

# FUNDRAISING PAGE



- 3 Select your team or individual page to manage.
- 4 In order to edit the profile information, click the “MANAGE” button at the top of the screen.
- 5 Under the “DETAILS” tab you will find the ability to edit your profile, change your team name, goal and more! To begin, click “UPLOAD” to select a new photo.
- 6 You can view and manage teammate activity under the “TEAMMATES” tab.
- 7 Under the “EMAILS” tab, team leaders can find 3 different pre-set emails to copy and paste into an email.
- 8 The “DONATION” tab shows you the donations made to this campaign.
- 9 The “STORY” tab allows you to update your story. Just remember to press save when you’re done.