

# Samaritans

## SUICIDE PREVENTION CENTER

### HOW TO PARTICIPATE:

- 1. JOIN** Walkers create fundraising pages to encourage their friends, family members and others to support them on their walk for Samaritans and Suicide Prevention by donating \$25, \$50, \$100 or whatever they can. The minimum fundraising commitment for participants is \$250.
- 2. PERSONALIZE YOUR PAGE** We encourage you to personalize your page by posting your own photo and a personal message. Click below for instructions on how to personalize and promote your fundraising page (*See instructions below*)
- 3. CONSIDER GETTING OTHERS INVOLVED** The more the merrier! Encourage friends, family members and co-workers to set-up their own fundraising page and join you at this fun and family-friendly event.
- 4. RAISE FUNDS EVEN IF YOU CAN'T MAKE THE WALK** Near or far, you can join in the efforts to raise funds for Samaritans even if you are unable to participate in the actual walk, by completing steps 1-3. Anyone that is fundraising for this event, walking or not, is invited to the *celebratory brunch*.

### INSTRUCTIONS FOR WALKATHON CROWDRISE FUNDRAISER PAGE

Click on this link <https://www.crowdrise.com/beafriend18> to set up your fundraiser page.

1. Click on the 'REGISTER' button on the upper right-hand corner of page.
2. Then, click on the orange 'Next Step' button on the EVENT REGISTRATION page.
3. Now click on the **'FUNDRAISE AS AN INDIVIDUAL'** button to set up your Fundraiser
4. Check the box to Guarantee Your Fundraising Minimum of \$250. Then click on the red 'Next Step' button.
5. Next, click the 'SIGN UP' button to Create an Account, (if you already have a Crowd Rise account, simply log in).
6. Fill in First/Last Name, Email, and Password fields and then click on the 'SIGN UP' button.

7. Now, fill in the required fields in the Participant Info section then click on 'NEXT STEP'.
8. Next, fill in required fields in the Billing Information and Payment Information Sections. **(Note: Your card WILL NOT be charged upon registration. You will only be charged in the event you do not reach the fundraising minimum of \$250 by 9/28/18 and only the remaining balance not yet met will be charged).**
9. Click on the 'Complete Registration' button on the bottom of this page to continue.
10. Next, click the orange 'GO TO MY FUNDRAISING PAGE' button.

Your page is set!! Once you are on your fundraising page:

Click 'Campaigns' on the upper left corner of the page, then hover cursor over the Crowd Rise symbol on your campaign block (under 'My Campaigns'), then click the 'Edit' button. Next, hover cursor over 'Team Page' and click the 'Edit' button.

Use the options on the left margin to edit/personalize your fundraiser text, upload pics and videos and set your fundraising goal. The minimum is \$250 but we welcome setting more ambitious goals (regardless of how high you set your goal, you will still be responsible only for meeting the \$250 minimum). Click 'SAVE' wherever prompted when you are finished (Crowd Rise will only allow you to click 'SAVE' if you have made written changes, otherwise a red circle with a line through it will appear when trying to save).

After saving, scroll to the top and click the 'X' on the upper left hand corner next to 'Campaign'. This takes you back, allowing access to 'Team Page' & 'Donation Flow'.

Use the 'Manage' button on the upper right hand side of the page (next to 'Edit') to ask for donations.

Use the 'View' button on the upper right hand side to view your page (your page will open in a new tab in your browser).

To see how the fundraising campaign is going (from your personal page opened in a new browser) or to view fellow team member pages click the link titled 'Samaritans 6th Annual 'Be a Friend' Walkathon', which is listed as a 'Campaign' on the bottom righthand your screen picture(s). Note: You cannot click on this link from edit mode, only from view mode.

**IMPORTANT:** Please upload a profile icon picture to your CrowdRise profile so a photo or image will show up for you on the 'TOP INDIVIDUALS' tab on the Team Page. This photo/image is separate from the photo uploaded to your fundraising page for the Walkathon that shows on the 'TEAM LEADERBOARD' tab.

To upload a profile photo, click on your initials in orange on the upper right hand side of the page. Scroll down and click on 'Profile' Next, on the upper left hand side of the page under the orange crowd rise logo click the button 'EDIT YOUR PROFILE'. A large gray Crowd Rise logo will appear on the left. Underneath this logo, click on 'Change Profile Photo' and then you can upload a photo following the guidelines listed below the 'UPLOAD PHOTO' button.