



**Thank you for joining the
UNCF AN EVENING OF INDIANA STARS THROWBACK TELETHON.**

In this document, you will find useful information to make your virtual experience easier and more enjoyable. Should you have any technical issues during the evening please use the blue Support button  at the bottom of the event page to obtain help from an Event.gives representative.

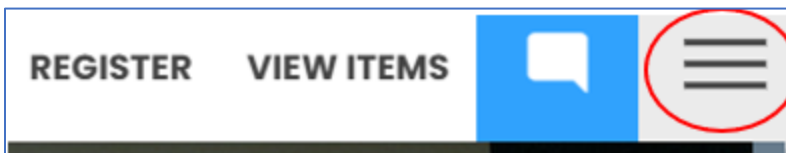
The items covered in this document:

- A. **HOW TO REGISTER AND COMPLETE YOUR PROFILE**
- B. **HOW TO VIEW THE LIVESTREAM ON YOUR COMPUTER OR MOBILE DEVICE**
- C. **HOW TO VIEW THE LIVESTREAM ON YOUR TV**
- D. **HOW TO BID DURING THE LIVE AUCTION**
- E. **HOW TO BID ON A SILENT AUCTION ITEM**
- F. **HOW TO DONATE DURING THE PADDLE RAISE**
- G. **HOW TO CHECK-OUT AND CLAIM YOUR ITEMS**

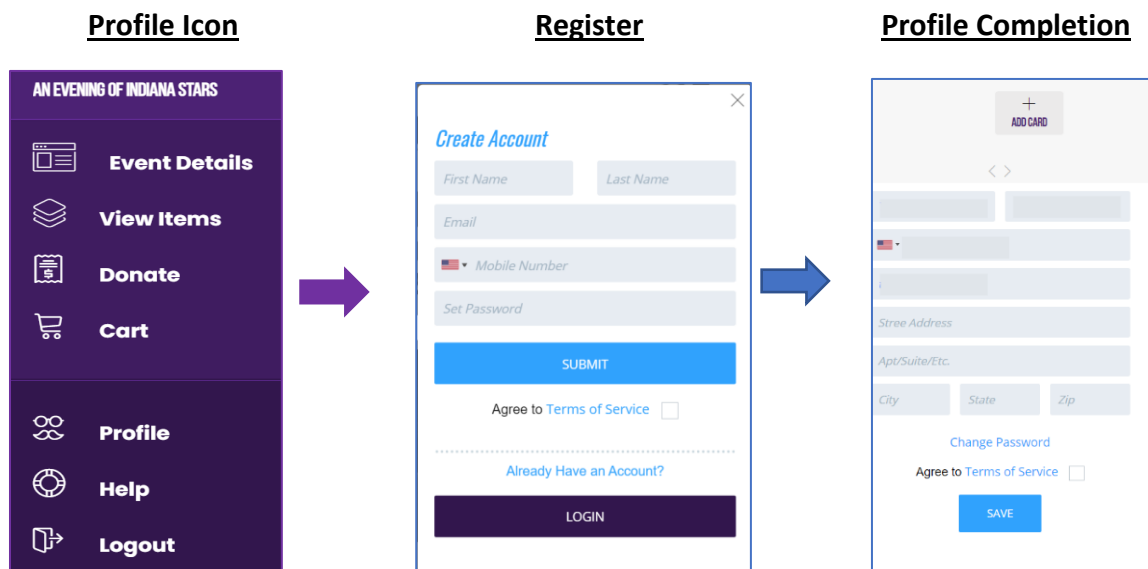


A. HOW TO REGISTER AND COMPLETE YOUR PROFILE(This is required to place a bid**)**

1. Go to www.event.gives/uncfin
2. Click on the Register button on the top of the page and input your:
 - a. Name
 - b. Cell phone
 - c. Email
3. Once that is completed, click on the three-bar icon in the top right corner of the page.



4. A purple box will appear with the PROFILE ICON option. Click on this option and input your:
 - a. Address
 - b. Credit Card details



B. HOW TO VIEW LIVE STREAM ON YOUR COMPUTER OR MOBILE DEVICE:

1. Go to www.event.gives/uncfin
2. Once the webpage opens, click on the play icon



C. HOW TO VIEW LIVE STREAM ON YOUR TV:

To watch the live stream event together at home, you will need a smart TV or a laptop with an HDMI cable that will hook up to your TV, allowing you to access the Event.Gives website. **Each individual will need their own mobile device or computer to bid on auction items or to make a donation.** The recommended method is to connect your laptop to your TV, which provides a more stable connection.

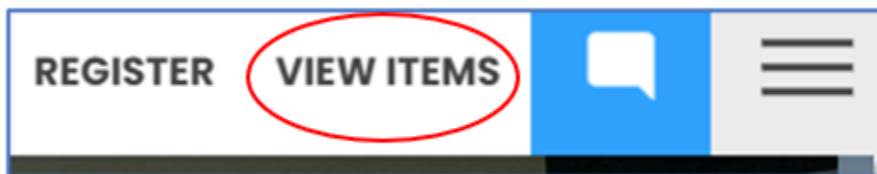
1. Go to www.event.gives/uncfin
2. Once the webpage opens, click on the play icon



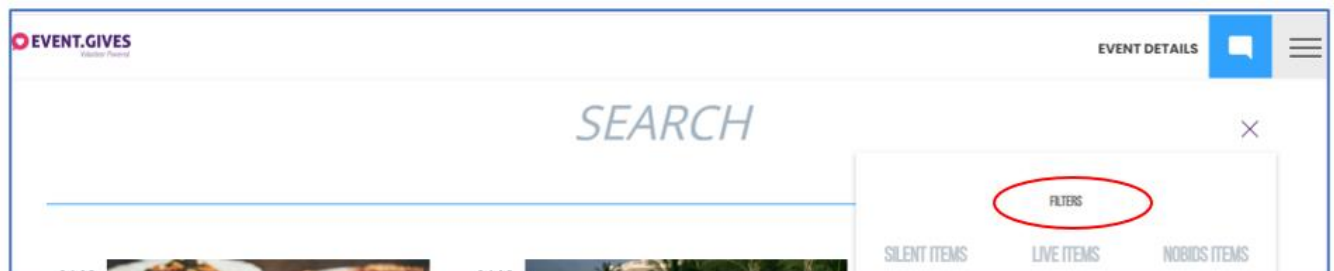
D. HOW TO BID DURING THE LIVE AUCTION(**RIGISTRATION AND PROFILE ARE REQUIRED TO BID**)

Please PREVIEW the live auction items before the Live Auction Section of the event.

1. Go to www.event.gives/uncfin
2. Click on the view items at the top right of the screen.



3. Once on the Auction Page, you can filter to the Live Auction Items.



4. During the Live Auction, the auctioneer will reveal one Live Auction package at a time.

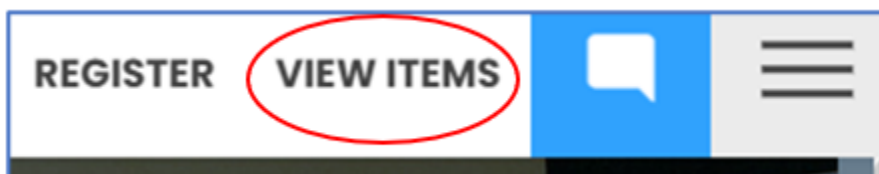


5.To place your bid, click on the “\$” amount button to place your bid. You will see that you are the highest bid, and the auctioneer will call out who has the highest bids.

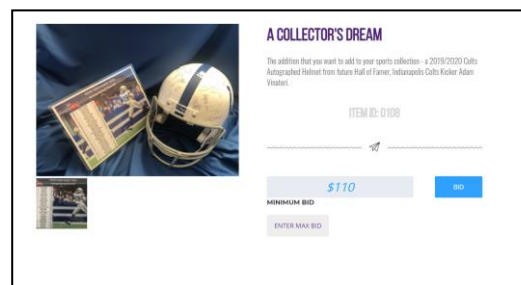
6.If you are outbid, the auctioneer will call out who is the new high bidder. The process will repeat until the auctioneer announces the winning bidder.

E. HOW TO BID ON A SILENT AUCTION ITEM(REGISTRATION AND PROFILE ARE REQUIRED TO BID**)**

1. Go to www.event.gives/uncfin
2. Click on the view items at the top right of the screen.



1. Click on the item(s) you want to bid on, the current bid amount will display.
2. Click on the bid button to place your bid.
3. If you are the high bidder, you will receive a text message.
4. If you are outbid, you will receive a text message with a notice.
5. The Silent Auction will close at 9:30 pm on Friday February 12, 2021



F. HOW TO DONATE DURING THE PADDLE RAISE(REGISTRATION AND PROFILE ARE REQUIRED TO DONATE**):**

During the evening's event, you will have the opportunity to participate in our paddle raise to donate.

1. As the auctioneer calls out the different giving levels you can donate by tapping the “\$” amount button to place your bid.



2. To confirm your donation, click on the confirm button.



G. HOW TO CHECK-OUT AND CLAIM YOUR ITEM(S):

1. At the end of the Live Stream program, you will receive a text from the Event.Gives system inviting you to check out with all Live Auction and Donations in your cart.
2. You have the option of checking out through the system with your credit card, Apple Pay or Google Pay.
3. Each winner will be contacted by the UNCF Area Office with instructions coordinating the delivery or pickup of your prize(s).

If you have questions, please contact Bryan Kelley, Area Development Director at 317-283-3920 or bkelly@uncf.org at the UNCF Indianapolis Area Office.