JAPANESE AMERICAN NATIONAL MUSEUM

2020 VIRTUAL GALA
AND AUCTION

OUR STORIES IN ACTION

Saturday, April 18, 2020
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JANM Gala Website Overview

To access the GiveSmart website, visit janm2020.givesmart.com. This will bring you to the “Home” page below. On this page, you will be able to:

- Create/Sign in to your GiveSmart account
- Navigate to the Silent Auction page to view and bid on silent auction items
- Make a donation towards the Bid for Education (BFE)

Please note that you will need to create a GiveSmart account in order to participate in the online auction.

If you already have a GiveSmart account, click “Sign In or Register” to log into your account.

Click “View Items” or the “Items” tab on the top left to navigate to the Online Auction page.

Click “Register Now” to create your GiveSmart account.

Scroll down to make a donation towards the Bid for Education.
Once you are signed into your GiveSmart account, the “Donate”, “Pay”, and “Info” tabs will appear on the top left of the Home page.

The “Donate” page will allow you to make a donation towards the Bid for Education (BFE) and to see a list of donors who have made a donation towards the BFE.

The “Pay” page will allow you to pay for any silent auction items or outstanding BFE donation.

The “My Info” page will allow you to review your personal information such as your name and phone number. You can also add a credit card number to your account via this page.
JANM Online Auction

To participate in the online silent auction, please make sure that you are logged into your GiveSmart account. To log into your GiveSmart account, click on the “Sign In or Register” button on the top left of the “Home” page.
If you do not have a GiveSmart account, you can click on the “Register Now” button to create your account. If you have problem logging in or creating a GiveSmart account, please contact Kimly Sok at galadinner@janm.org or 213.830.5658.

Once you are signed into your account, you can access the Online Auction page via the “View Items” button or the “Items” tab on the top left of the screen.
After you clicked on “View Items” or the “Items” tab, you will be directed to the Online Auction page where you can browse and bid on all of the online auction items.

To view an item in more detail, click on the picture for that item.
After clicking the picture, you will be directed to that item’s description page. On this page you will be able to:

- find out more about the item
- make a bid for the item
- share the item via social media
- add item(s) to your watch list

Click “View List” to return to the full Online Auction items page

Click “Watch This Item” to add an item to your watch list

Click on a social media logo to share this item on that social media website

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**Children's Courtyard Engraving**

$150 current bid

Like what you see? Bid the minimum amount ($150) or higher

150 Bid

Auto Bid: none

Item History

How Bidding Works
Searching for Auction Items

If you would like to search for specific items, you can type in a keyword into the search bar on the Online Auction page.
After a few seconds, only items that match your keyword will appear. To view all items again, delete what you typed into the search bar.

If you know an item’s auction number, you can also search for it using the auction number as well. An item’s auction number is located on the top left of the item listing.
Filtering Auction Items by Categories

You can also view items in specific categories as well. Locate the “Categories” button to the right of the Search bar.

Click on the “Categories” button. This will open a drop down menu consisting of the different categories available in the online auction.
Select a category that you would like to view from the drop down menu. Only items belonging to that category will appear on your screen.

The picture below shows a screen that has the “Experiences” Category selected from the drop down menu.

To view all items again, click on the “Categories” button and select “All Items” from the drop down menu.
**Keeping track of your active bids and watch list**

You can quickly look for all of your active bids and items on your watch list on the “Item” page (see page 8 for how to add items to your watch list).

To do so, locate the “My Activity” button to the right of the “Categories” button.

Click the “My Activity” button to navigate to the list of items that you have an active bid for and items that you have placed on your watch list.

To view all items again, click on the “View All” button.
**Bidding on an Item**

To bid on an item, navigate to the item’s description page and locate the bidding panel in the middle left of the screen.

Please note that you will need to logged into your GiveSmart account AND have a credit card number on file in order to bid.
To place a bid you have two options:
- manually enter in a bid  OR  place an auto-bid

Please note that if you’ve entered in your mobile phone number when you registered for your GiveSmart account and chose to opt into allowing text messages, you will receive a text message every time you place a bid on an item and every time that you’ve been outbid.

**Manually Placing a Bid**

To manually place a bid, make sure that you are on the “Place Bid” tab in the Bidding Panel. Please note that this is the default tab that the bidding panel is on.

Enter in the amount that you would like to bid and then click the “Bid” button.
Placing an Auto-Bid

Alternatively, you can place an auto-bid instead of manually entering a bid. If you choose to place an auto-bid for an item, then every time another person outbids you on that item (and only that item), GiveSmart will automatically place another bid for you up to the maximum bid amount that you specified when you placed the auto-bid. If another person places a bid that is higher than the maximum bid that you’ve placed, you will receive a text message notification that you have been outbid. At this point, you will need to increase your bid amount via manual bidding or raise your maximum bid amount via auto-bidding if you want to continue bidding for the item.

To place an auto-bid, click on the “Auto Bid” tab in the Bidding Panel.

Enter the MAXIMUM amount that you are willing to bid for the item and click the “Bid” button.

If you need assistance with bidding or have questions regarding the bidding process, please contact Kimly Sok at galadinner@janm.org or 213.830.5658.
Making a Donation towards the Bid for Education (BFE)

To make a donation towards the BFE, click on the “Home” tab and scroll down until you see the “Bid for Education” section.

2020 Gala Dinner Update: We are going virtual!

We wanted to let you know about JANM’s planning in response to the rapidly unfolding COVID-19 situation. With the health and well-being of our community as our highest priority, we are closely following the recommendations of the Centers for Disease Control and Prevention and the Los Angeles County Public Health.
Select an amount that you would like to donate from one of the preset amounts or enter the amount that you would like to donate in the box underneath the preset amounts.
After you have clicked on a preset donation amount or enter your own, the payment page will appear underneath the Bid for Education section. Fill in the payment information and click “Donate”. If you have already added your credit card number to your GiveSmart account, then GiveSmart will pre-fill this information for you.

If you need assistance or have any questions regarding the Bid for Education, please contact Kimly Sok at galadinner@janm.org or 213.830.5658.
**Paying for your Auction Item/Bid for Education Donation**

At the end of the online auction, you will need to pay for all of the items that you’ve won.

To do so, click on the “Pay” tab on the top left of the screen.
The “Pay” tab will display all of the items and donations that you’ve made. You can find a full list of the items that you need to pay for under the “Purchases” section.

Please review this section for all of your purchases. Once you have confirmed your purchases, click the “Click Here to Pay” button at the bottom of the screen to pay for your items.

Review your items above and click “Click Here to Pay” to checkout
After you have paid for all of your items, a “Paid” stamp will appear on your “Pay” page.

If you need any assistance with paying for your items and/or donations, please contact Kimly Sok at galadinner@janm.org or 213.830.5658.