

LET'S WALK TOGETHER FIRST RESPONSE RELAY 2017

HOW TO CREATE AN ONLINE FUNDRAISING PAGE

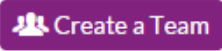
STEP 1: Using your web browser, navigate to <https://www.canadahelps.org>

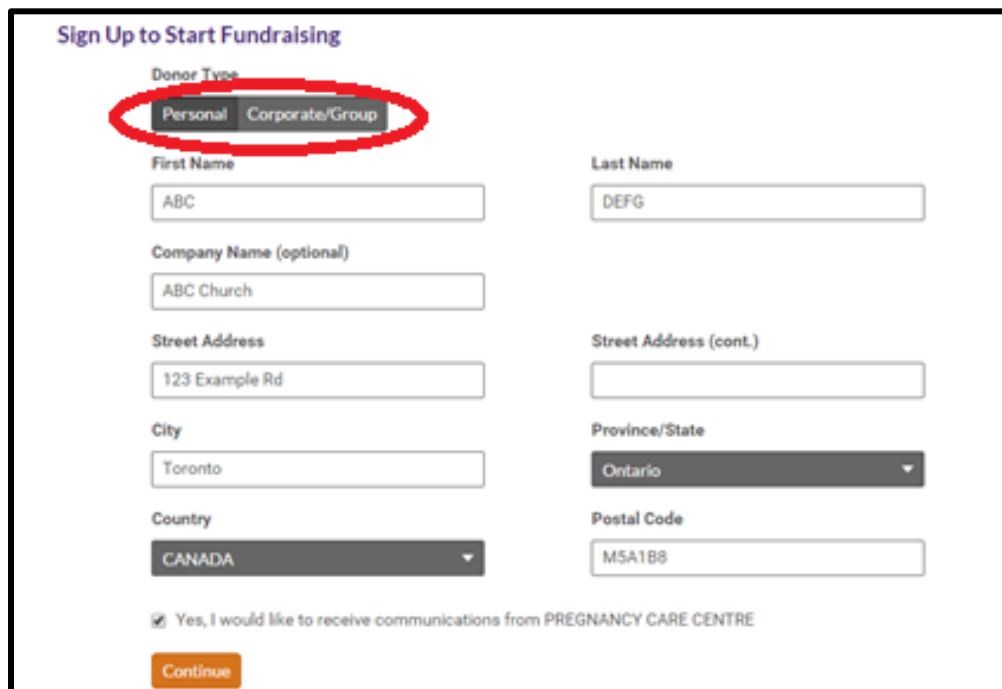
STEP 2: If you are an existing Canada Helps user, log into your account. If you are new to Canada Helps, create a new user account by signing up.

STEP 3: After logging in, you will be brought to your account landing page. Click (or copy and paste) this link into your web browser: <https://www.canadahelps.org/en/charities/107786683RR0001-pregnancy-care-centre/Relay2017/>

STEP 4: *Create your team!* REMEMBER: *You can be a team of one* or more. If you plan on having multiple members on your team, have *the Team Leader create the team*.

TO CREATE A TEAM :

To create a brand new team, click the  button. When signing up, make sure the **Donor Type** that you select is **“Personal”**.



Sign Up to Start Fundraising

Donor Type
 Personal Corporate/Group

First Name: ABC
Last Name: DEFG

Company Name (optional): ABC Church

Street Address: 123 Example Rd
Street Address (cont.):

City: Toronto
Province/State: Ontario

Country: CANADA
Postal Code: M5A1B8

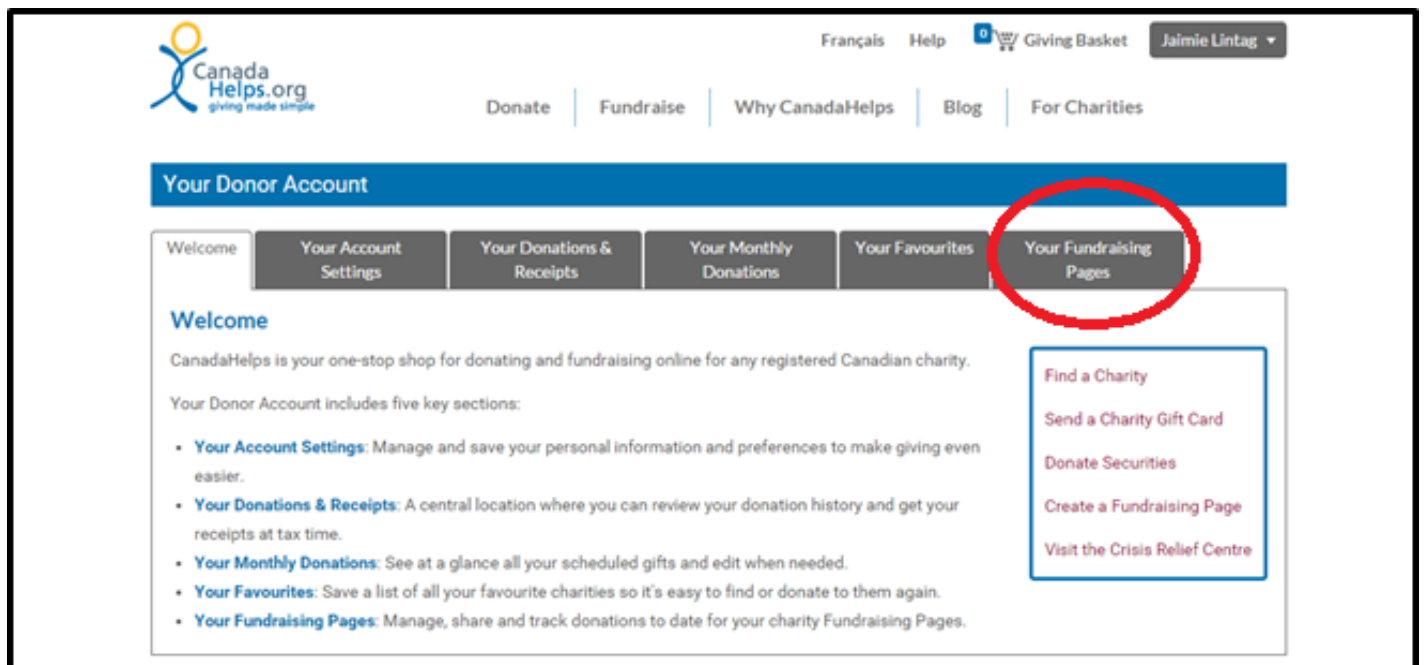
Yes, I would like to receive communications from PREGNANCY CARE CENTRE

After clicking the **Continue** button, you will be prompted to “Create a Personal Fundraising Page” to share with your friends. Copy and Paste the following as “Your Fundraising Story” - feel free to make this as personal as you would like!

Help me reach my goal of raising \$500 to support 1 family in an unexpected pregnancy for 12 months!

After clicking the **Next Step** button, you will be prompted to “Create your Team Page”. As Team Leader, you can set a goal to support X number of families for 12 months. Every \$500 raised goes towards the support of 1 family in an unexpected pregnancy for 12 months. Don’t forget to create your custom URL! By recruiting Team Members, you are recruiting more people to come on board and help you collect pledges! Once you have filled in all of the fields, click the **Create Team** button. You will then be prompted to your newly created Team Page!

STEP 5: Once your page has been made, can access your fundraising page by opening the “Fundraising Pages” tab after logging in (pictured below).

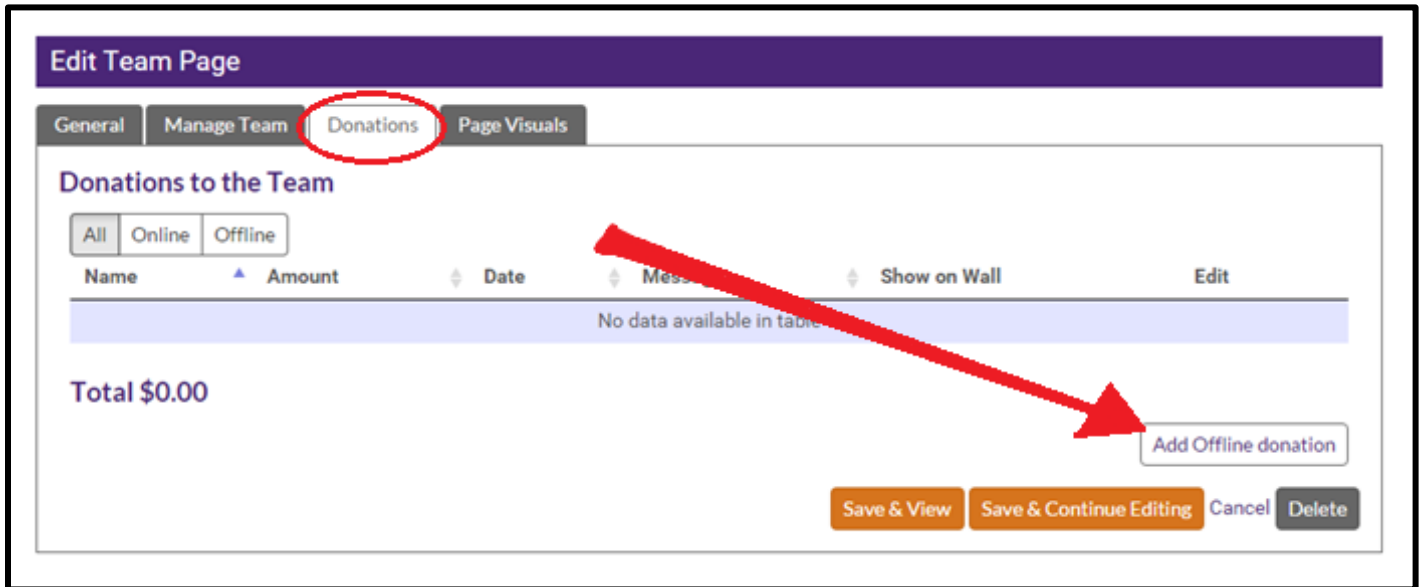







Use the **Edit** button to make changes to your page. Use the **View** button to view your Personal “Online Fundraising Page”.

If you are a team leader and would like to make changes to the team page, go to your team page (you can do this by going to your personal page first, then clicking the **Donate to My Team**

button). At the very top of your team's page, you will see an **Edit** button. Use this button to edit your team page.

As team leader, you may also add records of "offline" donations (i.e., cash & cheque donations) your team members so that your team's progress towards your goal is accurately reflected online! When editing the team page, Click the **Donations** tab (circled below). At the bottom right hand corner of the screen, you will see an **Add Offline donation** button. Use this button to add a record of collected cash & cheque donations!



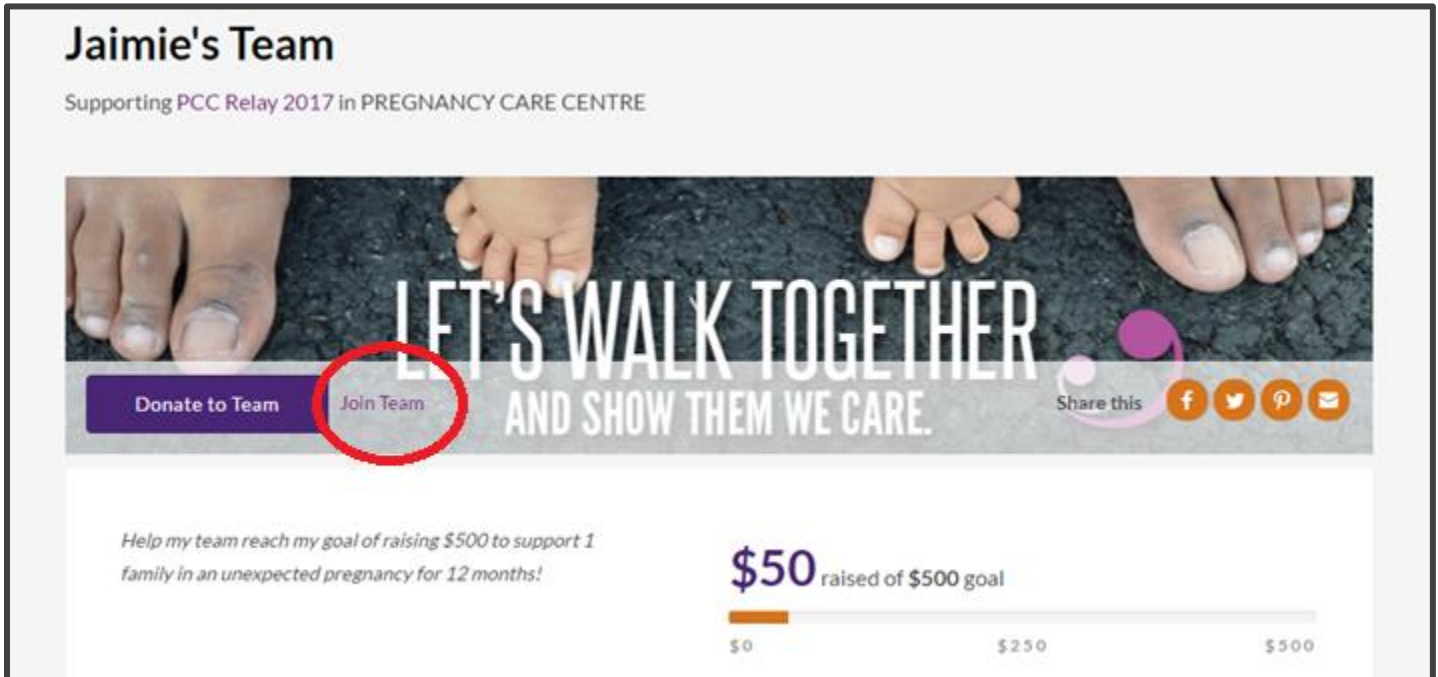
STEP 6: Recruit Team Members! From your Team Page, use the      buttons over the event banner to share your Team Page and recruit others to join your team! By recruiting Team Members, you are recruiting more people to come on board and help you collect pledges! Have your team members log in or sign up to CanadaHelps.ca (Refer to Step 1 - 3).

Here are some online resources that you can put up on your fundraising page to give further information about the Pregnancy Care Centre and why you believe in supporting families with unexpected pregnancies.


- What does PCC do? (read more about our services [here](#))
- First Response Relay poster (download [here](#))
- What does \$500 provide for a family? (click [here](#))
- Video testimonies of women who have parented or placed for adoption (see [here](#))
- Pictures from last year's relay (see [here](#))

TO JOIN A TEAM:

To join an existing team, click the [Find a Team or Person](#) button to *search for the team you would like to join*. Once you are on the Fundraising Page of the team you would like to join, Click the [Join Team](#) button on the left side of the page (pictured below).



STEP 7: Share your page on Facebook and ask your friends if they would consider sponsoring you. Do this by clicking the Facebook icon among the social media icons

() found over the event banner of your personal fundraising page. Do the same on Twitter using the Twitter icon! Use the email icon to send an email to your friends and family members who might consider giving you a donation. By sharing your link on multiple social media platforms, you are letting more and more of your friends know that you are walking the First Response Relay for PCC!

Alternatively, if you are collecting pledges primarily using our Relay Pledge Form (for cash & cheque), you can let them know to expect an email from you later, or you can direct them to your Facebook/Twitter page where you have already shared your Fundraising Page.