

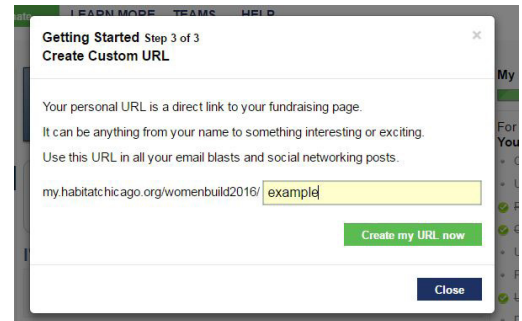
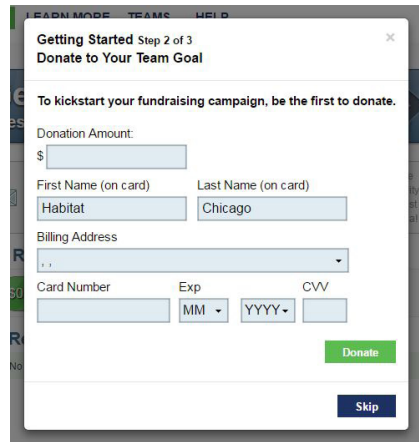
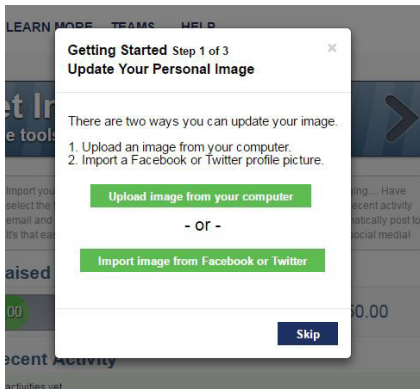
chicagowomenbuild.org

Using your individual page:

Step 1: Login on the **chicagowomenbuild.org** home page using the credentials provided by Habitat Chicago.



Pro Tip: The first time you login to the website, it will show you three easy steps to starting your fundraising page. Follow these steps - the more personalized your page is, the easier it is to raise!

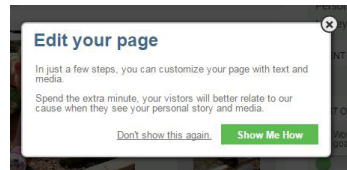


Step 2: Continue customizing your page - use the tasks outlined along the right of the page to make your page 100% you. Start by choosing "Personalize Your Page".

- For an **Effective Campaign You Should:**
- ✔ Create Custom URL
 - ✔ Update Your Personal Image
 - ✔ RSVP for Women-Build-2016
 - ✔ Create or Join a Team
 - ✔ Update Account Details
 - Personalize Your Page
 - ✔ Update Your Goal
 - **Donate to Your Team Goal**
 - Connect to Your Social Networks
 - Send a Fundraising Email
 - Post a Message to a Social Friend

Pro Tip: Just like when you logged in for the first time, the website is here for you! We suggest using their step-by-step walkthrough to edit your page.

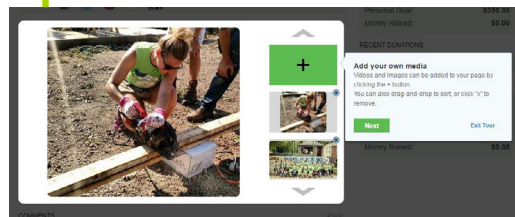
1. Get Started



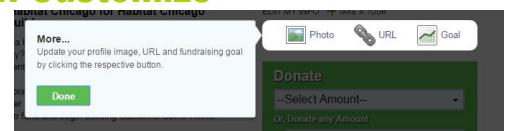
2. Tell your story



3. Upload a video



4. Customize



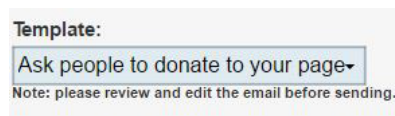
Done personalizing? Navigate back to your headquarters by clicking the "My Women Build 2016 HQ" link in the upper right.



chicagowomenbuild.org

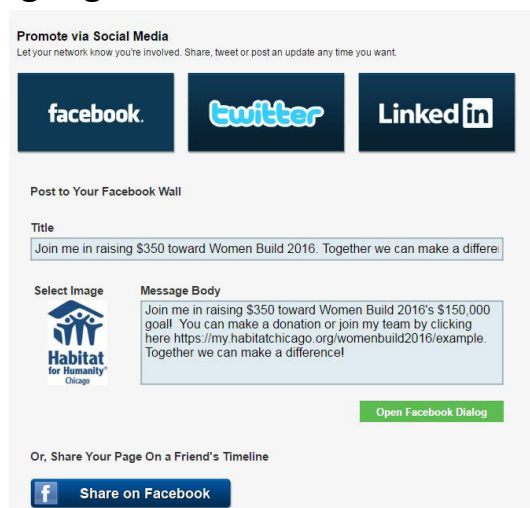
Step 3: You just worked hard to make an awesome page. What's next? Share it. Start by clicking "**Send a Fundraising Email**" on your task list or the "**Promote via Email**" tab along the left of the page (both will take you to the same place!)

Pro Tip: Let the website do the work for you! Import contacts directly from your contact book and use the outreach templates provided to request support from your network.



Step 4: Keep sharing! Connect your page directly to your social media accounts by using the "**Social Auto-Post**" tab, which allows the website to automatically post updates to your accounts each time someone supports your goal.

Or you can keep it simple - post updates when YOU want using the suggested language on the "**Promote via Social Media**" page.



Step 5: Don't forget to thank your supporters! Travel to the "**My Fundraising Report**" page to send thank you's directly to your donors.

DONATIONS MADE TOWARD YOUR TEAM'S GOAL							Download as CSV
Donor Name	Donor Email	Date Received	Amount	Status	Type	Toward Builder	Action
St. John Stone Community	N/A	3/29/2016	\$175.00	Verified	Check	N/A	N/A
James R	████████@gmail.com	3/11/2016	\$50.00	Verified	Credit Card	N/A	Send Email
Patric ██████████	██████████@gmail.com	3/2/2016	\$25.00	Verified	Credit Card	N/A	Send Email
Midwest Augustinians	██████████@gmail.com	3/2/2016	\$3,000.00	Verified	Credit Card	N/A	Send Email