

# How to sign up for Take Steps Event and Form a Team

- Go to <http://cctakesteps.org>
- Click on **Find a walk**
- Enter your zip code and click on **Enter Location**
- Locate and select your location and click on **Get Started**
- The local walk page appears, click on **Get Started Today**



- Click on
- On the **“Create a New Team”** screen, enter a name for your team, choose (or enter) a company if your team is associated with a company (or practice), set a fundraising goal for the team, and choose a team type, then click “Next Step”.
- The **Tailor your Take Steps experience** page will be launched, choose “I am a Take Steps Walker”, “I am an IBD Patient”, or “I am a Healthcare Professional”
- Select your fundraising goal and initial donation. If you have chosen  you can type over “\$Other” with an initial donation amount. (Click on “\$Other” and the box it is in will allow you to type a number).
- Once you have selected a Goal & a personal donation amount, click

**Next**

- On the **Returning Participant or User Login** screen:
  - If you’re a returning participant, enter your user name and password here.
  - If you’re a new user of our site, click on “Join as a New Participant” OR you can sign on with your Facebook or Twitter logins by clicking the appropriate button and supplying your Facebook/Twitter credentials when prompted.
  - If select “Join as a New Participant”, you will be prompted to fill out the form ( \* indicates required fields).
- Before clicking “Next Step” you must read and agree to the waiver:



- Once you complete the form, click on **Next Step** to confirm your registration and complete any self-donation processing.
- If you have chosen to donate with your registration, you will see a credit card form to fill out to complete the payment process.
- Once your payment (if any) is processed, you will be logged into your Participant Center, which is covered in a separate document.

*If you have questions or need help with your fundraising page, please email [takesteps@crohnscolitisfoundation.org](mailto:takesteps@crohnscolitisfoundation.org)*