Thank you for taking part in the Scleroderma Foundation's "Stepping Out to Cure Scleroderma!" We appreciate your support of our mission. Here are some instructions to help you edit the content on your Personal or Team Fundraising Page.

If you have any other questions, please contact your walk's event manager (visit the "Contact Info" tab on the walk website for the preferred contact method). You also may contact our National Office toll-free at (800) 722-4673.

Some things to consider:

- Personal and Team Fundraising Pages have default content when you register for an event. However, we highly recommend that you personalize your page(s) to tell your own (or your team's) story and why the event is important to you.
- Only team captains will have access to edit the Team Fundraising Page from their Participant Center.

STEP 1 – Login to your Participant Center

STEP 2 – Click "Edit Your Personal Page" or "Edit Your Team Page" tab, depending on which page you want to edit.



The Parts of the Page







Scleroderma Foundation Phone: (800) 722-4673 www.scleroderma.org

STEP 3 – Edit your content

You can edit the **TITLE** and **BODY** of your personal and team fundraising page content. Simply enter your text in the appropriate field.

STEP 4 – Preview and save your changes

- 1. Click "View Your Personal Page" or "Preview" to open a new tab (see red arrows below) with your Personal Page to review your changes on your site.
- Click PREVIEW at the bottom of the page to view your edits in a new window. Click SAVE to publish those changes and make them "live" on the webpage for the public to view.

(Follow the same steps for your Team Page if you made changes there. Note, only Team Captains will see the link to "Edit Your Team Page" in their Participant Centers.")

Home Send an Email View Your Fundraising Progress Edit Your Personal Page Edit	t Your Team Page
Edit Your Personal Fundraising Web Page (View Personal Page)	Edit your personal page
Create Your Personal Web Page's Address to Share with Others: (Edit Your Web Address Settings) http://www.scleroderma.org/site/TR/SpecialEvent-Walk/ColoradoChapter?team_id=15040& po=team&fr_id=2500chrisie	Upload a photo or video
Your personal page will open in a new window. You must have pop ups enabled. This page is Public	Start a personal blog
Welcome to My Personal Stepping Out to Cure Scleroderma Page! Body xmc Font family Font family Font size	Share f
B I I I II III III III IIII IIIII IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII	
support me and nelp raise funds for scieroderma patients. To make a donation, click the "support Me" button that appears under my photo. Then, just follow the instructions. If you would like to join me at the event, and walk and help raise funds, please click on "Join My Team" and select "I want to attend the event and register" button and follow directions.please help today. I sincerely appreciate your support, and please share this with anyone who you think might want to help.	
Help me bring more awareness to scieroderma so we can find a cure!	
Preview Save	

Other Features – please see additional guides for instructions

- Update your personal fundraising webpage address. You can create a customized website address that is easier to share with family and friends via email and social networks. (For instance: www.scleroderma.org/goto/marysmith)
- Add a photo or video. You can choose to add a photo or video to your page to personalize your story even further. (Please note: You can pick either a photo or video, but not both.)
- **Start a blog.** You also can enable a blog feature to appear on your fundraising page.



-CONTINUE ON NEXT PAGE -



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CONTACT OUR OFFICE FOR ASSISTANCE

Call the National Office at (800) 722-4673 and our staff can help walk you through the editing process.





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