



**Young Friends of Marian Middle School
FAQs for the Virtual Trivia Night
November 13, 2021
6pm**

1. Can I donate before I register?

Absolutely! We welcome all donations and are actively putting them to use to support our girls during this time. If you would like to make a gift now, please visit our [Donate page on our website](#) or select Donate Now on [Marian Trivia Night - Powered by GiveSmart](#). To participate on the GiveSmart platform, please register via the GiveSmart link at [Marian Trivia Night - Powered by GiveSmart](#) and add your credit card information for a quick and seamless experience. You can also support Marian Middle School with a donation from your Donor-Advised Fund. Our Charity Tax ID is 43-1873629.

2. Do I have to register through the Give Smart app?

Yes, to participate in the event and giving opportunities, please register via the GiveSmart app at [Marian Trivia Night - Powered by GiveSmart](#). If you wish to give a gift through the traditional means, please visit <https://marianmiddleschool.org/donate/> and select Young Friends in the designation box.

3. Can I use GiveSmart on my phone or computer?

Yes, you can use GiveSmart on both your smartphone or computer.

4. When I register and purchase a “ticket” for the event, what does that include?

It includes access to the live virtual Trivia Night, hosted through Trivia Riot, which consists of six rounds of trivia led by a professional host. Teams will discuss and answer questions through private Zoom breakout rooms. Your ticket purchase will also include short addresses from our Young Friends leadership, President Mary Elizabeth Grimes, and a special Marian Girl!

5. How will virtual trivia work?

Following your registration and prior to the event, you will receive an email with a Zoom link to access the event.

- Virtual Trivia will take place via Zoom. Each of the participants can play from their own home or if your team feels comfortable gathering in person, you can all participate from one location.

- A zoom link will be sent to the Team Captain (person who registered for the team) the week of the event.
- Trivia will consist of six rounds. The ENTIRE group will be shown the questions for the round. Trivia Riot will then place you and your teammates in your breakout room to discuss your answers.
- The Team Captain will submit a Google Form with the Team's answers. The Google Form will be provided by Trivia Riot the night of the event.
- Trivia Riot will bring all teams back to the main Zoom room and answers will be provided for the previous rounds and then the next round will begin.

6. How will our team be assigned to a breakout Zoom room?

In order to place you in breakout Zoom rooms, each attendee will need to change their Zoom name to Table Number + Name (i.e. 1 John Smith). **Marian will email Table Numbers and directions for changing your Zoom name prior to the event.**

You will be able to check in for Virtual Trivia as early as 5:30 pm. Once checked in, you will be assigned to a breakout room for your team. If your team is participating from multiple households, we encourage you to log on early to be assigned to your breakout room with your other team members so you will have time to mingle and catch-up virtually!

- All team members must log on to zoom by 5:55 pm.**
- You will need to change your name on Zoom to your Team Number or Name to be assigned to your breakout room.

7. Can you provide instructions for changing my Zoom name just in case?

To change your name after entering a Zoom meeting, click on the "Participants" button at the top of the Zoom window. Next, hover your mouse over your name in the "Participants" list on the right side of the Zoom window. Click on "Rename". Enter the name you'd like to appear in the Zoom meeting and click "OK." Remember to make your Zoom name Table Number + Name (i.e. 1 John Smith).

8. What if technology isn't my strong suit. What can I do to prepare?

- The Zoom link will be open at 5:45 pm. We suggest you click on the link and join early so you can get properly assigned to your breakout room or troubleshoot any issues.
- If you have questions when you login, you can use the Zoom chat feature to chat with Trivia Riot.
- **If you do not know how to change your name in zoom, use the chat feature and Trivia Riot can assign you to the proper room.**

9. Will we be given a tutorial as the game starts?

Yes. The host will walk the teams through game rules, how it will be played. All teams will be asked to not shout out answers and can be muted if necessary.

10. When does registration for the event close?

Registration for the event closes on November 11, 2021. This allows us enough time to coordinate plans for the table numbers and trivia teams.

11. Are all donations required the day of the event? Or when does the option to donate close?

You can donate until 10:00 pm on Saturday, November 13, 2021.

12. What can I purchase or “bid” on virtually?

You can purchase items from the Teacher Wish List, or raffle tickets for an opportunity to win **4 Box Tickets to see Hamilton at the Fox Theater** on Friday, April 29, 2022 at 7:30PM! In addition, the winner will receive one parking pass for the night of the event.

You can also donate directly or you can support the Fund-a-Need. The Teacher Wish List features all the supplies that Marian Students need on a regular basis throughout the school year. The beauty of the Wish List is that you can fund and purchase several Wish List items for Marian, and others can as well, until all of those items are fulfilled.

To find the most impactful ways to transform the life of a Marian Girl, click “Items” from the top navigation bar or select “Make a Donation” for a list of our [Fund-a-Need](#) items. You can also choose from one of the pre-populated options on the homepage, or any amount you wish to give.

13. What is the Teacher Wish List and how is it used?

The Teacher Wish List features all the supplies that Marian Students need throughout the year. The wish list items are categorized by need (arts, essentials, classroom needs, etc.) in case you have a particular interest. It is used to allow you to “purchase” individual items to meet the needs of the school. The teachers provided input based on their needs -- literally their “wish list.” You can click on items you want to purchase directly for the school - in any quantity.

14. How will I “bid” or purchase certain items on the Teacher Wish List? And can more than one person purchase each item -- or donate for each item?

You simply select the item desired, determine the number you want to purchase and all of these items will go into your cart. Once all of the units have been purchased of that item, this item will no longer be available for purchase.

15. Can you provide more details on the raffles?

For our virtual Trivia Night, we will be offering two raffle opportunities. The first raffle will feature Amazon Gift Cards. Additionally, we will be raffling off **4 Box Tickets to see Hamilton at the Fox Theater** on Friday, April 29, 2022 at 7:30PM! In addition, the winner will receive one parking pass for the night of the event. This opportunity for an exciting evening of theater is sponsored by **Rich, Rich, Cooksey and Chappell, P.C.**

For both raffles, a ticket number will be randomly chosen through a computer program, and we will announce the winner the night of the event! We will also text winners to let them know the results. We will contact the winner of the Hamilton tickets once the tickets are available for pickup or dropoff.

16. Will there be a Fund-a-Need auction?

Yes, there are several ways that you can Fund-a-Need. To find the most impactful ways to transform the life of a Marian Girl, visit the page [Marian Trivia Night - Powered by GiveSmart](#). Click "View Items" or select "Make a Donation" for a list of our Fund-A-Need items. If you'd like, you can also donate via our traditional website at <https://marianmiddleschool.org/donate/>. You can also support Marian Middle School with a donation from your Donor-Advised Fund. Our Charity Tax ID is 43-1873629.

17. How will I know when other people bid -- or does it matter/affect my bid?

It will not matter what other people bid, as their bid is actually a straight donation or a purchase of a certain item on the Teacher Wish List. Anyone can continue to purchase items from the Wish List until all have been purchased. Quantities needed per item vary.

18. How will checkout work?

You will pay for everything at once or pay for anything that is final, such as anything within the Teacher Wish List, Raffles, Donate Now, or Fund-a-Need options. To checkout, click "pay" at the top of the page. At the end of the event, we will also send a notification to you with payment instructions.

19. Will I get a receipt?

Yes, everyone will receive a confirmation email of their gift after the event is closed and the Marian Development Office closes all transactions on November 15. In addition, all donors will receive an emailed letter thanking all of our generous donors two weeks after the event.

20. Are the tickets already purchased a full tax write off?

Yes, any tickets purchased are 100% tax deductible donations to support Marian Girls.

21. Will my ticket be included in my receipt?

You will receive a confirmation email once you have registered and paid for your ticket to the event. This will be separate from your donation or “purchases” the night of the event.

22. Can I share the auction/bidding registration with other people who may not have “purchased” virtual tickets? In other words, can anyone participate?

Yes - people who do not have tickets to the Trivia Night may still participate in our raffles and Teacher Wish List! However, to “bid” or “purchase” items, they still need to sign up to give on [Marian Trivia Night - Powered by GiveSmart](#) (they will not need a ticket to do so). If someone is interested in donating only, you can also direct them to our Marian website here - <https://marianmiddleschool.org/donate/>

23. Will we hear from Mary Elizabeth Grimes or anyone from the school directly “during” the Trivia Night event?

Yes, Mary Elizabeth, our President, will be live during the event, along with Young Friends leadership, and will address the participants. Additionally, a Marian Girl will speak at the event.