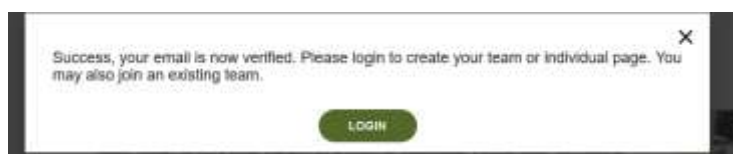
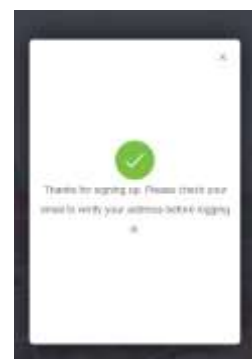
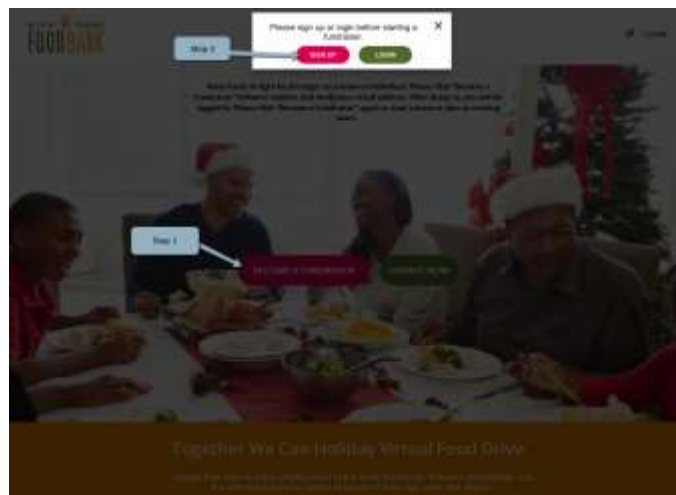


Peer to Peer – Signup Flow

Getting Started - Authentication

- Navigate to the campaign’s home page
- Click Become a Fundraiser -> Sign Up
- Enter your full name, email address, and password
- Review our privacy policy
- Check the box acknowledging that you agree to the terms of the privacy policy
- Navigate to your email inbox and click the confirmation link to authenticate your email
- This will send you to the homepage and display “Success! Your email is now verified! Please login to create your team or individual page. You may also join an existing team”



Peer to Peer – Signup Flow

Getting Started – Login and Setup

- Click the “Login” button and enter the email address and password provided in the authentication stage above

- After signing in, you will see an icon with your first and last initial in the top right of the page

- Click “Become a Fundraiser” and choose from the following options:

- “Start a team” (start a new team)
 - “Find/Join a Team” (join an existing team)
 - “Join as an Individual” (no teammates)

- Depending on the option selected above, you will be prompted to answer the necessary questions associated to the campaign, including but not limited to:

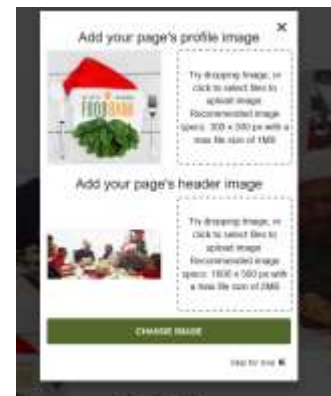
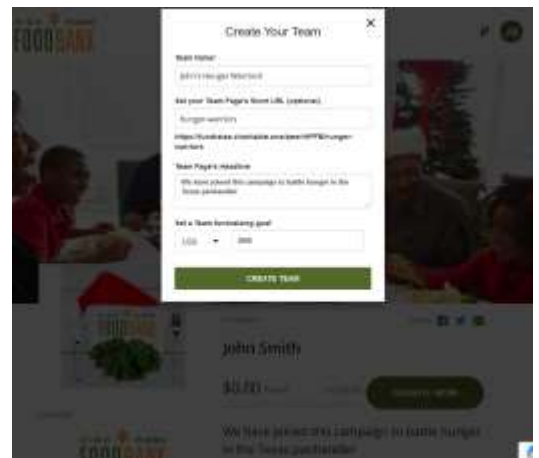
- Goal (designate a fundraising goal for your team or for your individual page)
 - Page Headline (team or individual - see screenshot)

- You will also have a chance to designate images for your page(s) or opt to skip for now and update them later:

- Profile Images (see screenshot)
 - Header Images (see screenshot)

- After completing the steps above, you will see a “Success! Your page is being created...” message

- Click the “OK” button to proceed to your page



Peer to Peer – Signup Flow

Getting Started – Important Differences

Team Captains

- The first set of questions that you answer will be specific to your team's page
- The **first** profile image and header image that you are prompted to upload will apply to your **team's** page
- You will be prompted to create an individual page if you have not already
- You will be prompted for a page headline and goal that will be associated to your **individual** page
- After setting up your pages, you will arrive at your **individual** page at the end of the process. Click "Go to..." in the top right to navigate to your team page
- You will be able to upload a separate profile image and header image for your individual page (If you do not wish to change your images, you may click "Skip for now" and the default images provided will be used. You may update your team's and your individual page's profile images after the setup process is completed if you would like.)

Team Members

- You may find the team that you are looking for by navigating through the team directory, searching by team captain, or team name
- You will be shown a message that indicates that any progress made on your existing individual page will be counted towards the team's progress that you are joining from the point of joining forward
- You will be prompted to create an individual page if you have not already
- Provide a team goal and short URL for you page
- Provide any images for your individual page (or skip for now)
- After finishing, you will be viewing your individual page
 - Navigate to the home page by clicking the campaign logo in the top left and use the search tool or dashboard to locate the team page that you joined and view it

Peer to Peer – Page Management

Managing your page(s)

- You may now click “Go to..” in the top right to navigate to both your Fundraiser (Individual) Page and your Team Page (if you joined or started a team!)
- Manage your pages by clicking "Manage" in the top right
- Here you may navigate to:
 - Story – Update your team or individual page's story to explain why you joined the campaign
 - Teammates (Team pages only) – View and Manage Your Team
 - Details – Update your page's profile or header image, team name, page name, goal, headline, short URL and more!



Peer to Peer – Start Sharing

Start sharing!

- After updating your individual and/or team page to your liking, use the Facebook or Twitter icons on your page or when managing your page to share directly to Facebook or Twitter
- We recommend that you use the green email icon option to share your fundraising page(s) with your friends, family, classmates, and colleagues as this will start an email including a link to your page that will be from your **personal** email address
 - Emailing from your personal email address rather than emailing directly when managing your page will be much more likely to be opened and result in donations!
- If you are having trouble generating email content for your personal ask, navigate to **Manage** on your **individual** page -> **Emails** and copy the content provided into your email, updating it to fit your style and being sure to include the link to your page(s)!

