

# Introduction to eBay

## Prerequisites

Computer Basics class  
Internet knowledge  
Have an email address

## Number of Students

Maximum 10

## Level of Expertise

Beginner

## Length

90 minutes

Last 15 minutes will be spent registering on eBay

## Lesson Content

Overview from dry erase board  
What is eBay?  
Prohibited & Restricted Items  
Guided tour of eBay  
Safety on e-Bay  
Registration  
User Agreement

## Preparation Resources

- Overhead projector for computer
- Handouts at each computer - *See handouts*
- Headphones for each computer
- Treats as small prizes
- Pencils
- Class Roster
- **Bookmark the following site**  
www.ebay.com
- Listing of all websites referred in the lesson plan  
<http://www.eBay.com>  
<http://pages.ebay.com/education/index.html>

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[http://pages.ebay.com/securitycenter/selling\\_safely.html](http://pages.ebay.com/securitycenter/selling_safely.html)  
<http://pages.ebay.com/help/policies/user-agreement.html>

## Handouts

- eBay brochure
- Additional resources
- Evaluation

## Introduction

Write outline of class on dry erase board - *See Instructor Information*

Write on dry erase board upcoming computer classes.

1. Introduce yourself.
2. Go over the Class Outline.
3. Note any upcoming computer classes.
4. Ask if there are any questions.

### *Note*

It helps with communication if the questions are written down on the white board for all to see. This will remind yourself of the question and is a way to say “Yes, I heard your question.” Note that all questions do not need to be answered right away as they may be dealt with later during the session, in another class or one on one.

## What is eBay?

View the slide presentation found at the eBay Learning Center

<http://pages.ebay.com/education/index.html> under

*Note: the other lessons given at this site provide good information, but the eBay webpage has an old look. I do not recommend using the other tours*

- eBay is the marketplace of the 21<sup>st</sup> century.
- It is an alternative to spending time walking around the malls.
- You are able to buy and sell items from the privacy of your own home.
- You need a computer and Internet access.
- eBay itself does not sell a thing.
- It provides the environment for others to sell their items.

## Getting Started

1. Click on the Internet Explorer.
2. Type in [www.ebay.com](http://www.ebay.com)

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3. This brings you to the main page.
4. Point out the three on-line tours – how to search, how to register, how to bid and buy and how to buy with confidence. These will be looked at later.

## Browse

- Click on the Browse icon.
- This brings you to a listing of all the categories available.
- Anyone may look at what is being sold on e-Bay. To buy or sell on e-Bay you must be 18 years old or older and registration is required.
- Allow 3-5 minutes for people to view what is one e-Bay
- Go back to the e-Bay home page

## Prohibited & Restricted Items

There is lots of stuff sold on e-Bay and then there are items which are not sold over e-Bay.

Go to [http://pages.ebay.com/securitycenter/selling\\_safely.html](http://pages.ebay.com/securitycenter/selling_safely.html)

Or

On e-Bay home page click on services – eBay Security Center – Selling Safety – Prohibited items

- Click on overview and scan down the list
- Return to the e-Bay home page

## Is e-Bay Safe?

Providing a safe place for people to buy and sell items is key issue with the founs of e-Bay. There are several things that are done to make e-Bay safe.

- The buyer he or she must be 18 years old or older, have a valid e-mail account, fill out feedback, may buy using paypal, or personal check
- The seller has to go through a registration or background check, receives rating for positive and negative sells.

Take a guide tour of buying with confidence by click on “How to buy with confidence” located on the e-bay home page.

*Note: headphones are needed for this tour.*

In addition there are

- Dispute resolution – a service which tries to settle disputes
- Escrow service – for a fee the item will be held by a third party until payment is received
- Trading assistance – who will sell and item for a fee
- Options, Authentication & Grading – links to experts.

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## Searching

Take a guide tour on searching by clicking on “How to search” on the e-Bay home page

*Note: headphones will be needed*

Something to remember – when searching remember to spell the item correctly. Also remember that not everyone spells correctly, so you may be able to pick up a bargain by looking at some creative spelling

*Allow 3-5 minutes searching on e-Bay*

*Give out chocolate to people once they find something on*

*Bob Dylan*

*A piece of folk art*

*A necklace*

*A car*

*A concert ticket*

## Registering

Take a guide tour on registering on e-Bay by clicking on “How to register” on the e-Bay home page.

## User Agreement

Before registration is accepted you must accept the user agreement. A copy of the user agreement is found by

On the Home Page of eBay click on the Help button.

Under eBay Policies - click on your User Agreement.

*Note: the Instructor has a copy of these.*

Highlights of the Agreement are:

- Not available to minors
- No fee to buy – seller do pay a fee based on cost of item and services used
- Is a venue not an auctioneer
- Check out the release policy & information and control
- No warranty—as is policy

Click on more for more policy information

- Privacy Policy- information gather for e-Bay and is not shared or sold to others
- Buying – can not bid on your own item, bid are an agreement, there is times when bids may be retracted
- Selling – can not bid on own item, agree to sell in good faith, certain items can not be sold.

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## Registration

At this time we will register anyone that wants to. Others may fill out evaluation before leaving. Please note that you will need to have an e-mail account in order to register in e-bay. The Hibbing Public Library does offer a class on e-mail in which you sign up for a free web based e-mail account.

1. On the Home page click on register now.
2. Fill in the following information:
  - First name
  - Last name
  - Street address
  - State
  - Zip code
  - Country is listed as United States
  - Primary telephone
  - Extension if necessary
  - Secondary telephone is not necessary
  - Email address
  - Re-enter email address
  - Create your eBay User ID—write it down  
*Note-this will take awhile*
  - Create password—write it down
  - Re-enter password
  - Secret question—write it down
  - Secret answer—write it down
  - Date of birth
3. Click on continue
4. Registration: Confirm your Email
5. You will receive instructions on how to complete your registration.
6. You will receive a note from eBay: **Congratulations! You are registered.**

## Evaluation

Please complete evaluation before you leave.