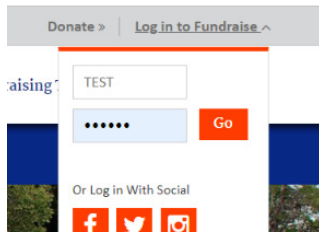


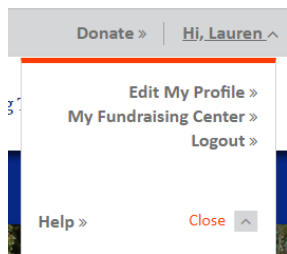
How the Take Steps Fundraising Center Works

To Login:

- Visit cctakesteps.org
- In the upper right hand corner of the page, click "Login to fundraise"



- If you can't remember your username or password click the "Help" link which will take you to a page to recover your username or reset your password
- Once logged in, you'll see "Hi, Name" at the top right – click on that and select "My Fundraising Center"



- You are now in your Fundraising Center! Captains can select "Team Page" and all team members can select "Personal Page" to share your story, upload a photo and update your goals.

Lauren's Fundraising Center

My Profile ▾

Eastern Shore
9/14/19, 10:00 AM Check-in and Festival Start | 10:30 AM Walk Start
1 Rehoboth Ave

Home

Email

Progress

Personal Page

Team Page

Social

Your Fundraising Progress

Email

- Under the email tab, you can choose a standard message, customize it or your own message.
 - You can choose email templates for a thank you, recruiting, solicitation or other.
 - Next you can edit or compose your own message, choose the recipients and preview and send.

Compose Message

1 Configure 2 Compose 3 Set Recipients 4 Preview & Send

Select Email Template

- ▶ Thank You (1)
- ▶ Recruiting (1)
- ▶ Solicitation (2)
- ▼ Other (2)
 - Blank Message (Preview)
 - Motivate Your Team (Preview)

Progress

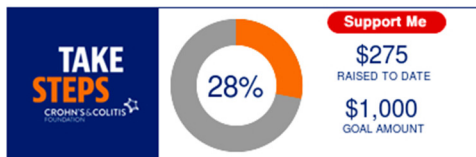
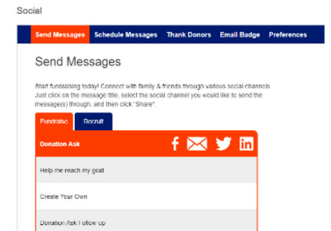
- Under this tab allows you to view money raised, view or change your personal goal and the days left to your Walk event.

Personal Page

- Under this tab you can edit your custom URL, update or customize your fundraising page, add photos or videos and share your page.

Social

- By clicking the social button, you can send a donation ask or recruitment message via Facebook, text message, Twitter or LinkedIn.
- You can schedule specific messages to go out on your social channels
- You can thank donors via social media
- You can add an email badge to your email



Share Your Page

- You can share your Personal Page on Facebook and Twitter by clicking the Facebook logo or Twitter logo on the right-hand side.

