everydayhero

Creating individual and team pages

The great thing about fundraising with Everydayhero is that you can create an individual fundraising page which can also be turned into a team fundraising page. An individual page enables a person to start collecting donations for a cause they care about. A team page helps a group of fundraisers such as school children, a group of friends, or work colleagues to show their collective fundraising effort. Team pages are also a great option when fundraising in Major Community Events such as the City2Surf or the Auckland Marathon.

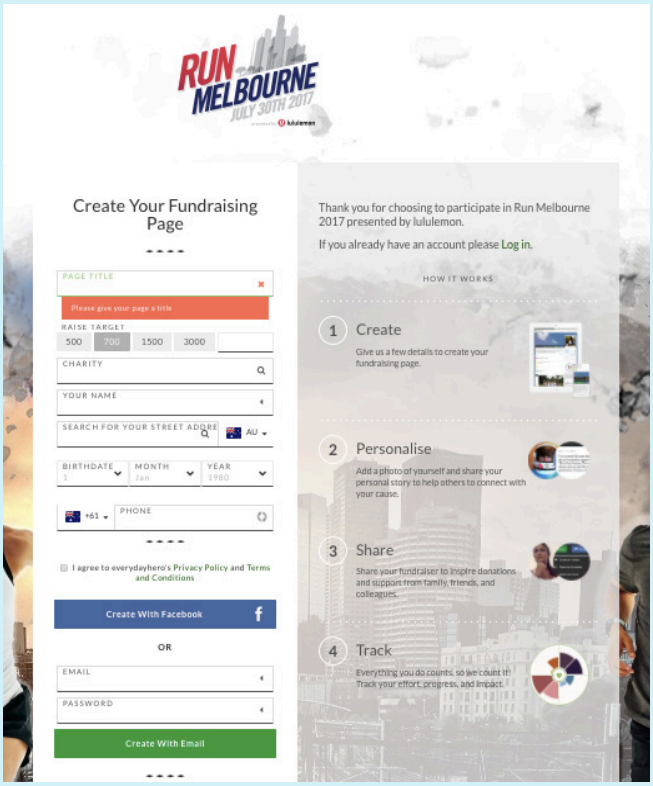
1. Create a supporter account and a supporter page

- On the Everydayhero website click the 'Start fundraising' button or visit the website of the event you wish to fundraise in.
- Sign up to create an Everydayhero account by filling in your details and choose either the 'Create with Facebook' or 'Create with Email' option.

Handy hint: If you already have an Everydayhero account please click 'Log in'. If you can't remember your password, simply press 'Reset My Password'.

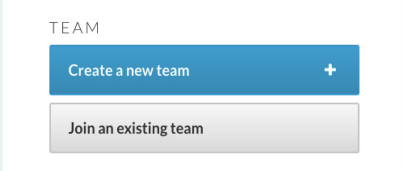
- Next, add a profile photo, some words about why you are fundraising and consider making a donation to kickstart your fundraising.

If you are fundraising individually, you are now ready to start sharing your page with your network!



2a. Create your team page

Team pages are a great option if you wish to fundraise with other people and show your collective effort.
Once your supporter page is created (as per above) the team options are visible on the right hand side of your page. Select 'Create a new team', choose a name for your team and continue to create your team page.



2b. Join an existing team

If you wish to join an existing team simply choose the 'Join an existing team' option. Search for the team you wish to join and click the 'Join this team' button.

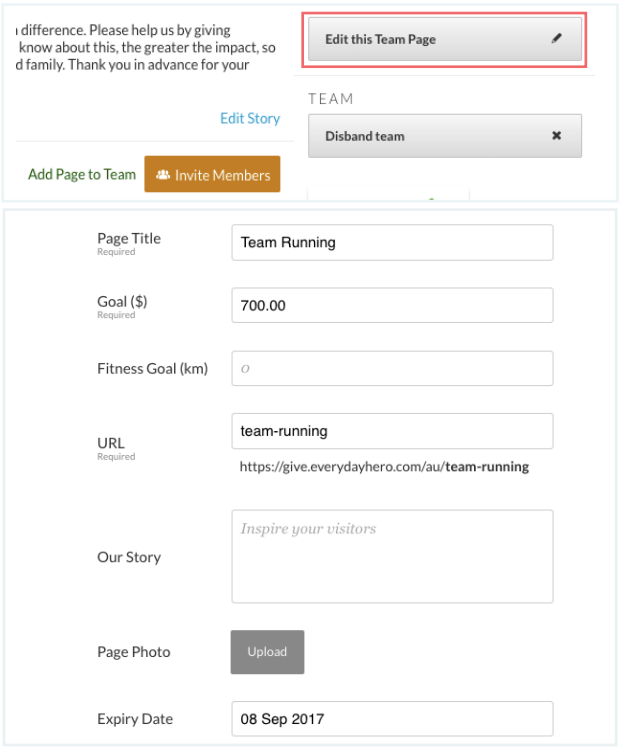
Handy hint: If you can't find your team, reach out to your team leader to ensure they have created the team page.

If you are a team leader, continue reading page 2.
If you are a team member and want to edit your team page, please reach out to your team leader.

3. Personalise your team page

Once on your team page, you will need to ensure that everything is completed before you start sharing it. To do this, click ‘Edit this Team Page’ and make sure you:

- **Set a team page donation goal**
  What is the donation target you would like to raise as a team? Funds raised as a team are the sum of all the individual pages.
- **Edit your team story**
  Make sure to mention how the funds raised will help your organisation.
- **Set the team page photo**
  This photo appears in the top right of your team page, it will help your supporters identify your page.

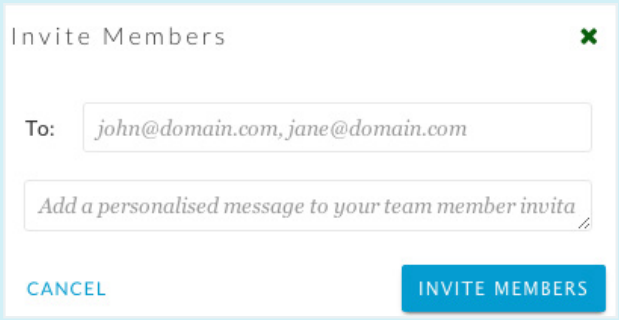


4. Inviting team members

Invite members by clicking the ‘Invite Members’ button.

A pop-up window will appear allowing you to enter the email addresses and to personalise the message in the invite. Each invitee will then receive an email with a link to complete their registration and join your team.

Alternatively, you can simply send your friends an email with the link to the Team Page and they can click the ‘Join Team’ button.



5. Promoting your team page!

Well done for setting up your team page! If you would like to recruit team members simply share your team page URL through emails, social media, or txt message and ask them to click the ‘Join Team’ button.

If you already have all your team members, start asking for support by sharing your page with your networks. The more often you share your page the more likely you are to reach your fundraising goal.

To access more resources and fundraising tips visit the Everydayhero Sidekick Help Centre at
supporter.help-au.everydayhero.com or supporter.help-nz.everydayhero.com
Alternatively, contact us at help@everydayhero.com.au, help@everydayhero.co.nz or via chat.