

Top 5 Tips for Auction Success

At Qgiv, we've helped organizations like yours host thousands of auctions, and we've noticed some recurring themes we want to share with you.

Your success is important to us, and this article will tell you the top five things you can do to make your auction run smoothly.

☐ **Set up ticket sales through the auction platform.**

Set up your registration packages so guests don't have to register twice. Also, set up your item categories and add items.

☐ **Configure your auction site.**

Configure your site in Event Builder, and add an FAQ page. We've got a growing library of resources you can add to your FAQ page to help your attendees navigate the auction process.

☐ **Encourage attendees to download the Givi app ahead of time.**

Downloading a new app at your event can be daunting for some bidders. Encourage them to download Givi early to make bidding easier once the auction begins.

☐ **Be sure your item category dates and times are correct.**

Category settings control the viewing and bidding windows for your items. Make sure categories are active and that the dates/times are how you want them.

☐ **Prepare your volunteers.**

Provide them with resources, make sure they have access to the Virtual Terminal, and schedule an additional training for them with a member of our Customer Experience team. Help them help you!