



Uploading Items From MaestroAuction

Before the event, upload your item catalog from MaestroAuction to Text2Bid.

MaestroAuction (MA) takes all of the items you've already entered, and walks you through the quick process of setting up Text2Bid. We recommend that you do this the day before the auction, so all last-minute donations have time to be added.

Here's how to set up Text2Bid with your items:

1. Open MA on your computer.
2. On the main menu, click "General" on the top tool bar, then click Text2Bid Manager.
3. Go to the Upload Items to Text2Bid tab.
4. Follow the six on-screen directions to upload your items!

IMPORTANT: For MaestroAuction Online (MAO) users, make sure that you have completed your final download before setting up Text2Bid. You want to make sure your latest item info is in MaestroAuction. Alternatively, MAO users can upload directly from their MAO site to Text2Bid.

NOTE: Review your items before uploading to make sure that your (optional) custom bid increments (minimum bids, raises, etc.) are already to your liking before uploading. If you do nothing, they'll calculate using our recommended 14 steps. You can fine tune these steps later in the Text2Bid Auction Manager.

NOTE: The Text2Bid "Login Name" and "Password" is emailed to you from the Text2Bid development team. It is not your MAO or MA password.

NOTE: Any last minute items can be entered directly into the Text2Bid system later.