

## How to Register for Walking for Water 2023

### 1) You can register either at:

- a) The Event Landing page - [HERE](#) - go to the “Join the Walk” Button
- b) Can use this [LINK](#) which takes you to the Registration pop-up.

### 2) Registration (2 Screens)

#### a) Screen 1 -

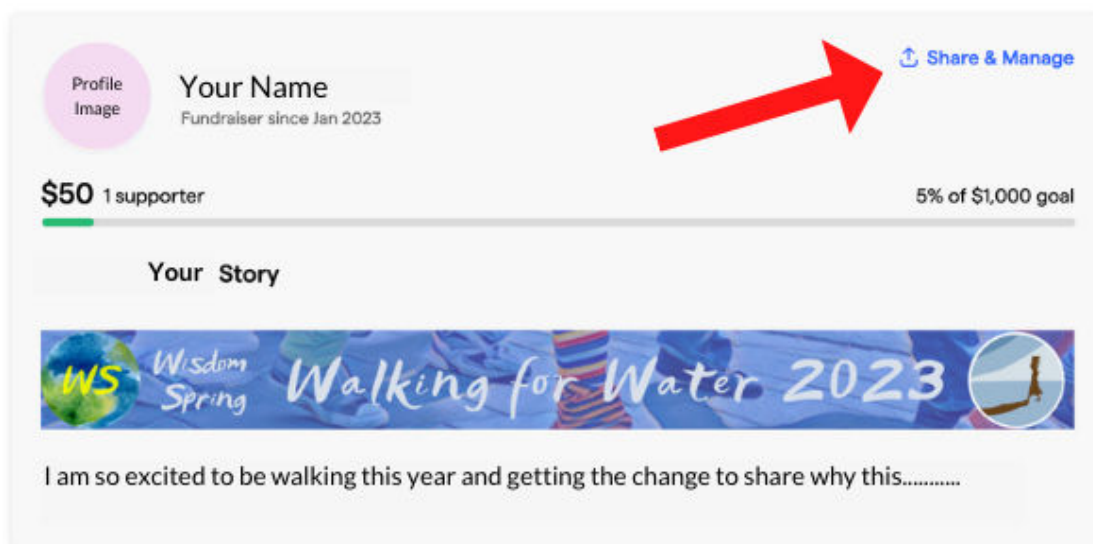
- Personal info: Enter your name, email address and phone number. You can also add an image for your profile picture.
- Create a password - make sure to write it down since you will need it. .

#### b) Screen 2 -

- Set your personal fundraising goal - we encourage a minimum of \$100.
- Story - there is a text box to add why you are walking. This is only a basic text box and once you are registered you will be able to add more details - like photos - so you might want to wait on this step.

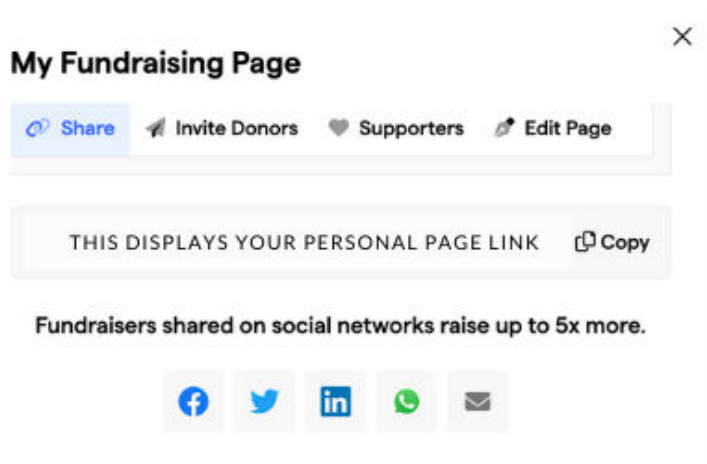
### 3) Personal Fundraising Page

a) When you first register it will immediately log you into your Personal Fundraising page. It looks similar to the Main Landing page but towards the top there is a content box where you can add more to your story and get links to invite sponsors to support you.

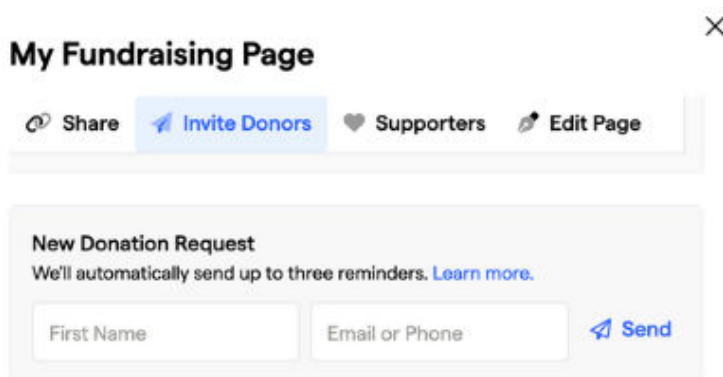


b) At the top right you will see “**Share & Manage**”. If you click here it presents you with a pop-up box that has several choices:

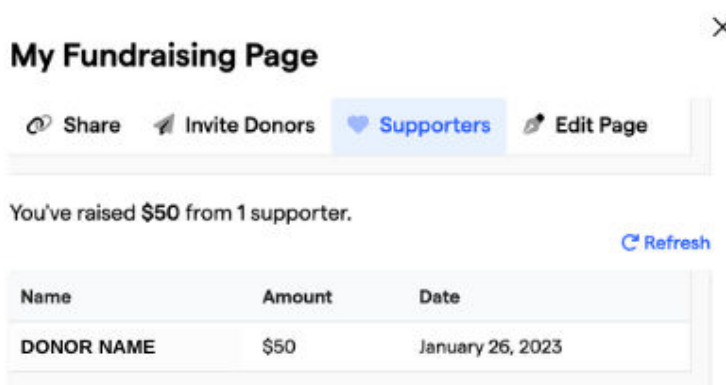
c) Choice 1: Share - this is a link to your fundraising page that you can share with supporters. This way when they donate it preloads your profile and assigns donation to you.



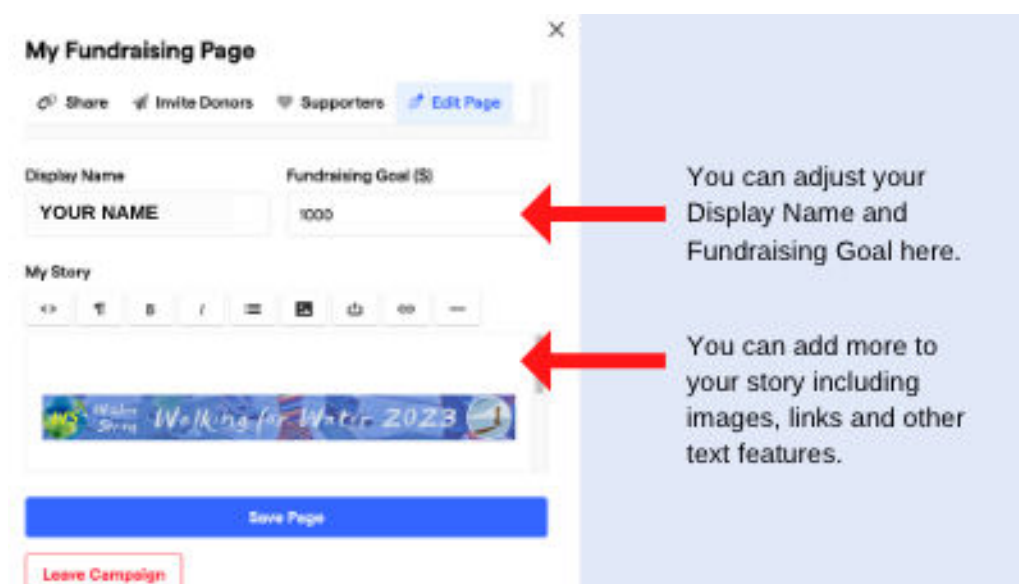
d) Choice 2: Invite Donors - this is an option to send an email or text message to a possible supporter.



e) Choice 3: Supporters - this will list all the people supporting your fundraising goal.

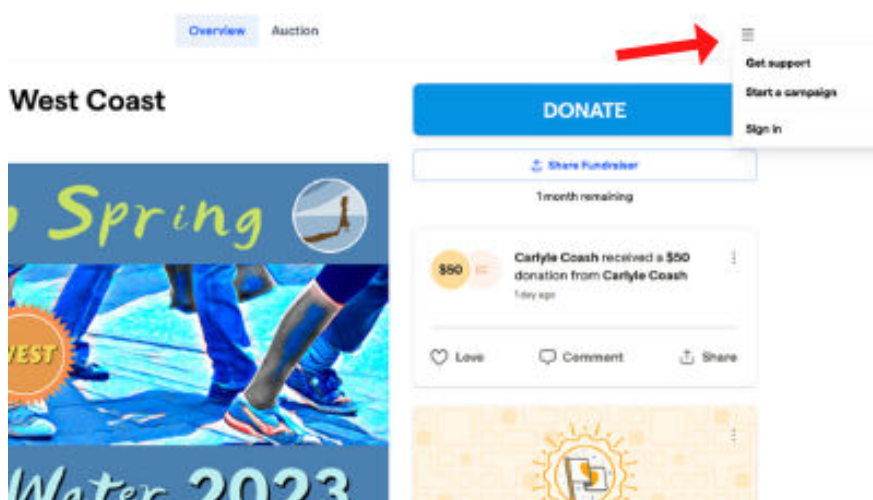


f) Choice 4: Edit Page - this gives you options to change your screen name, personal goal and a chance to add to your personal story. The text editor has more features so you add photos, links, etc.



#### 4) Logging into Page

- a) Go to the Event Landing Page
- b) Up at the top right of the page are three stacked lines - like pancakes.
- c) Click there and you will see "Sign-In" as well as support link.
- d) You can also login from GiveButter's main site as well.



NOTE: When you log back in after the initial set-up, the system closes your personal info window - the one with **"Share and Manage"**. Simply find your Profile Icon under Team Members and click it. Your personal window will open.