

Creating an Account:

You will be prompted to complete a one-time registration to create your Keystone Community account. After you have an account, you can access Keystone Community from any device by going to <http://keystone.asteris.com> (bookmark this page!). *Please note that the email address entered in this screen will be used to receive reports and correspondence.

From this point on any new submissions can be started via a Community user.

Starting a Submission:

Select the sale that you are submitting to and type in the hip/lot number you are submitting and then click the next button. Keystone Community will verify the hip/lot entered is available, once you verified all information is correct click next in the lower right of Keystone Community.

The screenshot shows the 'Request Teleconsultation' interface. On the left is a sidebar with navigation options: 'Start Consultation' (highlighted), 'Image Uploads' (with sub-items 'Not Sent' (1), 'Today' (0), 'Yesterday' (1)), and 'Teleconsultation' (with sub-items 'Open', 'Today', 'Yesterday', 'Complete'). The main area is titled 'Select the Sale and enter the Hip Number for your submission to Asteris.' It contains a 'Sale' dropdown menu set to 'TestSale2024', a 'Hip Number' input field with '0008' and a search icon, and a confirmation box for 'Hip 0008' with a green checkmark. Below this, the horse's details are listed: 'Dam: Explosive Leah', 'Sire: American Guru', and 'Consigner: Cara Bloodstock (Bernard McCormack), Agent'. At the bottom, there is a disclaimer: 'If any information is incorrect, please contact Asteris Management Submissions at alexa.reisfield@asteris.biz or 555-99-5555.' and two buttons, 'Back' and 'Next'.

Importing Images:

You may import images into Keystone Community through Drag & Drop or by uploading from a saved file.

