

# PERSONAL FUNDRAISING



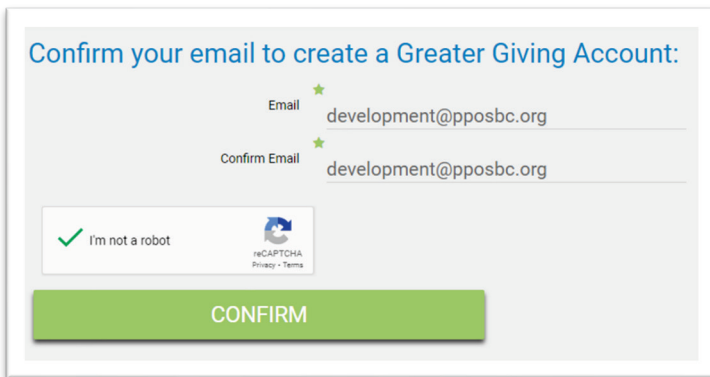
## How-To: Create a Personal Fundraising Page Using *Join Me*

Before you can create your *Join Me* account to fundraise for PPOSBC, you will first need to have access to the PPOSBC specific *Join Me* registration link. To get this PPOSBC specific link, [click here](#). If you cannot access the link or have any issues setting up your personal fundraiser, please email [development@pposbc.org](mailto:development@pposbc.org)

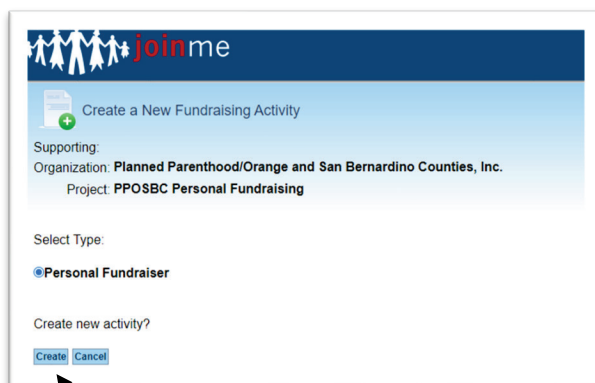
**Step 1:** Create a Join Me Account by clicking on

A green rectangular button with the text 'CREATE ACCOUNT' in white, uppercase letters.

Enter your email address, confirm your email address and click the box to confirm you are not a robot. The system will then send you an email to validate your email address.

A screenshot of a web form titled 'Confirm your email to create a Greater Giving Account:'. It contains two input fields: 'Email' and 'Confirm Email', both containing 'development@pposbc.org'. Below the fields is a CAPTCHA section with a green checkmark and the text 'I'm not a robot', and a CAPTCHA logo. At the bottom is a large green button labeled 'CONFIRM'.

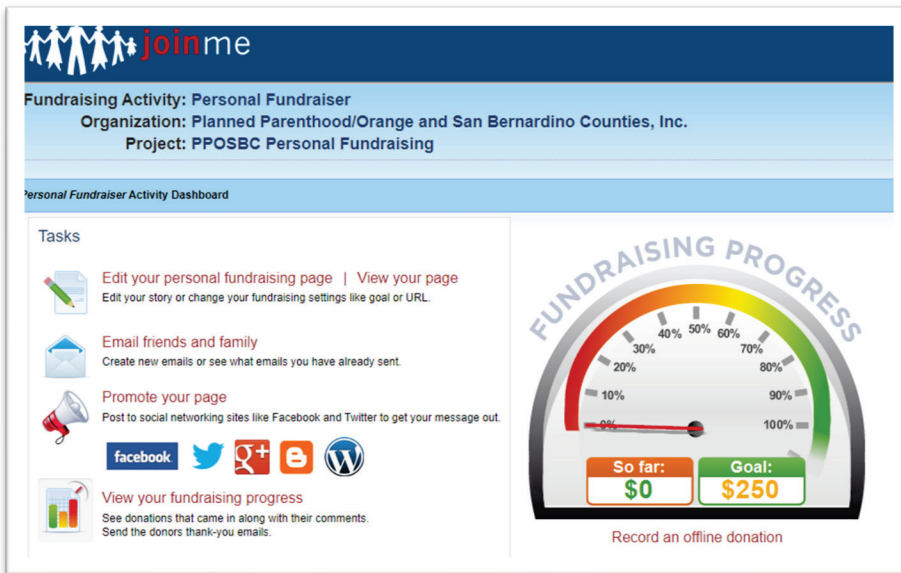
**Step 2:** Once you receive the validation email, click on the link to finish the registration process and set your password. When you are finished, you will be directed to the *Create a New Fundraising Activity* page. Click the “**CREATE**” button.

A screenshot of the 'Create a New Fundraising Activity' page. The page has a blue header with the 'Join Me' logo. Below the header, it says 'Create a New Fundraising Activity' with a green plus icon. It lists 'Supporting: Organization: Planned Parenthood/Orange and San Bernardino Counties, Inc.' and 'Project: PPOSBC Personal Fundraising'. Under 'Select Type:', there is a radio button selected for 'Personal Fundraiser'. At the bottom, it asks 'Create new activity?' and has two buttons: 'Create' and 'Cancel'. An arrow points to the 'Create' button.

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**Step 3:** You have now created your personal fundraising page. You can now see your “**Personal Fundraising Activity Dashboard**” that will allow you to customize your Personal Fundraising page.



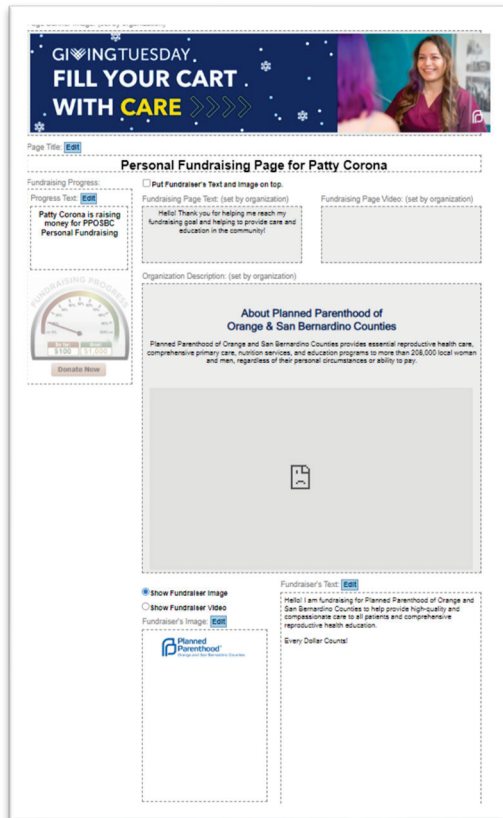
**Note:** Once you had created your personal fundraiser page, when returning to sign back into your personal fundraising log-in page, click on the “**CANCEL**” button on this prompt. If you click “**CREATE**”, this will create another personal page, which will cause a duplicate page that cannot be deleted. After you click “**CANCEL**”, select your personal page.

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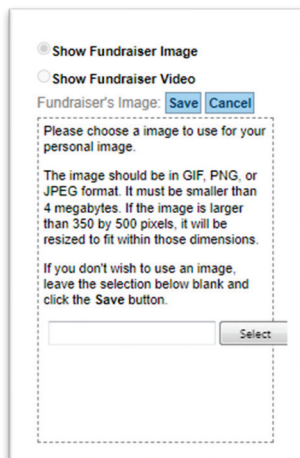


## How-To: Edit Your Personal Fundraising Page

**Step 1:** From your “Personal Fundraising Activity Dashboard”, click on “Edit Your Personal Fundraising Page”



**Step 2:** You may customize the following fields on your fundraising page: **Page Title**, **Progress Text**, **Fundraiser’s Image**, **Fundraiser’s Text** by clicking the “Edit” button next to each respective field.



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**Step 3:** For the **Fundraiser’s Image** field, you can upload an image (preferably of yourself or something related to your fundraiser page) by browsing your saved photos. Click **“Edit”** to upload your own photo.

**Step 4:** You may also customize your **Fundraising Goal**, **Donation Levels**, **Fundraising Page URL** and **Status of Page** under **“Other Page Settings”**.

**Note:** The minimum donation level is set to \$5.00 – keep that in mind if you edit your fundraising goal.

A screenshot of the 'Other Page Settings' form. At the top right is a 'Save' button. The form contains several fields: 'Goal: Edit' with a 'Done' button and a value of '\$250.00'; 'Minimum Donation Level: (set by organization)' with a value of '\$5.00'; 'Donation Levels: Edit' with a list of five levels: Level 1: \$5.00, Level 2: \$10.00, Level 3: \$20.00, Level 4: \$50.00, and Level 5: \$100.00; 'Fundraising Page URL: Edit' with the value 'https://pposbc.ejoinme.org/1210207'; and 'Status of Page: Edit' with the value 'Published' and a subtext 'The page is visible and available for donations. You can unpublish the page.'

**Step 5:** When you are finished, click to save your changes on that field or click **“Cancel”** to exit without saving.

**Step 6:** Once all of your edits are complete, click

**Step 7:** Once on the **“Personal Fundraising Activity Dashboard”**, click **“View your Page”** under **“Tasks”** to make sure the edits are to your liking

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## How-To: Promote Your Personal Fundraising Page on Social Media

A highly effective – and easy – way to promote your personal fundraising page is to share your personal fundraising page link through social media.



### Promote your page

Post to social networking sites like Facebook and Twitter to get your message out.



**Step 1:** From your “**Personal Fundraising Activity Dashboard**”, click on “**Promote Your Page**”

**Step 2:** Feel free to log into any social media site provided to post fundraising updates and share your fundraising page URL.

**Step 3:** If you would like to share your fundraising page URL a different way, click “**Edit Your Personal Fundraising Page**” on your “**Personal Fundraising Activity Dashboard**” and copy your “**Fundraising Page URL**”

**Step 4:** Paste your URL directly into any social media post, story, reel, direct message, etc. you’d like to promote your page through

Fundraising Page URL: [Edit](#)

https://pposbc.ejoinme.org/pattycorona

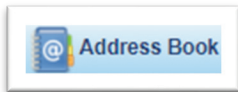
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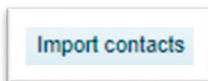
## How-To: Promote your Personal Fundraising Page via Email

**Step 1:** From your “Personal Fundraising Activity Dashboard”, click on “Email Friends and Family”.

**Step 2:** Enter your email recipients by clicking

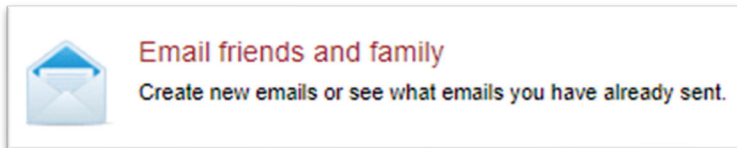


You can then manually add email address by clicking “Add New Address Book Entry” and separate by commas **or** import contacts from your email provider by clicking



Follow the prompts to import.

**Step 3:** Click on “Send a New Email”

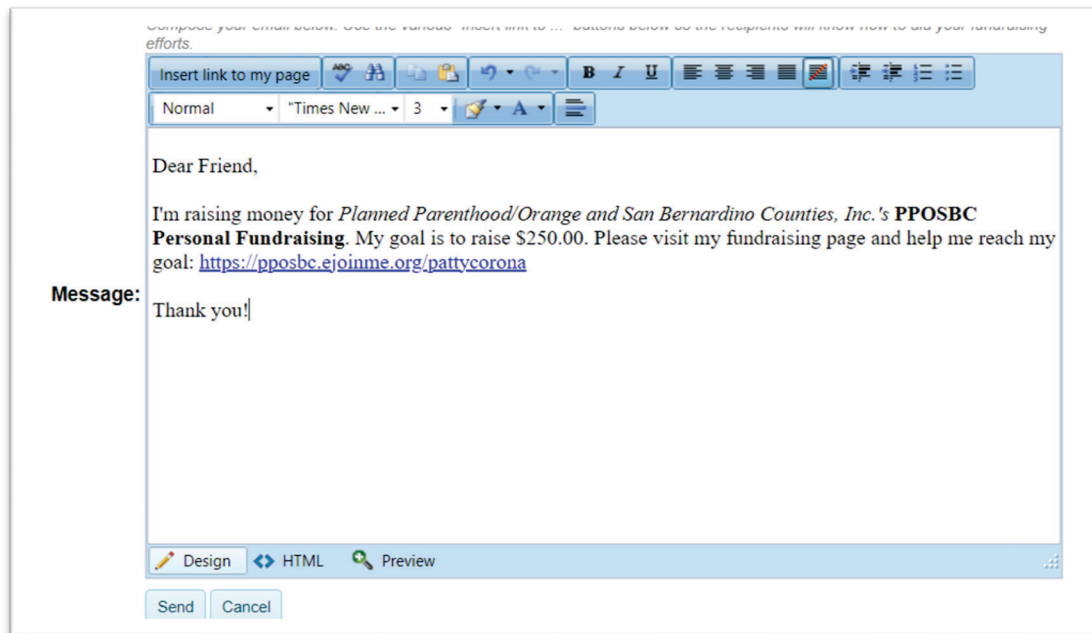


**Step 4:** If you choose to use a pre-written template, choose one from the dropdown. Modify as you'd like.

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**Step 5:** Create your subject line and compose your email. Use the editing toolbar to customize the look of your email.



**Note:** Don't forget to provide a link back to your personal fundraising page. Click on the "Insert Link to my page" button.

**Step 6:** Click "Send" to send your email



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## How-To: Track Your Fundraising Progress

View the total amount of funds you have raised, the people who have donated, and any comments from donors to you. You can also send them a personalized thank you email for their generous donation!

**Step 1:** From your “**Personal Fundraising Activity Dashboard**”, click “View Your Fundraising Progress”

**Step 2:** Review your donations and if you’d like to send a personalized thank you email to any of your donors, click “**Send Thank You**” button.

**Note:** Once a donor adds their comments to your page, you cannot edit or delete them.



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## How-To: Change Your Password

**Step 1:** Go to <https://supporter.greatergiving.com/Login?ReturnUrl=%2fPages%2fProgress.aspx> and click “**Forgot?**” at the bottom of the log in page.

A screenshot of a login page. At the top center, there is a small white circle containing the word 'OR'. Below it, the text 'Already a Member?' is centered. On the left side, there are two input fields: the top one is labeled 'Username' and contains the text 'Username'; the bottom one is labeled 'Password' and contains the text 'Password'. To the right of these fields is a black button with the text 'LOG IN' in white. Below the 'LOG IN' button, the text 'FORGOT?' is highlighted in yellow.

**Step 2:** Type your username or email address. You will receive a new password via email.

**Step 3:** Use it to log in and then be directed to the “**Change Password**”. Change your password and log back into your fundraising page.