

HOW TO JOIN A TEAM FOR THE 10K for \$10K LRS BENEFIT

SIGN INTO JUST GIVING

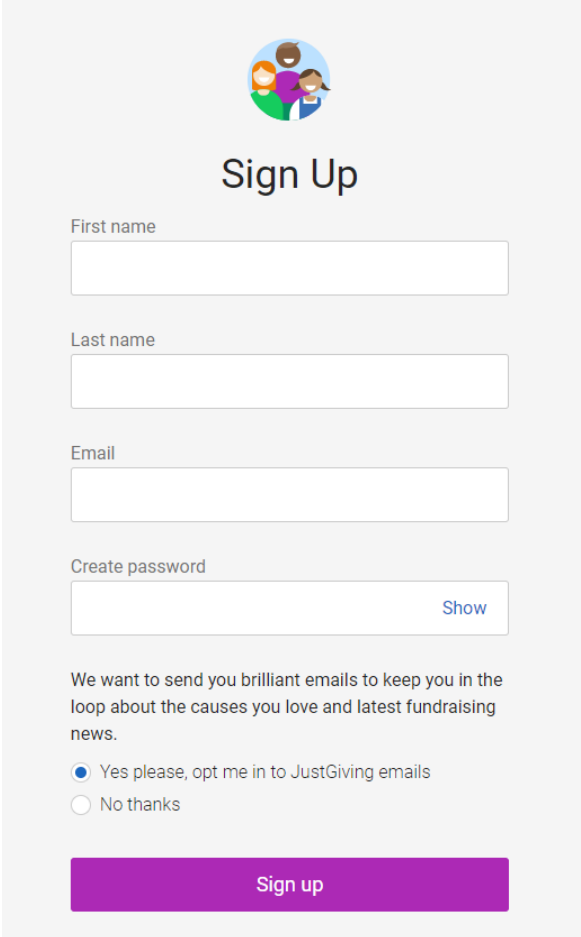
- Follow the link provided to the team you want to join or visit the [10K for \\$10K event page to search existing teams](#) click on team you want to join, and click on “Join the team”

The screenshot shows the 'LRS.Admin Team' fundraising page. At the top right, there is a button that says '2 team members Join the team', which is circled in blue with arrows pointing to it. Below this, there is a progress bar showing '0%' raised of a '\$1,200 target'. There are buttons for 'Donate to a team member' and 'Share on Facebook'. A 'DATE' section indicates 'April 1 - 30, 2021'. A 'Story' section contains text about the challenge. A small logo for 'Long Ridge School' is visible on the right side of the page.

- **Sign up** to join Just Giving (or sign in to Just Giving if you have signed up previously) by clicking “**Sign Up**” at the top of the sign-in options

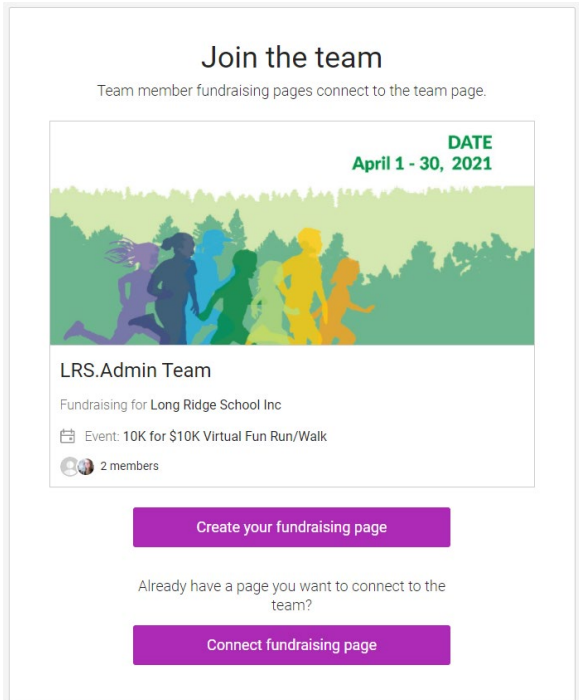
The screenshot shows the 'Log In' page. At the top right, there is a link that says 'New to Just Giving? Sign Up', which is circled in blue with arrows pointing to it. Below this, there are input fields for 'Email' and 'Password'. The 'Password' field has a 'Show' button. There is a checkbox for 'Remember me'. Below these fields is a purple 'Continue' button. At the bottom, there are links for 'Forgot your password?', 'or', 'Continue with Facebook', and 'Continue with Twitch'.

- Fill in all Sign Up options
- Click “**Sign up**” to continue



The image shows a 'Sign Up' form on a light gray background. At the top center is a circular icon with three stylized human figures in orange, purple, and green. Below the icon is the title 'Sign Up' in a large, dark font. The form consists of several input fields: 'First name', 'Last name', 'Email', and 'Create password'. The 'Create password' field has a 'Show' link to its right. Below the input fields is a paragraph of text: 'We want to send you brilliant emails to keep you in the loop about the causes you love and latest fundraising news.' Underneath this text are two radio button options: 'Yes please, opt me in to JustGiving emails' (which is selected) and 'No thanks'. At the bottom of the form is a large purple button with the text 'Sign up' in white.

- Select “**Create your fundraising page**”



The image shows a 'Join the team' page. At the top center is the title 'Join the team' in a dark font. Below the title is a subtitle: 'Team member fundraising pages connect to the team page.' Below this is a large rectangular graphic with a green and yellow background. The graphic features silhouettes of people running and a date 'DATE April 1 - 30, 2021' in the top right corner. Below the graphic is the text 'LRS.Admin Team' and 'Fundraising for Long Ridge School Inc'. Below that is a calendar icon and the text 'Event: 10K for \$10K Virtual Fun Run/Walk'. At the bottom left of the graphic area is a small icon of two people and the text '2 members'. Below the graphic area are two purple buttons: 'Create your fundraising page' and 'Connect fundraising page'. Below the buttons is the text 'Already have a page you want to connect to the team?'.

Joining a 10K for \$10K Fundraising Team

- Your fundraising target has been pre-set.
 - Feel free to change the target
 - (If you are a LRS family, raising at least \$200 each will enable to hit our \$10K target)
- Create your fundraising page link
 - e.g., Add your name/name of the student into this box followed by page (Owlpage)
- Choose to opt into or out of emails (personal preference)
- Click “Continue”

Fundraising settings

Control your fundraising page.

Your fundraising target

| | |
|--------|-----|
| \$ 200 | USD |
|--------|-----|

You can change your target at any time

Your fundraising page link

justgiving.com/fundraising/

e.g. paulspage

Stay in touch

I'm happy for Long Ridge School Inc to keep me informed, by email, about the impact of my fundraising and other ways to stay involved including future events, campaigns and appeals.

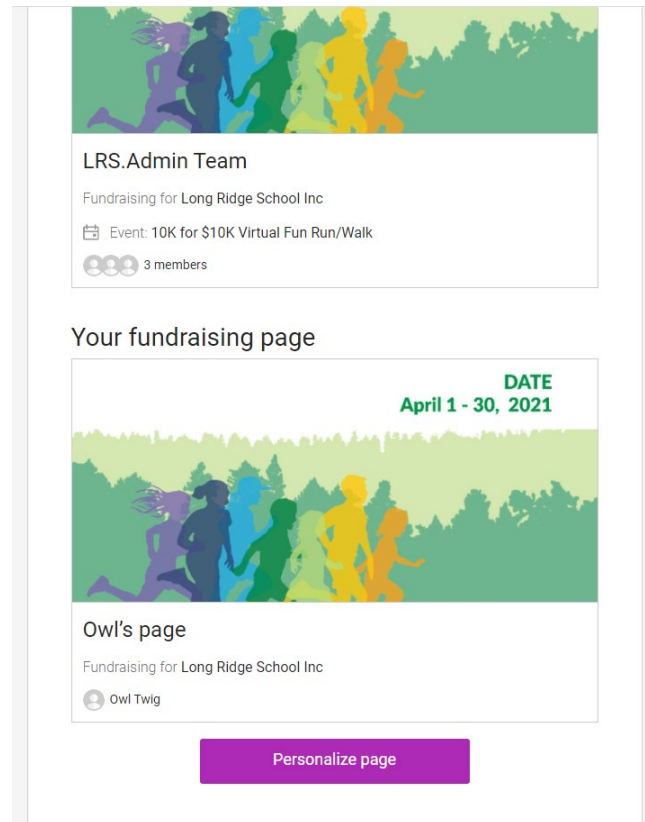
Yes please, opt me in
 No thanks, opt me out

NOTE: Long Ridge School Inc will receive your details and may need to contact you to support you in this fundraising effort. You can update your preferences directly with Long Ridge School Inc at any time.

Continue

PERSONALIZE YOUR PAGE

- Now you are a member of the team; it's time to personalize your page. Personalized pages generally get much more support when shared than non-personalized pages
- Click “**Personalize page**”



The screenshot displays two fundraising pages for 'Long Ridge School Inc'. The top page is for the 'LRS.Admin Team', which has 3 members and is associated with the event '10K for \$10K Virtual Fun Run/Walk'. Below this is a section titled 'Your fundraising page' for 'Owl's page', managed by 'Owl Twig'. The event date is specified as 'April 1 - 30, 2021'. A purple button labeled 'Personalize page' is located at the bottom of the page.

- Create a **Page title**, if you don't like the pre-assigned one
- Adjust your **Fundraising target**, if you wish (remember if we raise \$200 each, we will hit our \$10K target)
- Add a **Page summary**
 - A quick sentence about yourself
 - **Because** - something you love about being at LRS
- **Other participants**
 - If you have a sibling at LRS and have opted to use one page for both/all sibling, add their names here; otherwise, leave blank
- **Your Story**
 - Feel free to change the story to make it more personal to you and the audience you will soliciting sponsorship from
- Make sure you hit **save** for all section (blue buttons)

Page title

Save title

Fundraising target

USD 200.00

Save target

Page summary

for Long Ridge School Inc

because ...

Save summary

Other participants

Save

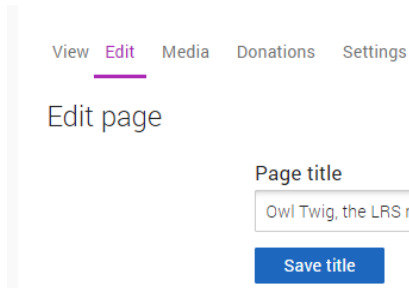
Your story

B *I* U ☰ ☷

I am taking part in The Long Ridge School's 10K for \$10K challenge. The challenge is to run or walk 10km (6.2mi) over the month of April, to help LRS \$10K. Will you support me in this challenge by sponsoring me today? You can join in the challenge too if you want! Healthy bodies support healthy minds! Grab your running or walking shoes, your family and friends, and participate in our month-long, virtual, 10K for \$10K fun run/walk. All proceeds go directly back to The Long Ridge School. Thank you for supporting me and The Long Ridge School!

Save story

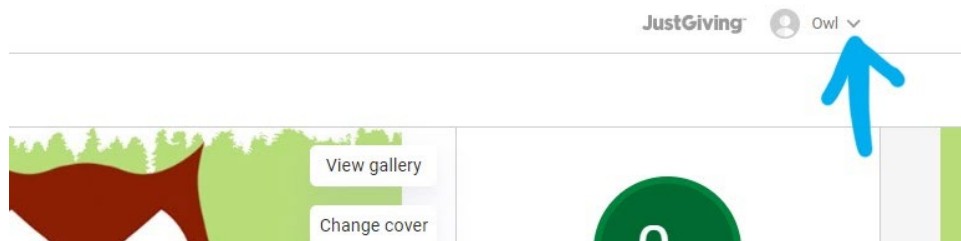
- Select options from the top ribbon to personalize your page further and to view other options.



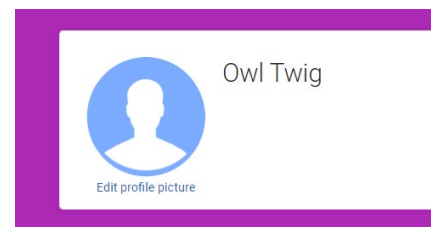
- Fully personalize your page by selecting **“View”**
 - Click to see what your page looks like
 - On this page, you can choose to **change cover** photo
 - Make it more personal by changing it to a picture of you/the person(s) you are setting the page up for
 - Post **updates** on your progress once the event has started by posting pictures of you/your child/your family walking or running for the event, or add a quote of the day from one of you
 - Add photos of you/them walking running for the event
 - Say thank you to people who have sponsored you
 - **Fitness Activity**
 - Update how close you are to the 10K target
 - Connect your page to your personal Strava account so it can log distance for you, or choose to add this data manually

ADD THUMBNAIL PICTURE TO YOUR ACCOUNT

- Lastly, consider adding a thumbnail picture to your account so others can see your/your child's smiling faces on the event landing page.

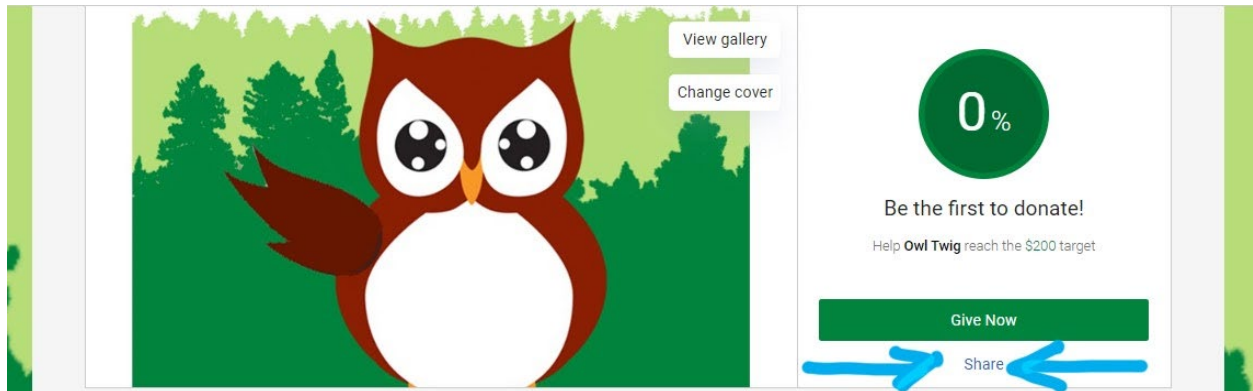


- Click the down arrow next to your name at the top right of the page
- Select **Profile**
- Click **Edit profile picture**
- Add a head shot of you/your child
- Click **“Ok”**



START FUNDRAISING

- Click “Share” on your page to share your fundraising page



- You can share your page whenever you want via Facebook, Twitter, or email (email will give you a link you can copy and paste into other platforms or text messages)

HAVE FUN AND HELP US REACH OUR \$10K GOAL

IF WE REACH OUR \$10K FUNDRAISING GOAL, A \$5K GIFT WILL BE UNLOCKED!!!