



This PDF is generated from authoritative online content, and is provided for convenience only. This PDF cannot be used for legal purposes. For authoritative understanding of what is and is not supported, always use the online content. To copy code samples, always use the online content.

## Workforce Management Web for Agents Help (Classic)

[Bidding Assignment Unwanted View](#)

# Bidding Assignment Unwanted View

You reached this window by clicking the **Unwanted** tab in the **Bidding Assignment Pane**.

Use the **Unwanted** view to reorder your bids for schedules that you not want.

## Ranking Your Bids

Your bids are already ranked when you reach this view; that happened when you clicked **Add to Unwanted** in the **Bidding Assignment** pane. Your most unwanted bid is numbered 1.

1. Select the number in the Bid column box, and enter a different number.

### Important

If you change the rank of one of your bids and click **Apply**, the rest of your bids will be renumbered accordingly.

2. Click **Apply** to implement your change, or **Cancel** to abandon it.

Repeat as necessary to achieve the bid order that you want.

## Removing Shifts from the Unwanted View

To remove one or more shifts from the **Unwanted** view:

1. Select the check box in the far right column of every shift that you wish to remove.
2. Click **Remove** to move the selected shift(s) to the **All** view and set the bid ranking to 0.  
or  
Click **Desired** to move the selected shift(s) to the **Desired** view.