

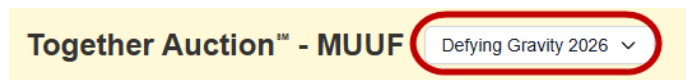
How to Re-Offer a Previous Item

TogetherAuction V2

serviceauction@muuf.org

The Item submission process is slightly different from TogetherAuction V1, which we used last year. This document assumes that you have logged in successfully.

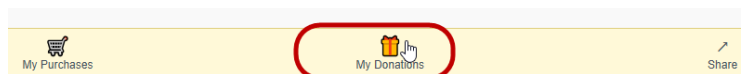
Confirm that you are in this year's auction: Defying Gravity 2026



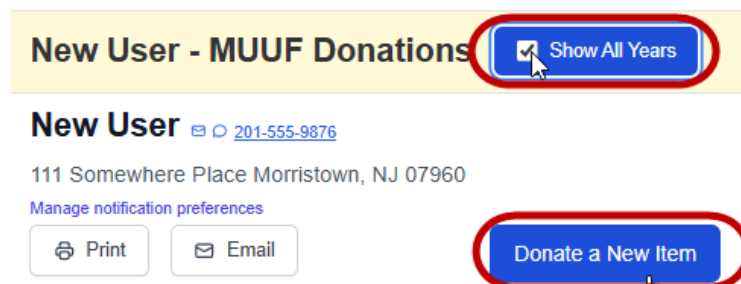
Welcome to the MUUF 2026 Service Auction

Our theme this year is **Defying Gravity: Everyone Deserves to Fly!**

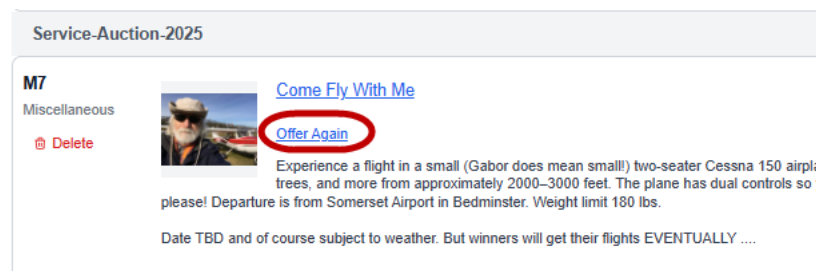
Click the My Donations icon on the bottom bar



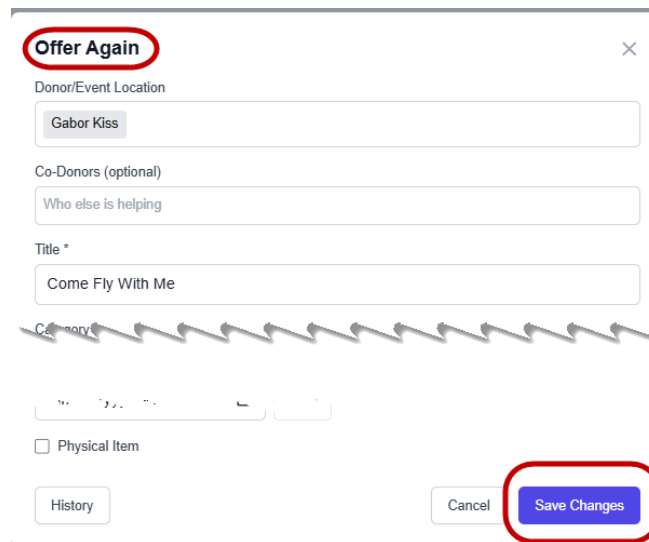
Click the Show All Years checkbox, then click the Donate a New Item button.



You will see a list of all of your donations, both donations you have already made this year, and those you have made in previous years. Scroll back to your previous donations, which will have an Offer Again link.

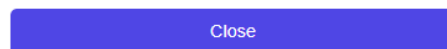


When you click the Offer Again link, you will see an Offer Again dialog. You can make any changes you want, including adding new images. Note that the Add Image Feature is NOT drag and drop at this time. You have to click on it and navigate to the image you want to use. You can designate an image as the primary image (which will show up in the catalog) and have secondary images for people to look at while perusing your item.

A screenshot of a web application dialog box titled "Offer Again" with a close button (X) in the top right corner. The dialog contains several input fields: "Donor/Event Location" with a dropdown menu showing "Gabor Kiss"; "Co-Donors (optional)" with a text field containing "Who else is helping"; "Title *" with a text field containing "Come Fly With Me"; and "Category" with a dropdown menu. Below these fields is a checkbox labeled "Physical Item" which is currently unchecked. At the bottom of the dialog are three buttons: "History", "Cancel", and "Save Changes". The "Offer Again" title and the "Save Changes" button are circled in red.

Click Save Changes.

When you see the acknowledgement, your item has been created.



Click on the Catalog button on the bottom bar to confirm that your new item is in the catalog.



Filter

Search items... (2+ chars)

FILTERS ▾

All Items

My Bids	(0)
My Favorites	(0)
My Donations	(2)
My Purchases	(0)
Sold	(0)
Available	(4)
Events	(1)
Live	(0)
Fixed Price	(2)
Physical	(1)
Non-Physical	(3)
With Bids	(0)

CATEGORIES ▾

All Categories

- Meals, Gatherings, Events (1)
- Food to Go (1)
- Miscellaneous (2)



M1

[Gabor Kiss](#)

Come Fly With Me

Experience a flight in a small
(Gabor does mean small!) two-...

Fixed Price: \$130.00

Quantity: 3

Fixed Price

Miscellaneous