

Managing Your Team Fundraising Page

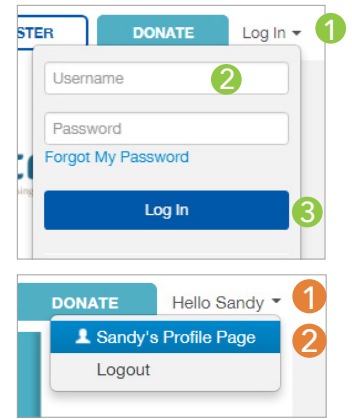


Logging In

To manage your team fundraising page, you'll need to sign in using the login info email sent at the end of registration. Your username and password will be at the bottom of the email with the subject "[Your Name], Thank you for registering!"

If you've lost the email, you can contact your event administrator and recover your username and password using the contact info at the bottom of the event website.

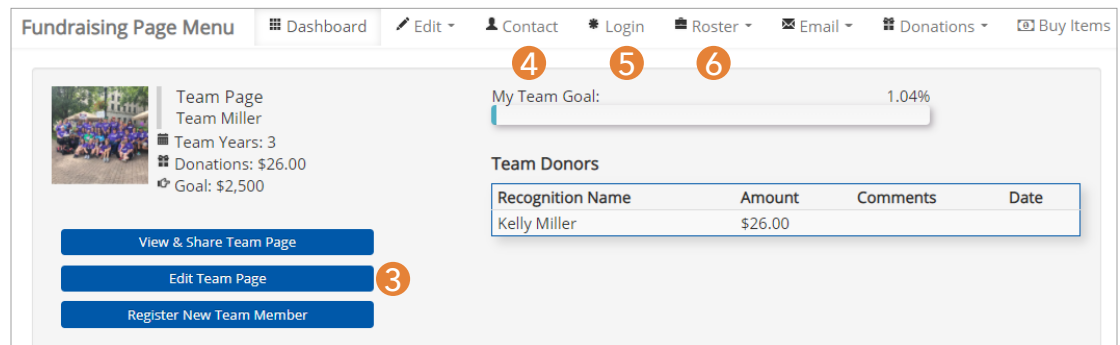
To log in, click "Log In" at the top-right of the page **1**. Enter your username and password **2** and click Log In **3** or hit Enter.



Your Dashboard

Your dashboard is displayed when you sign in. If you've navigated away, you can pull up your dashboard by clicking the Hello tab **1**, then the Fundraising Page option **2**.

To edit your page, click Edit Team Page **3**. Team captains will have the option to edit both personal and team pages. To edit your contact or login information, click Contact **4** or Login **5** (see below). To view team member or donor roster, click Roster **6**.



Editing Your Page

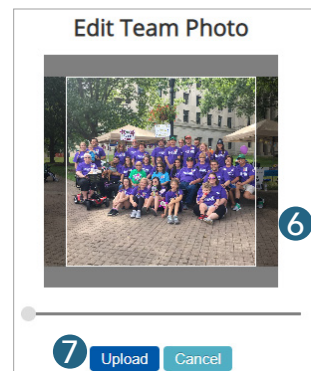
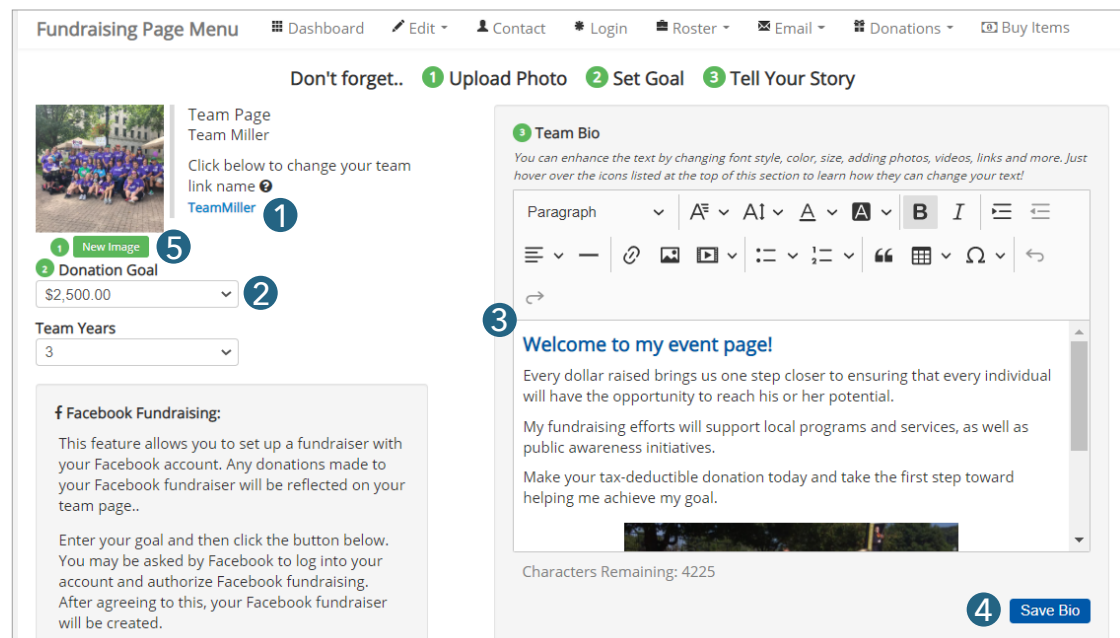
To get to your page, see Step 3 above. To customize your page link, click the blue highlighted text **1** and enter a custom link and click "Save Changes."

To set a donation goal, use the Goal drop-down menu to select an amount **2**.

To edit your bio text, click in the text box **3** and add your preferred language. You can type directly in the box or you can copy text from a word processor document. When you're done, click "Save Bio" **4**.

To edit your profile picture, click "New Image" beneath the picture thumbnail **5**. Select the image you want from your file library, then click Open. Next, use the slider below the image to re-size if necessary. Then drag the image so it is positioned in the box how you want it **6**.

Click "Upload" to save **7**.



Editing Your Contact Info

To edit your name, home address, and email address, click "Contact" from your dashboard **4**. Edit your contact information by clicking and typing in the text fields. To save your changes, click "Update."

Changing Your Username/Password

Once you have logged in with the credentials from your welcome email, you may want to change your password into something you can remember. To edit your username or password, click "Login" on your dashboard **5**.

Enter a new username or password using the text boxes. When you're done, click "Update."

Additional Text Editing

In addition to editing the text, you can also edit the font **1**, font size **2**, text color **3**, and add a highlight color behind the text **4**. You can also make the text bold or italicized **5**.

If you want to change the text justification, you can switch between left, right and center **6**. If you want to add a bulleted or numbered list as shown in the example, click on either option to choose your preferences and add your text **7**.

As you are typing, you will see the numbers of characters remaining adjust **8**. This will let you know when you are getting close to the text limit for your bio. When you're done, click "Save Bio" **9**.

You can enhance the text by changing font style, color, size, adding photos, videos, links and more. Just hover over the icons listed at the top of this section to learn how they can change your text!

Paragraph | A^E | A^I | A | A | B | I | [Text Alignment Icons]

[List Icons] | [Link Icon] | [Image Icon] | [Video Icon] | [List Icons] | [Quote Icon] | [Table Icon] | [Link Icon]

Welcome to my event page!

Every dollar raised brings us one step closer to ensuring that every individual will have the opportunity to reach his or her potential.

My fundraising efforts will support local programs and services, as well as public awareness initiatives.

Make your tax-deductible donation today and take the first step toward helping me achieve my goal.

Characters Remaining: 4517

Save Bio

Adding Additional Photos and Video

To add additional photos to your personal bio, click the insert image button **1**. Next, select the desired photo from your computer. Once the photo has been added you can adjust the justification or add a link using the icons above the photo **2**. To adjust the size of the photo, drag the blue squares in the corners of the highlighted rectangle **3**.

To add an embedded video to your personal bio, click the insert video button **4**. Paste the video link into the box **5** and click the green check mark **6**.

You can move inserted pictures and video around in the personal bio area by clicking on them and dragging them to the desired spot. When finished making changes, click "Save Bio"

Choose heading | A^E | A^I | A | A | B | I | [Text Alignment Icons]

[List Icons] | [Link Icon] | [Image Icon] | [Video Icon] | [List Icons] | [Quote Icon] | [Table Icon] | [Link Icon]

helping me achieve my g

helping me achieve my g

Characters Remaining: 4346

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Paragraph | A^E | A^I | A | A | B | I | [Text Alignment Icons]

[List Icons] | [Link Icon] | [Image Icon] | [Video Icon] | [List Icons] | [Quote Icon] | [Table Icon] | [Link Icon]

https://example.com

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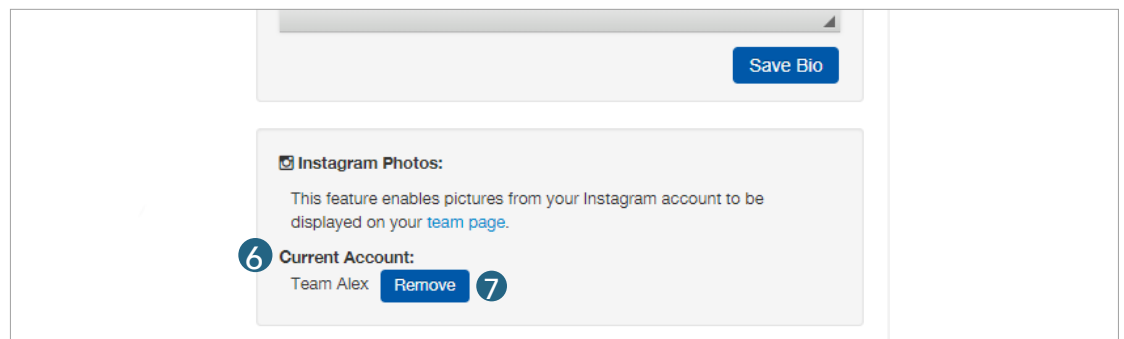
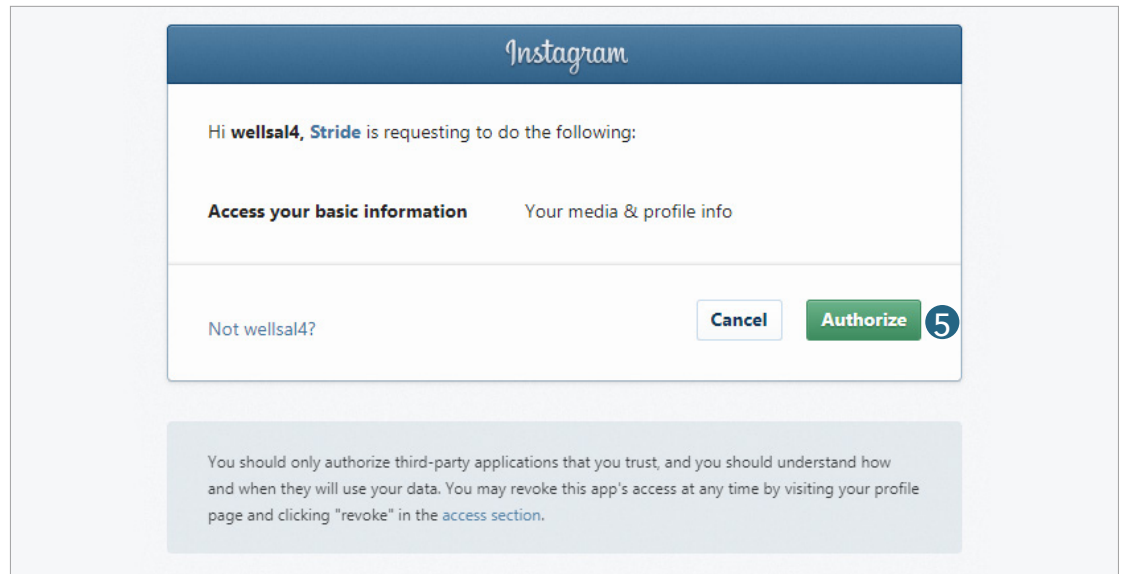
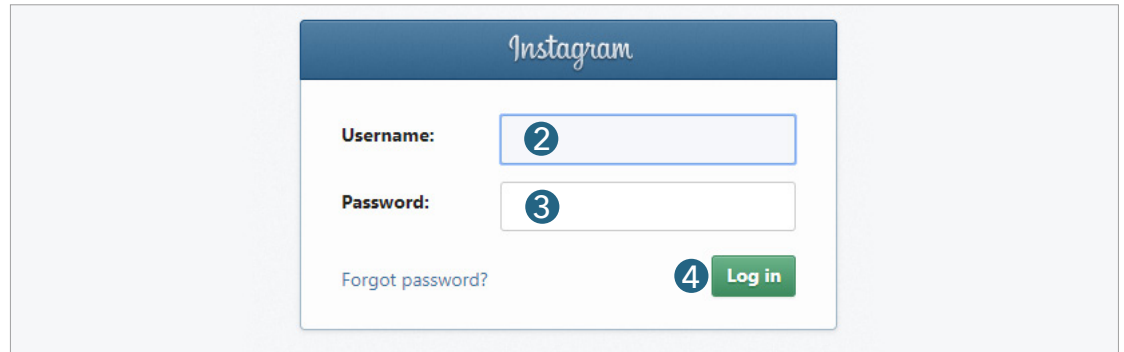
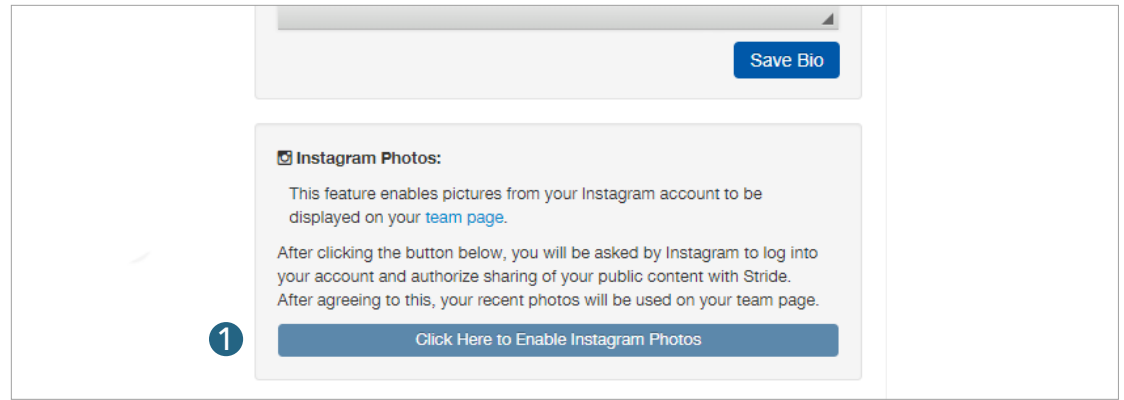
Adding Your Instagram Feed to Your Page

To add your Instagram feed to your page, click to enable Instagram photos **1**.

Enter the Username **2** and password **3** associated with your Instagram account and click "Log In" **4**.

Next, click "Authorize" **5** to give Stride permission to pull the most recent photos from your Instagram to show up on your team page.

Once your account is connected, it will show under Current Account **6**. If you want to remove your Instagram feed from your page, click the "Remove" button **7**. To view your Instagram feed on your page, go to the public view and scroll down to the bottom. Your most recent photos will rotate along the bottom of the page. Users can click on a photo to open the photo in Instagram.



Viewing & Sharing Your Page

You can share your page to potential donors through Facebook, Twitter, and Email. Before you share on social media, make sure you have a photo uploaded to your Stride team page to appear with the post.

The dashboard shows a navigation bar with options: Fundraising Page Menu, Dashboard, Edit, Contact, Login, Roster, Email, Donations, and Buy Items. The main content area includes a team photo, team details (Team Miller, 3 years, \$26.00 raised, \$2,500 goal), and three blue buttons: 'View & Share Team Page' (marked with a red circle 1), 'Edit Team Page', and 'Register New Team Member'. To the right, there is a 'My Team Goal' progress bar at 1.04% and a 'Team Donors' table.

Recognition Name	Amount	Comments	Date
Kelly Miller	\$26.00		

First, go to your page by clicking “View & Share Team Page” from your dashboard **1**. Then, click either the Facebook, Twitter, LinkedIn or Email icon below the navigation bar **2**.

For Facebook, you’ll need to log in if you aren’t already. A dialogue box will pop up where you can enter your credentials.

For Twitter, you can log in and Tweet at the same time. The link will already be pasted in for you. Fill out any additional text and click Share Link, or Tweet.

To share your personal page via email, click the Email icon. Choose the type of email account you have. Log in to your account, if you aren’t already. An email draft will pop up, with the link to your page pasted in for you. Enter in your recipients’ emails, enter any additional text, then click Send.

You can also copy your page link using the black button **3** and send it via email or use the link to post on any social media channel.

Once they click the link to your page, your recipients will be able to donate or join your team by clicking the big blue buttons at the top of your page **4**.

The public view of the fundraising page for Team Miller features a large group photo on the left. The main content area includes a 'Welcome to my event page!' message, a description of the fundraising goal, and a call to action to 'Walk with Us!' (marked with a red circle 4) and 'Donate to Our Team'. A 'Copy Page Link' button (marked with a red circle 3) is also present. On the right, there are social sharing options (Facebook, Twitter, LinkedIn, Email, and a share icon marked with a red circle 2) and a progress bar showing 'Our Funds Raised: \$26.00' and 'My goal: \$2,500.00' at 1%. Below the progress bar are sections for 'Achievements' and 'Fundraising History'.

Fundraising History	
Kelly Miller	\$26.00

Public view of fundraising page