



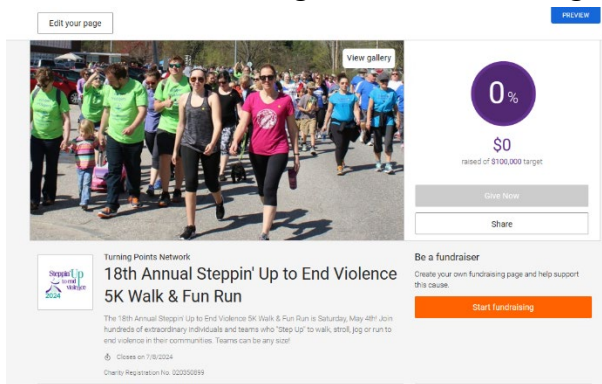
JustGiving Instructions for Team Leaders

Setting up a free JustGiving page can be as easy as a few clicks of the button!
Below are step-by-step instructions.

1. Go directly to

<https://www.justgiving.com/campaign/steppinup2024>

Click on the orange “Start Fundraising Button”



If you don't have a JustGiving account you will need to click “Sign Up” (see blue arrow) to create one.

2. Here's what the Create a JustGiving Account page looks like. The password must be 12 characters, with an upper and lowercase letters, a number, and a special character.



Sign Up

First name
Susan

Last name
Warner

Email
sjw476@gmail.com

Create password
..... Show

- ✔ Must be at least 12 characters
- ✔ Must include at least one number, a lower or upper case letter and a special character (#, \$, %, &, @ etc.)
- ✔ Must not include your name or email

We want to send you brilliant emails to keep you in the loop about the causes you love and latest fundraising news.

Yes please, opt me in to JustGiving emails

No thanks

Sign up

By clicking 'Sign up', you are agreeing to our terms of service

character.

3. After you hit sign up: It will ask you how much you want to raise. NOTE 1: this is for your personal page. **You must create a personal page BEFORE a team page.**

JustGiving


How much would you like to raise?

Targets help to set the donors, maximising funds for your selected charity

US\$ 1000 USD ▾

US\$500 US\$1,000 Most popular US\$1,500

No target

 Don't worry, if your target isn't reached, all funds raised will still be sent to your chosen charity.

JustGiving has 0% platform fees for donations.
All funds will go direct to the charity.

- You can then personalize your page. You can add your own story or personal appeal, talk about why you're supporting Turning Points Network, and upload an image for the top of your page. The fundraising goal will be set to \$1000 as default. If you would like to change it, click "Personalize" at the top of the page.
- You may choose to donate to your own page, after which you will enter in your card information; otherwise, simply skip this step.

JustGiving

Personalise your page

A great story will help to engage potential supporters. Not ready? [Skip and add later](#)

Page title

18th Annual Steppin' Up to End Violence 5K Walk & Fun Run

Why are you raising money?

Every year, this amazing community event grows due to the extraordinary individuals and teams who "Step Up" to walk, stroll, jog or run to end violence in their communities. Last year, participants helped raised more than \$97,000 in support of survivors, and this year the goal is set for \$100,000! TPN hopes to reach this ambitious goal with YOUR help!

Gather your teams together, lace up your sneakers, and get moving, and help us end violence in our communities. All participants are welcome on our team!

T 66

Enhance my story

Customise your web URL

jane-jones

justgiving.com/page/jane-jones

Go back

Next: Page cover

JustGiving has 0% platform fees for donations.
All funds will go direct to the charity.

JustGiving

Add a page cover

This is a large photo or video at the top of your page. Not ready? [Skip and add later](#)

Photo

Video

Stream

Suggested photo



Upload photo

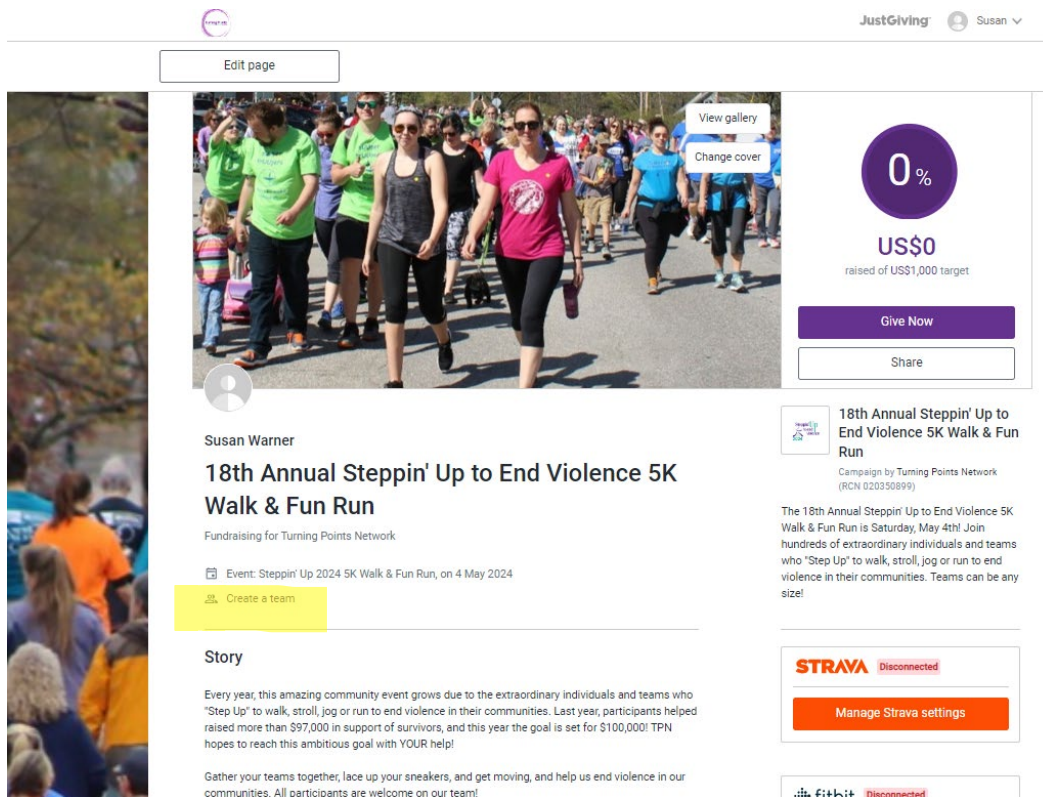
Go back

Next: Finalise

JustGiving has 0% platform fees for donations.
All funds will go direct to the charity.

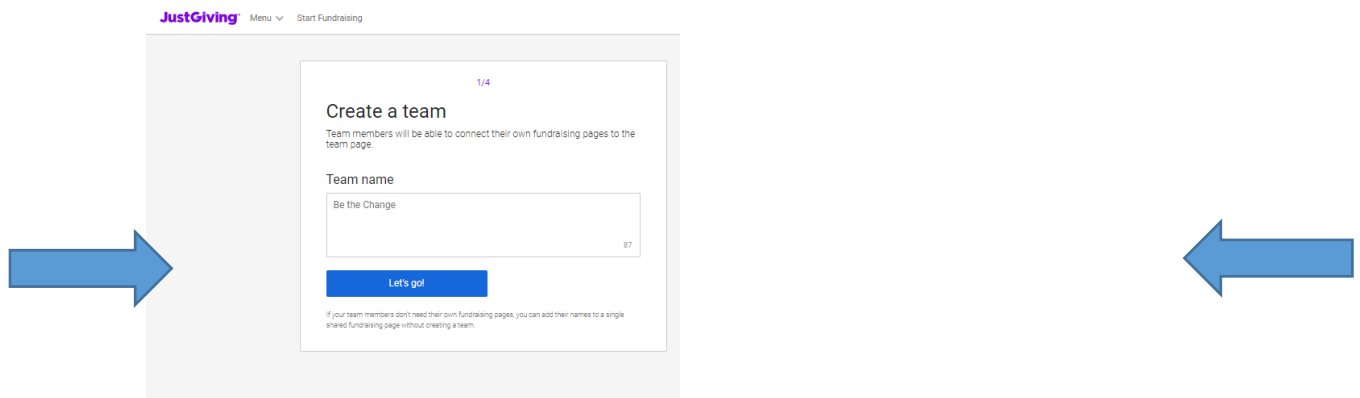
Create a Team Page

On your fundraising page scroll down past the photo at the top of your page and click on “Create a team.” (See highlighted link below).



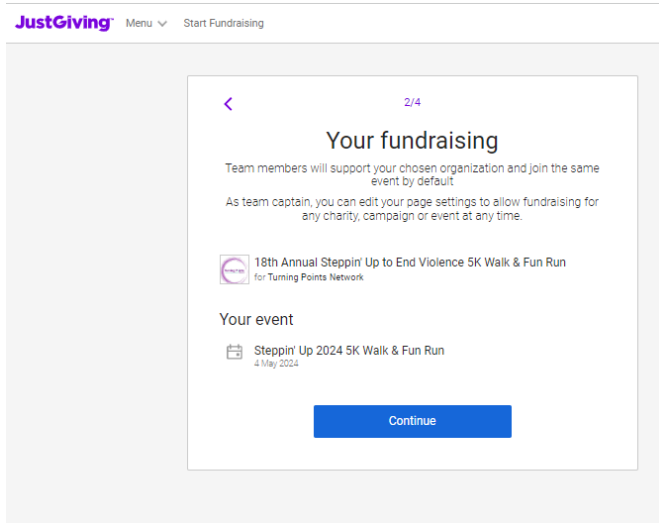
The screenshot shows a fundraising page for the "18th Annual Steppin' Up to End Violence 5K Walk & Fun Run". The page features a main photo of participants, a progress bar showing 0% raised of a US\$1,000 target, and a "Create a team" link highlighted in yellow. A blue arrow points to this link. Below the main content, there are sections for "Story" and integrations for STRAVA and fithit, both marked as "Disconnected".

6. You will be asked to enter in a team name and event details.

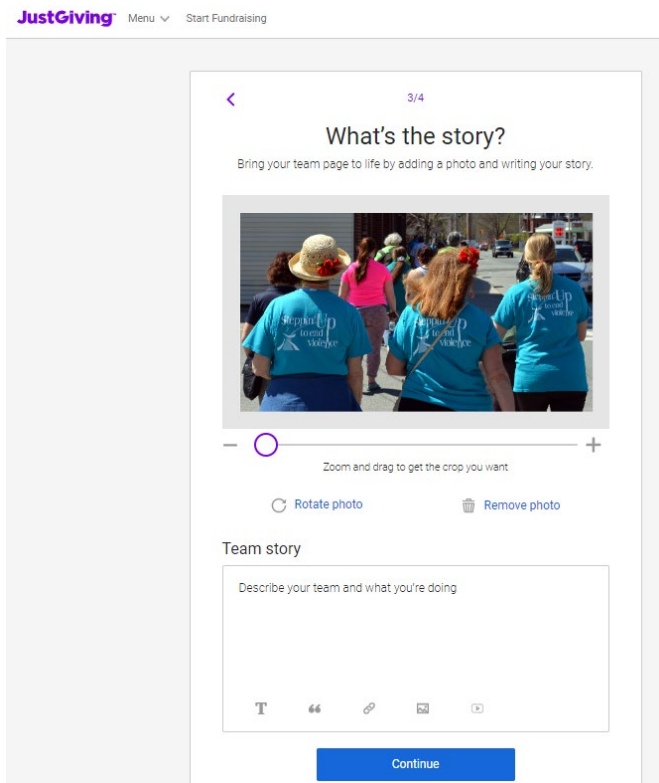


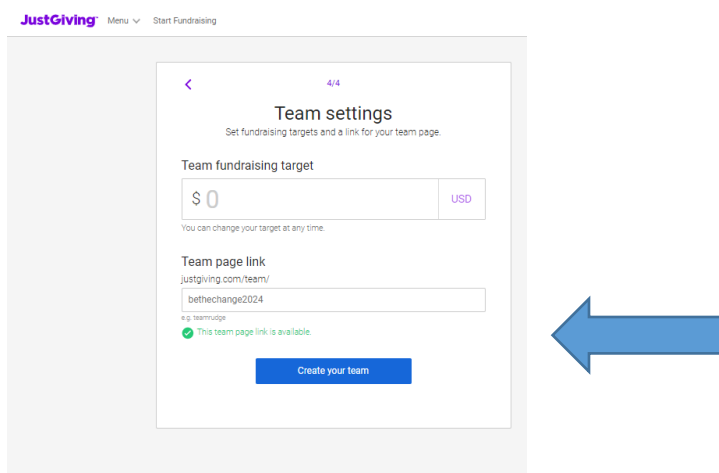
The screenshot shows the "Create a team" form on the JustGiving website. The form includes a "Team name" field with the text "Be the Change" and a "Let's go!" button. A blue arrow points to the form.

7. Choose the event



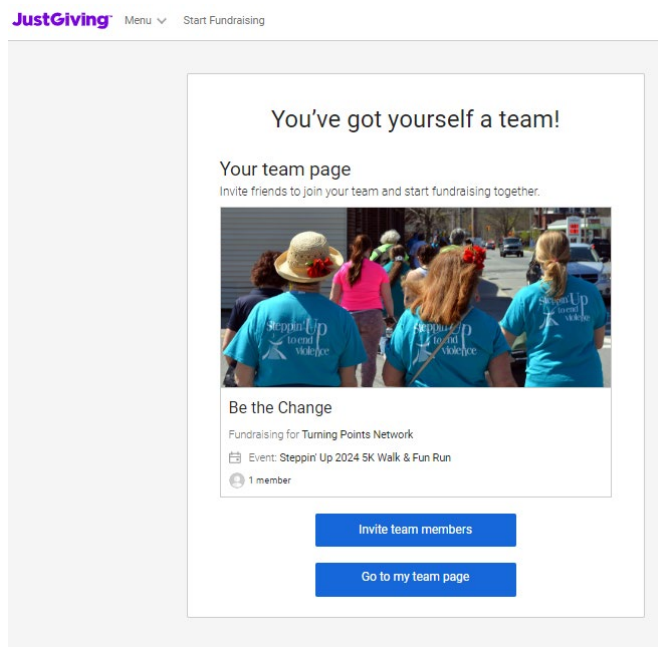
8. You will also be given the option to customize your team page with who you are, your story, and your fundraising goals.





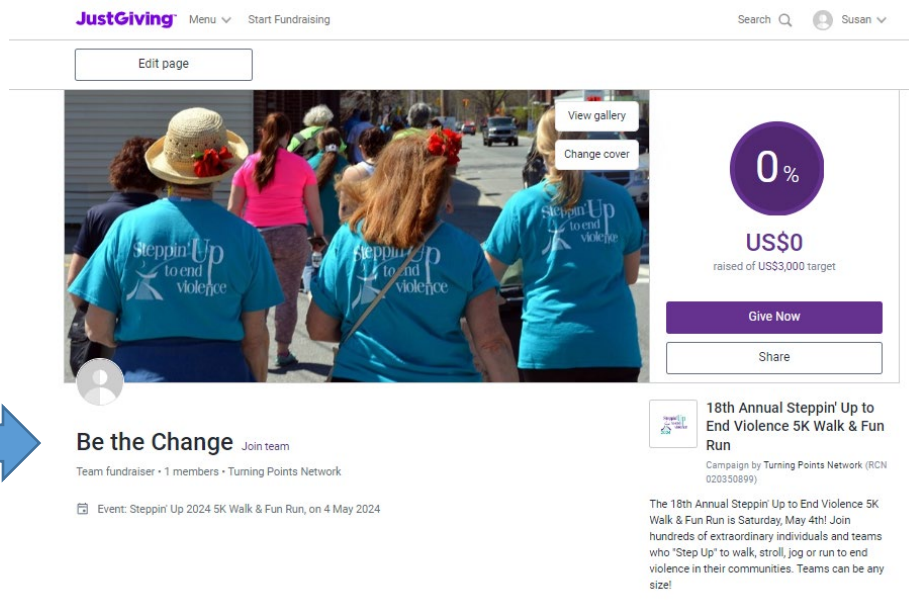
NOTE: you must create a new team link from last year. I used **bethechange2024**. Do not add any additional punctuation or spaces—it will reject them.

9. And then you'll see a confirmation of your Team Page which you can share with team members! You can invite them through this screen or go to your main page to invite them from there.

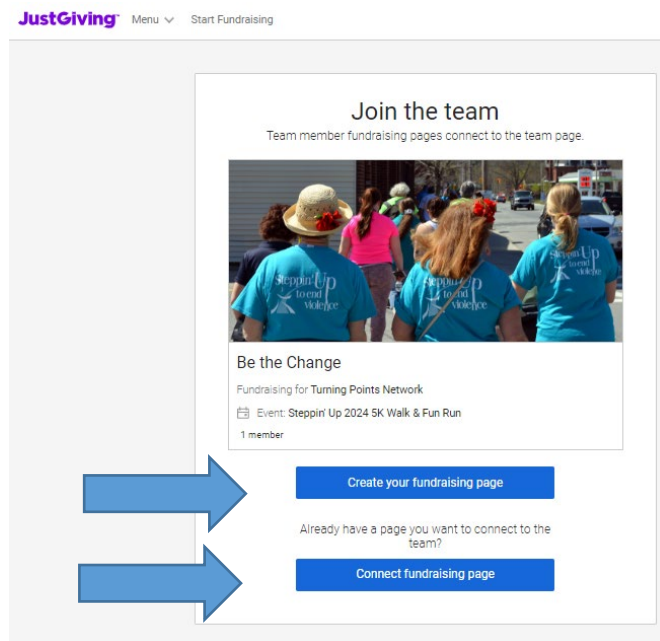


Inviting Team Members

If someone comes to your page and wants to join the team. They can by clicking the link right by your team name.



The screenshot shows a JustGiving fundraising page for 'Be the Change'. At the top, there is a navigation bar with 'JustGiving', 'Menu', 'Start Fundraising', 'Search', and 'Susan'. Below the navigation bar is an 'Edit page' button. The main content area features a large photo of people wearing blue 'Steppin' Up to end violence' t-shirts. To the right of the photo is a fundraising progress indicator showing '0%' raised of a 'US\$0' target (out of a US\$3,000 target). Below the progress indicator are 'Give Now' and 'Share' buttons. A blue arrow points to the 'Join team' link next to the team name 'Be the Change'. Below the team name, it says 'Team fundraiser • 1 members • Turning Points Network'. There is also an event listing for 'Steppin' Up 2024 5K Walk & Fun Run, on 4 May 2024'. To the right of the main content area, there is a section for the '18th Annual Steppin' Up to End Violence 5K Walk & Fun Run' campaign, including a description of the event and a 'Give Now' button.



The screenshot shows a 'Join the team' modal on a JustGiving page. The modal has a title 'Join the team' and a subtitle 'Team member fundraising pages connect to the team page.' Below the subtitle is a photo of people wearing blue 'Steppin' Up to end violence' t-shirts. Under the photo, it says 'Be the Change', 'Fundraising for Turning Points Network', and 'Event: Steppin' Up 2024 5K Walk & Fun Run'. Below this information, it says '1 member'. There are two blue buttons: 'Create your fundraising page' and 'Connect fundraising page'. A blue arrow points to the 'Create your fundraising page' button, and another blue arrow points to the 'Connect fundraising page' button.

First blue button: They will need to create their own page if they plan to raise funds. Otherwise they can simply join your team at the [pre-register form](#). If they click the second blue button, they will be able to connect their page to your team.

Help!!

For further assistance or to have us build you a page, you can contact Turning Points Network by phone at 603-543-0155, or email susan@turningpointsnetwork.org