

idFWALK OF THE PRIMARY IMMUNODEFICIENCY Participant Center Guide

KNOW YOUR DASHBOARD NAVIGATION

1. Log in to your Participant Center and select your campaign to go to your dashboard. If you don't see your campaign, select what we call the "waffle iron" next to your profile picture to launch the Participant Center.



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2. The "Dashboard" tab is essentially your home. You can view your fundraising progress and share your campaign. To the right, you can see Campaign Progress. These are activities we encourage you to complete to have the most success while raising awareness and funds!

The screenshot shows the dashboard interface. At the top, a navigation bar contains the following items: DASHBOARD (circled in red), MY PAGE, EMAIL, CONTACT BOOK, REPORTS, STRIDE WITH IDF PRIDE!, MY TEAM, and GO SOCIAL. Below the navigation bar, the main content area is divided into several sections. On the left, a fundraising progress bar shows "\$385 RAISED OF \$250 GOAL" with a blue progress bar. Below this is a "Donations" section with tabs for "RECENT" and "ALL TIME", and a calendar view showing dates from 13 to 05. At the bottom left, there are three summary cards: "10 TEAM PARTICIPANTS", "0 EMAILS SENT", and a "SHARE" button with a share icon. On the right side, a red-bordered box highlights a "For an Effective Campaign You Should:" section, which is 80% complete. This section contains a list of tasks with checkboxes: Mobile App Download (unchecked), Create Custom URL (checked), Add Offline Donation (checked), Upload Photo (checked), Import Your Contacts (checked), Send a Fundraising Email (unchecked), Personalize My Page (checked), Update Goal Amount (checked), Donate to your own campaign (checked), and Create or Join a Team (checked).

IDF WALK FOR PRIMARY IMMUNODEFICIENCY Participant Center Guide

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3. "My Page" is where you can edit your campaign page. You can share why you walk for PI through your welcome message, customize your URL with an easy-to-remember name, update your fundraising goal, and moderate comments submitted by others through your Facebook ID.

DASHBOARD **MY PAGE** EMAIL CONTACT BOOK REPORTS STRIDE WITH IDF PRIDE! MY TEAM GO SOCIAL

Please help me support Immune Deficiency Foundation by making a contribution to my fundraiser and sharing this page with your family and friends. Every dollar I raise will advance Immune Deficiency Foundation's great cause! Additionally, you can ask me how you can get involved too.
Together, we can make a difference!

Edit My

Welcome Message

URL

Goal

Facebook ID

\$385

raised of \$250 goal

Edit your Welcome Message

Edit Page Information

Page Title

My IDF Walk for PI Coast to Coast Fundraising Page

Welcome Message

Add your personal story here. |

SAVE CANCEL

Change your URL

My Link Create my personal link

Your personal URL is a direct link to your fundraising page

It can be anything from your name to something interesting or exciting.

Use this URL in all your email blasts and social networking posts.

Important: Changing your personal URL, will invalidate your current personal URL. If you already publicized that URL, people will be taken to an inactive page.

www.walkforpi.org/virtual/

Name|

CREATE MY URL NOW CANCEL

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4. Send pre-written templated emails directly from your contact book or manually add your friend's emails through the "Email" tab.

The screenshot shows the dashboard navigation bar with 'EMAIL' selected. Below the navigation bar, there are buttons for 'PROMOTE' and 'UPDATE MY DONORS'. A red circle highlights the 'ADD FROM CONTACT BOOK' button. Below this, there is a section for 'Add Friends Manually' with input fields for 'Email' and 'Greeting', and an 'ADD EMAIL' button. A 'Template:' dropdown menu is open, showing a list of templates including 'Fundraising Message 2', 'Fundraising Message Sample 3', 'Fundraising Message Sample 4', 'Fundraising Message Sample 5', 'Outreach to potential donors', and 'Thank Your Donors'. The 'Fundraising Message 2' option is highlighted. Below the dropdown, there is a rich text editor with a toolbar and a preview of the email content.

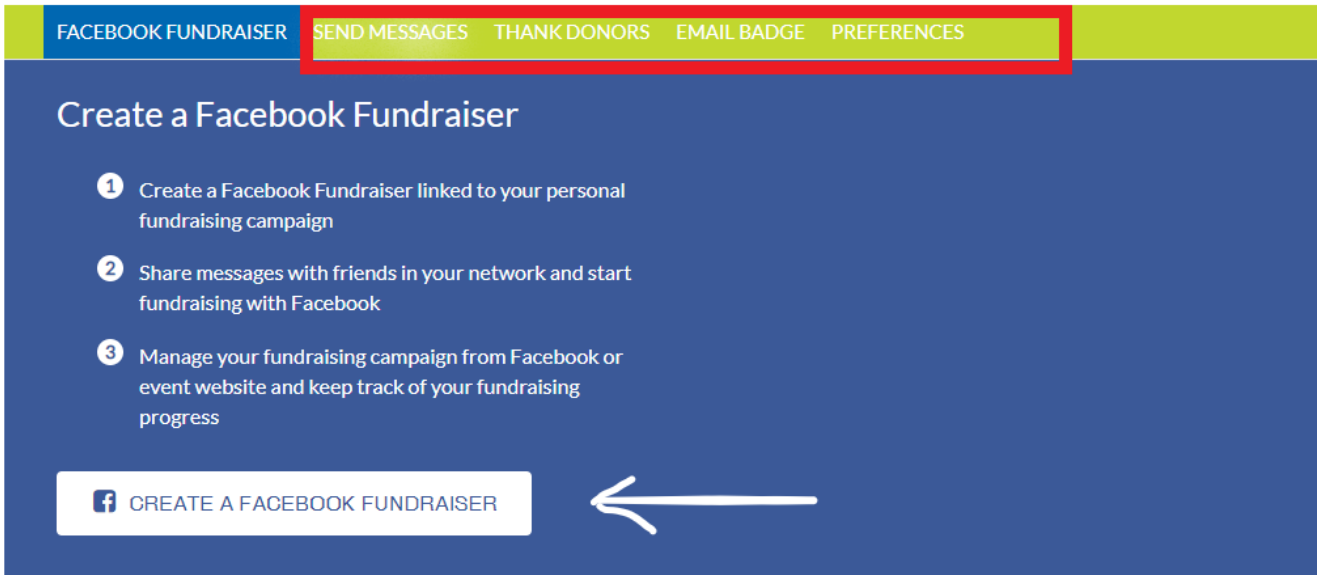
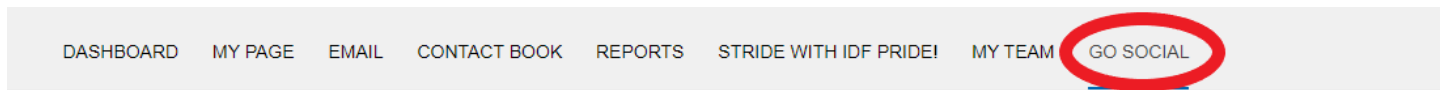
5. The "Reports" tab allows you to access reports on your personal fundraising page; if you are a part of a team, you can also see your team members' fundraising activity!

The screenshot shows the 'My Fundraising Report' page. The navigation bar has 'REPORTS' selected. Below the navigation bar, there is a section for 'My Fundraising Report' with an 'Add Offline Donation' button. A line graph titled 'Donations' shows the number of donations over time from August to May. The graph shows a peak in November. Below the graph, there are four summary statistics:

Statistic	Value
TOTAL CONTRIBUTED	\$25
TOTAL RAISED	\$385
TOTAL CONTRIBUTIONS	5
TOTAL CONTRIBUTORS	5

KNOW YOUR DASHBOARD NAVIGATION

6. Use social media to your advantage through your "Go Social" tab. You can create a Facebook Fundraiser by connecting your campaign to Facebook. Additionally, you can post pre-written fundraising and thank-you messages through email, Facebook, Twitter, and Instagram.



7. Last, but not least, share your page! Share your campaign page with friends and family using your campaign link or a generated QR code.

