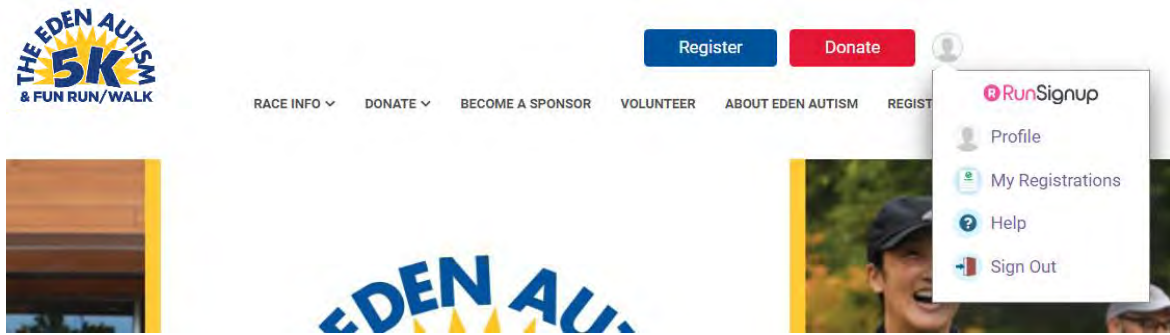


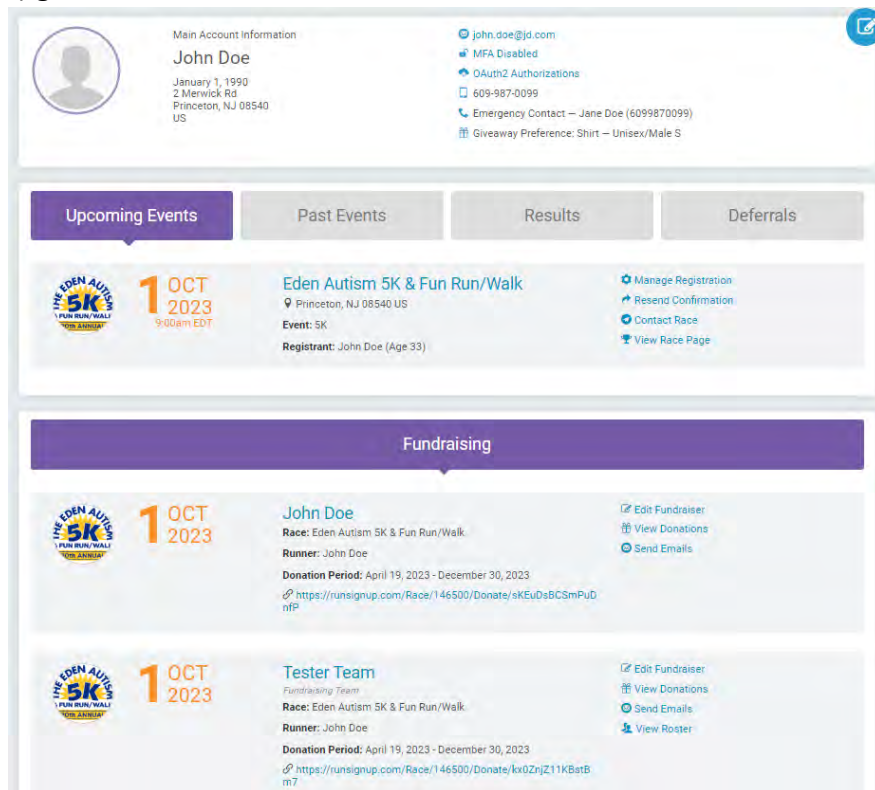


How to Manage Your Profile

On the main website, you will see a blank icon (or your photo if you inserted a photo) in the top right corner. Click it and select “Profile”



You will now see all of your race information, including your individual fundraising page and your team fundraising page (if you are on a team) general overview

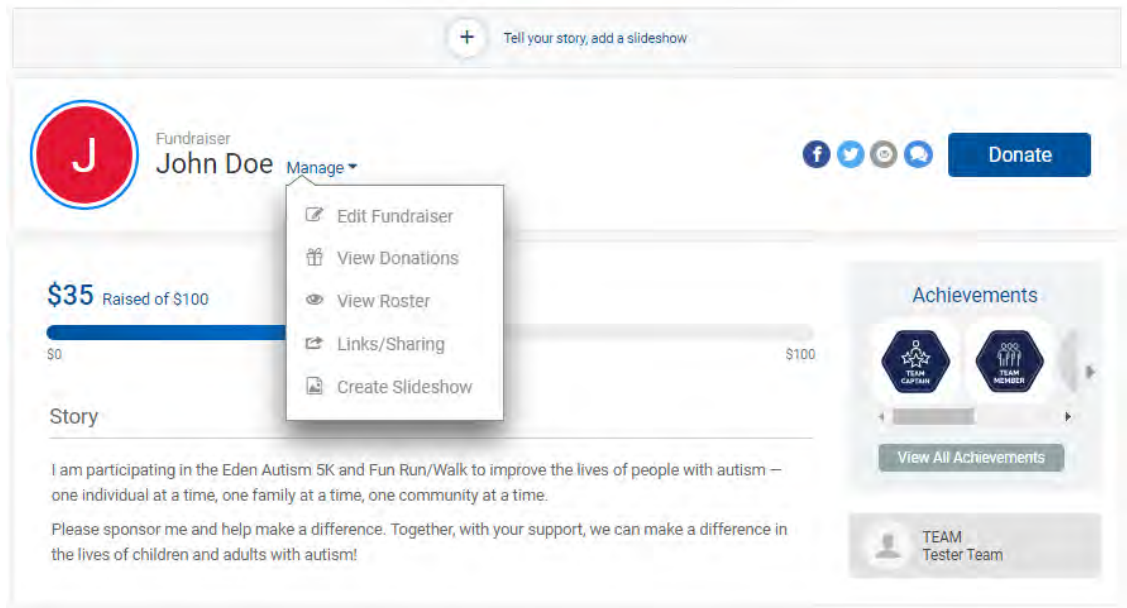


There are multiple ways to interact with your personal fundraiser through this page:


1. Clicking your name
2. Edit Fundraiser
3. View Donations
4. Send Emails

Clicking on your name will bring you to your fundraising page. Here you can manage your page by selecting “manage” next to your name and picking one of the options: Edit Fundraiser, View Donations, Links/Sharing, and Create Slideshow.

- Edit Fundraiser allows you to edit the information and photos shown on your page
- View Donations lets you see who has donated to your personal fundraiser
- Links/Sharing give you the links to be able to copy/paste to share
- Create Slideshow allows you to create a slideshow for people to view when they are on your page.



On your main profile overview page, clicking **Edit Fundraiser** will allow you to edit the information and photos shown on your page. If you are not on a team and would like to join a team, you can also join a team using this option at the bottom of the page.



1 OCT 2023

John Doe

Race: Eden Autism 5K & Fun Run/Walk

Runner: John Doe

Donation Period: April 19, 2023 - December 30, 2023

<https://runsignup.com/Race/146500/Donate/sKEuDs6CSmPuDnFP>

[Edit Fundraiser](#)

[View Donations](#)

[Send Emails](#)

John Doe

Tagline

Create Your Custom Fundraiser URL

<https://runsignup.com/>

Personal Message Heading

Story

Choose your image

You can upload .png, .jpeg, .jpg, or .gif files.

Personal Message to Display on Your Fundraiser Page

File Edit View Insert Format Tools

Paragraph A B I U List Link Image Undo Redo Full Screen Exit

I am participating in the Eden Autism 5K and Fun Run/Walk to improve the lives of people with autism — one individual at a time, one family at a time, one community at a time.

Please sponsor me and help make a difference. Together, with your support, we can make a difference in the lives of children and adults with autism!

On your main profile overview page, clicking **View Donations** will allow you to see all donors that have given to your personal fundraiser.



1 OCT 2023

John Doe

Race: Eden Autism 5K & Fun Run/Walk

Runner: John Doe

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<https://runsignup.com/Race/146500/Donate/sKEuDsBCSmPuDnFP>

Edit Fundraiser

View Donations

Send Emails

Donations for Fundraiser: John Doe

Number of Donations: 0
Total Donations: \$0.00

\$0

OF \$100


AMOUNT PAID	DONATION AMOUNT	DONATION DATE	NAME	EMAIL	ADDRESS	ON BEHALF OF	DONATION LEVEL	FUNDRAISER
There are no donations to your fundraiser.								

Page 1 of 1

1

[Download as CSV](#) | [Download as Excel File \(XLSX\)](#) | [Print](#)

On your main profile overview page, clicking **Send Emails** will allow you to send emails through our website. These can be contacts that you import, people who have donated to your fundraiser, or both. You will be able to see all previously sent emails, draft emails, and manage/import contacts as needed.



1 OCT 2023

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Edit Fundraiser

View Donations

Send Emails

SEND EMAILS

SENT EMAILS

DRAFT EMAILS

MANAGE CONTACTS

IMPORT CONTACTS

Eden Autism 5K & Fun Run/Walk

Sun October 1, 2023

Directions

Select Email Recipients *

☐ Include Donors

Fundraiser Custom Contacts

HIDE

☐ Select All

INCLUDE CONTACT	EMAIL ADDRESS	FIRST NAME	LAST NAME
No Fundraiser Contacts			

Select Email Template

Blank Template

PLEASE NOTE: Selecting a new template will undo any changes.