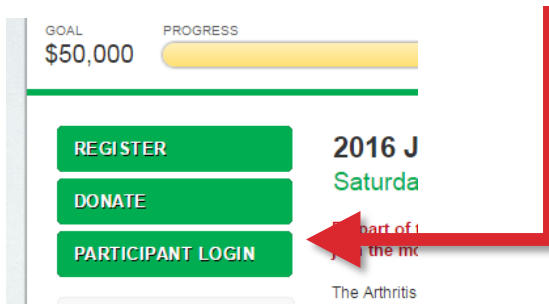




# Online Fundraising Quick Steps

## Step 1 - Log in to your personal fundraising headquarters



Welcome to your Participant Headquarters! This is your private area to check on donations you receive and email friends and family. The steps below will help you customize and utilize this great online fundraising tool.

## Step 2 - Tell your story

Visit the My Webpage tab, so you can personalize your page. This is the page your donors will see; so give it your own touch by adding a picture and information about you and your reasons for participating in the event.

## Step 3 - Add your contacts

The email tab area allows you to import your Address Book from a variety of sources (Yahoo, Gmail, etc.) and makes it easy to email your friends and family.

## Step 4 - Ask for Support

Next, start your email campaign to solicit friends and family for donations and to build your team. We've already done the writing for you...you just need to include your own story and customization. The email message will automatically include a direct link back to your personal page to make it as easy as possible for them to make a donation or join your team.

## Step 5 - Post to Social

Share your participation status and fundraise through Facebook or send a Tweet.

And, don't forget to **download our mobile app** to easily fundraise on the go! You can post, tweet, text, and email your friends and family from your smart phone. Just search for "Jingle Bell Run" in the AppStore or Google Play.