

Business Chicks Immersion Program

Setting up a personalised fundraising page

You can create a fundraising page on our website where your family, friends and colleagues can make donations directly to THP via page dedicated to you, taking away the complexities of dealing with money and receipts. Once you have created your fundraising page, you will have your own URL to share.

Follow the steps below to create your page.

Step 1: Prepare

Before you begin setting up your page we recommend saving the text that you would like to appear on your page in a word document so you can easily copy and paste onto the webpage – this ensures your content is saved in separate document in case of any site or internet connection issues.

The great thing about our web platform is that it is editable and you can make it your own with photos, blog posts and the ability to send emails to your donors.

The content you will need is:

- Personalised fundraising page title
- A paragraph or two about 'why' you're fundraising – think about why are you asking people to support you. Try and keep this to about 300 words
- A Photo of yourself – Square jpeg -72-96 DPI, preferably 600 x 600

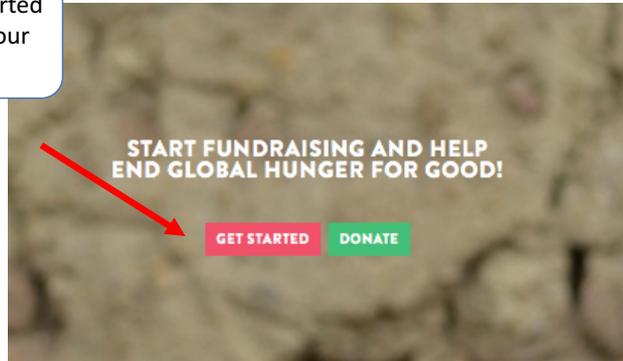
We have drafted a few templates to get you started. They will be found in the within the fundraising platform when you create an ask or thankyou email. These are completely editable. If you want to create your own, you may want to consider creating some or all of the following;

- A short description of program and the reason you have made a commitment raise funds for The Hunger Project
- An 'ask' email template that you can send to people to get support, to let them know that you are fundraising, for what and how to donate
- A Thankyou email that can be sent to people that donate to you
- A blog post or two!

Step 2: Setting up your page

You can find the set-up page by going to <https://join.thp.org.au/event/bcindia/home>
You will be directed to the home page, look for the **Get Started** button

Click Get Started to create your page



Step 3: Enter personal details to create account

A screenshot of the registration form. At the top, there is a navigation bar with "HOME ABOUT US LEADERBOARD GET STARTED DONATE" and a search bar. Below the navigation bar is a "REGISTER NOW" banner. Underneath the banner are three buttons: "CREATE ACCOUNT", "CREATE YOUR PAGE", and "OPTIONAL DONATION". The "CREATE ACCOUNT" button is highlighted in pink. Below this is a "Create Account" section with a "Personal Details" form. The form has fields for "First Name", "Last Name", "Email Address", "Password", "Phone", "Mobile", and "Gender" (with radio buttons for Male, Female, and Other). Below the "Personal Details" form is a "Postal Address" section with a text input field. At the bottom of the form is a "NEXT STEP" button. To the left of the form, a text box says "Enter personal details" with a red arrow pointing to the "First Name" field. To the right, another text box says "Click Next Step to create account" with a red arrow pointing to the "NEXT STEP" button. At the bottom of the page, there is a footer with contact information and logos for "THE HUNGER PROJECT AUSTRALIA" and "funraisin".

Enter personal details

Click Next Step to create account

Step 4. Enter Page title that includes your full name, upload photo, title for page and description about your fundraising.

Note: We have created a template description to which you can add, edit or completely revamp to give your own style

CREATE ACCOUNT ✓ CREATE YOUR PAGE OPTIONAL DONATION

Create a Fundraising Page
Customise your fundraising page using the options below.

Personal URL: Fundraising target:

Add a personal image, title and description
These will be displayed on your fundraising page. Don't worry you can change them at anytime.



PROFILE IMAGE

Page Title:

I am fundraising for The Hunger Project Australia. Your tax-deductible donation will go a long way to help end hunger and poverty. Thank you for your support.

NEXT STEP

Your personal URL to share

Set your fundraising target, minimum \$10,000

Upload your photo

Fundraising page title

Personal page description

Step 5 – Personal Optional Donation

Get yourself started with a personal optional donation or just click “No thanks” to confirm page.

CREATE ACCOUNT ✓ CREATE YOUR PAGE ✓ OPTIONAL DONATION

Would you like to make an optional personal donation?
If not, simply click the 'complete entry' button below to complete your registration.

\$250

\$500

\$750

\$1000

or enter your own amount

NO THANKS, JUST CONFIRM MY ENTRY

Enter an optional personal donation to get started

Or click to continue

Step 6 – Registration complete

Now that your registration is complete you are ready to start fundraising. You are able to edit your pages with blog posts, images, send messages to supporters and track your donation

Your registration is complete !

Your personal URL where you can view and update your page

Click to view your dashboard with up to date fundraising info, send emails or add blog posts

Step 7 – Go to your email, open the email with subject title: You’re in, let’s do this! Confirm fundraising page via Hunger Project email by logging into your page

Dear Frieda,

Congratulations and thank you so much for registering for Business Chicks 2018 Senegal Journey, supporting The Hunger Project Australia.

Next steps to smash your fundraising...

Personalise your page: Add a photo to your online fundraising page and also update your page as to why you are taking part in Business Chicks 2018 Senegal Journey. Your actions show your potential donors why you want to make a difference and why you are fundraising for The Hunger Project Australia.

Get sharing: Frieda, you're in. Let's do this! - Frieda Munz - The Hunger Project Australia. Set up your page it's time to start fundraising. frieda.munz@thp.org - The Hunger Project Australia. Let everyone you know to ask them for their support. Here is your custom URL for your fundraising page: <https://join.thp.org.au/fundraisers/friedamunz>

LOGIN

We will be in touch in the coming weeks with exciting updates and fundraising tips.

Regards,

The Hunger Project Australia

Follow the prompts to login to your page and personalise it .

Step 8 – Manger your account and donations

MY ACCOUNT

MANAGE YOUR EVENTS

YOUR OVERALL FUNDRAISING PROGRESS

Find out more about the impact your donations make

RETURN TO THE HUNGER PROJECT AUSTRALIA WEBSITE

Your Dashboard
This the place to manage blog posts, send emails and track your incoming donations

Click My Account
to update personal details

Click manage to get started on uploading images, blogs and sending emails

The Hunger Project Australia
Phone: 02 9222 9088 or 1800 243 132
Email: thpa@thp.org
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Step 9. Personalise your page with blog posts, images and emails to your supporters

FUNDRAISE FOR THE HUNGER PROJECT

MANAGE EVENT PAGE **CREATE A TEAM**

GET SUPPORT **MY DONATIONS** **EVENT PAGE SETTINGS**

PAGE CHECKLIST
Follow the steps below to get the most from your fundraising page

0% Completed

- Upload a Profile Image
- Add a Blog Post
- Sponsor Yourself

SAVE CHANGES

Click Get Support to send emails to your network

Click Event Page Settings to create blog posts and upload images

Click My Donations to add offline donations, create your personalized thankyou message and set donation amounts

Don't forget to Save Changes at bottom of page

Step 10.

Start Fundraising!

If you have any questions or would like some assistance setting up your personalised fundraising page Contact Frieda Munz at The Hunger Project:

Frieda Munz

Program Coordinator

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