AlzheimerSociety

## After Registration: How to Update Your Personal Fundraising Page

Follow along 3 easy steps and their screenshots to guide you through the process of updating your Personal Fundraising Page.

## Step 1:

From walk.alz.to, login to your Participant Centre by clicking on the top right "Login" button.


[^0]WALK FOR

```
User Login
* = Required Fields
*User Name: Enter Username
*Password: \bullet\bullet\bullet\bullet\bullet\bullet\bullet\bullet\bullet\bullet\bullet\bullet\bullet\bullet
\square \text { remember me}
Submit
```

Forgot your username or password?
Email me my Username and Password

* Required Fields
*Email (you registered with):


## Continue to Participant Centre.

Welcome back, Sarah. Logout I Sponsor a Walker

## WALK FOR MEMORIES

## WALK WITH US <br> ABOUT WALK FOR MEMORIES <br> YOUR IMPACT <br> MY PARTICIPANT CENTRE

## Members Area

Welcome Sarah! If you are not Sarah Pietrkiewicz, click here

## CLICK HERE TO CONTINUE >>

## Step 2:

Click the tab "Personal Page".

Welcome back, Sarah. Logout I Sponsor a Walker
WALK FOR
MEMORIES
WALK WITH US
ABOUT WALK FOR MEMORIES
YOUR IMPACT
MY PARTICIPANT CENTR

Home


Progress
Personal Page

Overview
Your Fundraising Progress


[^1]View Your Progress
Edit Personal Page
Email Team
View Team Roster
Change Team Membership

Items to look at and update on the Personal Page tab (follow with screenshot below):
A. The URL (web address) that you can copy and paste into an internet browser (Google Chrome, FireFox, Microsoft Edge, Safari, Internet Explorer 11 ). This URL will take you directly to your Personal Fundraising Page.

Do not copy the URL right from the internet browser, it will time-out and cease to work.

B. Give a title to your Personal Page.
C. Type in your story, or reason for fundraising. Use the tools in the window to help style it (ie. Bold lettering, underline, change font colour)
D. Save, save, save your work!

Welcome back, Sarah. Logout I Sponsor a Walker
Edit Your Personal Fundraising Page (View Personal Page)
A. Personal Page URL: (URL Setings)
hitt:/Ilon.alzto/site/RR/Events/ASOT_WFM18?px=1257147\&pg=personal\&ff_id=1090
This page is Public
B.

Title
B.

Welcome to My Fundraising Page
$C$


Hello!
I need your help. I'm raising money to help make Toronto a more dementia-friendly city. I am participating in the Walk for Memories, to make that happen.

By making a donation to me today, in memory of my Grandmother Marta, you are helping the Alzheimer Society of Toronto provide supportive care, educational programs, and fund innovative research.
Please consider making a gift and help make this city better for those living with

The Preview will onen in ane she

After you click the green "Save" button, you will know it is saved by the green notification on the page:


Step 3: (follow with screenshots on next page)
Upload a photo or paste in a YouTube video URL. On the column to the right, click "Photos/Video". Select one of the two options available, photo or video. Then save.

Please note: Photos must be under 4MB in file size and must be in .JPEG, .GIF, or .PNG format only. Images will be automatically resized to fit a 300px x 400px (pixel) space.

## WALK FOR MEMORIES

WALK WITH US
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After you click the "Save/Upload" button, you will know it is saved by the green notification on the page:

## Welcome back, Sarah. Logout I Sponsor a Walker

WALK FOR MEMORIES


And now you are all done! You can now look at your Personal Fundraising Page on the front end of the Walk for Memories website by copying and pasting your Personal Page URL (See Step 2, A.) in a new Internet Browser tab.

|  | Walk for Memories $2018-\mathrm{W} \times$ New Tab | $\times+$ |
| :--- | :--- | :--- |
| $\leftarrow$ (i) PASTE URL HERE |  |  |


[^0]:    Already registered? Login | Register | Sponsor a Walker

[^1]:    Add Contacts

