

Auction Navigation (Givi-Based)

This article shows you what a Qgiv auction looks like for attendees. It will take you through the steps for browsing, bidding, and paying for items in the Givi app.

Please note: Once you've registered for an auction, you can use either a web browser or the app to participate, and you can switch between the two using the same login information.

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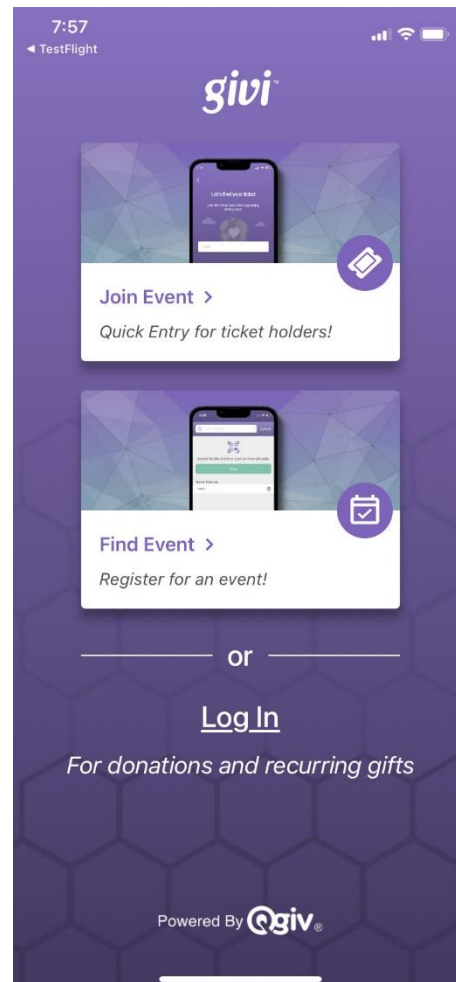
Navigating the App and Browsing Items

Once you've registered and created your account, you can enter the auction in Givi by installing the Givi app on your mobile device.

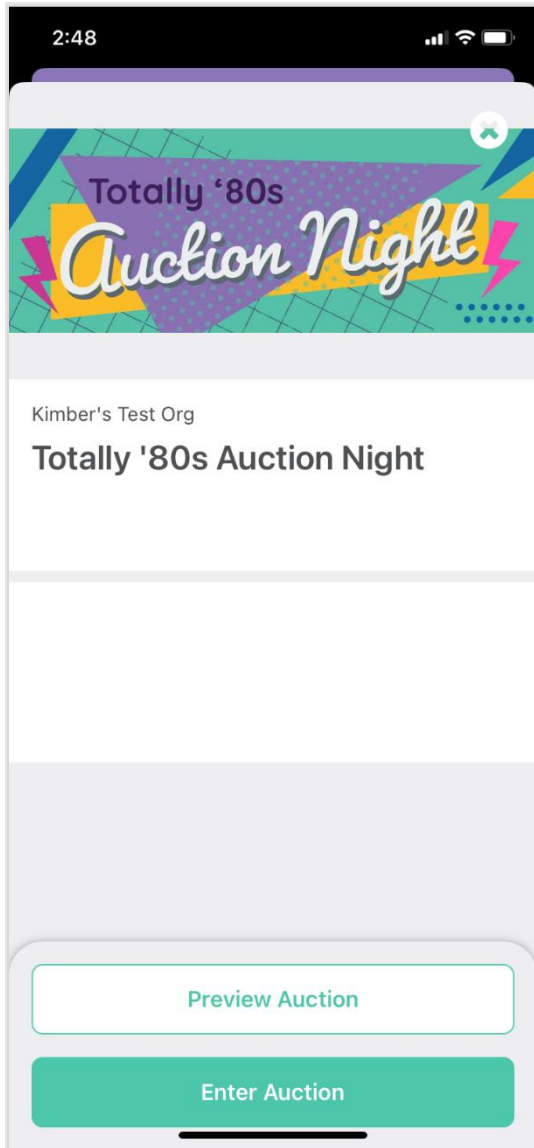
From the Givi home screen, tap **Log In** to log in to your account and enter the auction.

If you still need to register, tap **Find Event**, and then use the search to locate the event you'd like to register for.

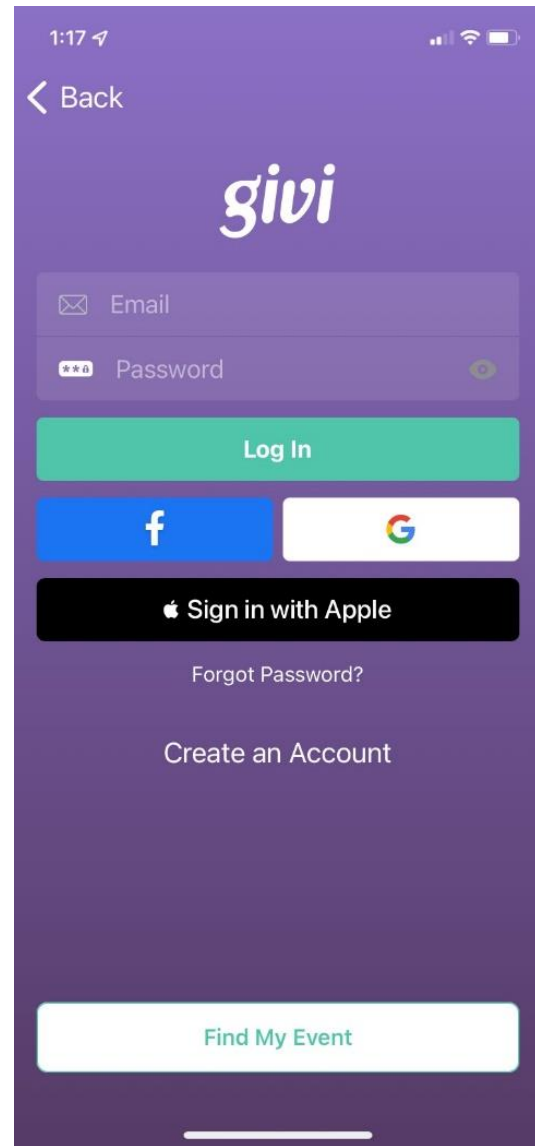
If you have a ticket for the auction but haven't set up a Givi account and password yet, tap **Join Event** from the initial home screen and then enter your email address to find your ticket.



Please note: You can also preview auction items before you register by tapping **Find My Event**, locating your event, and then tapping **Preview Auction**.



On the login screen, enter the email address and password you used when creating your account.

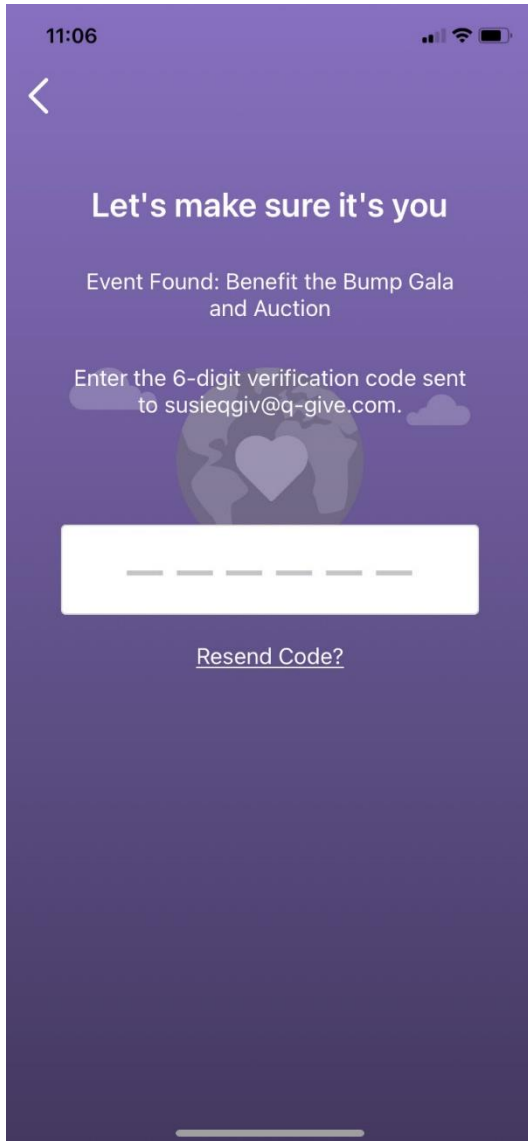


You can also log in using Google, Facebook, or Apple credentials, but only if you used one of those methods for your initial account setup. If you used an email address to set up your account, you'll need to use that method for all future logins.

If you can't remember your account password, just tap **Forgot Password?** and then enter your email address. A one-time passcode will be emailed to you.

Please note: You can resend the passcode if you don't receive it. You may also need to check your email's spam folder.

Enter the code on the next screen.



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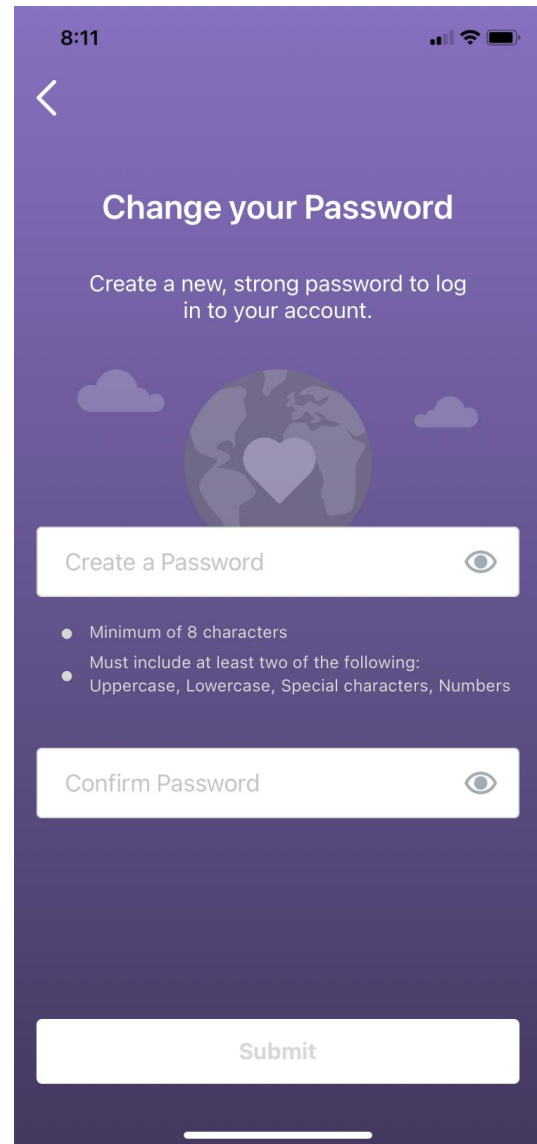
Let's make sure it's you

Event Found: Benefit the Bump Gala and Auction

Enter the 6-digit verification code sent to susieqgiv@q-give.com.

[Resend Code?](#)

You'll then be prompted to create a new password to log in.




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Change your Password

Create a new, strong password to log in to your account.

Create a Password 

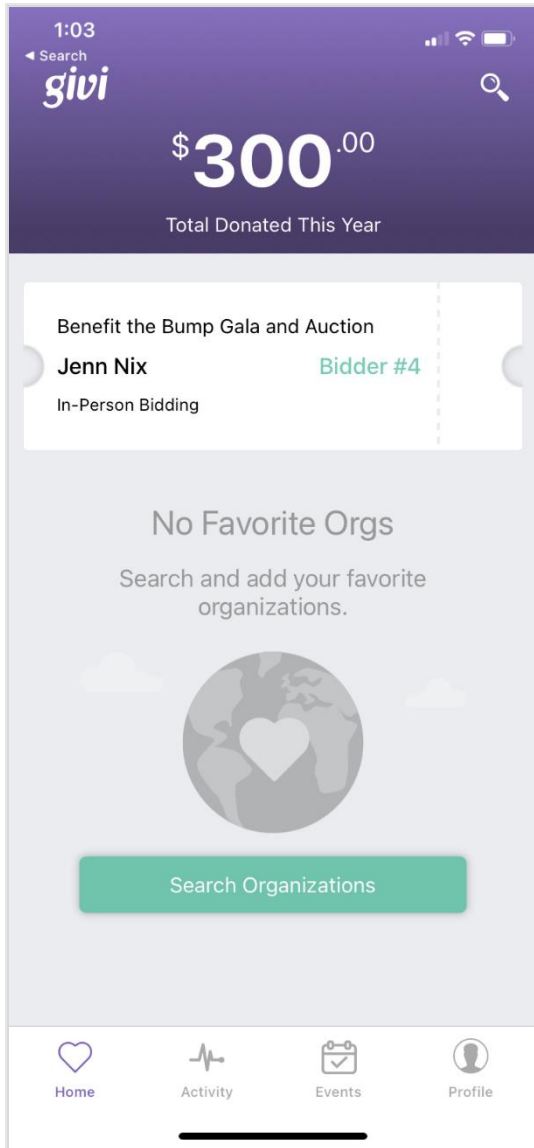
- Minimum of 8 characters
- Must include at least two of the following: Uppercase, Lowercase, Special characters, Numbers

Confirm Password 

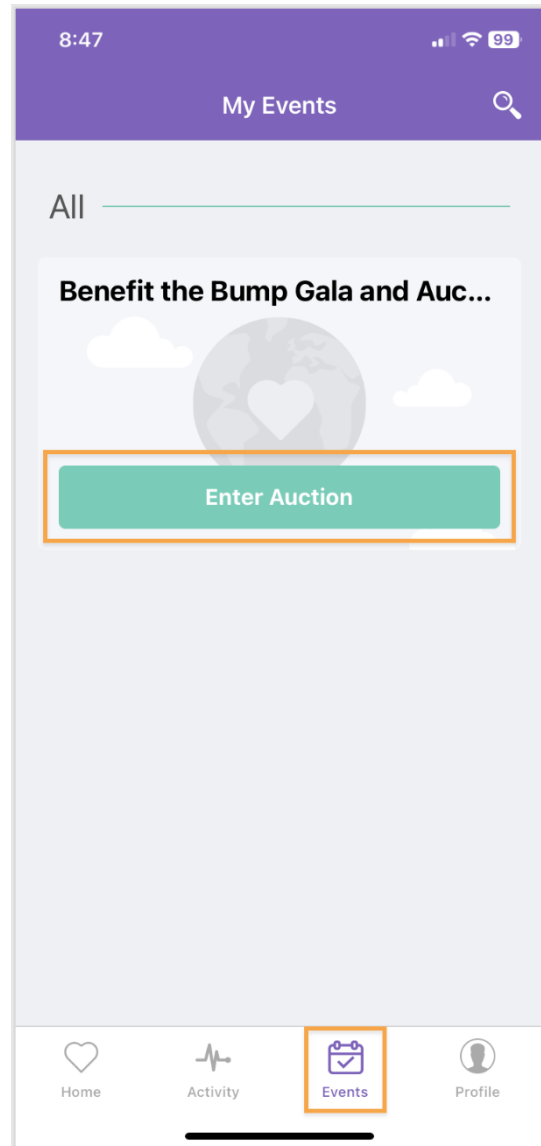
Submit

Once you've logged in, you'll be on the Givi home screen.

If you've entered the auction previously, this screen will display your active auction ticket, which you can tap to enter the auction.



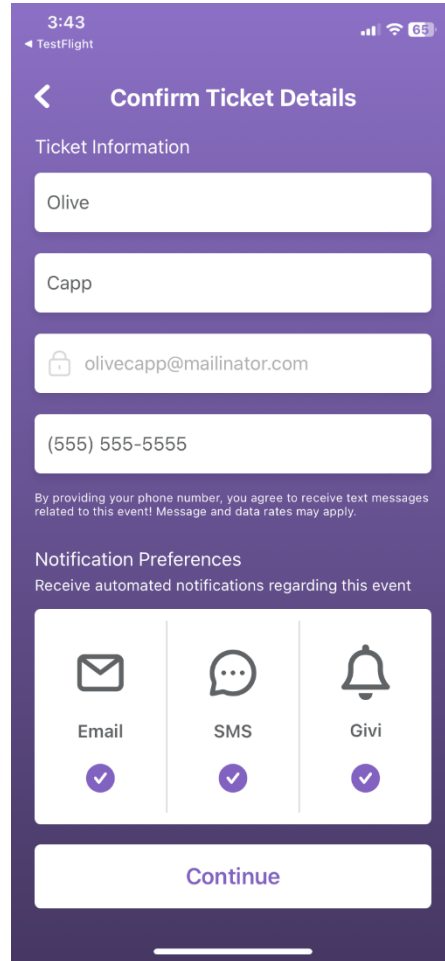
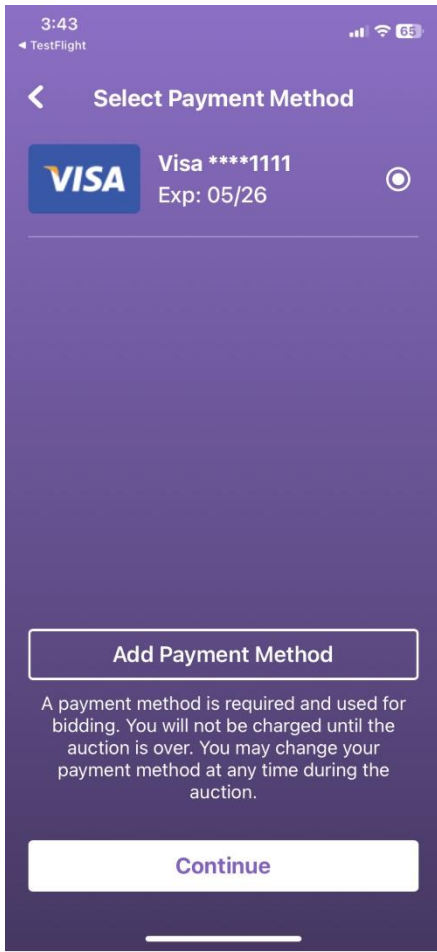
If you have not yet selected a ticket to enter the auction, you can tap **Events** at the bottom of the screen.



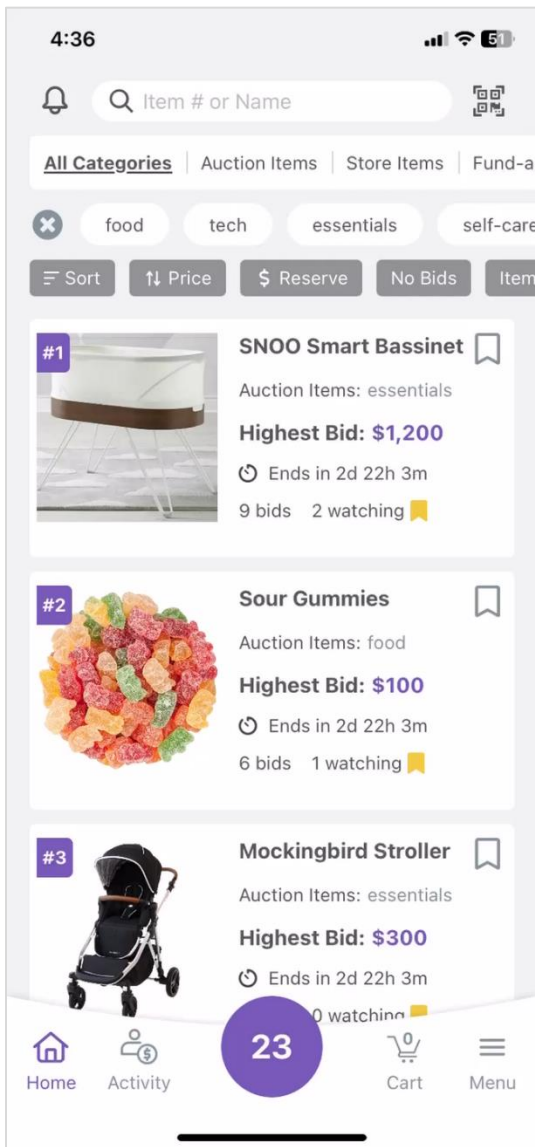
Any events you've registered for will be displayed on this screen. Tap **Enter Auction** to view items and start bidding.

If you didn't save a payment method during registration, you'll be prompted to add a **Payment Method** and then to set your **Notification Preferences**.

We recommend you do both now for a smooth bidding and checkout process.



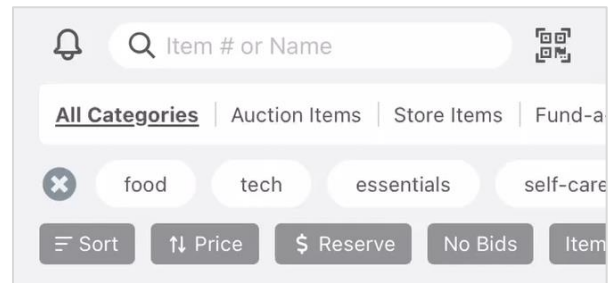
Once your account is set up and login is complete, you'll be automatically redirected to the **Auction Items** page.



You can return to the Items page at any time by tapping the **Home** icon at the bottom of the screen.



At the top of the screen, you'll see a variety of filter and sorting options.



Using the search bar, you can search for an item's name or number, if you know it.

Tap the QR code icon to open your device's camera and scan an item's QR code to view its details.




Use the tags and filtering options to display items that match specific criteria, including price range, whether the item has bids, and more.

Tap on a specific item to view the item detail page.

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#1 • SNOO Smart Bassinet

Auction Items: essentials

Donated By: SNOO

If you ever want to sleep again, you have to buy this bassinet.

^


Highest Bid: \$1,200
Valued at: \$1,700

🕒 Ends in 2d 22h 2m

Bid \$1,300 >>> Bidder #3 is winning

If you want to **Watch** an item, tap the bookmark icon.

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#1 • SNOO Smart Bassinet

Auction Items: essentials

Donated By: SNOO

If you ever want to sleep again, you have to buy this bassinet.

#1



SNOO Smart Bassinet

Auction Items: essentials

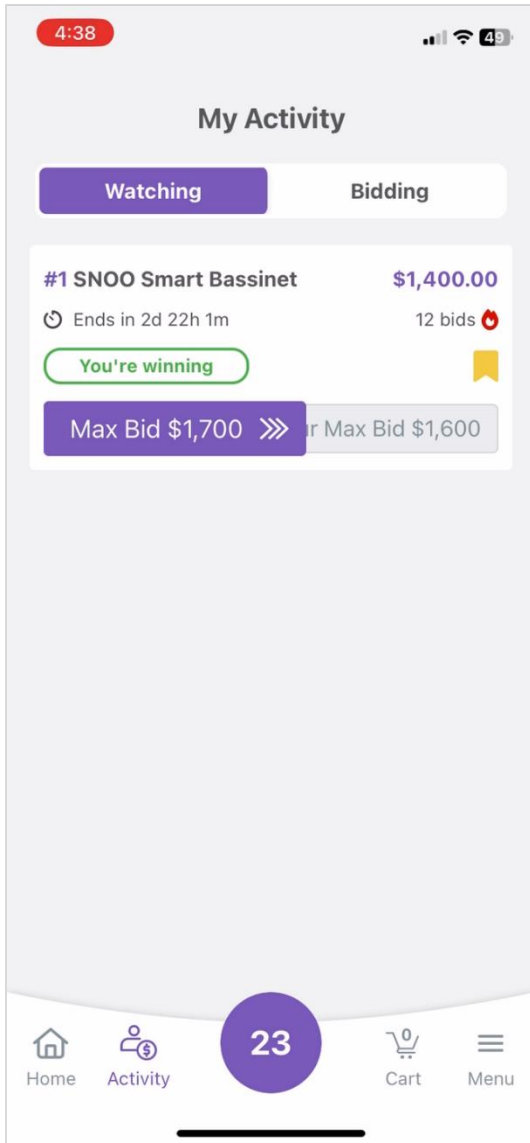
Highest Bid: \$1,200

🕒 Ends in 2d 22h 3m

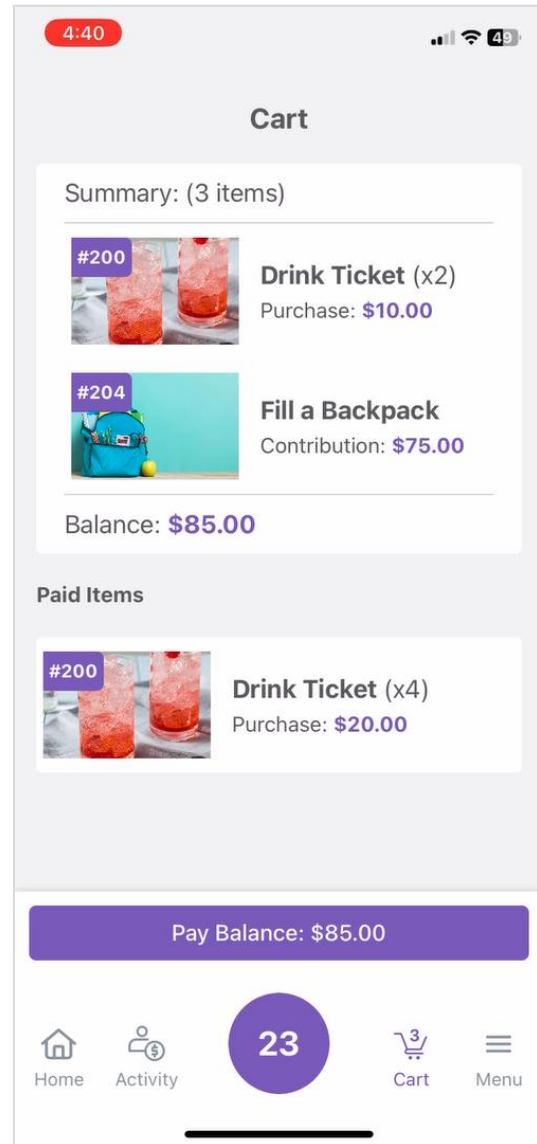
9 bids 2 watching

Additional App Navigation

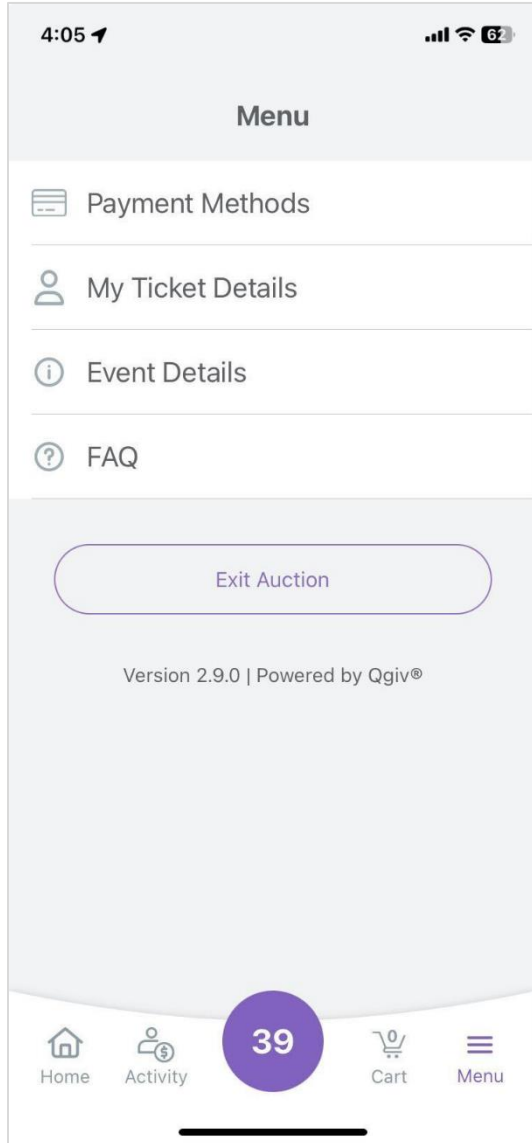
The **My Activity** screen is where you can view the items you are **Watching** or **Bidding** on.



The **Cart** tab displays items you have won or purchased. You can pay your balance for Store and Fund-a-Need items from this screen at any time during the auction.



Tap the three horizontal lines icon to visit the **Menu** screen, where you can review your Payment Methods and your Ticket Details, including your Notification Preferences.



Finally, tap your bidder number at the bottom of the screen to pull up the **My Bid Paddle**.

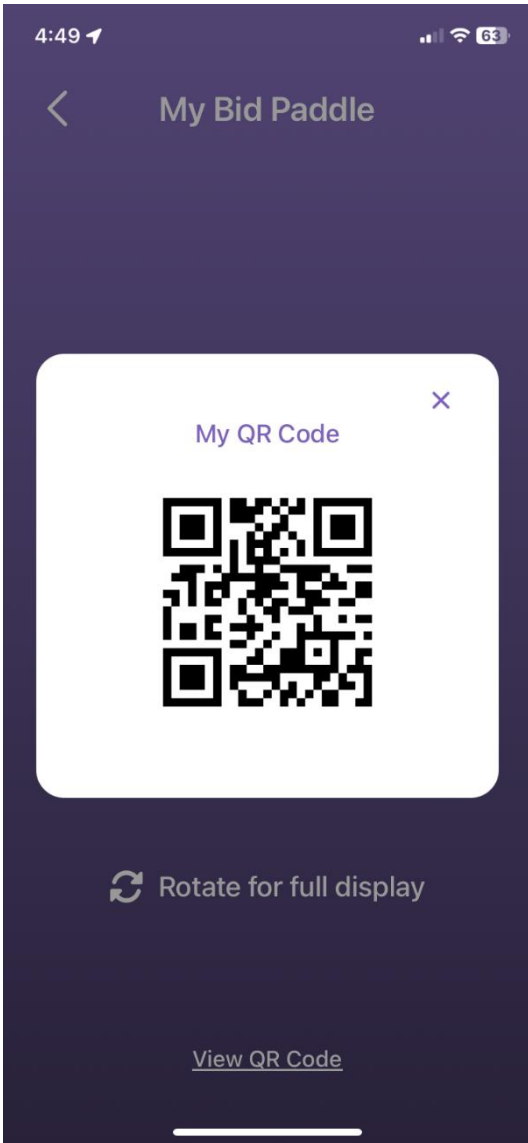


Your bid paddle will display your bidder number in portrait or landscape view.



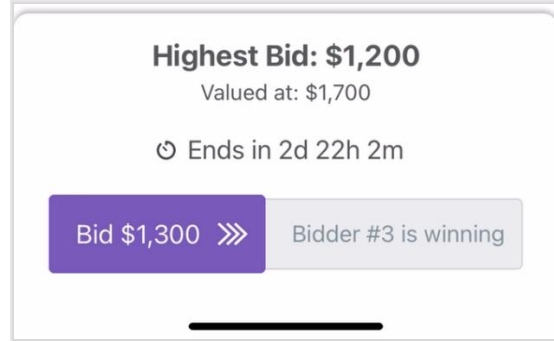


From here, you can also use **View QR Code** to pull up your own unique QR code, which the event’s hosts can scan to assist you with bidding and checkout.

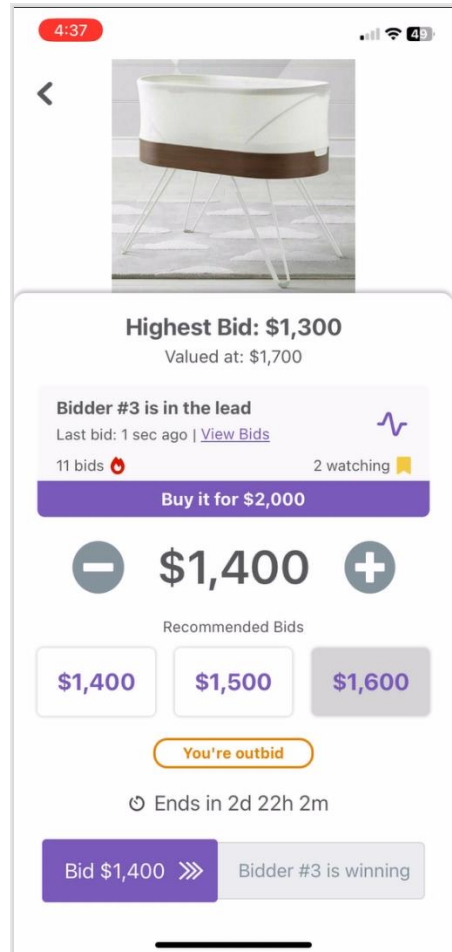


Bidding on Items

From the auction Home screen, you can bid on an auction item by tapping the item and then swiping or tapping **Bid**.



The next highest bid amount will be placed for you. Tap the arrow to expand the bid area. Here, you can change your bid amount and access the option to specify a **Max Bid** for the item, if offered.

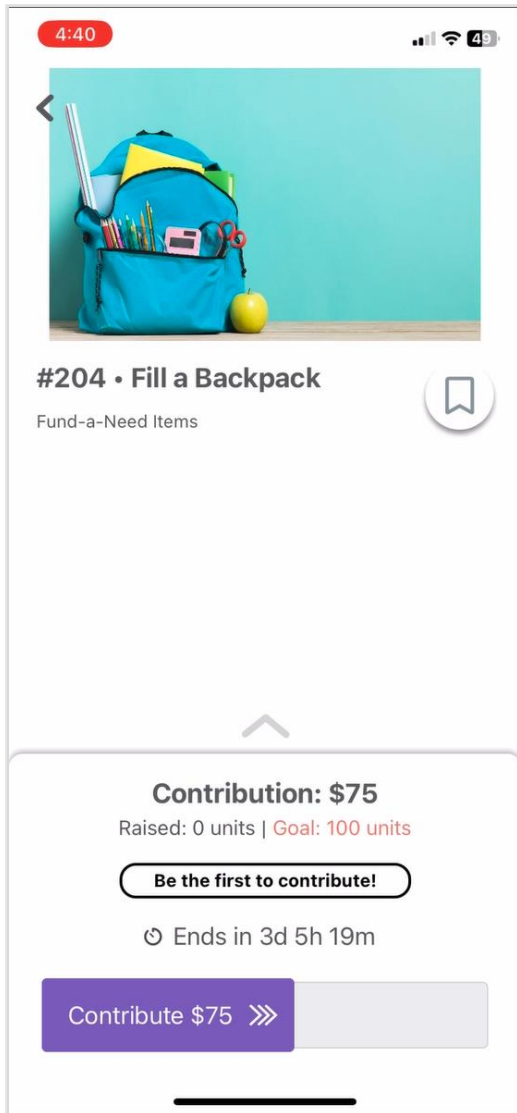


Setting a Max Bid will allow the app to bid for you if you are outbid, up to the amount you specify.


The process is similar for contributing to fund-a-need items and for buying store items.

For fund-a-need items, the slider will be labeled **Contribute**, instead of Bid, and for Store items, it will be labeled **Buy**.

Fund-a-Need



4:40



#204 • Fill a Backpack

Fund-a-Need Items

Contribution: \$75

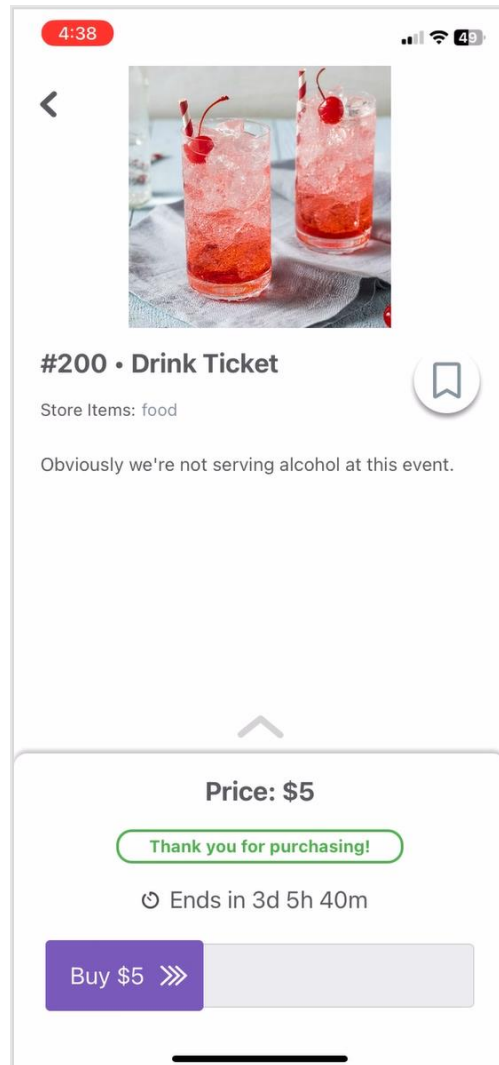
Raised: 0 units | Goal: 100 units

Be the first to contribute!


Ends in 3d 5h 19m

Contribute \$75 >>>

Store



4:38



#200 • Drink Ticket

Store Items: food

Obviously we're not serving alcohol at this event.

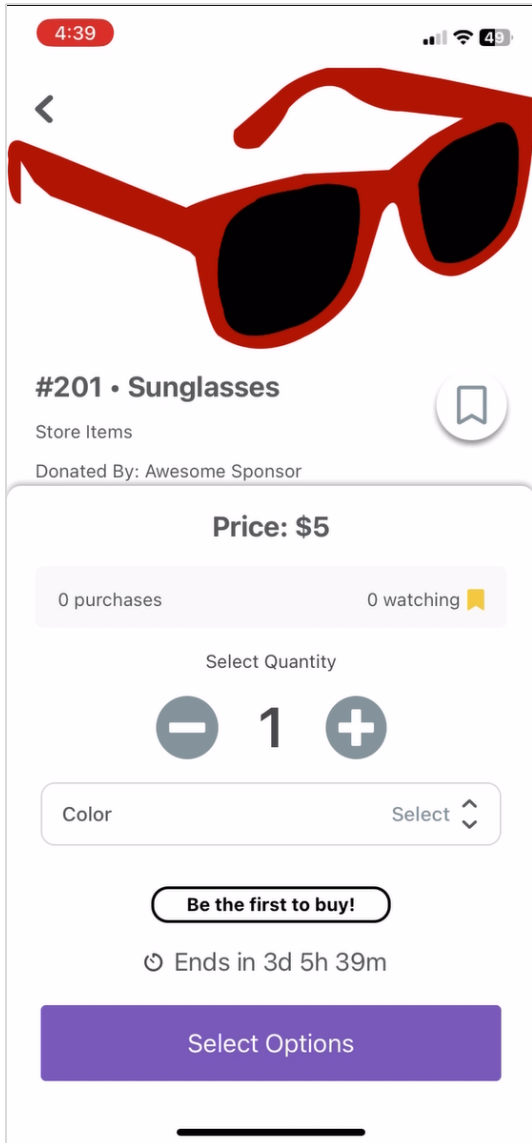
Price: \$5

Thank you for purchasing!

Ends in 3d 5h 40m

Buy \$5 >>>

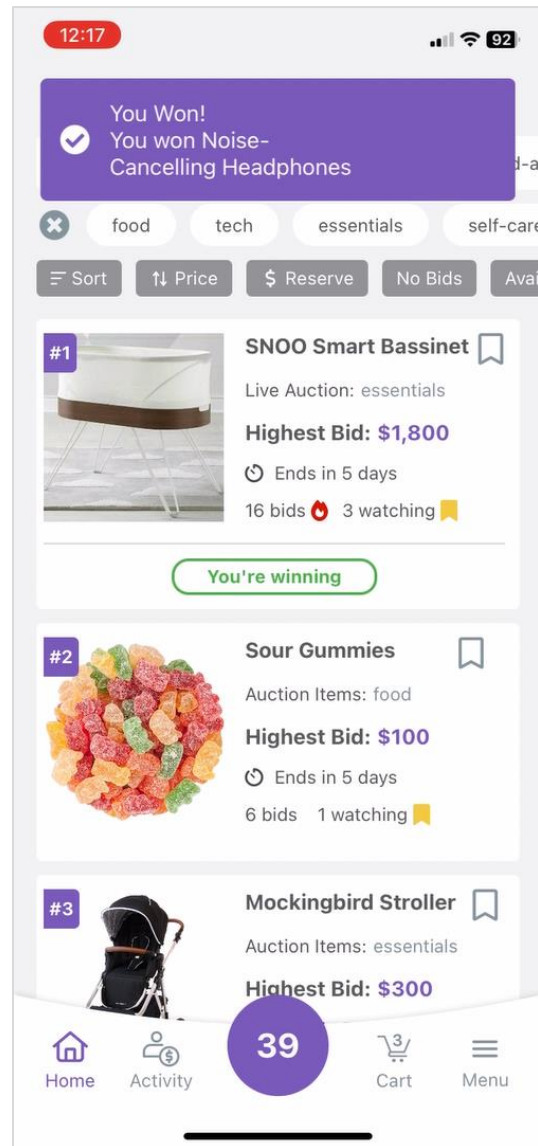
Also, for store items, you'll have the option to select the quantity of the item you want to purchase. You may also see a prompt to select options if you need to specify something related to your purchase, such as item color.



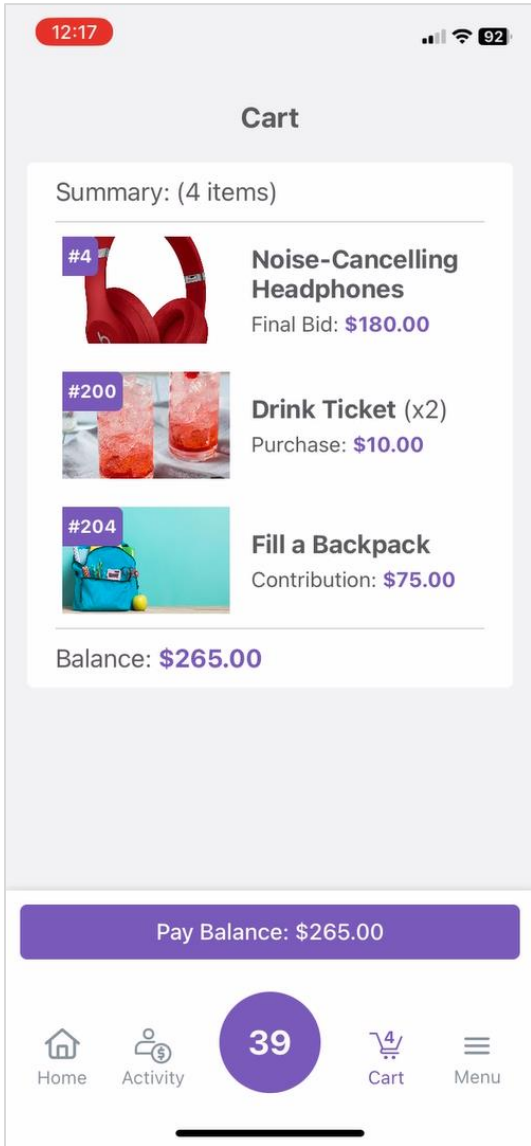
Checking Out

When an item category ends, the countdown for the item will be replaced with a message that says, "Item Ended."

When the auction's host opens checkout for the item category, you'll see a message about any items you've won. If you've set up your Notifications, you'll also see a notification badge on the bell in the upper left corner of the screen.



Tap the **Cart** icon at the bottom of the screen to pay your balance for any Auction items you've won, Store items you've purchased, or Fund-a-Need items you've contributed to.



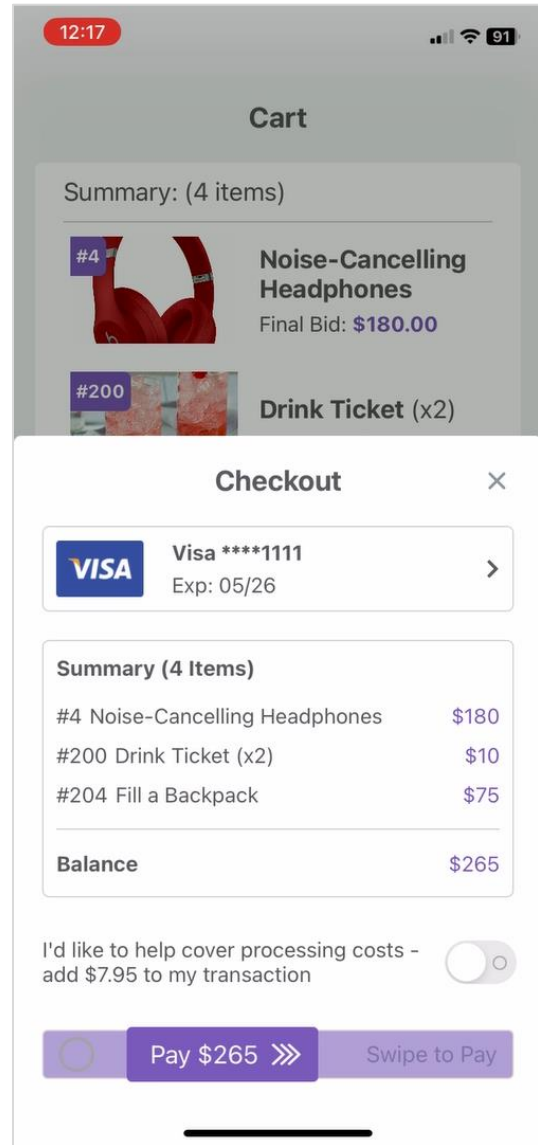
Please note: You can pay your balance for Store and Fund-a-Need items at any time from this screen, but you won't be able to pay for Auction items until the hosting organization has opened checkout.

If an Auction item has ended, but you don't see the cost of your won items reflected in your payment balance, it probably means the host has not opened checkout yet. You'll

need to check back after checkout opens to complete your payment.

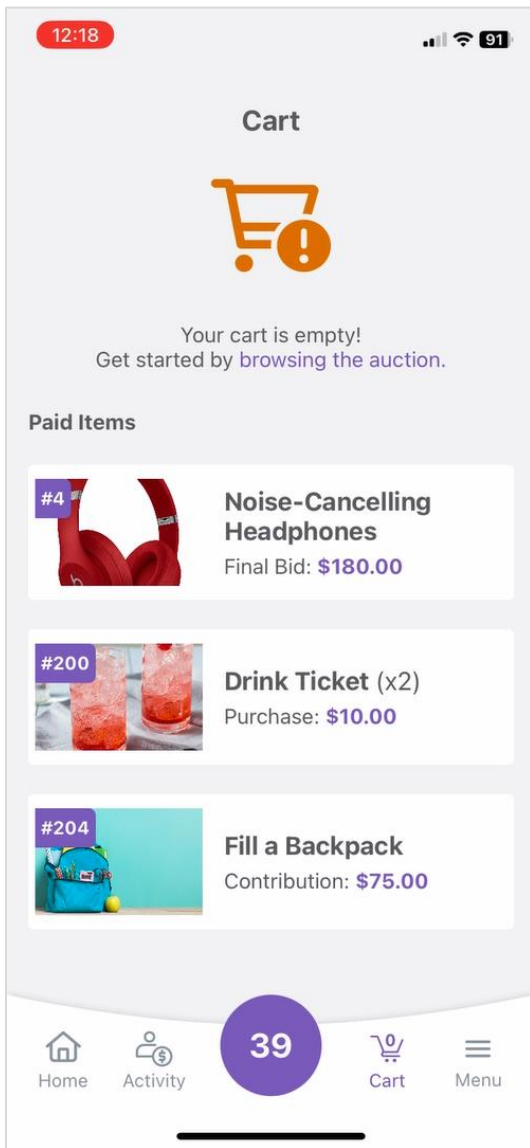
Review your cart, and then tap **Pay Balance** to finish checking out.

You'll have the opportunity to update your payment method and add funds to cover processing fees before swiping the **Pay** slider.

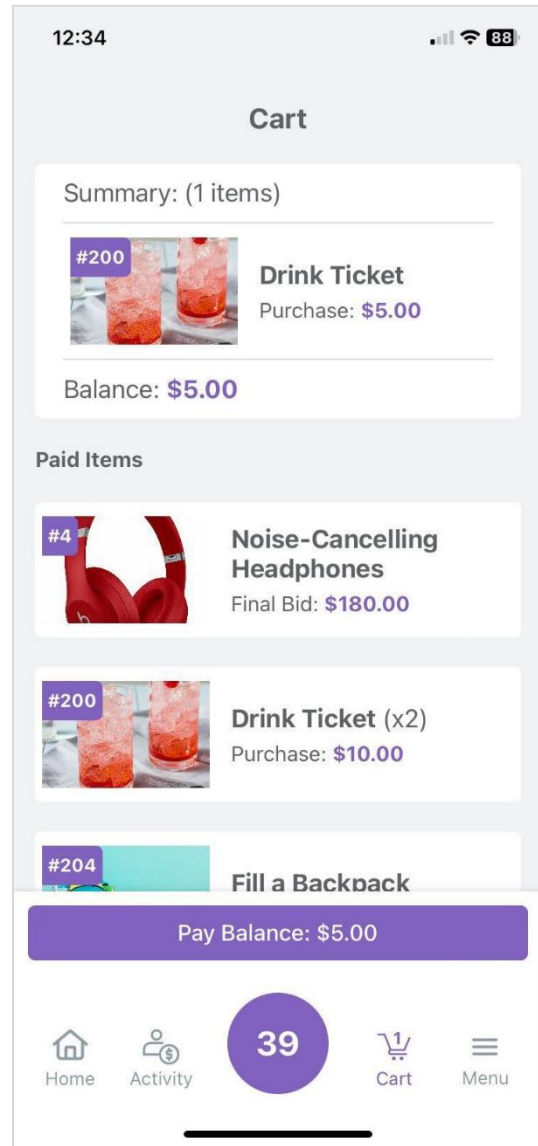


If you need help from auction event staff, tap your bidder number at the bottom of the screen and then tap **View QR Code** to display your personal QR code, which will help staff locate your information.

Once you've submitted a payment, your Cart tab will display your **Paid Items** and the Pay Balance button will disappear.



If you purchase additional items after paying your balance, the Cart will update, and you'll see a **Pay Balance** button with your new balance at the bottom of the screen.



Don't forget to pull up your QR code if you need help from auction staff. And remember that you can switch between Givi and the web at any time using the same login credentials.

Happy bidding!