## How to Bid During the Night of All Knights

## In-Person Live Event Attendees

**Silent Auction** - using your phone, go to GiveSmart and bid. If you're not already set up in GiveSmart, text: questauction to 76278.

**Spotlight Moment** – everyone will have a paddle with a bid number. If you'd like to give, please raise your paddle during the Spotlight Moment! Your paddle number will be called out to confirm your donation.

**Live Auction** – like the Spotlight Moment, you will raise your paddle when you'd like to bid. We will have viewers bidding at home, as well. If you hear our auctioneer, Shannon, say 'online bid' that means someone at home has bid against you! Continue to raise your paddle. You've won if Shannon says YOUR paddle number aloud when she closes that item.

## **At Home Virtual Attendees**

**Silent Auction** - using your phone, go to GiveSmart and bid. If you're not already set up in GiveSmart, text: questauction to 76278.

**Simulcast Live Auction** – If you're not already set up in GiveSmart, before the Simulcast Live Auction begins, text: questauction to 76278 and complete the registration. You want to have this done before the simulcast program begins.

Log in to GiveSmart using the unique simulcast auction link that will be provided to you in an email from Quest Academy on Saturday afternoon. Follow any on-screen prompts to enter the Live Auction. Your screen will simultaneously show three different things: the live stream video; a chat window; and each item as it comes up for bid. You will place your bids directly on that part of the screen. We will have a Quest volunteer (Amanda Davey) monitoring the chat so that if you have any questions or run into any difficulties, you can immediately communicate with us in real time. **Spotlight Moment** – this will appear as an item up for bid on your screen once Shannon starts the Spotlight Moment. Click on the item and enter the amount you would like to donate in the space provided. You do not need to wait to donate while the Auctioneer offers different price points in the live venue. You will just donate the amount of your choice on your screen.

Live Auction – This will follow the same format as the Spotlight Moment. Each item up for bid will appear on your screen. Enter the amount you would like to bid in the space provided. Pay attention to the bidding that is happening on the simulcast portion of your screen so you can enter competitive bids. You've won if Shannon says YOUR paddle number aloud when she closes that item. If you have any questions or concerns while bidding, don't forget to use the chat feature. Once an item closes, the next item up for bid will appear on your screen.

Please keep yourself on **MUTE** during the Live Auction.