Smart CIS
English Mode User's Guide

Ver.20260209-060

Smart CIS English Mode　User's Guide

CIS Support center

0570-064-880/03-6748-8888

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS User's Guide

Table of Contents

Contents		
Service Overview	[What is Smart CIS?] [Smart CIS Available Service Options]	2
	[Usage Charges/Billing Schedule/Number of Contracts] [System Requirements] [Important Notices and Agreements]	3
	[Basic Operation on Your Device]	4
How to Apply for Smart CIS	[Applying for Smart CIS] [Steps to Apply]	5
	[How to Apply ①-⑤]	6-10
How to Use	[How to Install the Dedicated Application: For Android Devices]	11
	[How to Install the Dedicated Application: For iOS Devices]	12
	[How to Complete Initial Registration ①-②]	13-14
	[Screen Layout and Menu Options on the Smart CIS Home Screen]	15
	[Basic Features Description-Preliminary Inspection] [Basic Procedures Preliminary Inspection①-④]	16-19
	[Basic Features Description - Market Price①-④]	20-23
	[Basic Procedures －Requesting Limit Price①-②]	24-25
	[Basic Procedures －Change the Limit Price①-③]	26-28
	[Basic Procedures －Cancel the Limit Price①-②]	29-30
	[Basic Procedures －Requesting Negotiation①-②]	31-32
	[Basic Procedures －Changing the Negotiation Price①-②]	33-34
	[Basic Procedures －Requesting Inspection①-③]	35-37
	[Basic Procedures －How to check the Bid Progress Status]	38
	[Basic Procedures －How to Start sma-C POS]	39
	[Basic Procedures －sma-C POS Relay Screen]	40
	[Basic Procedures －sma-C POS bid screen]	41
	[Basic Procedures －How to Bid Using sma-C POS]	42
How to Apply for Smart CIS Add-ons	[How to Apply for Add-ons ①-⑤]	43-47
How to Apply for a Change of Registered Smartphone Model for Smart CIS	[Applying for a Change of Registered Smartphone model] [Steps to Apply]	48
	[Procedure for Model Change Application from Smart CIS ①-②]	49-50
	[How to Apply for a Change of Registered Smartphone Model ①-⑤]	51-55
How to Apply for a Cancellation of Smart CIS	[How to Apply for a Cancellation ①-⑤]	56-60

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: Service Overview

[What is Smart CIS?]

Smart CIS allows for the use of the CIS Information Service not only on a PC, but also on a smartphone or iPad. We offer this very convenient service to allow our customers to Search, Check, and Apply for any vehicle at any time through their smartphone when a desired car is found on an auction site or when it is desired to check the detailed information of an auction while away from a computer.

[Smart CIS Available Service Options]

Search --You can search for any car in mind by checking the information of the vehicles auctioned at USS and tie-up sites!

- -Search Manufactures
- -Search Bid No.
- -Search Sections
- -Search Bookmarks,
- -Search by Registered Conditions
- -Market Price

Check --You can make inquiries for information about “My consignments,” “My Bids,” and “Histories”!

- -“My consignments,” “My Bids” data administration function
- -Limits Check
- -Negotiation History
- -Cancellation History

Apply--You can directly apply for any desired car using your smartphone!

- -Request Limit Price
- - Request Negotiation
- -Cancel Successful Bid
- - Request Inspection

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: Service Overview

[Usage Charges/Billing Schedule/Number of Contracts]

Master contract	Smart CIS	1,000 yen (tax excluded)/month (per contract)
Optional contracts	Market Price	1,000 yen (tax excluded)/month (per contract)
	sma-C POS	1,000 yen (tax excluded)/month (per contract)

-Once you apply for CIS, the charges start to be incurred from the month in which you completed the initial registration process on your smartphone.
-Payment for the month is deducted from the bank account registered with CIS on the 27th day of the next month (or on the next business day if the relevant financial institution is closed on the 27th).

[For example] If you complete the initial registration process for the start of service usage on Monday, November 12, 2012 (* charges start to be incurred from this point), the first payment (for November) will be deducted from the registered bank account on Thursday, December 27, 2012.

-Customers can apply for up to five contracts per branch. Usage charges will be incurred per contract.

[System Requirements] * As of January 2026

--Android devices (including smartphones and tablet PCs) --
Operating systems: Android 9.0 ～ 16
* Excluding for those on which you cannot set up a Google account, such as NTT DOCOMO's "Raku-Raku Smartphone" series

--iOS / iPad devices (including iPhones and iPads) --
Operating systems: iOS 15.0～26.2

[Important Notices and Agreements]

--Service in general--
Some of the services provided by the CIS Information Service are not available, *Internet Live etc.
--Available devices--
Some devices, even if listed as available, may not function properly due to inherent defects, the defective condition of the device, or its operating environment.
The service is not available on devices to which particular modifications have been made, such as rooting and jailbreaking.
--Tablet PCs--
Please note that the login screen will be displayed in landscape orientation on any tablet PC in which the default screen orientation is "landscape."
--Packet communication usage charges--
Please note that packet communication usage charge is billed based on the amount of data sent and received in this service. * We strongly recommend that you subscribe to the flat-rate packet communication service.
--Use of the service outside Japan--
Please note that CIS does not guarantee the operation (and support) of this service when it is used outside Japan.

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: Service Overview

[Basic Operation on Your Device]

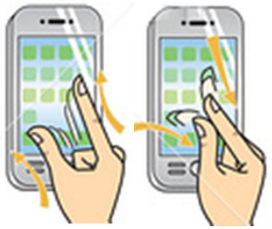
Simply “tap” the screen to use each feature in Smart CIS. * Smart CIS does not respond to any other movement.
However, the “Image details” screen is the only exception where you can “pinch in and out” to zoom in and out of the image and where you can “flick” left or right to jump to the next/prior image.

Tapping

Touch a button or link with your fingertip once, just the same as clicking.

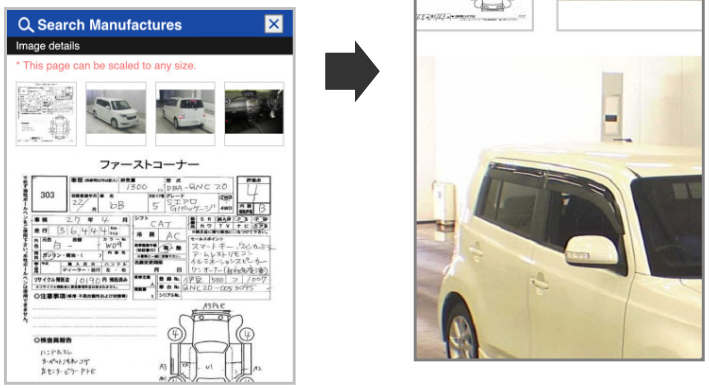
Swipe

Swipe the screen with your finger to scroll across the images.



Pinching in and out

Touch the screen with your two fingers at the same time and pinch in and out to zoom in and out of the image.



Copyright © USS Co.,Ltd.All Rights Reserved.

How to Apply for Smart CIS

[Applying for Smart CIS]

You can apply for Smart CIS by clicking the 会員情報 (Membership Information) tab from the TOP Menu of the CIS Information Service, and by then clicking the 会員情報照会 (Membership Information Inquiry) tab in the menu on the left.

⚠ Note

- To apply for Smart CIS, you need to login to the CIS Information Service using the USB key (ID) of the master contract ID number (CIS administrator) and enter the CIS Management Password.

- You cannot apply for Smart CIS using the USB key (ID) of the additional contract ID number (member to be managed).

- If you have not set or forgotten your CIS Management Password, you can set a new password online when applying for Smart CIS.
  The obtained CIS Management Password will be sent to your registered telephone number via SMS (Short Message Service).
  If you have changed your telephone number, please contact the support center.

[Steps to Apply]

1. Apply	Login to the CIS Information Service using the USB key (ID) of the master contract ID number (CIS administrator) and apply for Smart CIS from the CIS Information Service screen. Once the application is processed, an application receipt number will be issued.
2. E-mail notice	A confirmation e-mail notifying you that we have received your application will be sent to the e-mail address entered at the time of application.
3. Install	Install the dedicated application for Smart CIS to the device you want to use and login to Smart CIS for the first time.
4. Confirm/accept	Review your application details and read the Smart CIS Rules and Regulations. Finally, accept the terms and confirm your entry.
5. Initial registration	Once you finally accept the terms and confirm your entry, your initial registration process is complete and you can start using the service. Note: Charges start to be incurred from the first month. * To make the initial registration, you need to enter the application receipt number issued at the time of application.
6. E-mail notice	Once your initial registration is complete, you will receive a confirmation e-mail notifying you that your contract has been made successfully.

Complete the initial registration “within 24 hours” after you complete the application; otherwise, your application will be cancelled.

Copyright © USS Co.,Ltd.All Rights Reserved.

How to Apply for Smart CIS

[How to Apply ①]

1. TOP Menu screen of the CIS Information Service

Login to the CIS Information Service using the USB key (ID) of the master contract ID number (CIS administrator) and click the 有料サービスの利用申込や基本サービスの利用設定する 各サービス申込 (Membership Information) tab.

⚠Note

- You cannot apply for Smart CIS using the USB key (ID) of the additional contract ID number (member to be managed).

Tips

Application is also possible from " ♣会員情報 (Membership Information)" at the top of the TOP screen.
Click " ♣会員情報 (Membership Information)".
The [会員情報メニュー説明(Membership Information Menu Explanation)] screen will be displayed. Click " サービス申込 (Application for service)".

Copyright © USS Co.,Ltd.All Rights Reserved.

How to Apply for Smart CIS

[How to Apply ②]

2. Branch Information screen

If you have no additional contract ID number, when the Branch Information screen appears, click 利用申込する >>> (apply for using), which appears next to the Smart CIS field in the Additional Services section.

3. CIS Management Password Entry screen

Enter your CIS Management Password for application, and then click the 次へ進む (Next) button.

⚠ Note

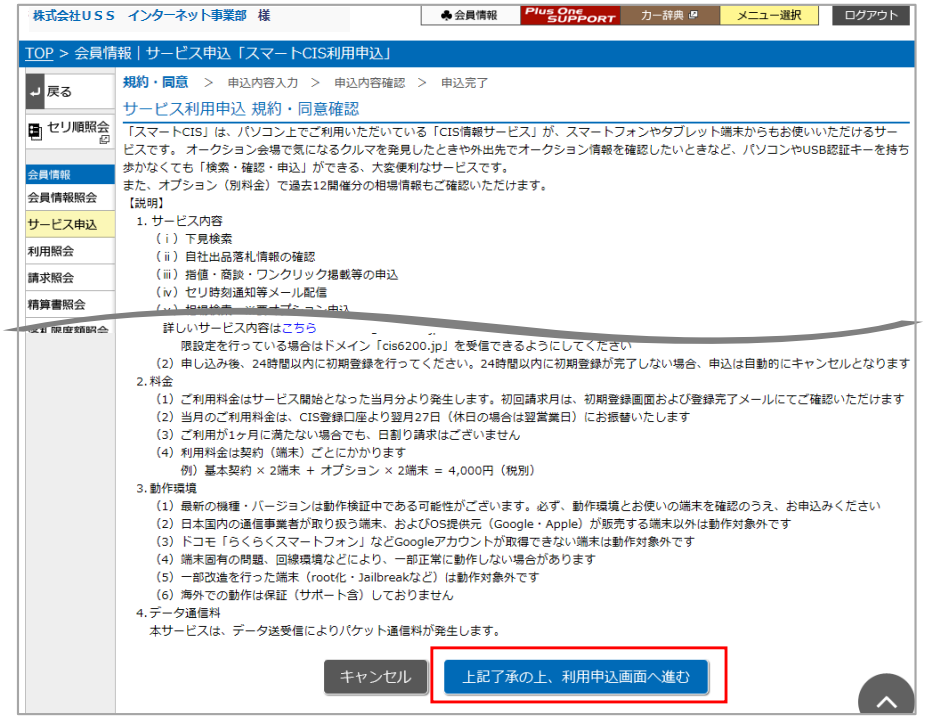
- If you have not set or forgotten your CIS Management Password, you can set a new password online.
  The obtained CIS Management Password will be sent to your registered telephone number via SMS (Short Message Service).
  If you have changed your telephone number, please contact the support center.

Copyright © USS Co.,Ltd.All Rights Reserved.

How to Apply for Smart CIS

[How to Apply ③]

4. Sign Up for Using Services: Terms and Agreement screen



5. Application Details Entry screen

Check the procedures, from application to the start of using the service, Rules and Regulations, and other necessary information. Then, click the 上記了承の上、利用申込画面へ進む **(I accept the above and sign up for using the service)** button.

* If you have an additional contract ID number, select the relevant branch number from the drop-down menu.
Enter the name of the 利用者 “User” and the “E-mail address” that you want to use with your device.
If you want to apply for the Market Price option, mark the 同時に申込む (Also apply for this option) checkbox.

Enter the name of the 申請者 “Applicant,” and then click the **Next** button.

Copyright © USS Co.,Ltd.All Rights Reserved.

How to Apply for Smart CIS

[How to Apply ④]

6. Application Details Confirmation screen

Once you confirm the information entered, click the **サービス利用申込する (Sign up for using the service as indicated above)** button.

7. Application Completed screen

When the confirmation message notifying that your application is complete appears, the application for using Smart CIS is completed. Once your application is complete, an application receipt number will be issued. Make sure to keep a record of the application receipt number, as you need the number when you make initial registration.

Copyright © USS Co.,Ltd.All Rights Reserved.

How to Apply for Smart CIS

[How to Apply ⑤]

8. After you complete the application

Once your application process is complete, a confirmation e-mail notifying you that we have received your application will be sent to the e-mail address entered at the time of application.

However, you are not yet ready to use Smart CIS at this point, even if you have completed the application process.
To use the service, you must complete the initial registration.
* You need to enter your application receipt number to make the initial registration.

Install the dedicated application for Smart CIS onto the device you want to use. Finally, accept the Smart CIS Rules and Regulations, and confirm your entry. This completes your initial registration, and you can start using Smart CIS.

=> Follow the steps given in the confirmation e-mail notifying you of receipt of the application that will be sent once your application is completed.

⚠ Notes

- You are not yet ready to use Smart CIS at this point, even if you have completed the application process.
- Install the dedicated application for Smart CIS onto the device you want to use. Finally, accept the Smart CIS Rules and Regulations, and confirm your entry. This completes your initial registration, and you can start using Smart CIS.
- Complete initial registration ”within 24 hours” after you complete the application process; otherwise, your application will be cancelled.

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

[How to Install the Dedicated Application: For Android Devices]

Before using this service (Smart CIS), you need to install the dedicated application on your device. The location to be installed varies depending on the type of device you use (iOS or Android). Follow the steps given in the confirmation e-mail notifying you that we have received your application, titled "Notification of receipt of the application for using Smart CIS," which will be sent once your application is completed. Then, you will be directed to the location where you can download the application.

Download the app on Android using the Google Play

1. Screen of an Android device

Tap the URL for Android devices as listed in the confirmation e-mail, titled "Notification of receipt of the application for using Smart CIS."

2. Application details page in the Google Play

You will be directed to a page showing the details of the "Smart CIS" application in the Play Store. Tap the **インストール (Install)** button.

3. Application details page in the Google Play

Tap **開く(Open)** to launch "Smart CIS".

4. Authorize application

Tap the **許可(Authorize)** button. You cannot launch the application without authorization

* This information is used only to identify your terminal used for Smart CIS, and not to make phone calls or check your calls.

⚠ Note

-If you do not receive a confirmation e-mail because of spam filters, etc., search for "Smart CIS" directly in the Play Store and then install the application.

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

[How to Install the Dedicated Application: For iOS Devices]

Before using this service (Smart CIS), you need to install the dedicated application on your device. The location to be installed varies depending on the type of device you use (iOS or Android). Follow the steps given in the confirmation e-mail notifying you that we have received your application, titled "Notification of receipt of the application for using Smart CIS," which will be sent once your application is completed. Then, you will be directed to the location where you can download the application.

Download the app on iOS using the App Store

1. Screen of an iOS device

Tap the URL for iOS devices listed in the confirmation e-mail, titled "Notification of receipt of the application for using Smart CIS."

2. Application details page in the App Store

You will be directed to a page showing the details of the "Smart CIS" application in the App Store. Tap the **入手 (obtain)** button.

3. Application details page in the App Store

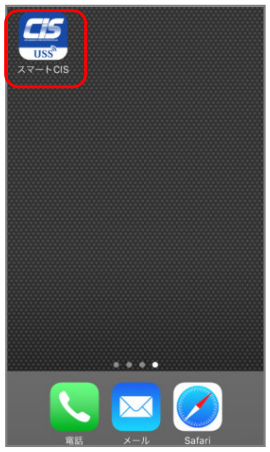
Then, tap the **インストール(INSTALL)** button.

4. Authentication screen

If you are asked to enter your Apple ID password, enter your password and then tap the **OK** button.

If you have not yet signed in, enter your Apple ID and password to sign in.

5. Home screen



When you see the application icon on the screen, it means that the installation is complete.

Tapping the icon will start "Smart CIS."

⚠ Note

-If you do not receive a confirmation e-mail because of spam filters, etc., search for "Smart CIS" directly in the App Store and then install the application.

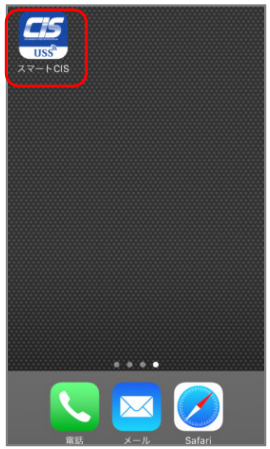
Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

[How to Complete Initial Registration ①] * Initial registration is required for using Smart CIS.

You are not yet ready to use Smart CIS at this point, even if you have completed the application process. To use the service, you must complete initial registration. Follow the steps below to complete initial registration.

1. Home screen on your device

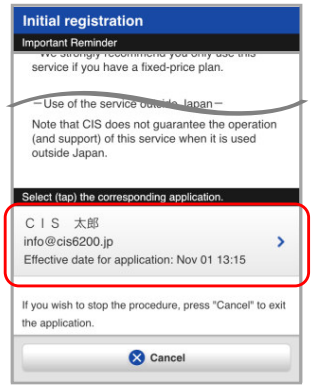


Tap the Smart CIS icon.

2. Login screen

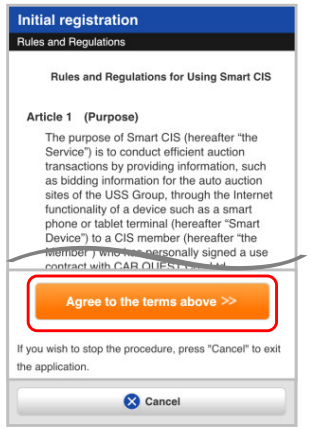
Enter your membership number and password. Then, tap the **ログイン(login)** button.

3. List of Applications screen



A list of applications you are newly applying for will appear. Tap the **申込情報(Application Details)** of the corresponding application.

4. Rules and regulations for using the Smart CIS screen



Check the Rules and Regulations for Using Smart CIS. Then, tap the **Agree to the terms above** button.

⚠Note

-Complete the initial registration "within 24 hours" after you complete the application process; otherwise, your application will be cancelled.

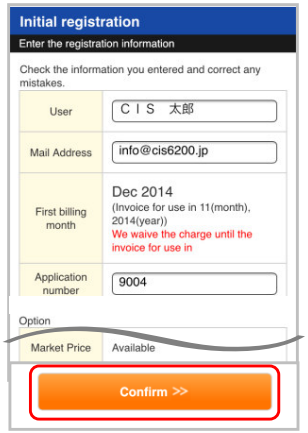
Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

[How to Complete the Initial Registration ②] * Initial registration is required for using Smart CIS.

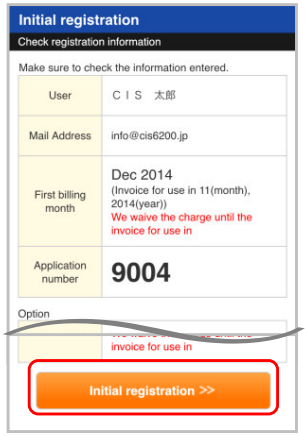
You are not yet ready to use Smart CIS at this point, even if you have completed the application process. To use the service, you must complete initial registration. Follow the steps below to complete initial registration.

5. “Enter the registration Information” screen



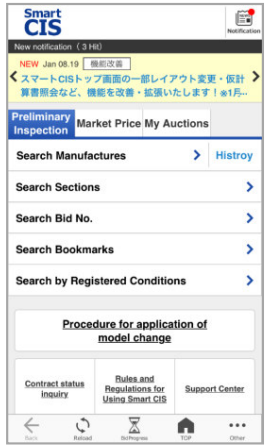
The information you entered at the time of application will appear. Review the information, and if no change is needed, enter your application receipt number and tap the **Confirm** button.

6. “Check registration information” screen



Check the information entered, and then tap the **Initial registration** button.

7. “HOME” screen of Smart CIS



Once you complete the initial registration, the “HOME” screen will appear.

8. After completing initial registration

Once your initial registration is complete, you will receive a confirmation e-mail notifying you that your contract has been made successfully.

Charges start to be incurred from the month in which you complete the initial registration process.

⚠Note

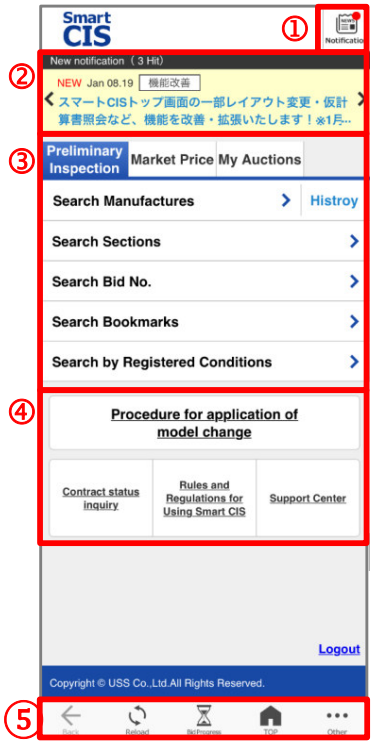
-Complete the initial registration “within 24 hours” after you complete the application process; otherwise, your application will be cancelled.

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

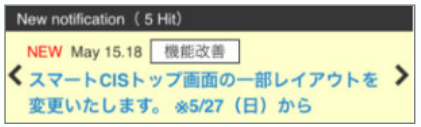
[Screen Layout and Menu Options on the Smart CIS Home Screen]

"HOME" screen



①"Notification"

-The notification list will be displayed. If there is an unread notification, the ● mark will be shown.

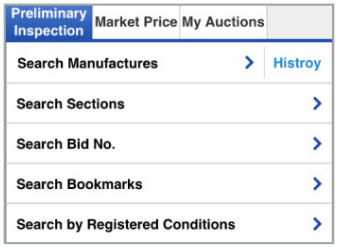


②"New notification"

-If there is no unread notification, this section will not be displayed.

③"Each menu"

-Preliminary Inspection, Market Price, My Auctions, can be selected.

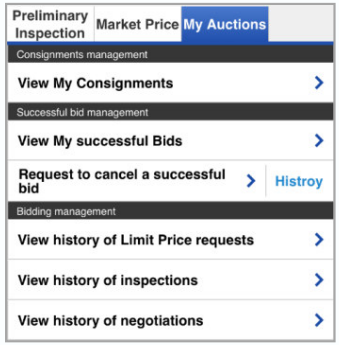


"Preliminary Inspection"

-You can browse the information of vehicles consigned to the auction along with their respective vehicle pictures, exhibit sheets, and recent prices.

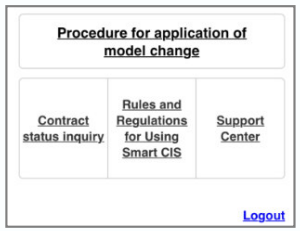
"Market Price"

-You can browse information of the past auction results.
-You can search the market prices for the past 12 rounds.
* You need to apply for the "Market price search" option separately.



"My Auctions"

-Consignments management
You can check your consigned vehicles.
-Successful bid management
You can check your successful bid vehicles, and you can request to cancel your successful bid vehicles.
-Bidding management
You can check the history of your limit price requests, preliminary inspection agent service applications, and negotiations.



④"Other" menu

-It is possible to check the procedure for application of model change from "Procedure for application of model change"
and to change the resistered mailaddress and the user name from "Contract status inquiry".
-Checking the Rules and Regurations fo smartCIS is also possible.

⑤"Toolbar" menu

-You can return to the previous screen or home screen.
-You can use the Reload (Refresh) button if the screen is not displayed due to a network connection that becomes unstable or when you want to update the information displayed on the "Current Bid No." screen as needed.
-You can check the bid progress status in each site.
-"Setting/Help" and "Logout" menus can be displayed via the Other (Other) button.

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

[Basic Features Description - Preliminary Inspection]

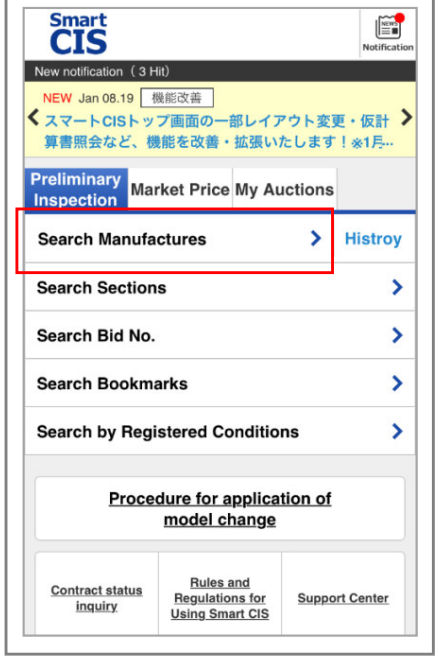
You can look up vehicles available for Preliminary Inspection by choosing from the five available menu options according to the conditions for running a search.
-To search by site, brand, and vehicle model, select “Search Manufactures.”
-To search by site and section, select “Search Sections.”
-To search by site and bid No., select “Search Bid No.”

-To search among vehicles added to your bookmarks in the CIS Information Service and Smart CIS, select “Search Bookmarks.”
-To search by registered condition for your searched vehicles in the CIS Information Service, select “Search by Registered Conditions.”

Select the search conditions that best fit your needs.

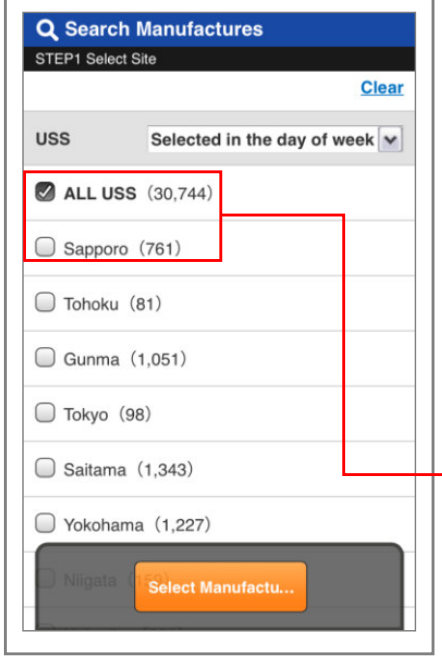
[Basic Procedures - Preliminary Inspection ①] * The following explanation is for the “Search Manufactures” menu.

1. “HOME” screen of Smart CIS

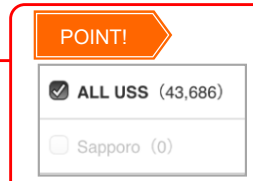


Tap the **Search Manufactures** menu on the “HOME” screen.

2. “Select Site” screen

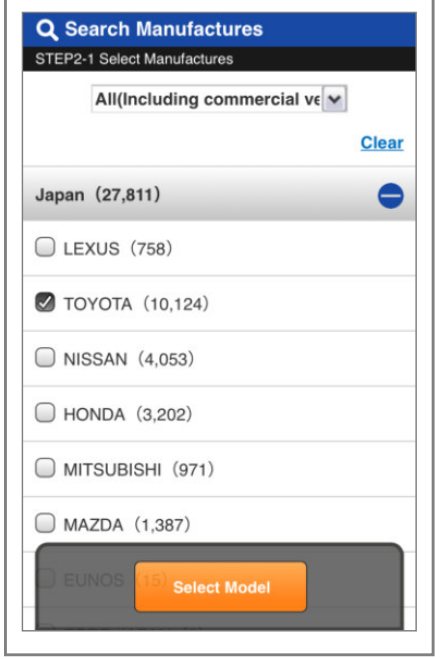


Tap to select the sites you want to search. Once the sites you selected are checkmarked, tap the **Select Manufactures** button.



The number of exhibited vehicles is shown on the right side of the site name. You cannot select a site in which no vehicle is exhibited.

3. “Select Brand” screen



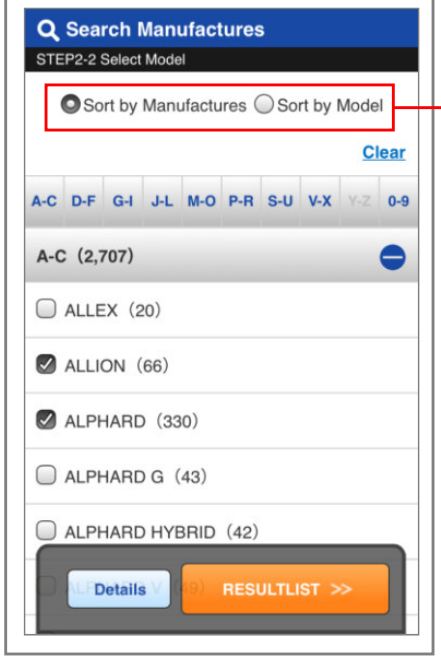
After you select the site, you will be directed to the “Select Brand” screen. Select any Manufactures of interest, and then tap the **Select Model** button.

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

[Basic Procedures - Preliminary Inspection ②]

4. “Select Model” screen



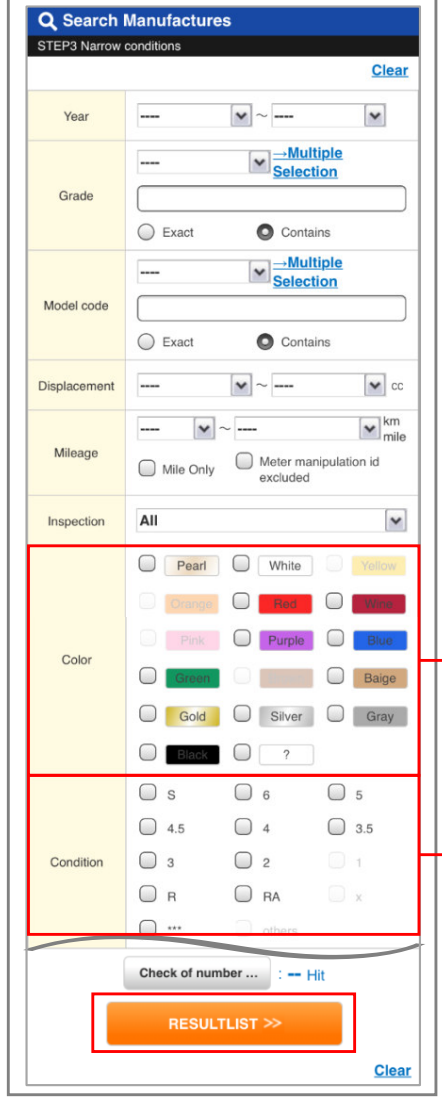
Select any models of interest, and then tap the **Details** button.

POINT!

If you select the “Display by Model” menu, vehicle models are grouped by initial letter, regardless of Manufactures. When vehicles are displayed by model, if you tap an item of interest, then you will be jumped to the line that you selected.

If you select the “Display by Brand” menu, vehicles are grouped by brand, such as LEXUS, TOYOTA, and NISSAN.

5. “Narrow conditions” screen



Select the conditions you want to add, and then tap the **RESULTLIST** button.

POINT!

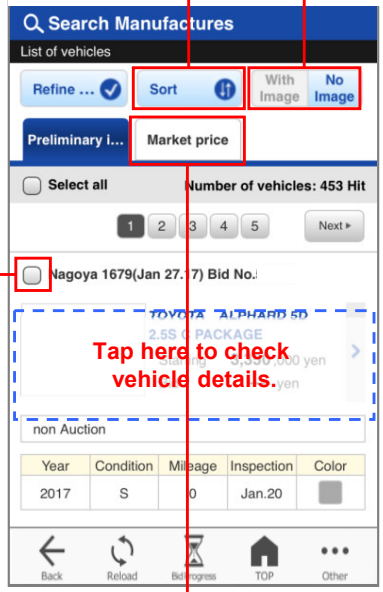
Only those that fit into the conditions selected in the Year, Grade, and Model code sections will be provided as options for “Color” and “Condition.”

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

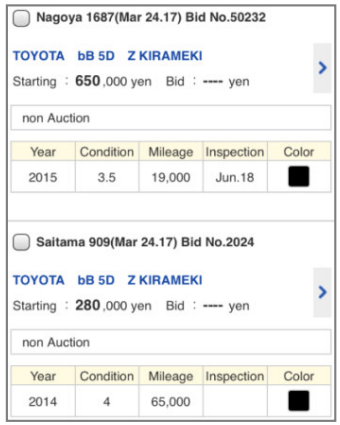
[Basic Procedures - Preliminary Inspection ③]

6. “List of vehicles” screen



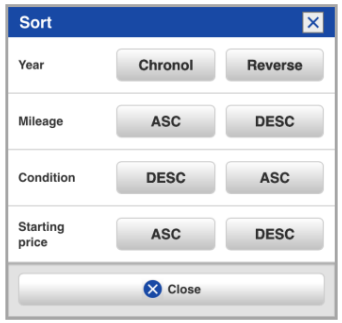
Vehicles that match the conditions specified in your search are shown in the “List of vehicles.” Tap the vehicle information that you are interested in.

POINT!



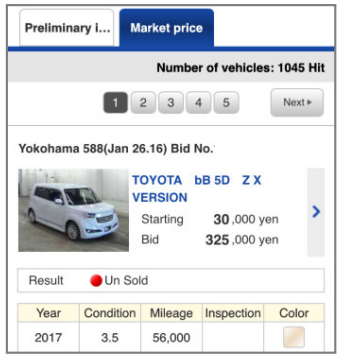
It is also possible to hide the front view image of the vehicle and display only textual data.

POINT!



The list of vehicles can be sorted by Year, Mileage, Condition, and Starting price.

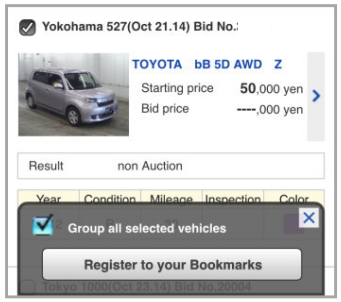
POINT!



When there is a car of the same condition with Preliminary Inspection at Market Price, It's possible to swithching to Market Price.

* If you do not have a contact of market price option, switching tab is not displayed.

POINT!



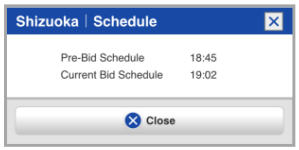
You can group the selected checkmarked vehicles and register them to your bookmarks.

Copyright © USS Co.,Ltd.All Rights Reserved.

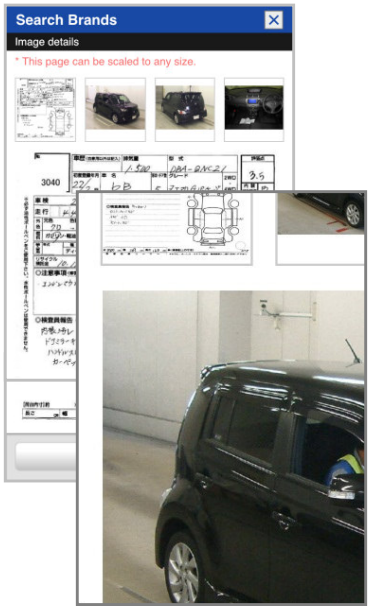
Smart CIS: How To Use

[Basic Procedures - Preliminary Inspection ④]

POINT!

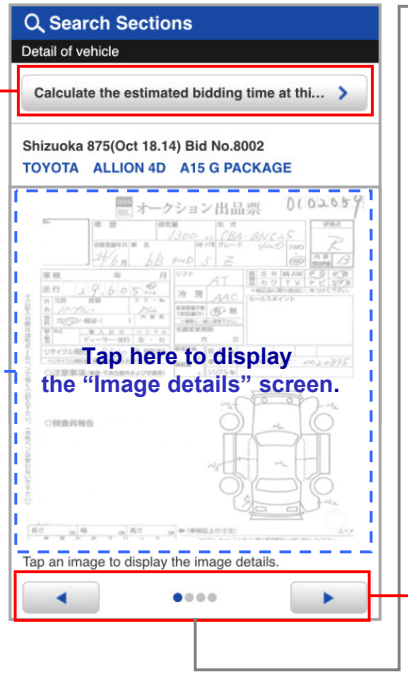


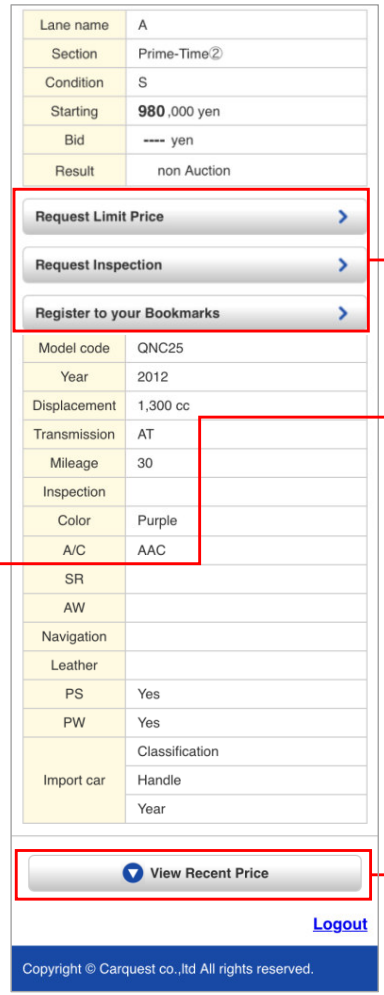
If the “Result” status is shown as “non Auction” on the bid day, you can check the estimated bidding schedule at this time.



On the “Image details” screen, you can pinch out to zoom in on the image.

7. “Details of vehicle” screen



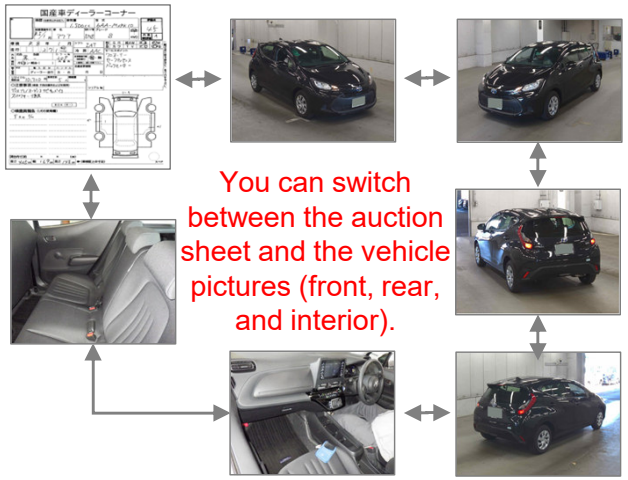


The “Details of vehicle” screen is displayed. On this screen, you can check the vehicle/image details, request limit price/start negotiations, view recent prices, or check the estimated bidding schedule at this time (if the Result status of the vehicle is shown as “non Auction” on the bid day). Furthermore, if you tap the image, the “Image details” screen will appear, where you can zoom in on the image.

POINT!

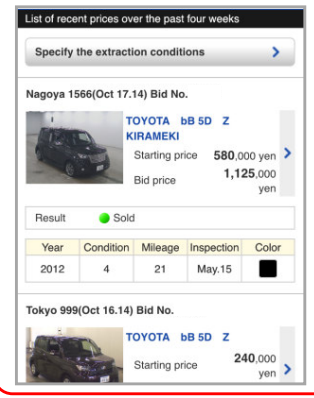
The “Request Limit Price” button, “Negotiation” button, and “Register to your Bookmarks” button will appear depending on the bid status (before or after the auction).

POINT!



You can switch between the auction sheet and the vehicle pictures (front, rear, and interior).

POINT!



You can check the recent prices of vehicles similar to the one currently displayed in the “Details of vehicle” screen.

Site covered: USS site
Period covered: Over the past 4 weeks

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

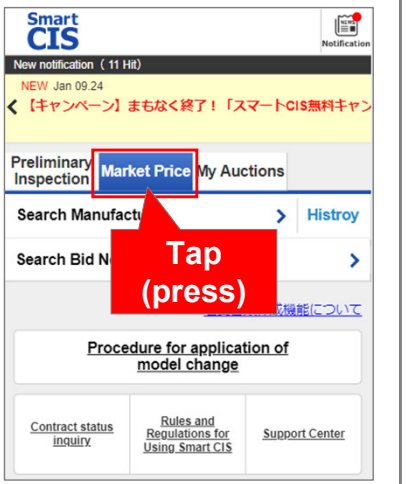
[Basic Features Description - Market Price]

There are three methods to search for market price:
- Search Manufactures: search by selecting the site, manufacture, and vehicle model
- History: search from history of manufacture search
- Search Bid No.: search by specifying the site and bid number

#: If you do not have a contract of market price option, the tab for switching to market price search will be grayed out and unavailable.

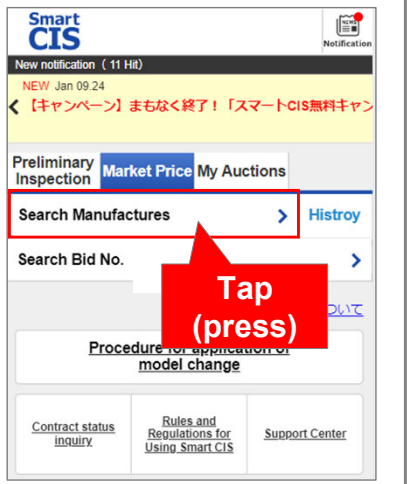
[Basic Procedures – Market Price ①] * The following explanation is for the “Search Manufactures” menu

1.“HOME” screen of Smart CIS



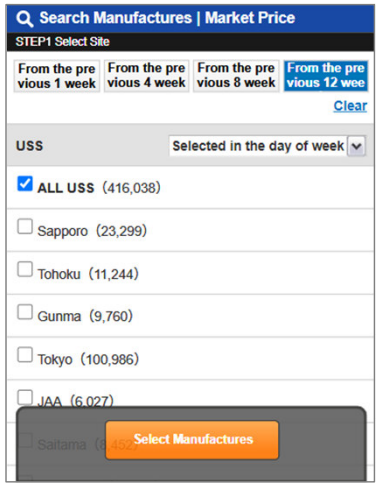
Tap the **<Market Price>** button.

2. Market Price



Tap the **<Search Manufactures>** button.

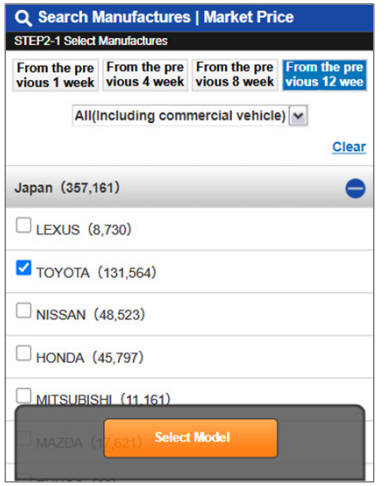
3. “Select Site” screen



Tap to select the sites you want to search. Once the sites you selected are checkmarked, tap the **<Select Manufactures>** button.

#: You can choose a search range from the top of the page.

4. “Select Brand” screen



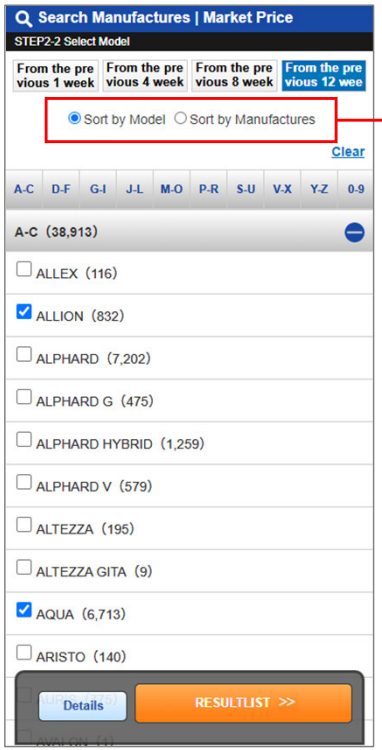
After you select the site, you will be directed to the “Select Brand” screen. Select any Manufactures of interest, and then tap the **<Select Model>** button.

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

[Basic Procedures – Market Price ②]

5. “Select Model” screen



Select any vehicle model, and then tap the **<RESULTLIST>** button.

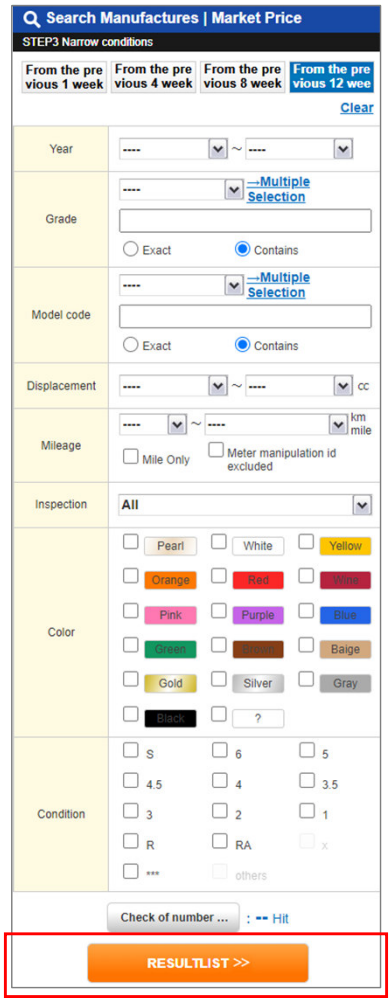
To narrow down the search, add more details such as model year and grade, and then tap the **<Details>** button.

POINT!

If you select the “Sort by Model” menu, vehicle models are grouped by initial letter, regardless of Manufactures. When vehicles are displayed by model, if you tap an item of interest, then you will be jumped to the line that you selected.

If you select the “Sort by Manufactures” menu, vehicles are grouped by brand, such as LEXUS, TOYOTA, and NISSAN

5. “Narrow conditions” screen



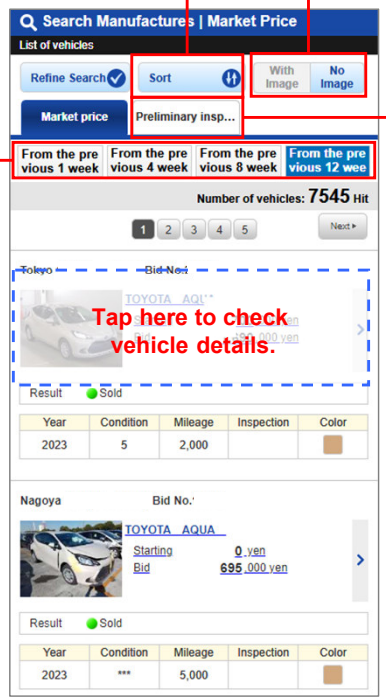
Select the conditions you want to add, and then tap the **RESULTLIST** button.

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

[Basic Procedures – Market Price ③]

7. “List of vehicles” screen

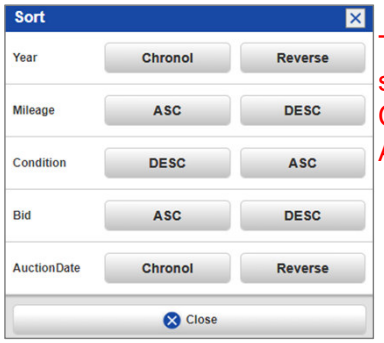


Vehicles that match the conditions specified in your search are shown in the “List of vehicles.” Tap the vehicle information that you are interested in.

POINT!

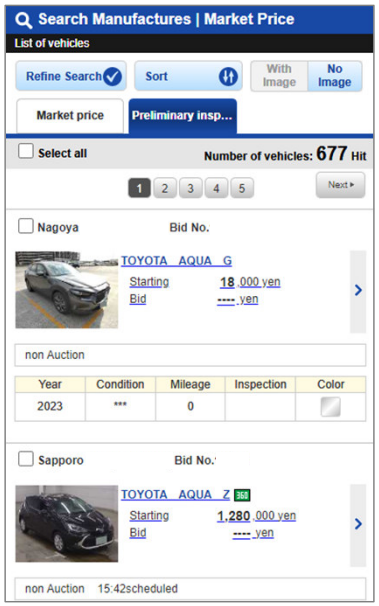
It is also possible to hide the front view image of the vehicle and display only textual data.

POINT!



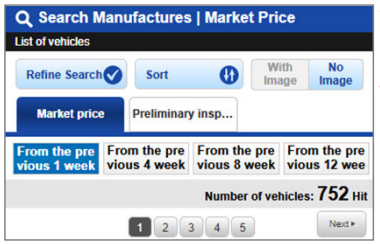
The list of vehicles can be sorted by Year, Mileage, Condition, Bid, and Auction Date.

POINT!



You can switch to vehicles of Preliminary Inspection searched by the same conditions of market price search.

POINT!



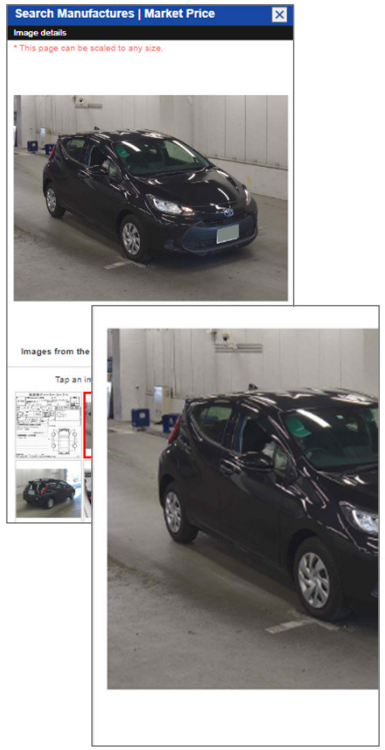
You can select the number of previous weeks to display from the following four patterns:

- From the previous 1 week
- From the previous 4 week
- From the previous 8 week
- From the previous 12 week

Copyright © USS Co.,Ltd.All Rights Reserved.

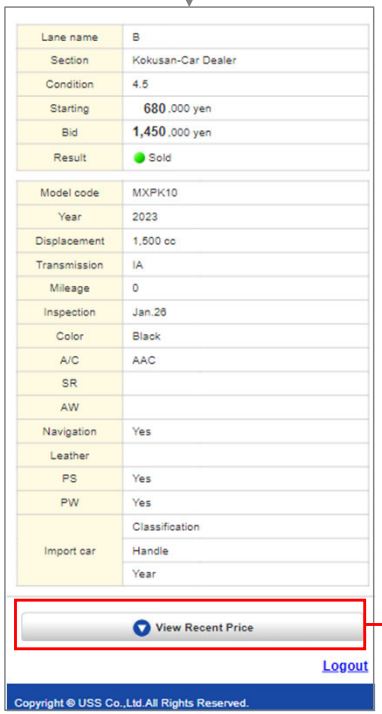
Smart CIS: How To Use

[Basic Procedures – Market Price ④]



On the “Image details” screen, you can pinch out to zoom in on the image.

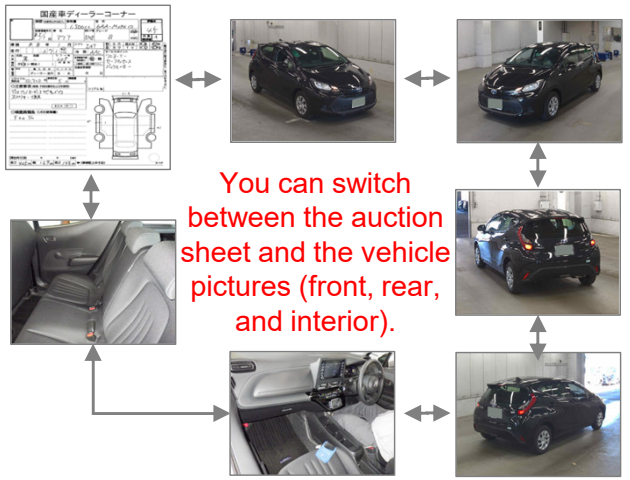
7. “Details of vehicle” screen



The details screen will appear, and you can check the details and pictures of a vehicle, and its recent price.

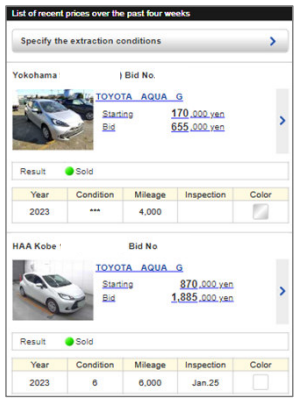
Also, when you tap an image, the image details screen appears, allowing you to enlarge the image.

POINT!



You can switch between the auction sheet and the vehicle pictures (front, rear, and interior).

POINT!



You can check the recent prices of vehicles similar to the one currently displayed in the “Details of vehicle” screen.

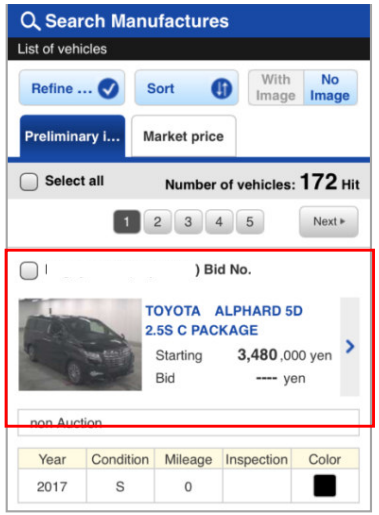
Site covered: USS site
Period covered: Over the past 4 weeks

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

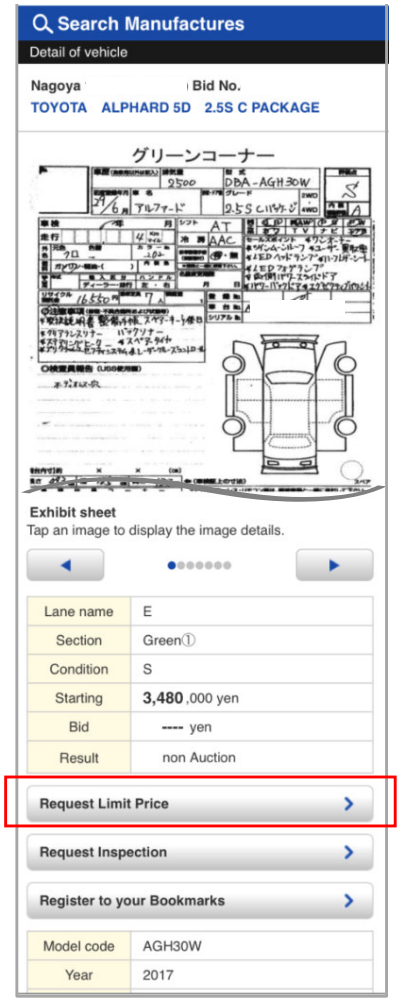
[Basic Procedures –Requesting Limit Price①–]

1.Vehicle selection



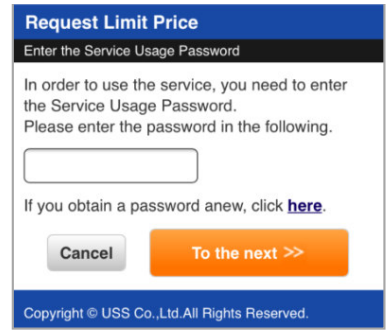
Tap the vehicle for which you want to apply for the Preliminary Inspection Agent Service.

2.Limit Price request



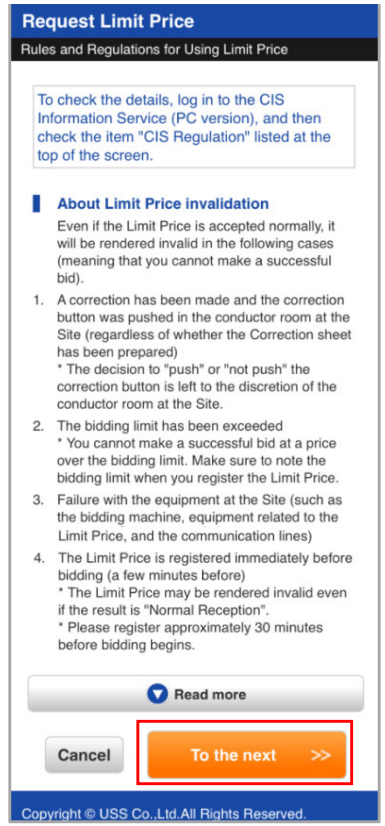
Tap the **<Request Limit Price>** button.

Plus.Service Usage Password



The Password confirmation screen is as follows:
This screen is displayed if the usage restriction for the limit price bidding service is set to <Use (password required)>.
You must enter a password to use the service.

3.Rules and Regulations screen



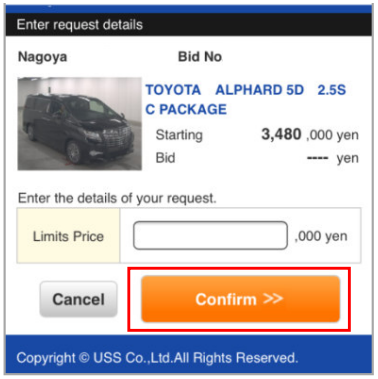
Check the rules and regulations, and then tap the **<To the next>** button.

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

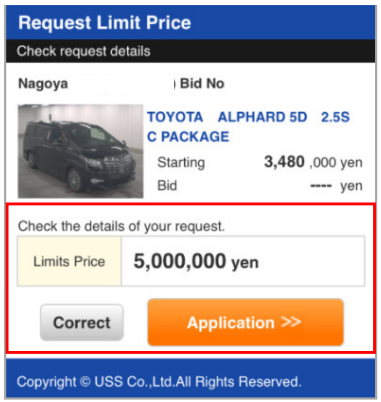
[Basic Procedures －Requesting Limit Price②－]

4.Registration screen



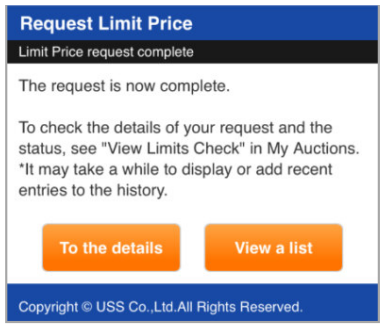
Enter the limit price, and tap the **<Confirm>** button.

5.Confirmation screen



Confirm the price, and tap the **<Application>** button.

6.Completed screen



When "the request for Preliminary Inspection Agent Service is now complete." is shown, the application is complete.

Note

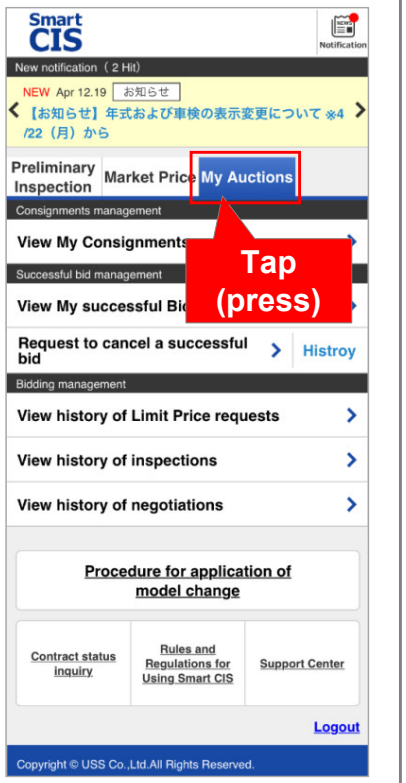
*The limit price registration fee will be charged once you join the bidding even if you could not win a bid.
*If the registered limit price becomes invalid owing to any correction being made for the vehicle you registered the limit price for, the limit price registration fee will not be charged.
*The predetermined successful bid fee will be charged if you win a bid by the limit price.
*If you make a bid immediately before the bidding start, your registered limit price may become invalid.
Register your limit price at least 30 or 40 minutes before the start of bidding.
*The limit price is to be reregistered in units of 1,000 yen.
*The limit price must not be lower than the starting price.
*Be sure to check the reception status from “My Auction -> View history of Limit Price”.
*The reception status will change from “request reserved” to “request processed successfully” at the timing below.
When the limit price is registered by the day before the auction, the status will change at 7:30 on the auction day at the earliest or at the start of bidding at the latest.
When the limit price is registered on the auction day, the status will usually change within a few minutes.

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

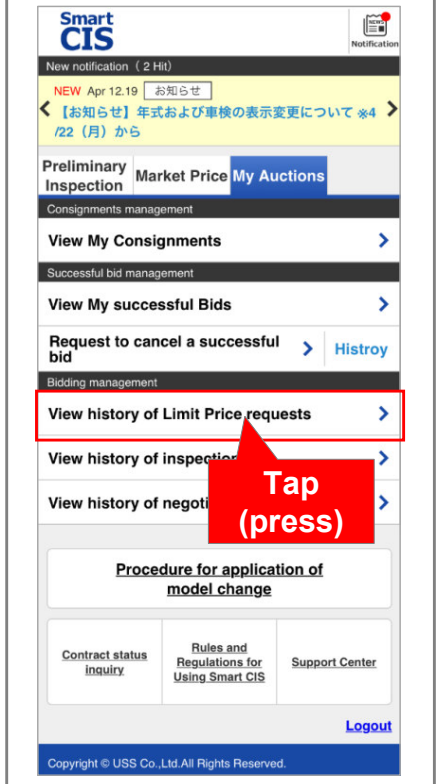
[Basic Procedures　－Change the Limit Price①－]

1. Display My Auction menu



Tap the ＜**My Auctions**＞ button.

2. View history of limit price requests

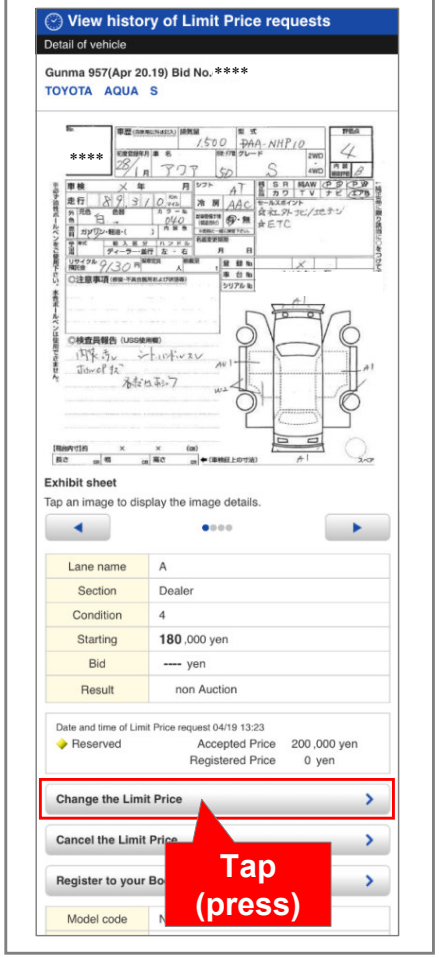


Tap the ＜**View history of Limit Price requests**＞ button.

3. Select vehicle

Tap on a vehicle you want to change the limit price for.

4. Change limit price



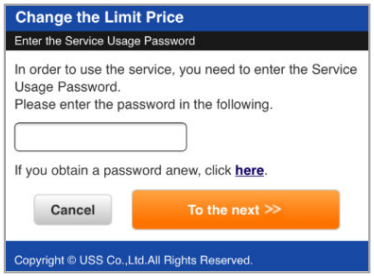
Tap the ＜**Change the Limit Price**＞ button.

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

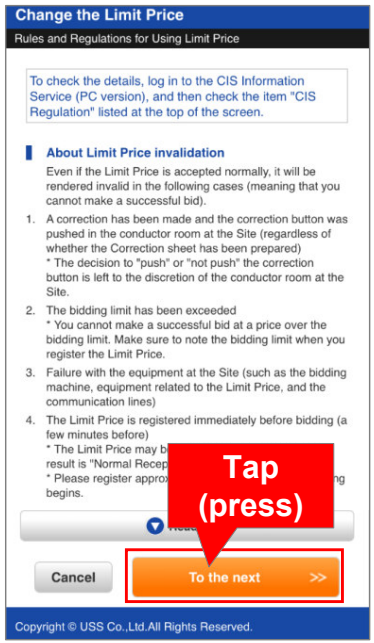
[Basic Procedures －Change Limit Price②－]

Supplement:
Password to use the service



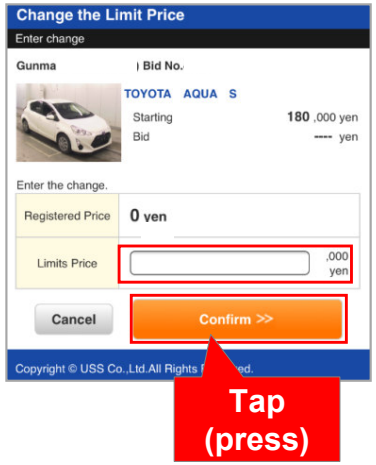
If the screen to enter the limit price bidding service usage password appears, the limit price bidding service usage restriction is set to “Yes (password required)”.
You need to enter the limit price bidding service usage password.

5.Rules and regulations screen



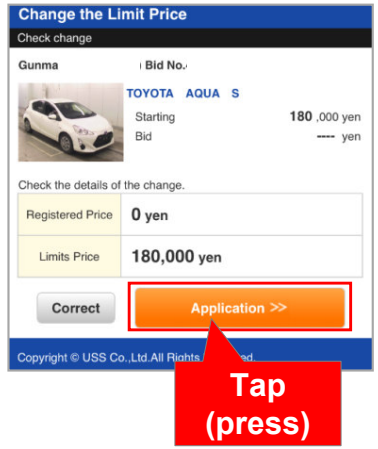
Check the rules and regulations, and then tap **<To the next>**.

6. Enter limit price



Enter your limit price, and then tap **<Confirm>**.

7. Change price

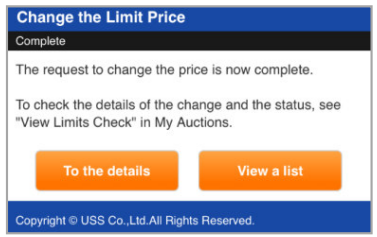


Check the price, and then tap **<Application>**.

Copyright © USS Co.,Ltd.All Rights Reserved.

[Basic Procedures　－Change Limit Price③－]

8. Completion screen



The change is complete when “The request to change the price is now complete” is shown.

Note

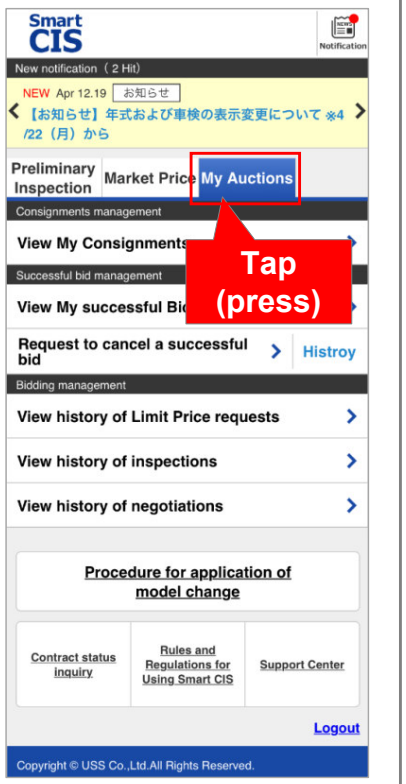
* If you change the price immediately before the bidding start, your change may not be accepted.
You should change the price by about 30 minutes before the start of bidding.
If your price change request was not accepted, your last registered limit price will remain valid, and the limit price registration fee will be charged.
* Be sure to check the reception status from “My Auction -> View history of Limit Price”.

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

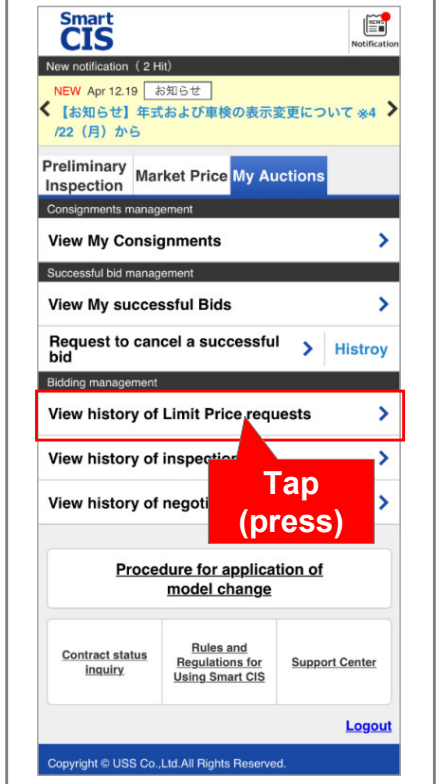
[Basic Procedures －Cancel the Limit Price①－]

1. Display My Auction menu



Tap the ＜**My Auctions**＞ button.

2. View history of limit price requests

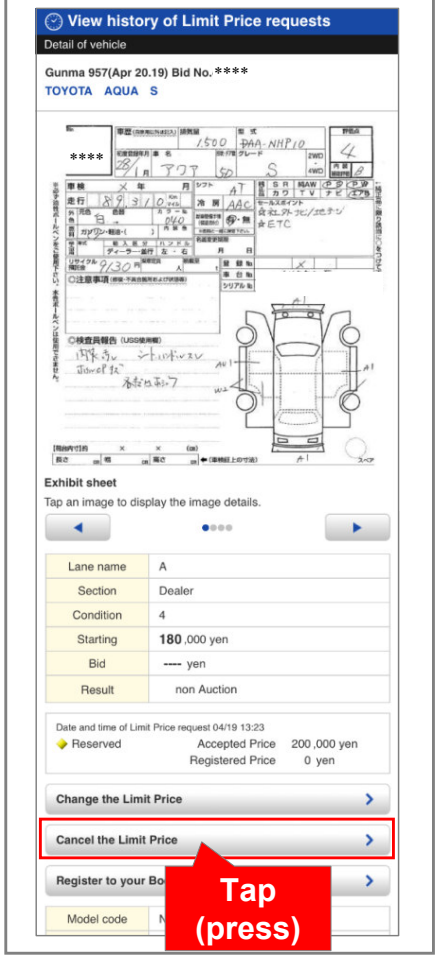


Tap the ＜**View history of Limit Price requests**＞ button.

3. Select vehicle

Tap on a vehicle you want to Cancel the limit price for.

4. Cancel the limit price



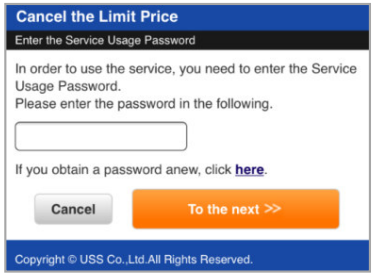
Tap the ＜**Cancel the Limit Price**＞ button.

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

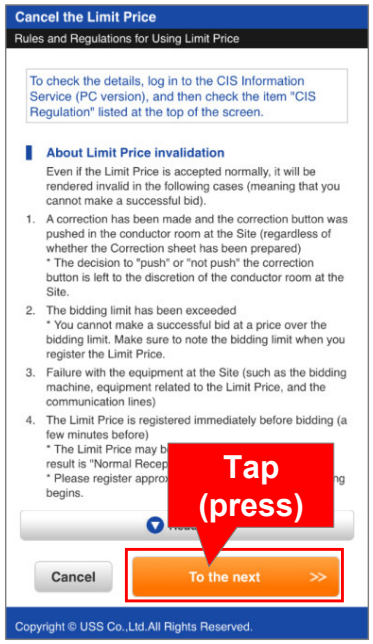
[Basic Procedures －Cancel Limit Price②－]

Supplement:
Password to use the service



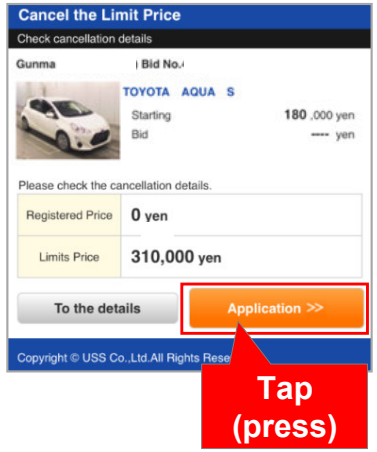
If the screen to enter the limit price bidding service usage password appears, the limit price bidding service usage restriction is set to “Yes (password required)”.
You need to enter the limit price bidding service usage password.

5.Rules and regulations screen



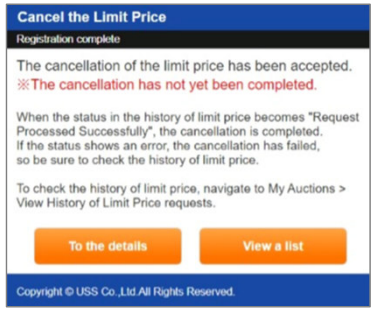
Check the rules and regulations, and then tap **<To the next>**.

6. Cancellation Details



Confirm the cancellation details and then tap the **<Application>** button.

7. Completion screen



The message "The cancellation of the limit price has been accepted." appears.
View history of Limit Price⇩When the status of [View history of Limit Price] becomes "Normal", the cancellation is complete.
*Be sure to check the reception status from “My Auction -> View history of Limit Price”.

Note

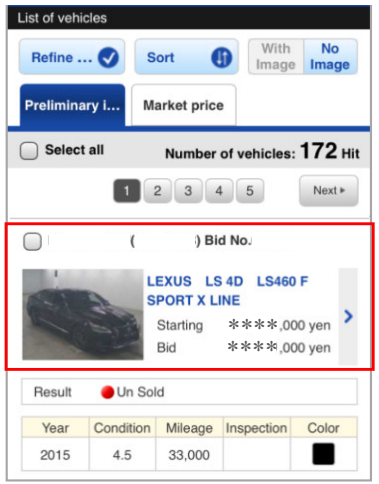
・If you apply for “Cancel the Limit Price” immediately before the bidding starts, your application may not be accepted. Apply for “Cancel the Limit Price” at least 30 minutes before the bidding starts.
If your application is not accepted, your registered limit price will still remain valid and the limit price registration fee will be charged.
・Make sure to check if the reception status is “normally received” from My Auction -> View history of Limit Price.
- If you check the status in "My Auctions -> View history of Limit Price requests" and it shows "Error", your cancellation is not complete. So, make sure to check [Limits Check].
- If you registered a limit price at least one day before the bidding day: The status will change to the next status between 7:30 a.m. and the time bidding begins at the site on the bidding day.
- If you registered a limit price on the bidding day: The status will change from "Reservation" to the next status in about 2 to 3 minutes.

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

[Basic Procedures –Requesting Negotiation①–]

1.Vehicle selection



Tap the vehicle for which you want to apply for the Preliminary Inspection Agent Service.

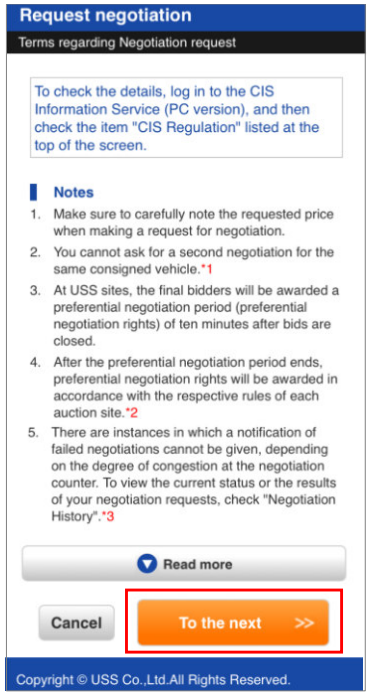
2. Negotiation request

Tap the **<Request negotiation>** button.

Plus.Service Usage Password

If you are asked to enter your password to use the negotiation service, it means that the negotiation service usage restriction has been set to <Use (password required)>.
You must enter your password to use the service.

3.Rules and Regulations screen



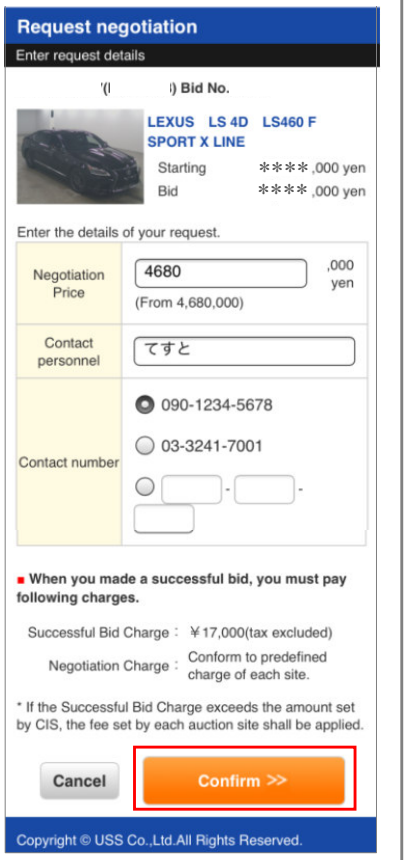
Check the rules and regulations, and then tap the **<To the next>** button.

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

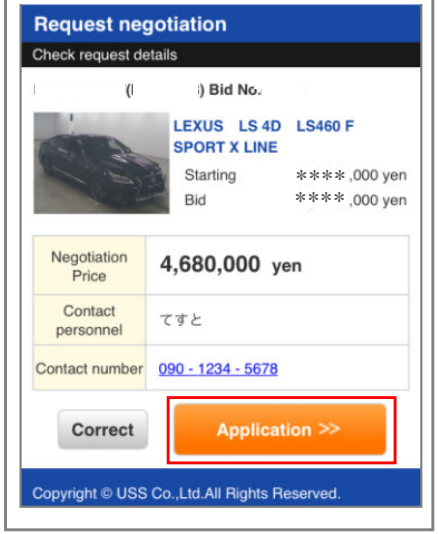
[Basic Procedures　–Requesting Negotiation②–]

4.Registration screen



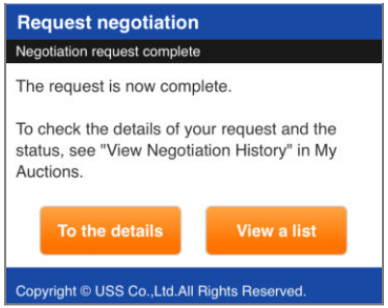
Enter the negotiation price, name of the person in charge, and the contact, and then click the **<Confirm>** button.
- Make sure to enter the correct phone number.

5.Confirmation screen



Confirm the price, and tap the **<Application>** button.

6.Completed screen



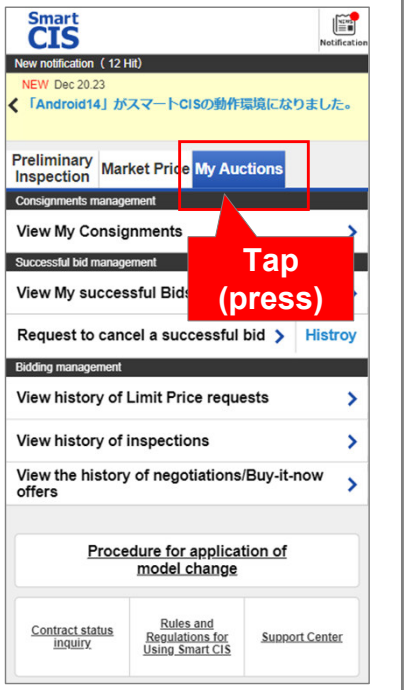
When “The request is now complete." is shown, the application is complete.

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

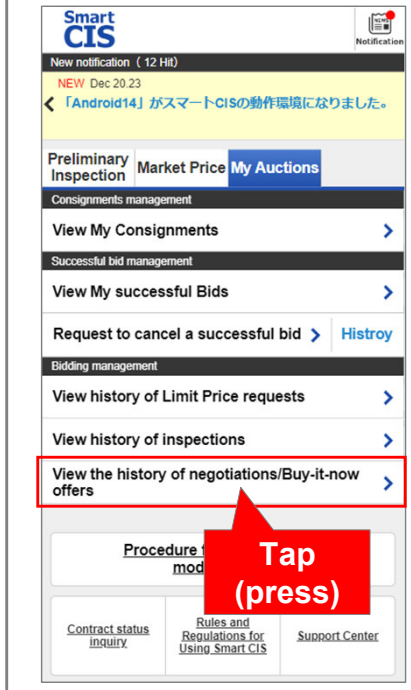
[Basic Procedures　–Changing the Negotiation Price①–]

1.Display My Auction menu



Tap the **<My Auctions>** button.

2.View the history of negotiations/Buy-it-now offers

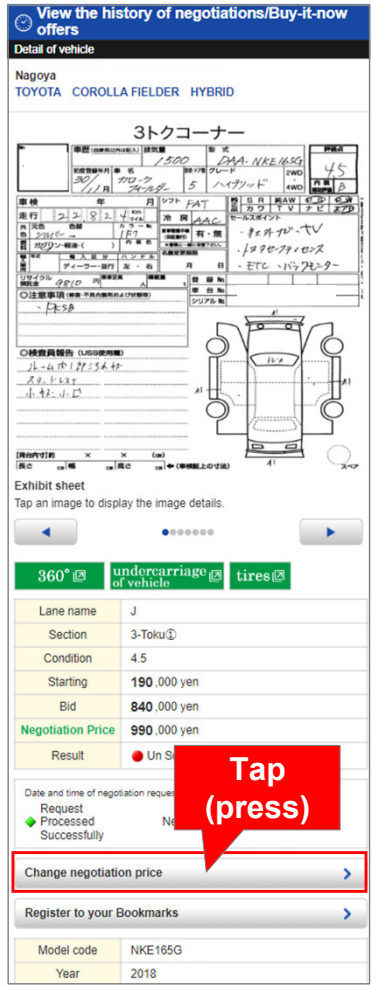


Tap the **<View the history of negotiations/Buy-it-now offers>** button.

3.Vehicle selection

Tap a vehicle to change its negotiation price.

4. Change the negotiation price



Tap the **<Change negotiation price>** button.

Note

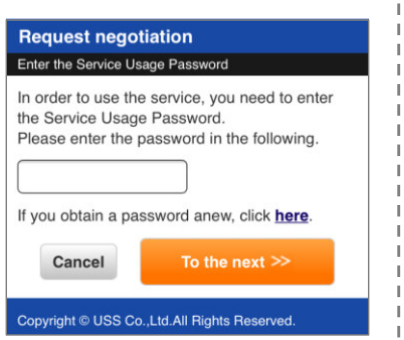
- Normally, requests for negotiations at sites are on a first-come, first-served basis, but at the USS Nagoya and Okayama sites, higher prices are prioritized.
- Prices cannot be changed at sites other than USS Nagoya and Okayama sites.

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

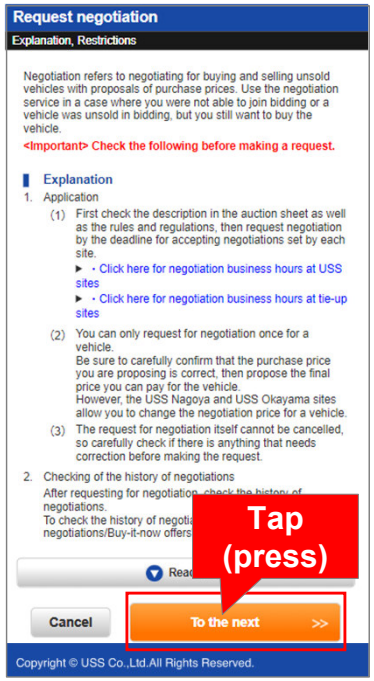
[Basic Procedures　–Changing the Negotiation Price②–]

Plus.Service Usage Password



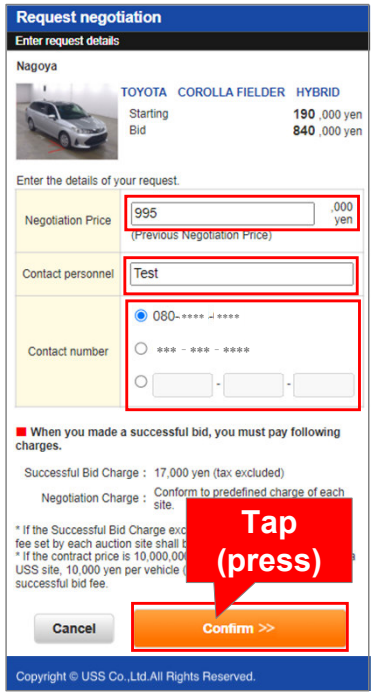
If you are asked to enter your password to use the negotiation service, it means that the negotiation service usage restriction has been set to <Use (password required)>. You must enter your password to use the service

5.Rules and regulations screen



Check the rules and regulations, and then tap the **<To the next>** button.

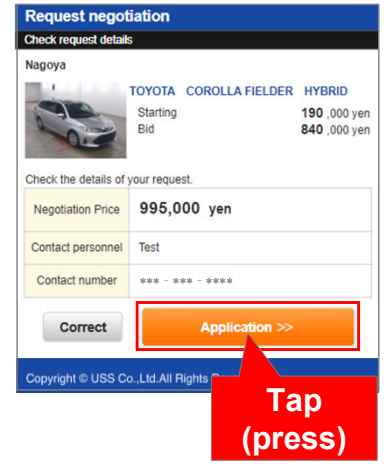
6.Registration screen



Enter the negotiation price, the contact personnel, and the contact number, and then tap the **<Confirm>** button.

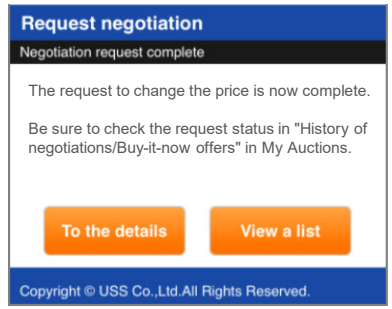
#: Negotiation prices are in units of 1,000 yen.
#: You cannot apply with a price that is lower than the price of the previous application.

7.Change the price



Confirm the information, and then tap the **<Application>** button.

8.Completion screen



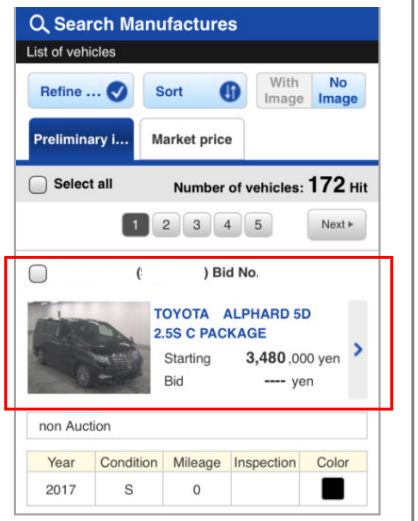
The change is complete when “The request to change the price is now complete” is shown.

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

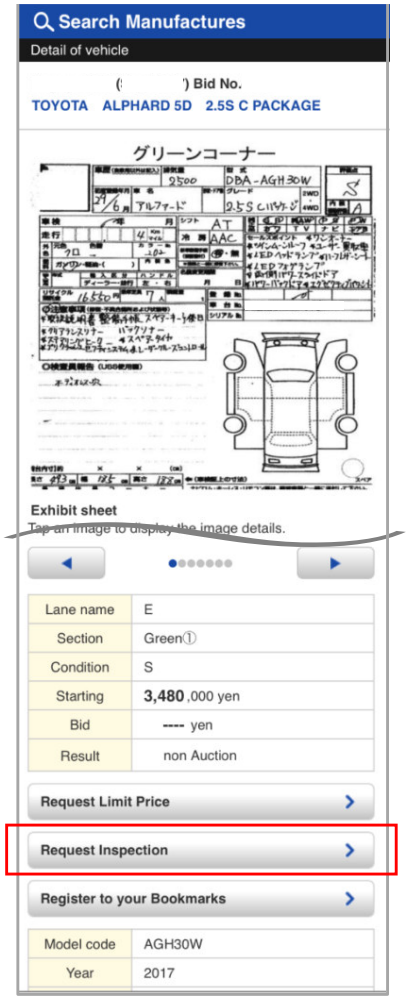
[Basic Procedures – Requesting Inspection ①–]

1.Vehicle selection



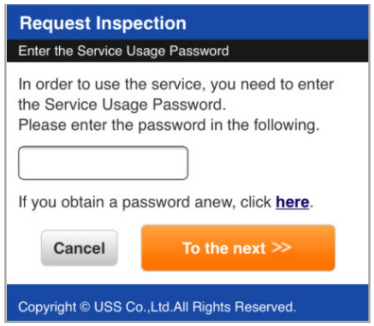
Tap the vehicle for which you want to apply for the Preliminary Inspection Agent Service.

2.Inspection request



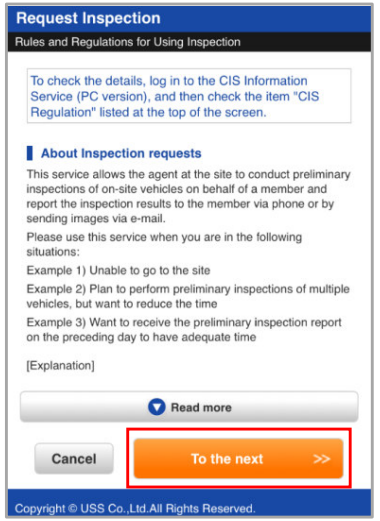
Tap the **<Request Inspection>** button.

Plus.Service Usage Password



When the screen to enter the password for using the Preliminary Inspection Agent Service is displayed, the Preliminary Inspection Agent Service usage restriction is set to <Yes (password required)>.
You must enter a password to use the service.

3.Rules and Ragulations screen



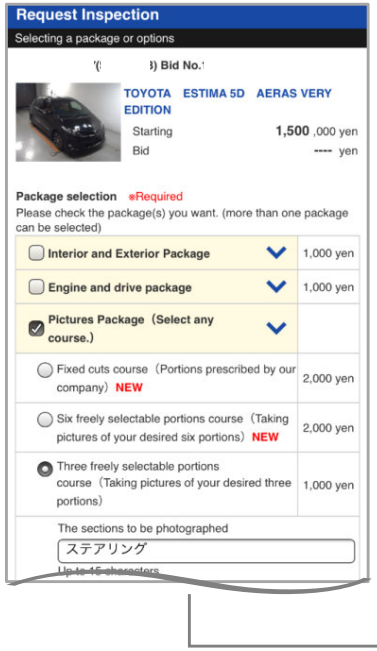
Check the rules and regulations, and then tap the **<To the next>** button.

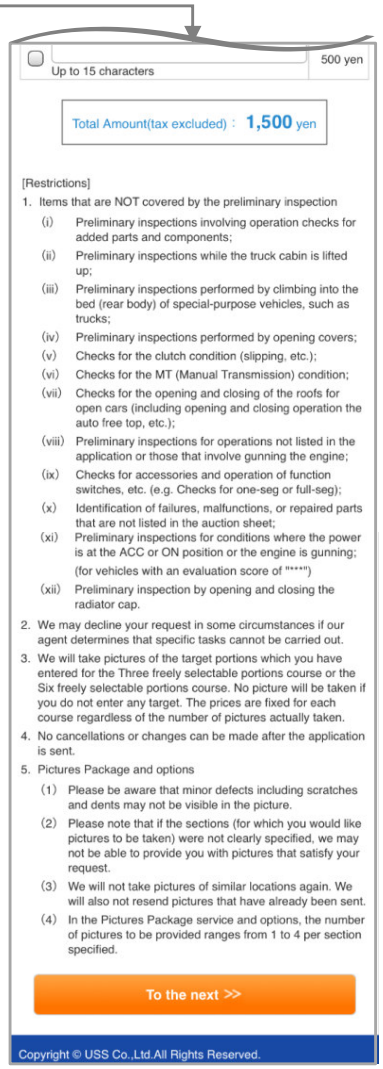
Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

[Basic Procedures – Requesting Inspection ②–]

4. Select a package and options





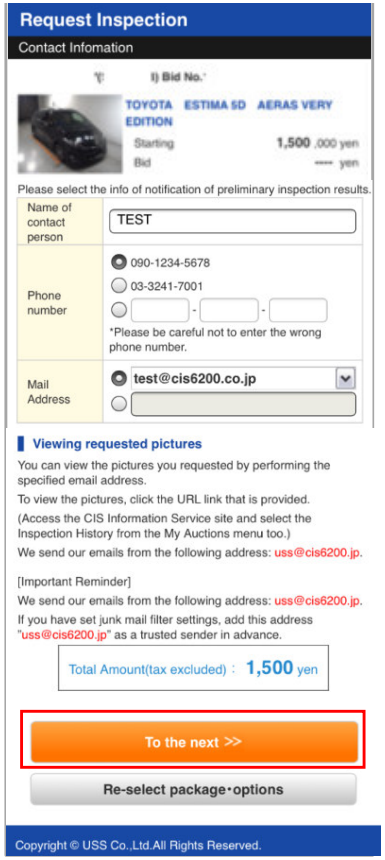
Select one or more packages your desire.
When you selected the Six freely selectable portions course or the Three freely selectable portions course, enter your target portion for shooting.

* If you selected all packages, optional items other than pictures are not displayed.

* The Pictures Package is available on the sites of USS Yokohama, R-Nagoya, Sapporo, Kobe, HAA Kobe, Tokyo, Nagoya, Osaka, and Kyushu only.

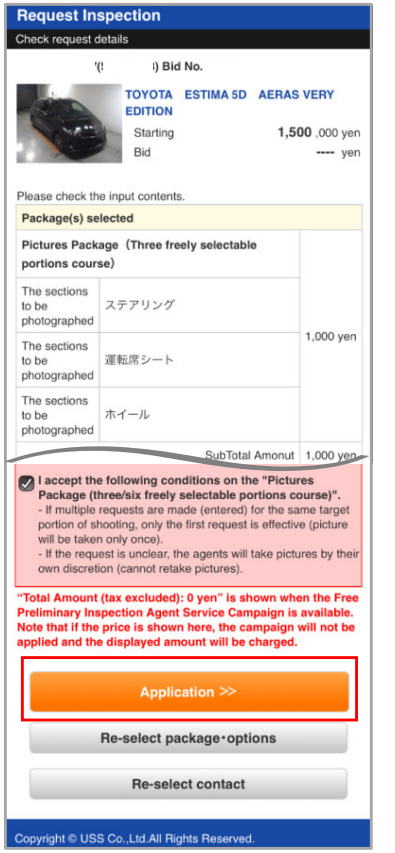
When your selection is complete, tap the **<To the next>** button.

5. Enter contacts



Enter the contact and person in charge, and tap the **<To the next>** button.
If you select a Pictures Package or options, also enter your e-mail address.- Make sure to enter the correct phone number.

6.Confirmation screen



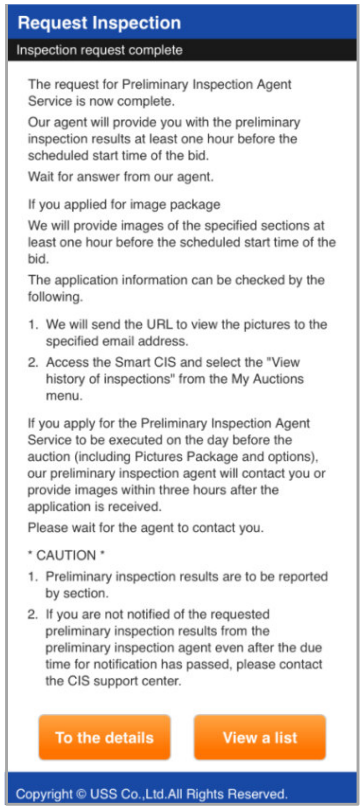
Confirm the application contents, and tap the **<Application>** button.
When you selected a Pictures Package for which you entered your target portion for shooting or options, check the checkbox next to "accept the following conditions".

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

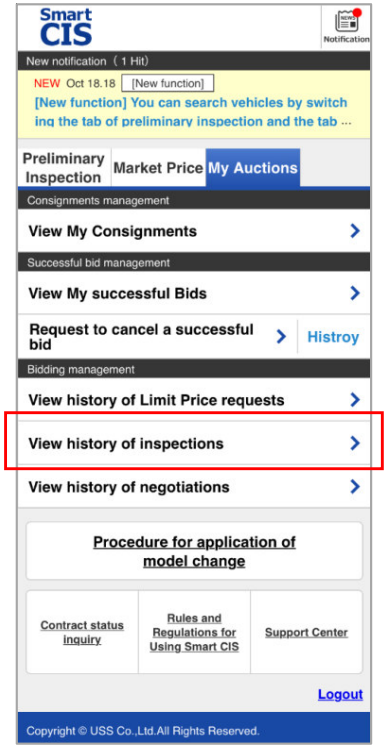
[Basic Procedures – Requesting Inspection ③–]

7.Completed screen



When a screen indicating completion of application for Preliminary Inspection Agent Service is displayed, the application is complete.

Plus.View history of Inspections



History of the Preliminary Inspection Agent Service you applied for can be checked from **<View history of Inspections>** in the TOP screen! You can also check the images of preliminary inspection results from here.

-The period for which you can check the images is 15 days from the auction day.

Note

- Be sure to confirm all of the Rules and Regulations, Important Reminders, and Restrictions before application.

- "Change, addition, or cancel" cannot be accepted once the application is made, so check your entries carefully before applying.

- Preliminary Inspection is not available for some corners such as the special-purpose vehicle corner.

- At some sites, the application for Preliminary Inspection cannot be submitted for unrepaired vehicles that suffered accidents or for vehicles without scores.

- Results of Preliminary Inspection will be reported not in the order of application, but rather in the order of section.
In principle, a preliminary inspection agent will contact you one hour or more before the start of bidding.

- If you do not receive any contact from a preliminary inspection agent by one hour before the start of bidding, please contact the CIS support center.

- With regard to preliminary inspections executed on the day before auction, a preliminary inspection agent will contact you within 3 hours after the application, in principle.

- If you do not receive any contact from a preliminary inspection agent even when 3 hours or more have passed after the application, please contact the CIS support center.
Preliminary Inspection on the day before auction is not available for the Shikoku corner of HAA Kobe and the Kagoshima site corner of Kyushu. Therefore, the Preliminary Inspection will be carried out on the day of auction and the results will be reported on that day.

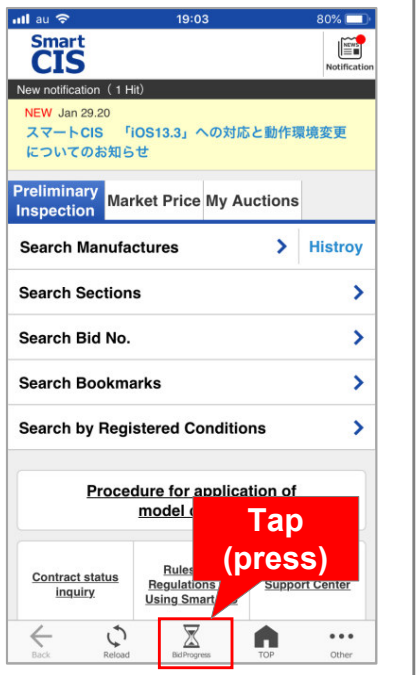
-The images of your successful bid vehicles are downloadable only from the CIS Information Service (personal computer version).
Images are not downloadable from the Smart CIS.

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

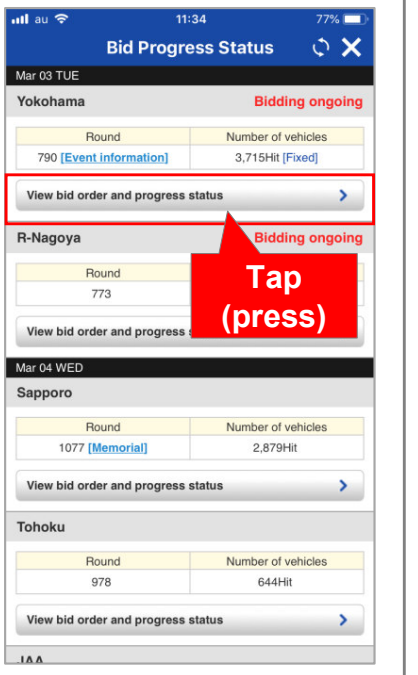
[Basic Procedures　－How to check the Bid Progress Status－]

1. Toolbar menu



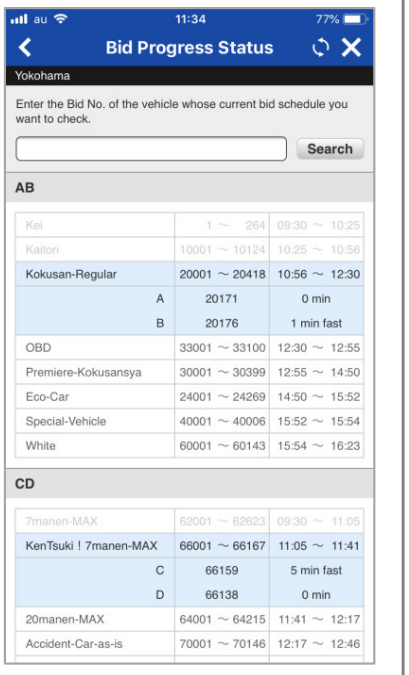
Tap the **<Bid Progress>** button.

2. Select a site location



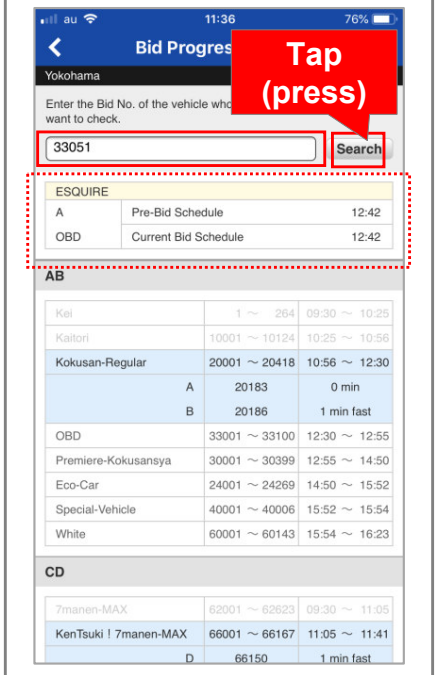
Tap the **<View bid order and progress status>** button for the site location you want to check.

3. Displays the status for each lane



You can check the current status of each lane.

4. Search by Bid No.



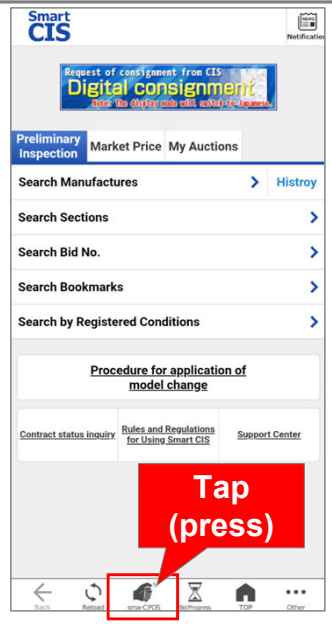
Enter the Bid No. of the vehicle you want to check, and then tap the **<Search>** button.

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

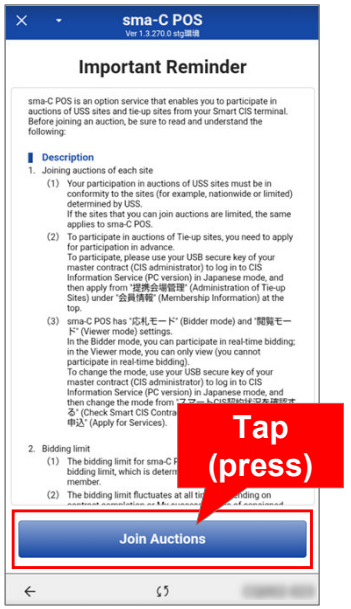
[Basic Procedures　–How to Start sma-C POS–] *Make sure that the Smart CIS application is version 6.0 or higher.

1. sma-C POS icon



Tap the **<sma-CPOS>** button.

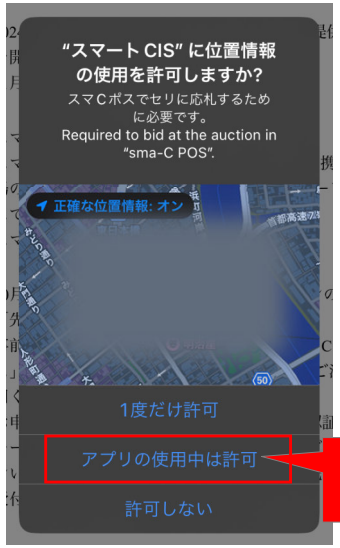
2.Join Auctions



Tap the **<Join Auctions>** button.
* Before joining the auctions, be sure to read the following:
- CIS regulations
- Rules and regulations of each auction site
- Important Reminders and Restrictions

Note

'- If a screen for allowing the use of Bluetooth or Location Services appears when you start sma-C POS (for example, when you open sma-C POS for the first time), be sure to select <許可> (OK or Allow While Using App).



Tap 許可 (OK) (press)

Tap 許可 (Allow While Using App) (press)

* If you select <許可しない> (Don't Allow), you will not be able to use sma-C POS to bid.
If you select <許可しない> (Don't Allow) by mistake, you can uninstall and reinstall the Smart CIS application to display the settings screen again.
To change in the Settings menu on the terminal where you are using Smart CIS, open the Settings menu for the Smart CIS application from the application list, and then turn on Location Services and Bluetooth.

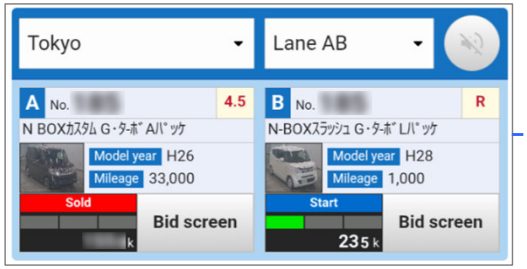
On your terminal, open Settings > application list > the settings of the Smart CIS application, and then turn on Location Services and Bluetooth.

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

[Basic Procedures – sma-C POS Relay Screen–]

Displays information of the current status of auctions held on each site, such as changes to auction start times

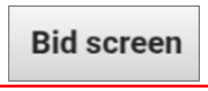


-Site selection
Selects a site of the day from the drop-down menu

-Selection of a section
Selects a desired lane from the drop-down menu

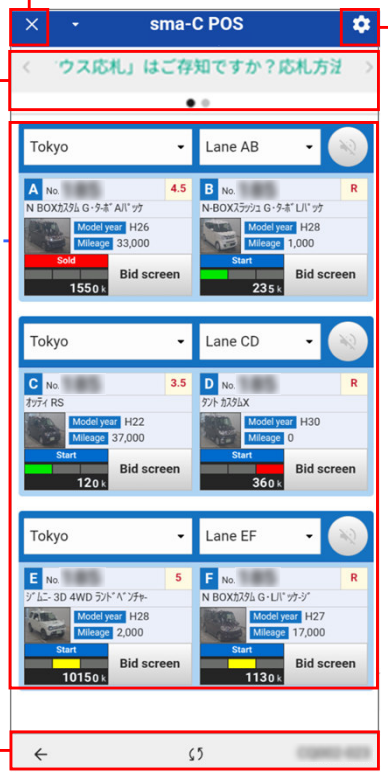
-Speaker button
Selects **<ON>** or **<OFF>** for the audio

-Bid screen
Switches to the Bid screen



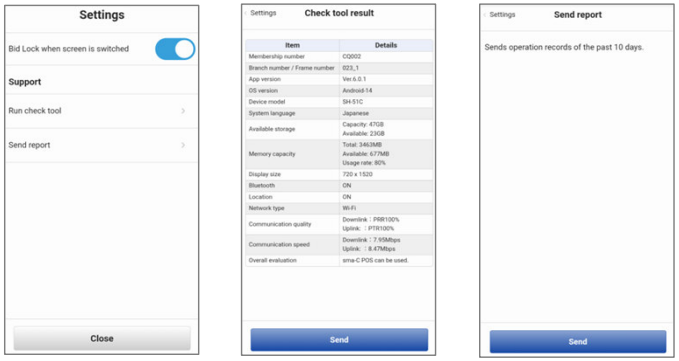
- Return button
  Returns to the previous screen
- Refresh button
  Refreshes the screen
- Membership number
  Displays the membership number that you are currently using

Relay screen



Bidding is not available on the Relay screen.
* If you want to make a bid, tap **<Bid screen>** of the vehicle of your interest.

Closes the sma-C POS screen, and returns to the Smart CIS screen



-**<ON>**/**<OFF>** button for Bid Lock when screen is switched.
Enables/disables Bid Lock when screen is switched.

-**<Run check tool>** button
Checks and sends the usage of the terminal
About check result.
If the overall evaluation shows the following message, bidding is not available.

Overall evaluation	The environment is inadequate for using sma-C POS.

* Keep in mind that the check result is a guide only and does not guarantee actual operation or bidding.

-**<Send report>** button
Sends the operation log of the past 10 days

Copyright © USS Co.,Ltd.All Rights Reserved.

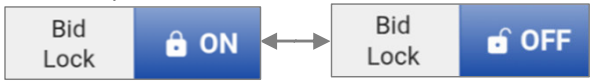
Smart CIS: How To Use

[Basic Procedures　－sma-C POS bid screen－]

-Speaker button
Selects **<ON>** or **<OFF>** for the audio.

Adjust the volume on your terminal.
When selecting <ON>, disable the silent mode or vibrate mode of your terminal.

-**<ON>**/**<OFF>** button for Bid Lock
Enables/disables Bid Lock.

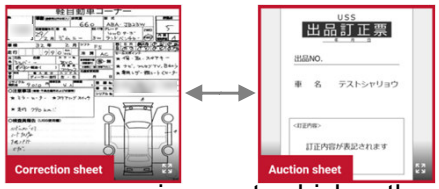


* When Bid Lock is enabled, “Bid locked” is displayed on the Bid button.
* When you disable Bid Lock, “Bid” is displayed on the Bid button.

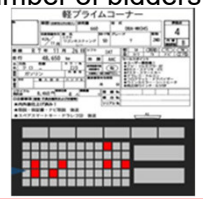
-Vehicle information
The venue name, lane, auction number, car model name, year, mileage, vehicle inspection, and evaluation score will be displayed.

-Vehicle pictures
Shows two vehicle pictures and an auction sheet.
* You can tap an image icon to enlarge the image.

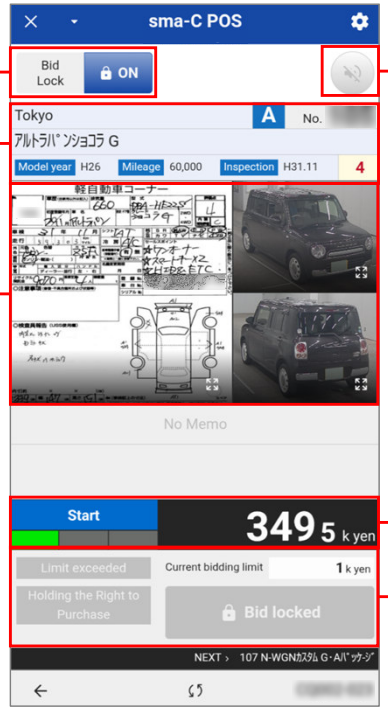
-If there is a correction sheet, you can enlarge it to confirm the correction details.



-For your consignment vehicles, the matrix indicator is displayed at the lower part of the auction sheet.
The matrix indicator shows the number of bidders for your consignment vehicle (as a guide only).
* This is not a price adjustment function.



Bid screen



Displays the details screen, and allows you to make a bid for the vehicle
* Only single-lane bidding is available for sma-C POS.
* Bids cannot be placed for your consignment vehicles (“Own” is displayed next to the price).
* Bidding is not available if the contract is made for the Viewer mode.

Auction status, no. of bidders, and price

-Auction status
Displays the status of the current auction.

[Basic steps from the start of bidding to a successful bid]
1. When the auction starts, “Start” lights up.
2. When the asking price by the exhibitor is passed, “Sell off” lights up.
   * If the bidding does not reach the asking price, “Un sold” lights up.
3. If you win the bid, “Sold” lights up.

-No. of bidders (as a guide only)
Displays the number of bidders:
Green: Three or more people,
Yellow: Two people,
Red: One person

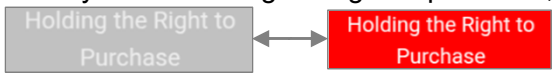
* Before selling off, this might light up even when there is no bidder.

-Price
Displays the current price.

Limit exceeded, holding the right to purchase, bidding limit, and Bid button

-Limit exceeded
If your bid exceeds the bidding limit, the lamp lights up.

-Holding the right to purchase
While you are holding the right to purchase, the lamp lights up.



-Bidding limit
Displays the current bidding limit.

-Bid button
The display of the Bid button varies depending on the Bid Lock status.

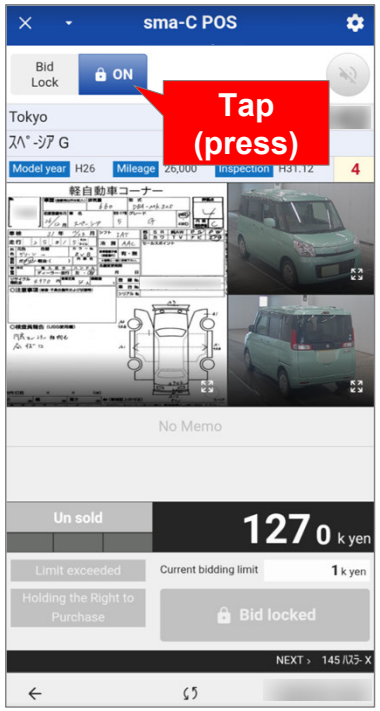
* Lights up in yellow when the Bid button reacts

Copyright © USS Co.,Ltd.All Rights Reserved.

Smart CIS: How To Use

[Basic Procedures　– How to Bid Using sma-C POS –]

1. Bid Lock

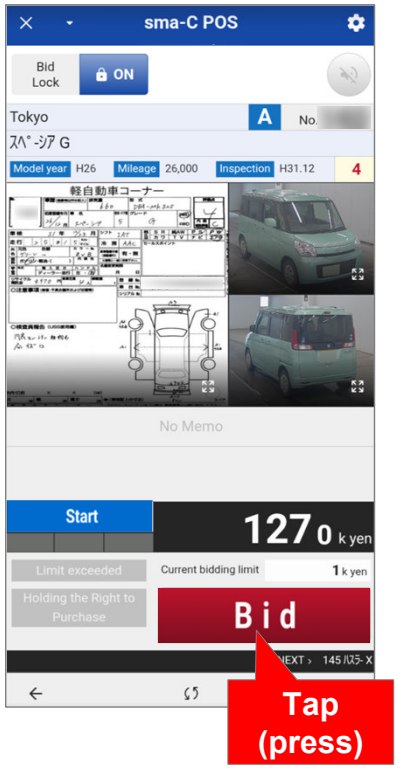


If Bid Lock is **<ON>**, switch to **<OFF>**.

* When Bid Lock is disabled, the display of the Bid button will change from “Bid locked” to “Bid”.

* If you have a contract for the Viewer mode, Bid Lock cannot be disabled.

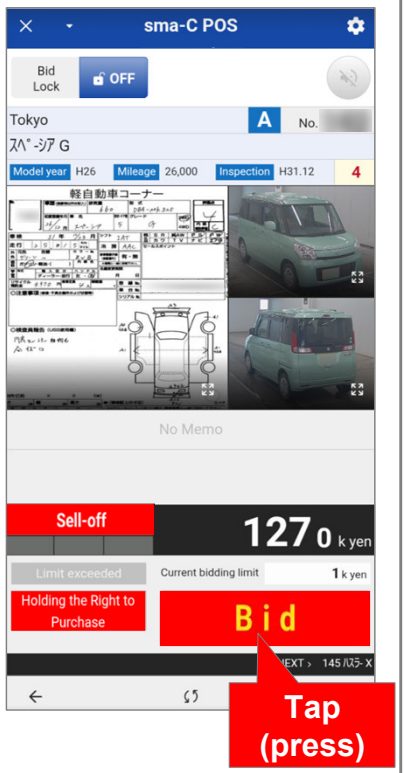
2. Bid



Continue to tap the **<Bid>** button until the desired purchase price.

* The Bid button lights up in yellow when it reacts.

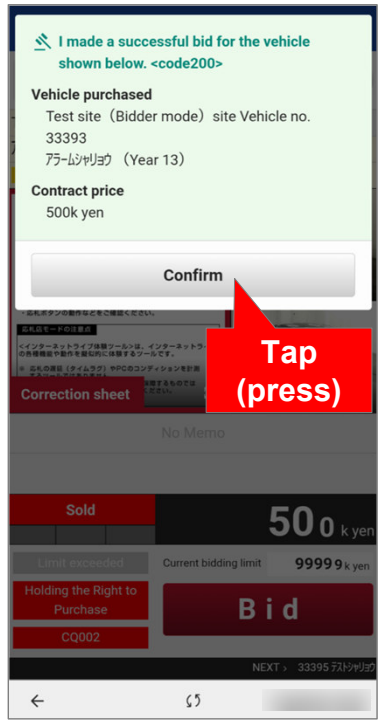
3. Sell-off



For sell-off, the <Sell-off> lamp lights up; when you are holding the right to purchase, the <Holding the Right to Purchase> lamp lights up.

* Continue to tap the Bid button even after holding the right to purchase as the price will not go up unless there are other bidders.

4. Successful bid screen



The successful bid screen appears if you win the bid.

* You need to tap the **<Confirm>** button to switch the screen.

Copyright © USS Co.,Ltd.All Rights Reserved.

How to Apply for Smart CIS Add-ons

[How to Apply for Add-ons ①]

Applying for Smart CIS

You can apply for/cancel Smart CIS add-ons by clicking the Membership Information tab from the TOP Menu of the CIS Information Service, and then click the Membership Information Inquiry tab in the menu on the left.

⚠ Note

- To apply for Smart CIS add-ons, you need to login to the CIS Information Service using the USB key (ID) of the master contract ID number (CIS administrator) and enter the CIS Management Password.

- You cannot apply for Smart CIS using the USB key (ID) of the additional contract ID number (member to be managed)

- If you have not set or forgotten your CIS Management Password, you can set a new password online when applying for Smart CIS add-ons.
  The obtained CIS Management Password will be sent to your registered telephone number via SMS (Short Message Service).
  If you have changed your telephone number, please contact the support center.

1. TOP Menu screen of the CIS Information Service

Login to the CIS Information Service using the USB key (ID) of the master contract ID number (CIS administrator) and click the 各サービス申込 (Membership Information) tab.

⚠ Note

- You cannot apply for Smart CIS using the USB key (ID) of the additional contract ID number (member to be managed).

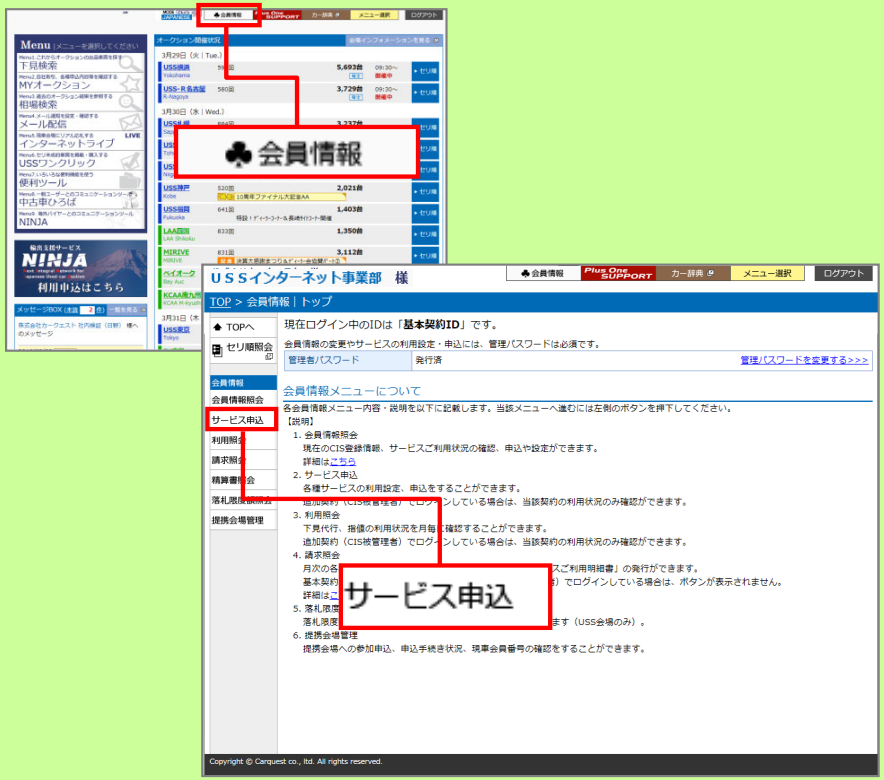
Copyright © USS Co.,Ltd.All Rights Reserved.

How to Apply for Smart CIS Add-ons

[How to Apply for Add-ons ②]

Tips

Application is also possible from “ ♣会員情報 (Membership Information)" at the top of the TOP screen.
Click “ ♣会員情報 (Membership Information)".
The [会員情報メニュー説明(Membership Information Menu Explanation)] screen will be displayed. Click
“ サービス申込 (Application for service)".



2. Branch Information screen

If you have no additional contract ID number, when the Branch Information screen appears, click 契約状況を確認する >>> (Check Contract Details and Apply for Services), which appears next to the Smart CIS field in the Additional Services section.

Copyright © USS Co.,Ltd.All Rights Reserved.

How to Apply for Smart CIS Add-ons

[How to Apply for Add-ons ③]

3. Smart CIS Contract Details Inquiry screen

Click オプションを利用申込する >>> (Sign Up for Use) button, which appears in the field of the contract for which you want to select the add-on(s).

4. CIS Management Password Entry screen

Enter your CIS Management Password for application, and then click the 次へ進む (Next) button.

Note

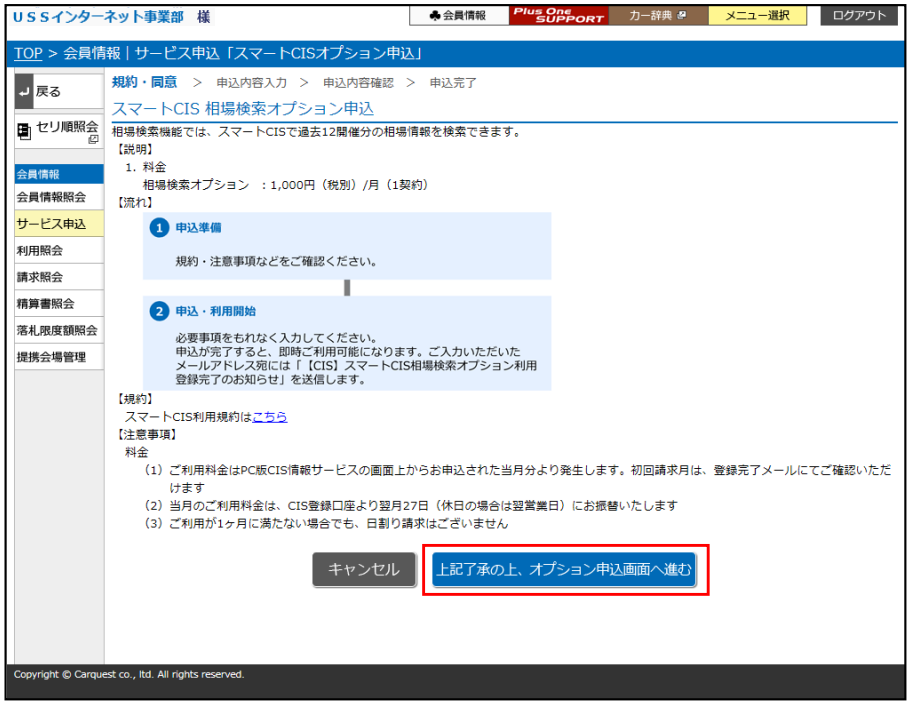
- If you have not set or forgotten your CIS Management Password, you can set a new password online.
  The obtained CIS Management Password will be sent to your registered telephone number via SMS (Short Message Service).
  If you have changed your telephone number, please contact the support center.

Copyright © USS Co.,Ltd.All Rights Reserved.

How to Apply for Smart CIS Add-ons

[How to Apply for Add-ons ④]

5. Sign Up for Using Services: Terms and Agreement screen



Read the Rules and Regulations, and then click the 上記了承の上、オプション申込画面へ進む **(I accept the above and sign up for using the add-on “Market Price”)** button.

6. Application Details Entry screen

Enter the name of the 申請者 “Applicant,” and then click the 確認画面へ進む **（Next）** button.

Copyright © USS Co.,Ltd.All Rights Reserved.

How to Apply for Smart CIS Add-ons

[How to Apply for Add-ons ⑤]

7. Application Details Confirmation screen

8. Application Completed screen

Once you confirm the information entered, click the オプション申込する **(Sign up for using the add-on “Market Price” as indicated above)** button.

The confirmation message appears, notifying that your application is complete. Your application has been completed.
As soon as you complete the application procedure, you can start using the service.

Copyright © USS Co.,Ltd.All Rights Reserved.

How to Apply for a Change of Registered Smartphone Model for Smart CIS

[Applying for a Change of Registered Smartphone Model]

You can apply for a change of registered smartphone model for Smart CIS from the terminal you have used up to then.
Access "Smart CIS Login >> 会員情報[Membership Information] >>ご契約内容を見る（機種変更など） [Check Contract Details (model change, etc.)]".
You can also apply from the CIS Information Service by accessing
"CIS Information Service TOP screen >> 会員情報[Membership Information] >> Check スマートCIS　契約状況を確認する[Smart CIS Contract Details]".

⚠ Note

- If you exchange your smartphone for the one already registered within a month and you are applying for a change of registered phone model, you will see an error message and will be unable to complete the application. In such case, please contact the CIS Support Center.
- Application for a change of model cannot be made from the USB secure key (ID) of an additional contract (membership managed by the CIS administrator).
- To apply for a change of model by logging in with the USB secure key (ID) of the master contract (CIS administrator), a CIS Management Password is required.
  If you have not set or forgotten your CIS Management Password, you can set a new password online when applying for Smart CIS.
  The obtained CIS Management Password will be sent to your registered telephone number via SMS (Short Message Service).
  If you have changed your telephone number, please contact the support center.

[Steps to Apply]

1. Apply	If you are going to apply for model change by logging in using the USB key (ID), the CIS administration password is required.
2. E-mail notice	A confirmation e-mail notifying you that we have received your application for a change of registered model will be sent to the e-mail address entered at the time of application.
3. Install	Install the dedicated application for Smart CIS onto the new device that you want to use the service with, and then login for the first time.
4. Confirm/accept	Confirm the application details and Rules and Regulations for Using Smart CIS, and then enter the "申込受付番号(Application receipt number)" written in the e-mail, and finally accept the terms and confirm your application for a model change.
5. Registration of model change	Once you finally accept the terms and confirm your entry, your registration of the change of model process is complete and you can start using the service.
6. E-mail notice	Once the registration of the change of model is complete, you will receive a confirmation e-mail.

Complete the registration of the change of model “within 24 hours” after you complete the application; otherwise, your application will be cancelled.

Copyright © USS Co.,Ltd.All Rights Reserved.

How to Apply for a Change of Registered Smartphone Model for Smart CIS

[Procedure for Model Change Application from Smart CIS ①]

1. Smart CIS login screen

On your terminal before the change, change the display mode to Japanese, and log in to Smart CIS.

2. TOP screen

Tap "会員情報(Membership information) ", and then tap "ご契約内容の確認・機種変更手続き(Check the contract details, Apply for model change)".

3. Contract details

Tap "機種変更する(Register model change)".

4. Important reminder

Tap "次へ進む(Go to next)".

5. Enter application details

Change the user name and mail address as necessary. Enter the applicant, and tap " 確認画面へ進む(Go to the confirmation screen)".

Copyright © USS Co.,Ltd.All Rights Reserved.

How to Apply for a Change of Registered Smartphone Model for Smart CIS

【 Procedure for Model Change Application from Smart CIS ②】

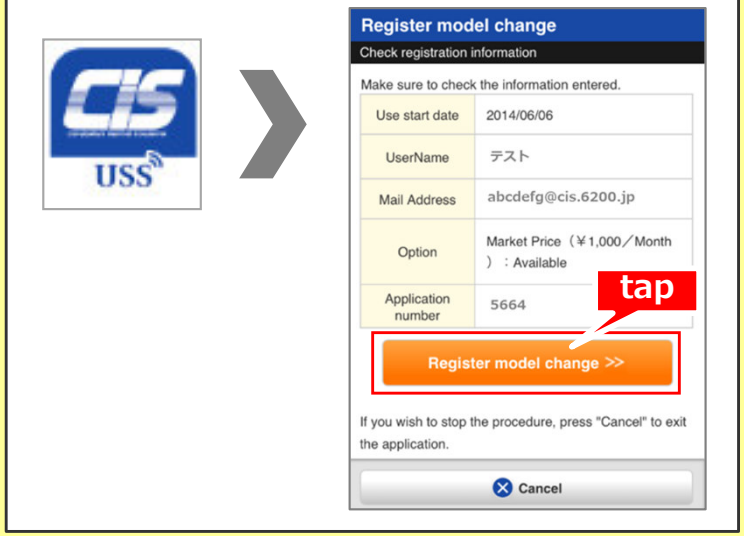
6. Check application details

Tap "申込む(Apply)>>".

7. Model change application complete

Make sure you check the application receipt number.

8. Final check of registration details



On your new terminal after change, install the CIS-dedicated application, and log in.
After logging in to Smart CIS, check "Important Reminder" and "Rules and Regulations", enter the application number, and then tap "Register model change >>". Now the procedure is complete.
* You can log in in the English mode.

Copyright © USS Co.,Ltd.All Rights Reserved.

How to Apply for Smart CIS

[Procedure for Model Change Application from the CIS Information Service ①]

1. TOP Menu screen of the CIS Information Service

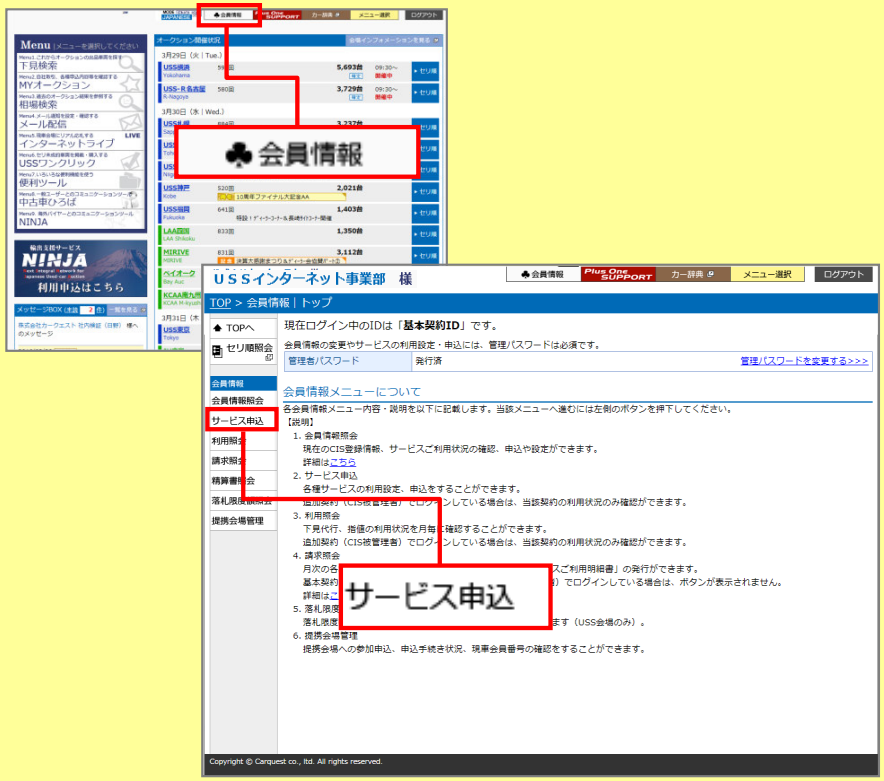
Login to the CIS Information Service using the USB key (ID) of the master contract ID number (CIS administrator) and click the 有料サービスの利用申込や基本サービスの利用設定する 各サービス申込 (Membership Information) tab.

⚠ Note

- You cannot apply for Smart CIS using the USB key (ID) of the additional contract ID number (member to be managed).

Tips

Application is also possible from “ ♣会員情報 (Membership Information)" at the top of the TOP screen.
Click “ ♣会員情報 (Membership Information)".
The [会員情報メニュー説明(Membership Information Menu Explanation)] screen will be displayed. Click “ サービス申込 (Application for service)".



Copyright © USS Co.,Ltd.All Rights Reserved.

How to Apply for a Change of Registered Smartphone Model for Smart CIS

[Procedure for Model Change Application from the CIS Information Service ②]

2. Branch Information screen

If you have no additional contract ID number, when the Branch Information screen appears, click 契約状況の確認、各種申込はこちら＞＞＞ (Check Contract Details and Apply for Services), which appears next to the Smart CIS field in the Additional Services section.

3. Smart CIS Contract Details Inquiry screen

Click 機種変更する＞＞＞ (Change the model) that appears in the field of the contract for which you want to apply for a change of registered smartphone model.

Copyright © USS Co.,Ltd.All Rights Reserved.

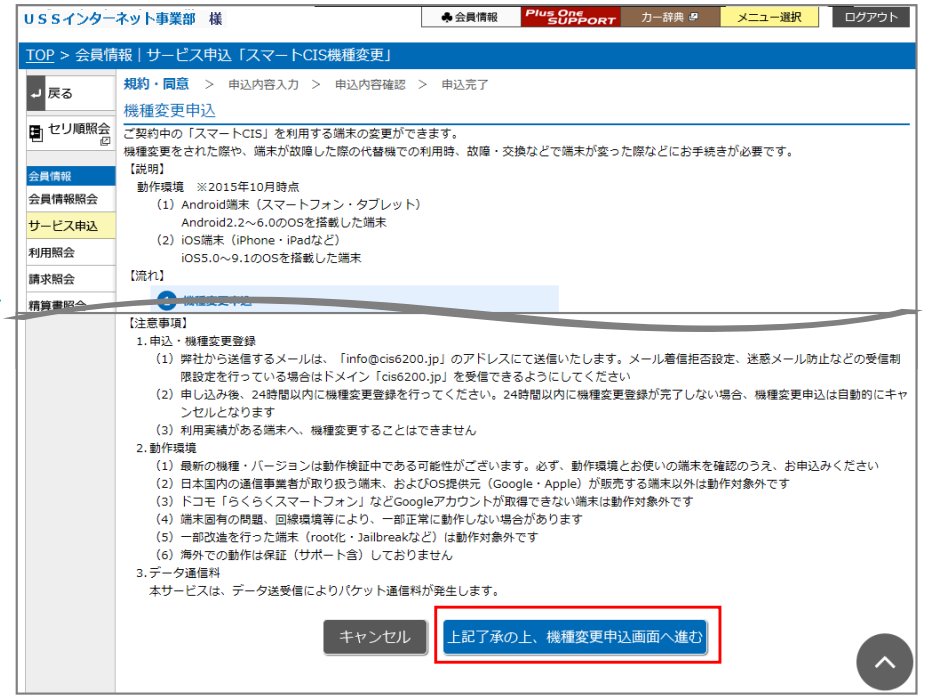
How to Apply for a Change of Registered Smartphone Model for Smart CIS

[Procedure for Model Change Application from the CIS Information Service ③]

4. CIS Management Password Entry screen

Enter your CIS Management Password for application, and then click the 次へ進む (Next) button.

5. Sign Up for Using Services: Terms and Agreement screen



Check the procedures, from applying for a change of registered model to the completion of the model change, Rules and Regulations, and other necessary information. Then, click the 上記了承の上、機種変更申込画面へ進む (I accept the above and apply for a change of registered model) button.

Note

- If you have not set or forgotten your CIS Management Password, you can set a new password online.
  The obtained CIS Management Password will be sent to your registered telephone number via SMS (Short Message Service).
  If you have changed your telephone number, please contact the support center.

Copyright © USS Co.,Ltd.All Rights Reserved.

How to Apply for a Change of Registered Smartphone Model for Smart CIS

[Procedure for Model Change Application from the CIS Information Service ④]

6. Application Details Entry screen

Enter the name of the “User” and the “E-mail address” that you want to use with the new device.
Enter the name of the “Applicant,” and then click the 確認画面へ進む （Next） button.

7. Application Details Confirmation screen

Once you confirm the information entered, click the 機種変更申込する (Apply for a change of registered model as indicated above) button.

Copyright © USS Co.,Ltd.All Rights Reserved.

How to Apply for a Change of Registered Smartphone Model for Smart CIS

[Procedure for Model Change Application from the CIS Information Service ⑤]

8. Application Completed screen

The confirmation message appears, notifying that your application is complete. Your application has been completed.

9. After you complete the application

Once your application process is complete, a confirmation e-mail notifying you that we have received your application for a change of registered model will be sent to your e-mail address you entered at the time of application.

However, you are not yet ready to use Smart CIS with your new device at this point, even if you have completed the application. To use the service with a new device, you must complete the registration of the change of model.

Install the CIS-dedicated application onto the new terminal after change, and log in.
After logging in to Smart CIS, check the Important Reminder and Rules and Regulations, enter the application receipt number, and click "Register model change". Now the procedure is complete.

=> Follow the steps given in the confirmation e-mail notifying you of the receipt of the application for a change of model that will be sent once your application is completed.

⚠ Notes

- You are not yet ready to use the service with your new device at this point, even if you have completed the application.
- Install the dedicated application for Smart CIS to the new device. Then, finally, accept the terms and confirm your entry. This completes the registration of the model change, and you can start using the service with the new device.
- Complete the registration of the change of model ”within 24 hours” after you complete the application; otherwise, your application will be cancelled.

Copyright © USS Co.,Ltd.All Rights Reserved.

How to Apply for a Cancellation of Smart CIS

[How to Apply for a Cancellation ①]

Applying for Smart CIS

You can apply for/cancel Smart CIS add-ons by clicking the Membership Information tab from the TOP Menu of the CIS Information Service, and then by clicking the Membership Information Inquiry tab in the menu on the left.

You can continue to use Smart CIS until the end of the month even after you apply for a cancellation of the service.

⚠ Note

- To apply for a cancellation of Smart CIS, you need to login to the CIS Information Service using the USB key (ID) of the master contract ID number (CIS administrator) and enter the CIS Management Password.

- You cannot apply for Smart CIS using the USB key (ID) of the additional contract ID number (member to be managed)

- If you have not set or forgotten your CIS Management Password, you can set a new password online when applying for a cancellation of Smart CIS.
  The obtained CIS Management Password will be sent to your registered telephone number via SMS (Short Message Service).
  If you have changed your telephone number, please contact the support center.

1. TOP Menu screen of the CIS Information Service

Login to the CIS Information Service using the USB key (ID) of the master contract ID number (CIS administrator) and click the 有料サービスの利用申込や基本サービスの利用設定する 各サービス申込 (Membership Information) tab.

⚠ Note

- You cannot apply for Smart CIS using the USB key (ID) of the additional contract ID number (member to be managed).

Copyright © USS Co.,Ltd.All Rights Reserved.

How to Apply for Smart CIS Add-ons

[How to Apply for a Cancellation ②]

Tips

Application is also possible from “ ♣会員情報 (Membership Information)" at the top of the TOP screen.
Click “ ♣会員情報 (Membership Information)".
The [会員情報メニュー説明(Membership Information Menu Explanation)] screen will be displayed. Click “ サービス申込 (Application for service)".

2. Branch Information screen
[when you have NO additional contract ID number]

If you have no additional contract ID number, when the Branch Information screen appears, click 契約状況を確認する >>> (Check Contract Details and Apply for Services), which appears next to the Smart CIS field in the Additional Services section.

Copyright © USS Co.,Ltd.All Rights Reserved.

How to Apply for a Cancellation of Smart CIS

[How to Apply for a Cancellation ③]

3. Smart CIS Contract Details Inquiry screen

Click 契約を解約する >>> (Apply for a Cancellation), which appears in the field of the contract for which you want to apply for a cancellation.

4. CIS Management Password Entry screen

Enter your CIS Management Password for application, and then click the 次へ進む (Next) button.

⚠ Note

- If you have not set or forgotten your CIS Management Password, you can set a new password online.
  The obtained CIS Management Password will be sent to your registered telephone number via SMS (Short Message Service).
  If you have changed your telephone number, please contact the support center.

Copyright © USS Co.,Ltd.All Rights Reserved.

How to Apply for a Cancellation of Smart CIS

[How to Apply for a Cancellation ④]

5. Sign Up for Using Services: Terms and Agreement screen

Read the Important Notice and Agreement. Then, click the 上記了承の上、解約申込画面へ進む (I accept the above and apply for a cancellation) button.

6. Application Details Entry screen

Enter the name of the 申請者 “Applicant,” and then click the 確認画面へ進む (Next) button.

Copyright © USS Co.,Ltd.All Rights Reserved.

How to Apply for a Cancellation of Smart CIS

[How to Apply for a Cancellation ⑤]

7. Application Details Confirmation screen

Once you confirm the information entered, click the 解約申込する (Apply for a cancellation as indicated above) button.

8. Application Completed screen

The confirmation message appears, notifying that your application is complete. Your application has been completed.

Copyright © USS Co.,Ltd.All Rights Reserved.

Auction data must be handled with extreme care.
The improper use of CIS information, including the theft, secondhand use, and unauthorized copying of data, as well as acts such as unannounced disclosure of market prices, is prohibited under CIS regulations.