



How to Setup Your Personal Fundraising Page

Welcome! We are looking forward to this year's Dance-A-Thon. To help your child in their fundraising efforts, here are instructions on how to set up your own personal fundraising page through *CrowdRise* and created specifically for our schools by WE Charity:



STEP #1

To begin, go to **Wind & Tide's main Fundraising Team Page setup on CrowdRise** (as shown above). To access our main fundraising page now, [CLICK HERE](#).

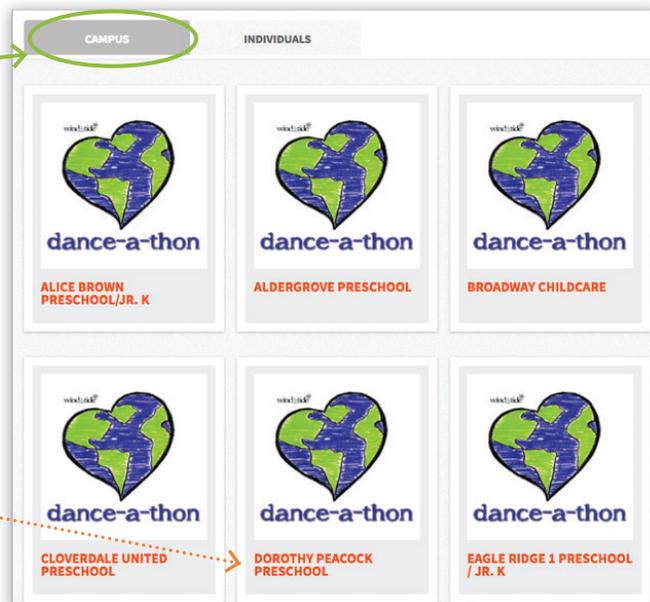
Alternatively, you can copy and paste the URL: www.crowdrise.com/WindandTide into your web browser.

STEP #2

Scroll down on Wind & Tide's main Fundraising Team Page to the "CAMPUS" tab (grey section found on the lower portion of your screen)

Locate the campus that your child currently attends (please note Childcare campuses are separated but Preschool/Jr. Kindergarten are combined for those campus locations that offer both programs)

DOUBLE CLICK ON THE CAMPUS/PROGRAM THAT YOUR CHILD CURRENTLY ATTENDS. Please select the campus location that lists the correct program type: **Childcare, Preschool/Jr. K.** (Example: if your child attends Dorothy Peacock Three-Year-Old Preschool Program, **double click** on the "Dorothy Peacock Preschool" box)



STEP #3

This will now open the **Campus Location** screen.

Click on "JOIN THE TEAM"

Located on the right-hand side as shown in image.

Please note that this will automatically open a **Sign Up** window that you must complete in order to be added to the main Wind & Tide fundraising page (via CrowdRise)

STEP #4

Located at bottom of the window, **click on "SIGN UP"**

IMPORTANT!

Please create your account using your **CHILD'S NAME** so that their name appears under the "Team" for their campus location.

★ If **PRIVACY** is a concern, please setup your child's account using their **FIRST NAME** and the **INITIAL OF THEIR LAST NAME** (example: Mary Smith = Mary S)

Once all fields are completed, **click "Sign Up"**

STEP #5

This will now open the **"JOIN THE TEAM"** screen.

This additional **information is required to complete your account registration** for your child's online fundraising/donation page.

Enter your address details and under the "Registration Type" drop down menu, **select "Live WE at School: School Group"**

Once all applicable fields are completed, **click on the "JOIN THE TEAM"** button.

STEP #6

Account setup is complete! Your child's online donation page has been created under their Wind & Tide campus location and is now live! You will also receive a notification email from CrowdRise that your online fundraising page has been setup.

STEP #7 - Personalizing Your Child's Fundraising Page

Customize your child's personal fundraising page. Here are a few ways, you can be creative and personalize your child's online donation page:

ADD A PHOTO OF YOUR CHILD

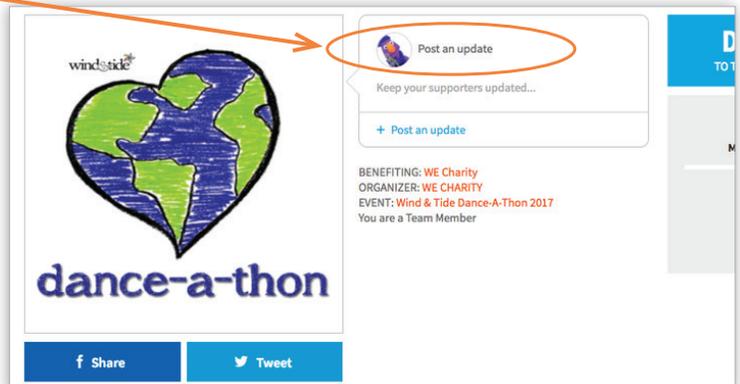
Simply click on the **"Add Profile Photo"** to choose a photo from your computer, and click upload. This photo will be displayed on your child's online fundraising page, and make it easy to locate his/her page from the campus location's Team page.



POST AN UPDATE / PERSONAL MESSAGE

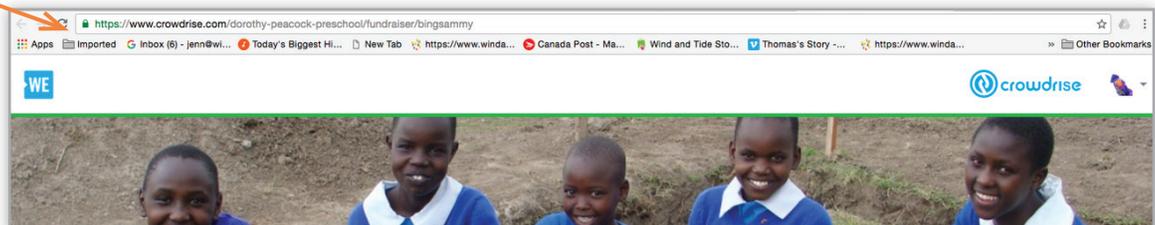
To include a personal message, click on **"Post an update"** from your child's donation page.

This personalized message will be seen by donors who visit your child's fundraising page! Be creative and have fun. You can even include some of your child's inspirational words as to why they are participating in Wind & Tide's Dance-A-Thon!



SEND A LINK TO YOUR CHILD'S DONATION PAGE BY EMAIL OR POST IT TO SOCIAL MEDIA

To share your child's fundraising page with friends and family, simply **GO TO** your child's personal online fundraising page, **COPY the URL** at the top of your browser, and then **PASTE THE LINK** in an email or post to social media forums, like Facebook.



Good Luck! You are ready to start fundraising...



If you require assistance or have questions regarding the online donation process, please contact Nabila Hussein, WE Charity's Senior Program Manager, by email at nabila.hussein@we.org, or by phone at 604-875-8791, ext. 222, or Wind & Tide's Administration office.