

How to Bid

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TODAY'S PURPOSE

Share information on the bidding process and demonstrate the bidding section of the BidReg system.

AGENDA

Bidding

- Bidding Recap
- Bidding Rules

BidReg System

- Live Demo

Next Steps

- Check & Resolve Registration Holds
- Place Your Bids

Q&A

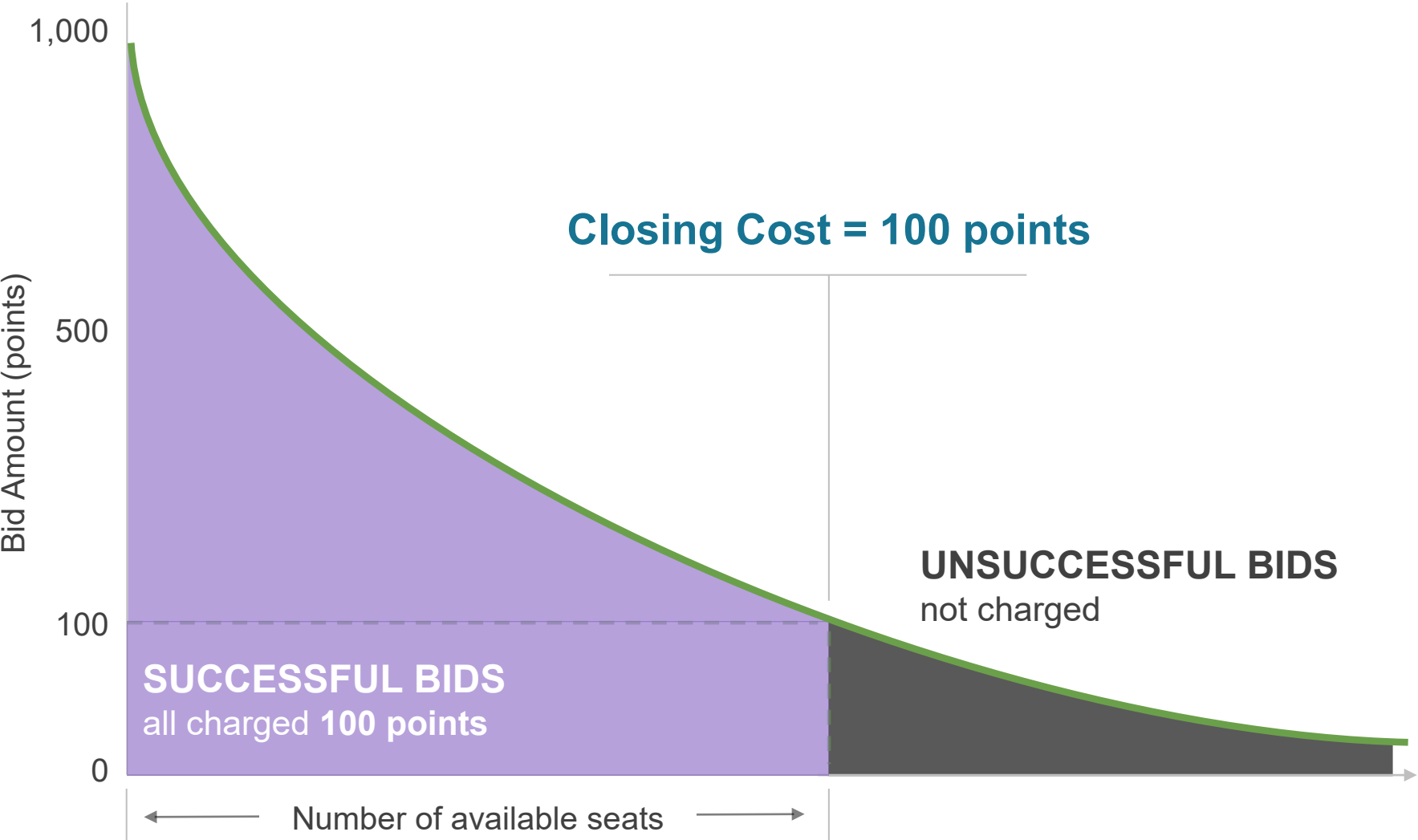
KELLOGG BIDDING SYSTEM

DUTCH AUCTION

- Bidders ranked from highest to lowest
- Lowest successful bid determines the closing cost
- Successful bidders all charged the same amount

2,000 points to last the remainder of the academic year – Winter and Spring quarters

DUTCH AUCTION EXAMPLE



KELLOGG BIDDING PROCESS

PHASE 1		PHASE 2		PHASE 3		PAY WHAT YOU BID		ADD/DROP	
BID	DROP	BID	DROP	BID	DROP	BID	DROP		
<p>Bid only for seats allocated to your program</p> <hr/> <p>Full-time</p> <hr/> <p>Evening</p> <hr/> <p>Weekend</p>	<p>100% bid point REFUND</p>	<p>Full-time students bid for open full-time seats</p> <hr/> <p>E&W students bid for open Evening and/or Weekend seats</p>	<p>100% bid point REFUND</p>	<p>Bid for open seats in any program</p>	<p>75% bid point REFUND</p>	<p>Bid for a waitlist position or a roster seat in any program</p> <hr/> <p>If enrolled or promoted from waitlist, charged bid amount</p>	<p>50% bid point REFUND</p>	<p>Previous Quarter Ends</p> <p>Real-time enrollment in any open seat or add to waitlist for any course</p> <hr/> <p>Drop classes for a 50% bid point refund</p>	<p>Ends Monday, Week 2 @ 8am</p>
Alternate Section Options						Waitlists			

All dropped seats receive refund amount from **current phase**

BIDDING RULES

Time Conflicts

- You may **bid** on courses that are concurrent
- You may **enroll** in courses that are concurrent
- You **WILL** be required to **drop** courses to resolve any conflicts by the 1st week of class

Alternate Section Option

- You bid on a preferred section; then indicate other section(s) you would be willing to take, if bid is unsuccessful
- Alternate sections only available if don't close with primary bidders
- Alternate section will cost ZERO points

COMMON COURSE CONFLICT WATCH-OUTS

Lab Courses

- If you are applying for a Lab course, you'll need to work around your core course requirements (especially MECN-430).

Health Care Deep Dive Courses

- Health Care Deep Dive classes can be on Thursdays, Fridays, Saturdays, & Sundays. Again, note your MECN-430 timing.

BIDDING PHASE 1

FULL-TIME STUDENTS

PHASE 1	BID	October 27 at 9am thru October 30 at 5pm	<ul style="list-style-type: none">• Bid on seats allocated to your program. Full-time students: sections 30s, 40s, 90s• Alternate section options available
	<ul style="list-style-type: none">• Able to bid on ALL seats available in your program• Class capacity will not change after this point		
	DROP	November 1 at 12pm thru November 2 at 5pm	<ul style="list-style-type: none">• Drop any enrollments for a 100% refund of bid points for use in Phase 2
	<p>Drop now to:</p> <ul style="list-style-type: none">• Recapture points to use in Phase 2 bidding• Bid on more courses, if you are at 5 credit limit• Be a good citizen, if you do not plan to take the class		

BIDDING PHASE 2

FULL-TIME STUDENTS

PHASE 2	BID	November 3 at 12pm thru November 6 at 5pm	<ul style="list-style-type: none">• Bid on open seats in your program. Full-time students: sections 30s, 40s, 90s• Alternate section options available
			<ul style="list-style-type: none">• Bid on seats that did not fill in Phase 1 or that opened in Phase 1 drop
	DROP	November 8 at 12pm thru November 9 at 5pm	<ul style="list-style-type: none">• Drop any enrollments (from Phase 1 or Phase 2) for a 100% refund of bid points for use in Phase 3
			<ul style="list-style-type: none">• Drop any course acquired in Phase 1 or Phase 2• Last chance to drop for full 100% bid point refund• Drop to:<ul style="list-style-type: none">• Recapture points to use in Phase 3 bidding• Bid on more courses, if at 5 credit limit• Be a good citizen

BIDDING PHASE 3

FULL-TIME STUDENTS

PHASE 3	BID	November 10 at 12pm thru November 13 at 5pm	<ul style="list-style-type: none">• Bid on open seats in any program (Full-time, Evening, or Weekend)• Alternate section options available
	<ul style="list-style-type: none">• All open seats available – be sure to bid on intended campus/modality		
	DROP	November 15 at 12pm thru November 16 at 5pm	<ul style="list-style-type: none">• Drop any enrollments (from Phases 1, 2, or 3) for a 75% refund of bid points for use in the Pay What You Bid Phase
<ul style="list-style-type: none">• Drop any course acquired in Phase 1, Phase 2, or Phase 3• All drops will result in a 75% bid point refund• Drop to:<ul style="list-style-type: none">• Recapture points to use in Pay What You Bid phase• Bid on more courses, if at 5 credit limit• Be a good citizen			

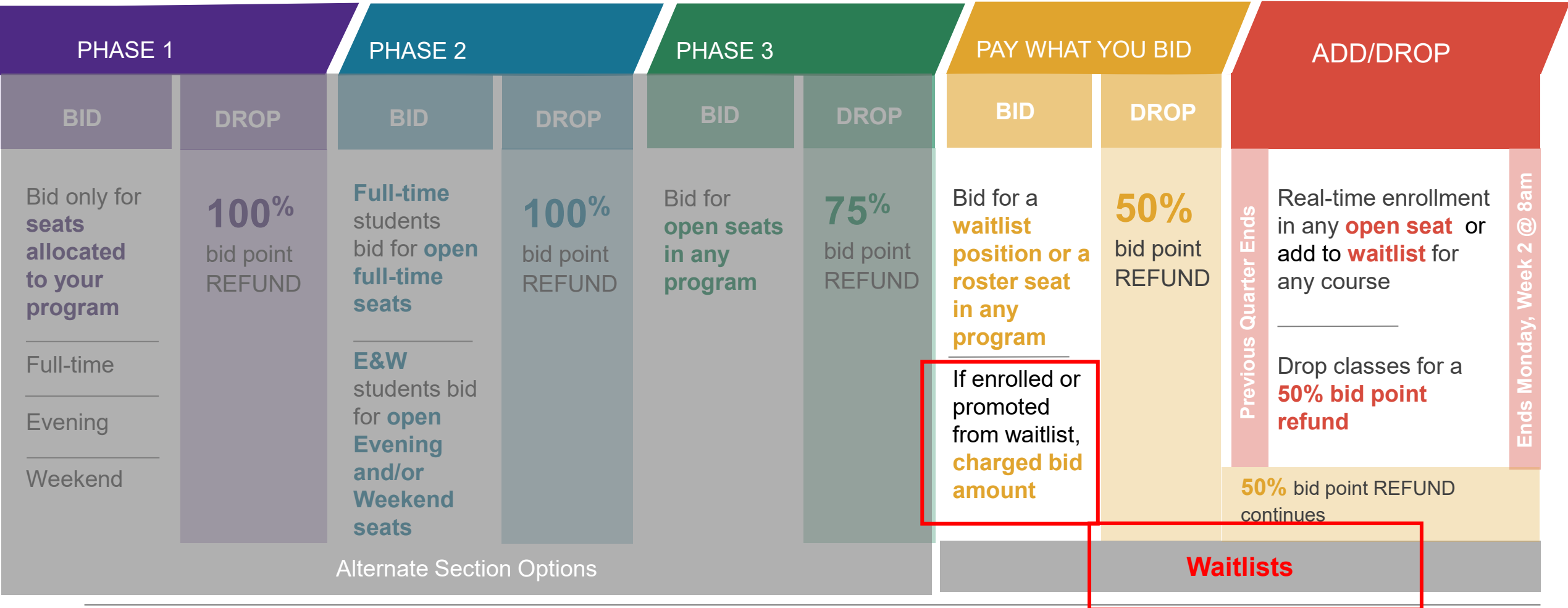
PAY WHAT YOU BID PHASE

FULL TIME STUDENTS

PAY WHAT YOU BID	BID	November 17 at 12pm thru November 20 at 5pm	<ul style="list-style-type: none">• Bid on any seats in any program (Full-time, Evening, or Weekend)• Unsuccessful bidders placed on a waitlist• No alternate section options available• If successfully enrolled, charged bid amount
	DROP	November 28 at 12pm thru December 8 at 8:30am	<ul style="list-style-type: none">• Drop any enrollments for a 50% refund of bid points

- Successful bidders enrolled in an open seat
- Unsuccessful bidders placed on waitlist for that course section
- Charged bid amount for successful enrollment – open seat or waitlist promotion

KELLOGG BIDDING PROCESS



All dropped seats receive refund amount from **current phase**

WAITLISTS

- Promotions occur in real-time through first week of class
- If First Class Mandatory and you do not attend first class, you will not be promoted
- Upon promotion, you will be charged the amount of your bid
- If you are never promoted, or remove yourself from a waitlist, you are refunded 100% bid points

If you are promoted into a course off a waitlist and decide to drop it before the withdrawal period begins, you will receive a 50% bid point refund

CONDITIONAL DROPS

- Necessary if promotion off a waitlist would put you over 5 credit limit
- For each waitlisted course, select enrolled course to drop, if promoted off waitlist
- Conditional drops can be set starting in the Add/Drop Phase

The system cannot promote you off a waitlist if you would then exceed 5 credits – the system will immediately move to the next person on the waitlist

KELLOGG BIDDING PROCESS

If you are on a waitlist, you may need a **Conditional Drop**

PHASE 1		PHASE 2		PHASE 3		PAY WHAT YOU BID		ADD/DROP		
BID	DROP	BID	DROP	BID	DROP	BID	DROP			
Bid only for seats allocated to your program	100% bid point REFUND	Full-time students bid for open full-time seats	100% bid point REFUND	Bid for open seats in any program	75% bid point REFUND	Bid for a waitlist position or a roster seat in any program	50% bid point REFUND	Real-time enrollment in any open seat or add to waitlist for any course Drop classes for a 50% bid point refund		
Full-time		E&W students bid for open Evening and/or Weekend seats				If enrolled or promoted from waitlist, charged bid amount		Previous Quarter Ends	Ends Monday, Week 2 @ 8am	
Evening								50% bid point REFUND continues		
Weekend								Waitlists		
Alternate Section Options							Waitlists			

All dropped seats receive refund amount from **current phase**

ADD/DROP PERIOD

ADD/DROP	Add/Drop	December 8 at 9am thru January 8, 2024 at 8am	<ul style="list-style-type: none">• Real-time enrollment into open seats and addition to waitlists.• Drop any enrollments for a 50% refund of bid points. (Drops from a waitlist or no promotion into class results in 100% refund of bid points.)• Waitlist promotions in real time.• Set conditional drops to ensure waitlist promotion if you are at or near your credit maximum.
	Add/Drop <i>(2nd 5 Week Courses Only)</i>	January 8 at 8:01am thru February 12, 2024 at 8am	<ul style="list-style-type: none">• Real-time enrollment into open seats and addition to waitlists.• Continue to drop 2nd 5-Week enrollments for a 50% refund of bid points. (Drops from a waitlist or no promotion into class results in 100% refund of bid points.)• Waitlist promotions in real time.



BIDDING & REGISTRATION SYSTEM DEMO

COMMON BIDDING PROCESS PITFALLS

Waiting until the last minute to bid – and realizing you have **HOLD**

Not utilizing the **Alternate Section** options

Using all of your points in **Pay What You Bid**

Not setting a **Conditional Drop** for waitlist positions, if enrolled in 5 credits

Staying on a **waitlist** if don't want a class (if promoted and then drop, you are refunded at 50%)

IF YOU HAVE QUESTIONS ABOUT A HOLD

Emergency Contact/COVID Attestation Hold	Student Accounts Tuition Hold	Northwestern Health Services Hold
<p>Complete/confirm your information through the STUDENT AGREEMENTS tile in <u>Caesar</u>. When you click on that tile, you will see Emergency Information Collection as a TO DO item. Complete/Confirm each step (the steps will be marked "complete" as you go) and you will be set for the year. If you do it correctly, you will immediately receive a confirming email.</p>	<p>Contact Student Accounts</p> <p>(847) 491-5224</p>	<p>Contact Northwestern Health Services</p> <p>(847) 491-8100</p>



NEXT STEPS

WHAT SHOULD YOU DO NEXT?

1. Resolve any registration holds!
2. Reflect on your academic, personal & professional goals
3. Complete your Course Planning:
 - Tag courses for full academic journey
 - Place courses on path for Winter & Spring
 - Plan your ideal weekly schedule for Winter (& maybe Spring!)
4. Based on your “must-haves” for Spring, determine how many points you want to have remaining after Winter quarter
5. Create your bidding strategy
6. Place your bids!

ACADEMIC ADVISING CONTACT INFORMATION

1:1 Academic Advising Sessions

- Schedule a session with your advisor through [Campus Groups](#).
 - If you can't find a time that works with your schedule, please [email Academic Advising](#) to request a time.
-

Email

- [Email Academic Advising](#) with general academic questions.
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Drop-In

- Advisors hold drop-in hours all year in Gies Plaza (M, T, R, F 12:15pm-1:15pm)
-

Slack

- Get quick, simple questions answered.
- #studentexperience_classof_2025 or DM @AcademicExperienceTeam

ADDITIONAL DROP IN HOURS DURING BIDDING

	Mon	Tues	Wed	Thurs	Fri
Week of 10/23	Plaza & Zoom	Plaza & Zoom	Bidding Highlights Presentation	Plaza & Zoom	Plaza & Zoom
Week of 10/30	Plaza & Zoom		Plaza Only	Plaza & Zoom	Plaza & Zoom

REMINDERS AND LINKS WILL BE POSTED ON SLACK in
#STUDENTEXPERIENCE_CLASS OF 2025



QUESTIONS?

ALTERNATE SECTION EXAMPLE

YOUR BID on MKTG-466 (Marketing Strategy for Growth & Defense)

- Bid 500 points on Section 31
- Choose Section 32 as alternate section

Bid Results Scenario #1

- Section 31
 - 82 bidders for 65 seats
 - Closing cost = 502 Points
- Section 32
 - 68 bidders for 65 seats
 - Closing cost = 437 Points

Your bid was NOT successful

- Points refunded
- Next steps?

Bid Results Scenario #2

- Section 31
 - 82 bidders for 65 seats
 - Closing cost = 502 Points
- Section 32
 - 63 bidders for 65 seats
 - Closing cost = 0 Points

Your bid was successful!

- Points refunded AND, as one of the 2 highest unsuccessful bidders, you are enrolled in Section 32

BIDDING EXAMPLE

What does the data tell you?

Course Title	CourseName	Section	Program	Phase	Faculty	Campus	Number of Bids	Closing Cost	Seats Available	Total Seats	Enrolled	Waitlist	Open Seats
Finance II	FINC-431-0	31	Full-Time	Fall 2021 Bid Phase 1 FT Students	Mezzanotti, Filippo	Evanston	60	39	50	50	50	0	0
Finance II	FINC-431-0	32	Full-Time	Fall 2021 Bid Phase 1 FT Students	Mezzanotti, Filippo	Evanston	19	0	20	20	20	0	0
Finance II	FINC-431-0	33	Full-Time	Fall 2021 Bid Phase 1 FT Students	Mezzanotti, Filippo	Evanston	12	0	26	26	14	0	12
Finance II	FINC-431-0	31	Full-Time	Winter 2022 Bid Phase 1	Frydman, Carola	Evanston	23	0	50	50	29	0	21
Finance II	FINC-431-0	32	Full-Time	Winter 2022 Bid Phase 1	Matsa, David	Evanston	12	0	50	50	41	0	9
Finance II	FINC-431-0	33	Full-Time	Winter 2022 Bid Phase 1	Matsa, David	Evanston	108	251	50	50	50	0	0
Finance II	FINC-431-0	31	Full-Time	Spring 2022 Bid Phase 1	Ponticelli, Jacopo	Evanston	22	0	50	50	24	0	26
Finance II	FINC-431-0	32	Full-Time	Spring 2022 Bid Phase 1	Ponticelli, Jacopo	Evanston	57	11	50	50	50	0	0
Finance II	FINC-431-0	33	Full-Time	Spring 2022 Bid Phase 1	Ponticelli, Jacopo	Evanston	42	0	50	50	43	0	7
Finance II	FINC-431-0	31	Full-Time	Fall 2022 Bid Phase 1	Mezzanotti, Filippo	Evanston	10	0	20	20	11	0	9
Finance II	FINC-431-0	32	Full-Time	Fall 2022 Bid Phase 1	Mezzanotti, Filippo	Evanston	14	53	11	11	11	0	0
Finance II	FINC-431-0	33	Full-Time	Fall 2022 Bid Phase 1	Mezzanotti, Filippo	Evanston	12	0	50	50	13	0	37
Finance II	FINC-431-0	31	Full-Time	Winter 2023 Bid Phase 1	Matsa, David	Evanston	31	0	50	50	50	0	0
Finance II	FINC-431-0	32	Full-Time	Winter 2023 Bid Phase 1	Matsa, David	Evanston	123	330	50	50	50	0	0
Finance II	FINC-431-0	33	Full-Time	Winter 2023 Bid Phase 1	Frydman, Carola	Evanston	8	0	50	50	17	0	33
Finance II	FINC-431-0	31	Full-Time	Spring 2023 Bid Phase 1	Ponticelli, Jacopo	Evanston	23	0	49	49	33	0	16
Finance II	FINC-431-0	32	Full-Time	Spring 2023 Bid Phase 1	Ponticelli, Jacopo	Evanston	59	10	50	50	50	0	0
Finance II	FINC-431-0	33	Full-Time	Spring 2023 Bid Phase 1	Ponticelli, Jacopo	Evanston	71	40	48	48	48	0	0
Finance II	FINC-431-0	31	Full-Time	Fall 2023 Bid Phase 1	Mezzanotti, Filippo	Evanston	45	353	24	24	24	0	0
Finance II	FINC-431-0	32	Full-Time	Fall 2023 Bid Phase 1	Mezzanotti, Filippo	Evanston	41	200	28	28	28	0	0

BIDDING EXAMPLE

What should you consider?

Consideration 1: Course Supply

- Are there the same number of sections/seats as last year?

Consideration 2: Personal Goals

- Student A: Wants to be apply for Venture Lab in Spring
- Student B: Wants to be a Brand Manager, with general manager focus

Consideration 3: Section Flexibility

- Of the 3 sections in Winter, how many fit in your schedule?

BIDDING EXAMPLE

What might Student A conclude?

- There are the same number of sections/seats this year.
- Only 2 of the 3 sections fit in my schedule.
- I am hopeful the course will cost 0, but I know there is a possibility that it could cost 330 bid points or more.
- Based on the importance of this course to my personal and professional goals, I willing to spend X points on section X the course, choosing the one acceptable alternate section.
 - If the closing cost is more than that, I would need to drop it anyway in light of my other must-haves.
 - If the closing cost is less than that, I will get a refund of bid points to spend in future quarters.

BIDDING EXAMPLE

What might Student B conclude?

- There are the same number of sections/seats this year.
- I could fit any of the 3 sections in my schedule.
- I am hopefully the course will cost 0, but I know there is a possibility that it could cost 330 bid points or more.
- If I don't get the course this quarter, I can take it in Spring.
- Because of my personal professional goals – including the bid points I need to allocate to my more important “must-haves,” I would not want to take this course if it cost more than 50 points.
- I will bid 50 points on one section, and choose the alternates – and hope for the best.