



IWWG Online Auction

Bidder Instructions

There are three ways to participate in the Auction as a bidder.

- 1) Through the Auction Website at <https://charityauction.bid/IWWG>
- 2) Using the Auctria Mobile App on your Apple or Android device
- 3) Using Text on your Apple or Android device

Instructions for each of these methods follow. You may want to use more than one method and that is fine.

WEBSITE

The **Auction Website** is a mobile friendly website allowing bidders to place bids from their desktop/laptop computers as well as their mobile devices. The views are very similar, and the approach is also similar.

Go to the Auction Website link at <https://charityauction.bid/IWWG> and click on **CATALOG** on the top menu to browse the item catalog.

We recommend if you think you are going to be placing bids that you use the **ONLINE REGISTRATION** tab on the top menu to register and set up an account. That way any time you want to come back and bid over the course of the auction you just go right to your account and all your information is there. You can also register a credit card to use for your bids and we do recommend that you do that as well. You can also do that at checkout if you win a bid.

In each of these **Auction Website** views (desktop, laptop, mobile) you will see a button for bidding. The button might show either the current bid amount or just simply show the "Bid Now!" text. Clicking on this button will start the process to place a bid. This usually opens the item details card for the specific item being bid on.

To place a bid, you would enter your bid amount into the **Amount** box and click the **Bid** button. If **Proxy Bidding** is enabled for the event, there will be a relevant checkbox for you to work with **before you** click the **Bid** button. As you enter your amount the **Bid** button will reflect that value.

What is a Proxy Bid? If you are familiar with eBay, then you already know this term. A Proxy Bid allows you to enter a number that is the max you are willing to pay for the item. As the auction progresses and other bids come in, if they are below your maximum, they are notified there is a bidder who has made a higher bid. At the close of the auction if no one has come up to your maximum proxy bid, then you win the item and pay not your max but whatever the highest bid is at the time of the close. A proxy bid therefore allows a bidder to not have to keep checking the bids as they come in and to perhaps win the item below the max they set. If the Proxy bid is exceeded by another bidder, you will be notified. Proxy bids are often used on high-value items.

The winning bidder (whether Proxy Bids are used or not) will be notified upon close of the auction.

MOBILE APP

Auctria has a mobile app for iOS, and Android, devices that bidders can use to participate in the online auction.

For Android, the Auctria mobile bidding app is available on the Google Play Store. You can access this link directly at: <https://play.google.com/store/apps/details?id=com.auctria.bidder>

For your Apple IOS device, you can download the Auctria app from the APP Store. You can access this link directly at: <https://itunes.apple.com/us/app/auctria-mobile-bidding/id1388761108>

You can also access the mobile app for both iOS and Android using the short url: <https://charityauction.bid/mobile>

When you open the App, you will get the Auctria Welcome screen and be asked to Sign in. If you are already a registered bidder for the event, you can tap on the **Sign in** to use your **Bidder Access Code** or the bidder **email** address you registered with. You also have the option to sign in with a **QR code** if one has

been provided to you. If you are not registered then you will create your bidder account in the Mobile App.

The **Catalog** pages of your **Mobile App** will be the same as those used on your **Auction Website**. You can generally expect to see two menus in the **Mobile App** screen. At the **top-left** corner of the screen you will see the menu for the **Mobile App** itself; and *near* the **top-right** corner of the screen you will see the menu for the **Auction Website**

TEXT BIDDING

Optional text based bidding lets bidders participate in an online auction via **Text Messages**.

To participate in text based bidding, a bidder must have their mobile phone number associated with their bidder record.

If you think you'll want to bid via text, then first register as a bidder on your desktop or in the mobile app so your cell number is associated with your registration.

The IWWG has a special phone number set up for text messaging and bidding by text.

1 (914) 449-4622

Once you are registered and have your cell number linked through registration, you can enter the number in your message and the word 'hello'

The system will then engage with you. You will receive a message saying:

Hello, this is the event phone# for The Guild Giving Circle Fundraiser. Your personalized event link is:_____ . You can also sign in using the access code _____ at charityauction.bid/IWWG.

Text 'help' for more information.

To bid on an item,

This is the main text command for placing a **bid** on an item.

text: **bid <amount> for <item#>**

For example: **bid 400 for #7**

balance

Texting the word **balance** shows the current closed **balance** on the bidder's account.

If the bidder is the high bidder on items that are not yet closed the response message will also note the number of items with a winning bid although it will not include those amounts in the total.

ANTI-SNIPING FOR BIDDERS

When bidders try to "snipe" an online auction item they will generally try to place a bid exceeding the current highest bid as late as possible before the item end time. This is usually seconds before the end of the auction with the idea of not giving other bidders time to outbid the "sniper".

The **Anti-Sniping Rules**, enabled in Auctria, aim to prevent this by giving all bidders additional time to help support the fundraiser with a higher bid.