

This guide is intended to assist bidders with our Silent Auction bidding site. The site can be accessed at motion.berkeley.edu. Bidders must register in advance and in person prior to bidding the first time. Thank you.

1. Login

Go to motion.berkeley.edu. Your 'Account Name' will be your Buyer ID and your password was created when you registered.

2. Select Lot

Select the lot number you would like to place a bid on from the drop-down box.

3. Place Bid

Click on the bid amount to enter your bid. Bids CANNOT be changed. So make sure it's the correct amount. After you've entered your bid, click the 'Place Bid' button.

4. View Bids

You can view your bids for the current auction by clicking the 'My Bids' button. You must return to the bid screen to log-out.

Important!

- Having trouble logging in? See a surplus staff member for assistance.
- In the event of a tie, the earliest bid wins.
- Bids CANNOT be changed. Please review your decimal placement before submitting.
- You can only view bids from the 'My Bids' screen for the current auction.
- You MUST return to the bid screen to logout. If you don't, others may be able to view your bids.