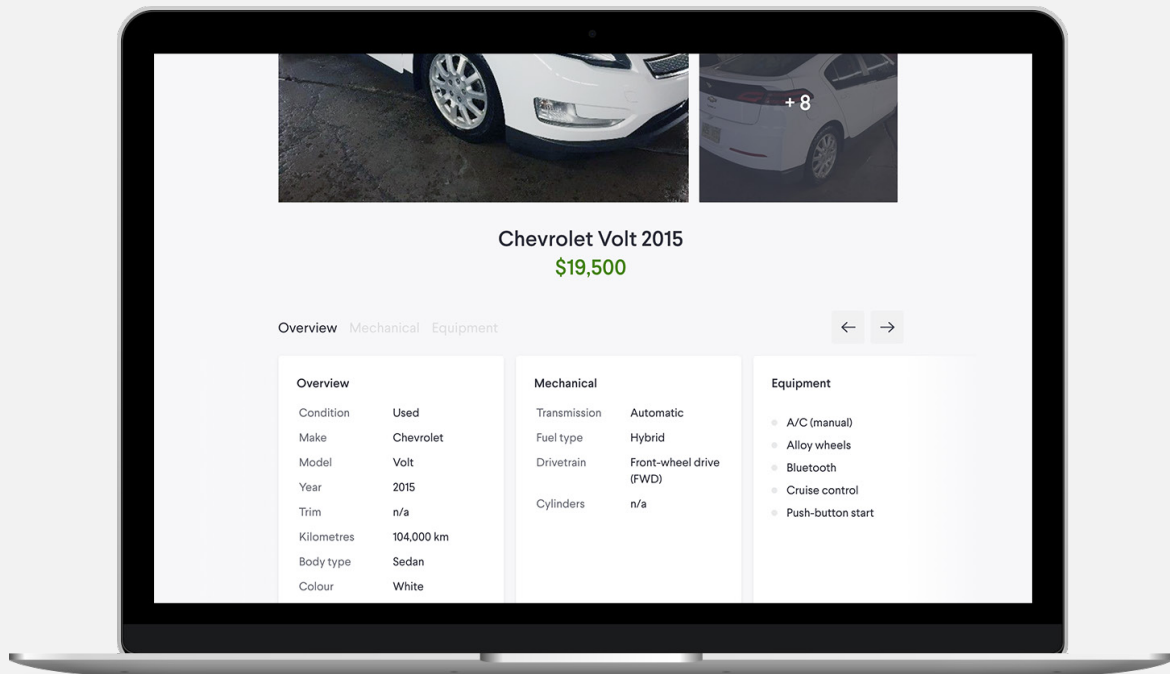Top-performing listings tend to include:

Important details like price, mileage, and any added features.

Lots of high-quality photos taken from multiple angles, to reassure buyers about the quality of your vehicles.

For pre-owned inventory, certified pre-owned vehicles that offer warranties and exchange privileges.
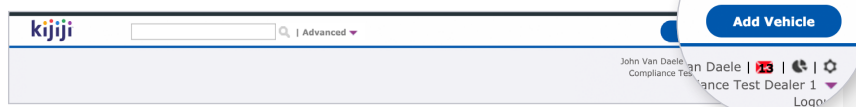
Posting a listing

Vehicle › Profile

If you have a vehicle identification number (VIN)

1 After logging in, select the **Add Vehicle** button from the toolbar.

2 Input the VIN of the vehicle you want to list, then click **Save & Continue**. Once the VIN is input, KIT will automatically populate the vehicle information within the form fields.


If you don't have a VIN

1 Click **Save & Continue** to open a blank Vehicle tab.

2 Submit the information about your vehicle.

3 Choose **New** or **Pre-Owned**.

4 Set pricing: If you selected **New**, include the MSRP. If you selected **Pre-Owned**, enter a specific price, or select **Contact For Price**.

5 Add technical details like trim, engine type, and fuel performance.

6 Add any comments to customize the listing.

7 Click **Preview Ad** to review it.

To make the listing appear on Kijiji

1 Check **List on Kijiji and Kijiji Autos** under Ad Status.

2 Click **Save** to save your changes and keep editing, or **Save & Exit** to return to the Inventory page.

Tips

- Checking **List on Kijiji and Kijiji Autos** ensures that all ads are posted to both sites simultaneously.

- Can't fill in a field? Check the **lock** icon to see if the field is locked. Click the icon to unlock it.

- Un-checking **List on Kijiji and Kijiji Autos** lets you remove your listing but keep it in inventory to list later. This is useful when you have more vehicles than purchased listings and you want to show specific vehicles to coincide with a sales event.

- Don't have a feed? No problem. Just use the Vehicle Attributes section to include key details about a vehicle.
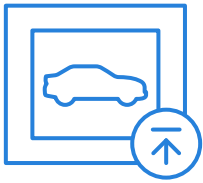
# Uploading photos

Vehicle › Photos

To add photos

Once you've created a listing and filled in the details, use the Photo Uploader to add photos for your vehicles.

1 Click **Upload New Photo**.

2 Use the **Photo Link** and **Video Link** buttons to include links to an external gallery or YouTube video.

3 To remove a photo, use the **X** icon above the picture you would like to take down. Click **Remove Selected Photos**.

To preview the listing

1 Click **Preview Ad** to review it.

2 Click **Save** to save your changes and keep editing or **Save & Exit** to return to the Inventory page.
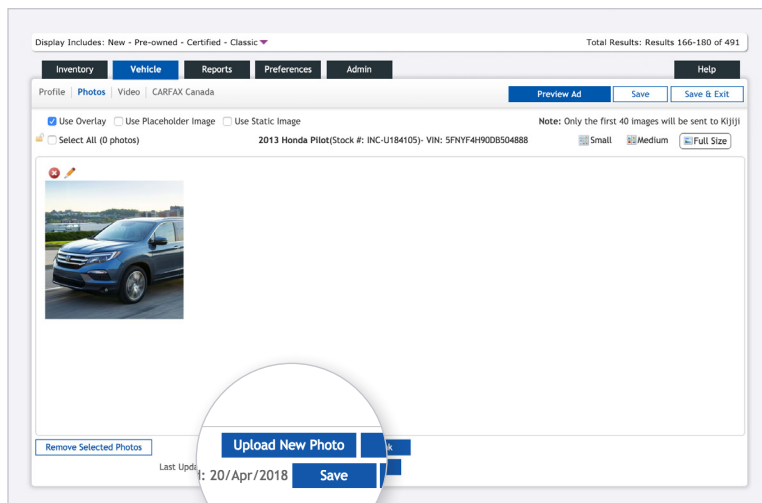
Tip

Can't select photos for deletion? Check the **lock** icon to see if the Photo Uploader window is locked. Click the icon to unlock it.

Marking a vehicle as Sold

Vehicle › Profile

1 Check **Sold**.

2 Click **Save** to save your changes and keep editing or **Save & Exit** to return to the Inventory page. Your vehicle will be marked as Excluded in Inventory.

Tips

- Heads up: By marking the vehicle as **Sold**, this listing will no longer be synced to your listing feed.

- Want to change your listing back to **Active**? Just un-check the **Sold** checkbox.

- When you mark a vehicle as **Sold**, remember to delete it from the feed source. If you don't delete the listing within 7 days, it will reappear in your listings.

Un-posting a listing

Vehicle › Profile

1 Under Ad Status, un-check **List on Kijiji and Kijiji Autos**.

2 If you want to un-post the listing, click **OK**.

3 Click **Save** to save your changes and keep editing or **Save & Exit** to return to the Inventory page.

Re-posting a listing

Vehicle › Profile

1 Under Ad Status, check **List on Kijiji and Kijiji Autos**.

2 Click **Save** to save your changes and keep editing or **Save & Exit** to return to the Inventory page.

Deleting a listing

In the Inventory tab

1   Select the listing(s) you want to delete by checking the box to the left of each listing.

2   Click the **More Actions** dropdown menu.

3   Choose **Remove Listing**. A dialogue box will appear.

4   Click **OK** if you want to delete the listing. If you don't want to delete it, click **Cancel** to go back to the Inventory screen.

Printing or exporting your inventory list

You have the option to receive a downloadable copy of your inventory for your records. You can print, export to PDF, or export as a Microsoft Excel spreadsheet.

In the Inventory tab:

- Click the **printer** icon to print a copy of your inventory.

- Click the **PDF** icon to download a copy of your inventory as a portable document file (PDF).

- Click the **Excel** icon to download a copy of your inventory as a Microsoft Excel spreadsheet.

Tip

Use reports to check your listing performance at a glance.

Frequently asked questions

What's the difference between Kijiji Autos and Kijiji?

Kijiji Autos is totally dedicated to selling cars and trucks. It makes buying a vehicle easier for all Canadian car shoppers. Kijiji is our general marketplace, holding the spot as the number one online classifieds site in Canada with more unique visitors to our Cars & Vehicles section than any other site. Together, these two platforms work together to help you attract shoppers from all stages of the car-shopping journey.

Inventory is missing from my Kijiji and Kijiji Autos listings. What happened to it?

If you can't see inventory you've added to your listings, it's likely because the number of vehicles you included exceeds the number of listings you've purchased. Un-checking **List on Kijiji and Kijiji Autos** within a listing lets you remove the listing, allowing another vehicle listing to appear. The removed listing is still available for you to re-list later.

What's the difference between un-posting a listing and deleting a listing?

Un-posting a listing lets you clear space in your listings for another listing while keeping the information in the un-posted listing intact until you want to re-post it. (See *Inventory is missing from my Kijiji and Kijiji Autos listings. What happened to it?*) Deleting a listing permanently removes the listing from Kijiji and Kijiji Autos.

Why doesn't my information show up in the field(s) I entered it in?

If you entered information manually, it may not exactly match the information on record for that vehicle. Use the vehicle information number (VIN) to automatically fill in all the form fields, or (if you don't have a VIN) use the dropdown menus to select vehicle information from our database.

How do I change my contact information?

To change your contact information, please contact Kijiji Autos at **Tier1_Support@kijiji.ca**. A representative will be happy to help you.

How do I use Search?

To begin a new search, clear the tags you used for the last search. The search function in KIT will default to whatever keywords you searched on previously.

Can I carry over features from month to month?

Features are based on per-month usage. As a result, they can't be rolled over to the next month.

Why can't I upload photos of my vehicle?

If you can't upload photos, check to see if you have entered all the mandatory vehicle details. (If you haven't, KIT won't accept photo uploads.)

Also, check the **lock** icon to see if the photo uploader window is locked. If it is, click the icon to unlock it and upload your photos.

Rev up your listings!

kijiji
AUTOS