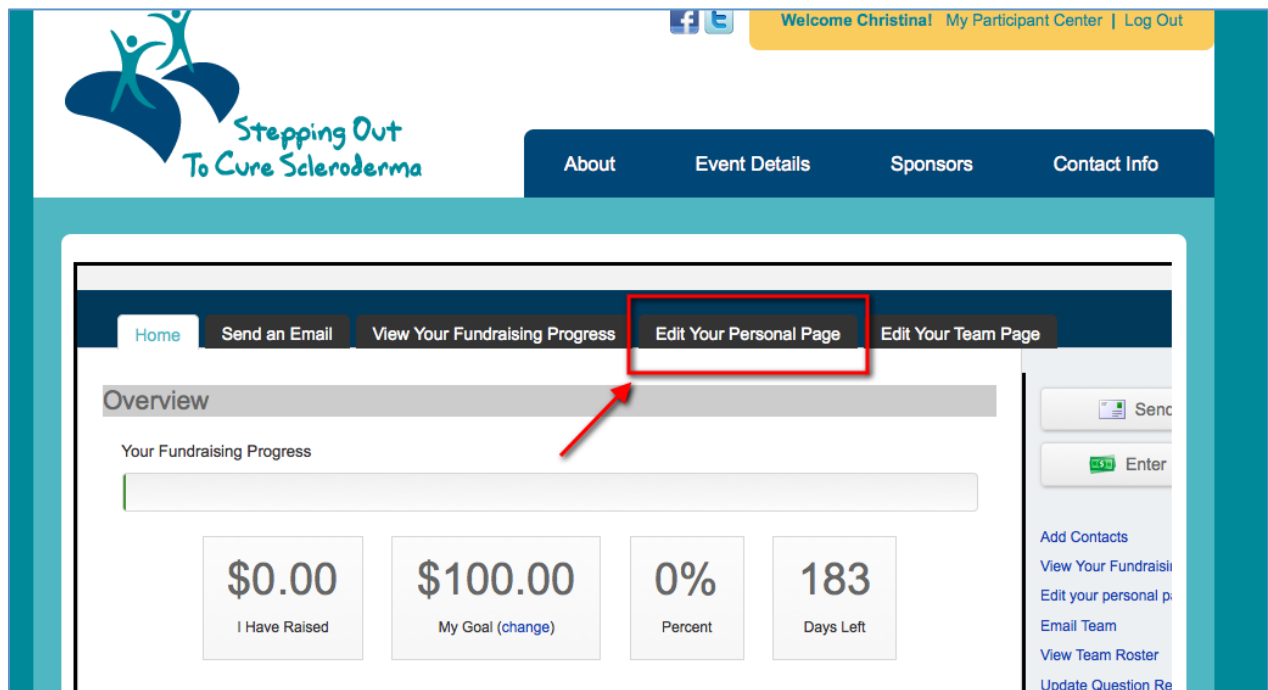


Thank you for taking part in the Scleroderma Foundation's "Stepping Out to Cure Scleroderma!" We appreciate your support of our mission. Here are some instructions to help you create or edit your unique website address in your Participant Center.

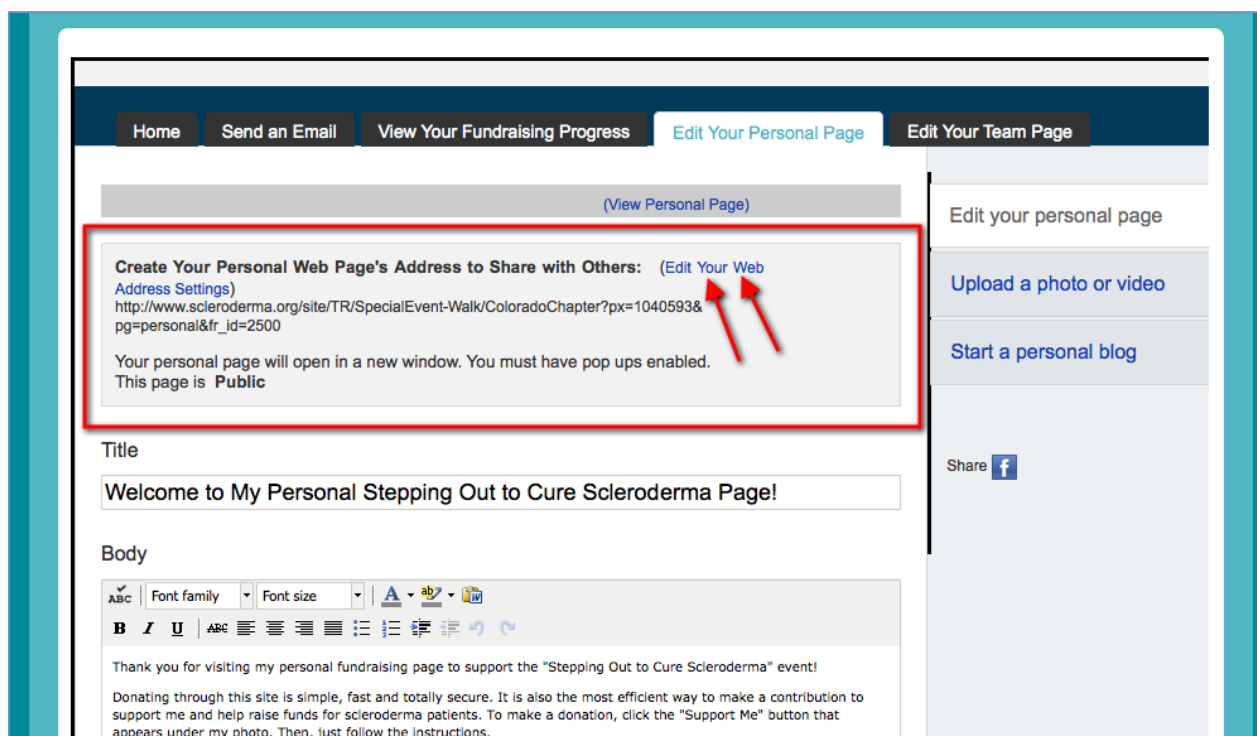
**If you have any other questions, please contact your walk's event manager (visit the "Contact Info" tab on the walk website for the preferred contact method). You also may contact our National Office toll-free at (800) 722-4673.**

*Note: Your Participant Center is the online portal where you can check your fundraising progress, send email solicitations and thank you's, update your Personal Fundraising Web Page and more!*

**STEP 1 – Log into your Participant Center and click "Edit Your Personal Page"**



**STEP 2 – Click "Edit Your Web Address Settings" in the red outlined box**



-CONTINUE ON NEXT PAGE -

**STEP 3 – Insert your desired address in the text box**

The screenshot shows the 'Edit Your Personal Page' interface. At the top, there are navigation tabs: Home, Send an Email, View Your Fundraising Progress, Edit Your Personal Page (selected), and Edit Your Team Page. Below the tabs is a '(View Personal Page)' link. The main content area is titled 'Create Your Personal Web Page's Address to Share with Others: ()'. It contains a text input field with the URL 'http://www.scleroderma.org/goto/ chrisie', which is highlighted with a red box. Below the input field, there is a note: 'Your personal page will open in a new window. You must have pop ups enabled. This page is'. There are two radio button options: 'Public (Everyone can find and view and your Personal Page.)' (selected) and 'Private (Only people who know the exact URL can find and view your Personal Page.)'. There are 'Cancel' and 'Save' buttons. At the bottom, there is a 'Title' field with the text 'Welcome to My Personal Stepping Out to Cure Scleroderma Page!'. On the right side, there are options to 'Edit your personal page', 'Upload a photo or video', and 'Start a personal blog', along with a 'Share' button with a Facebook icon.

**STEP 4 – Click save to confirm your changes**

This screenshot is identical to the previous one, but the 'Save' button is now highlighted with a red box, indicating the next step in the process.

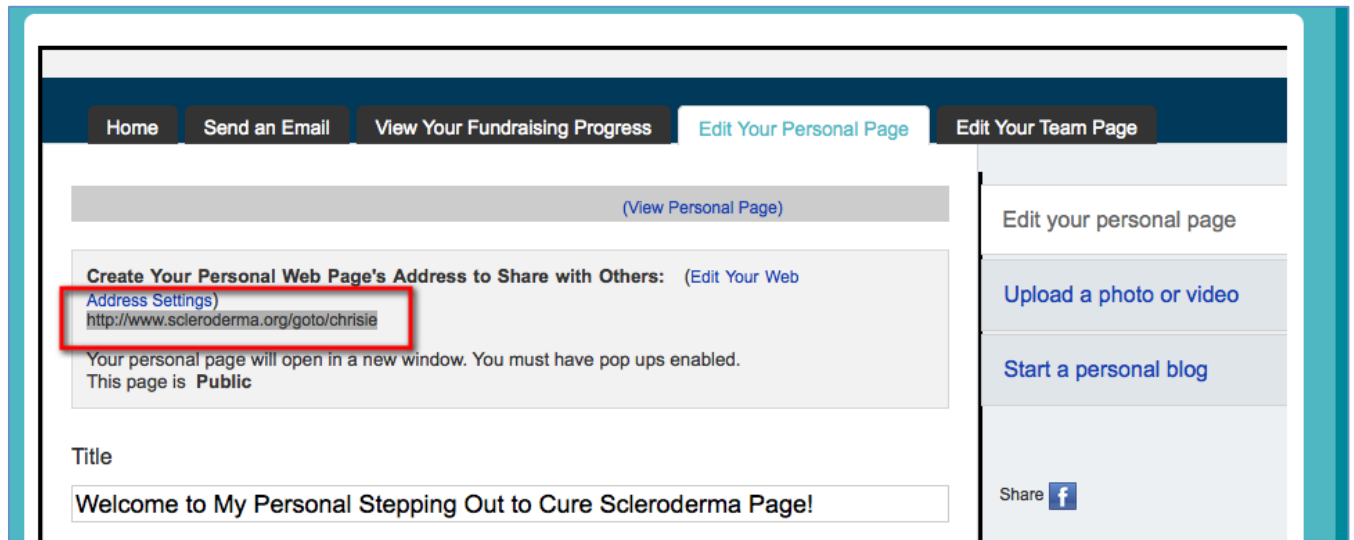
**STEP 5 – A green confirmation message will appear on the page if your change was successful**

The screenshot shows the 'Edit Your Personal Page' interface after the changes have been saved. Two green confirmation messages are displayed at the top, highlighted with a red box: 'The shortcut was successfully updated.' and 'The privacy setting was successfully updated.'. Below these messages, the form content is updated to reflect the changes: the URL is 'http://www.scleroderma.org/goto/chrisie', the 'Public' radio button is selected, and the title is 'Welcome to My Personal Stepping Out to Cure Scleroderma Page!'. The 'Save' button is no longer visible.

**Note: You may receive an error if your custom URL is already taken so try a different word, phrase to create your address. Also avoid using spaces or special characters (e.g. % & ^ etc.)**

**-CONTINUE ON NEXT PAGE -**

**STEP 6 – Copy and paste your new custom link to share with friends and family in your email messages or on social networks.**



**STEP 7 – If you are a team captain, repeat these same steps but on the “Edit Your Team Page” tab so that you can customize your Team Fundraising Page’s website address.**

#### CONTACT OUR OFFICE FOR ASSISTANCE

1. Call the National Office at (800) 722-4673.
2. Our staff can help you complete the registration process and join a team for this year’s event.
3. Please be prepared to provide us with: Event Name/Date, Your Email Address, and Your Unique Website Address.