

FUNDRAISING GUIDE

How to use your DCC Dashboard
and become a successful fundraiser



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TIPS FOR SUCCESS



5 TIPS FOR SUCCESS

- Donate to yourself. This sets the tone and shows that you are committed.
- Customize your fundraising page. Upload an account picture, tell your story, and set your fundraising goal – all from your fundraising page.
- Start asking right away. The earlier you begin, the more you will raise. Use the email tool to send and track messages.
- Share your page on social media. Take advantage of the sharing power of social media to help reach more people.
- Say Thank You. When a friend or family member supports you, send a thank you note right from your fundraising page.



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YOUR FUNDRAISING ACCOUNT



YOUR ACCOUNT

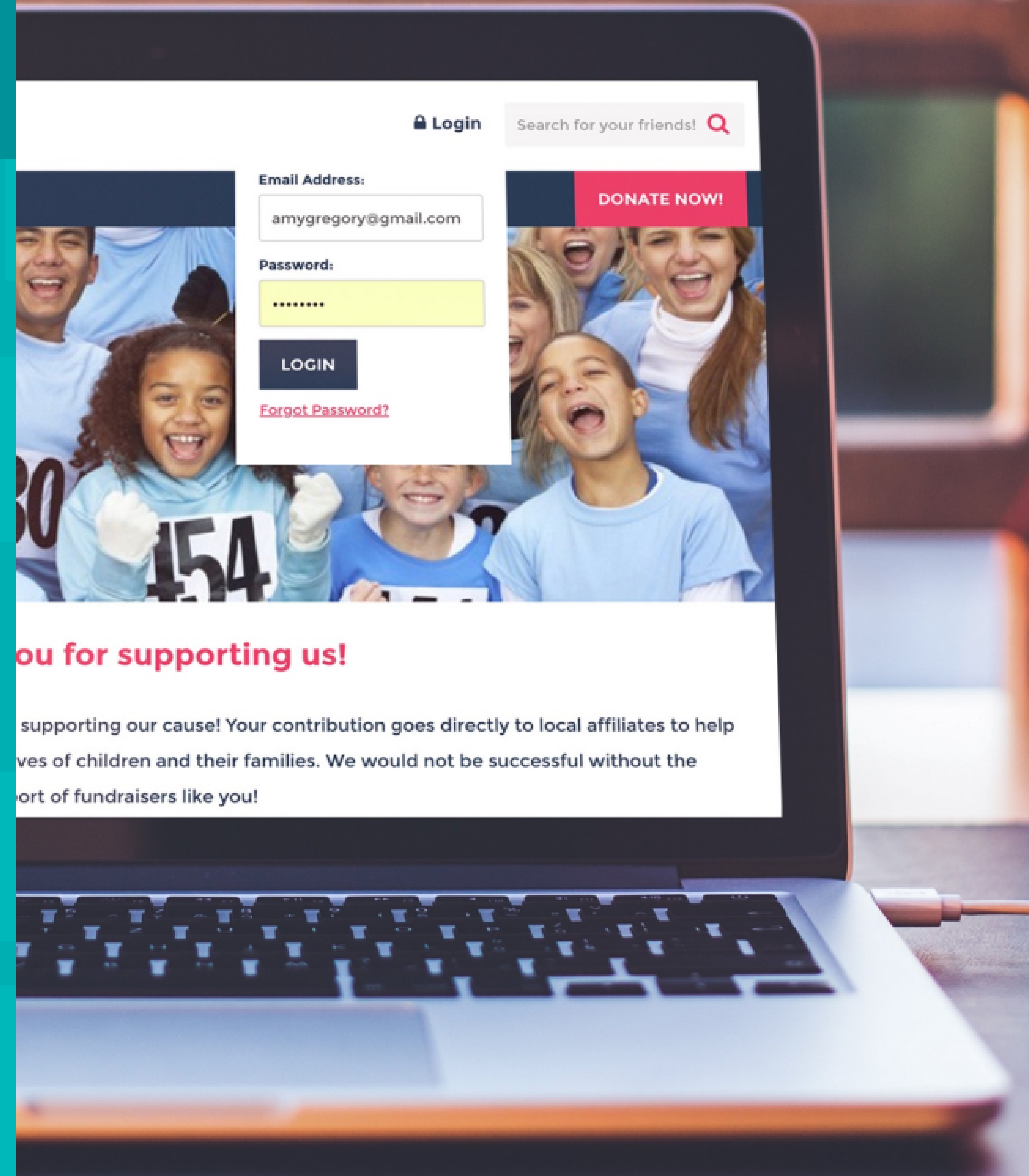
When you log in, you'll be able to personalize your fundraising page, send emails to friends, spread the word on social media, and track donations made toward your fundraising goal.



YOUR ACCOUNT

Log in with the email address and password you used when you registered for the event.

Forgot your password? Click the Forgot Password link to reset your password.



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FUNDRAISING TOOLS

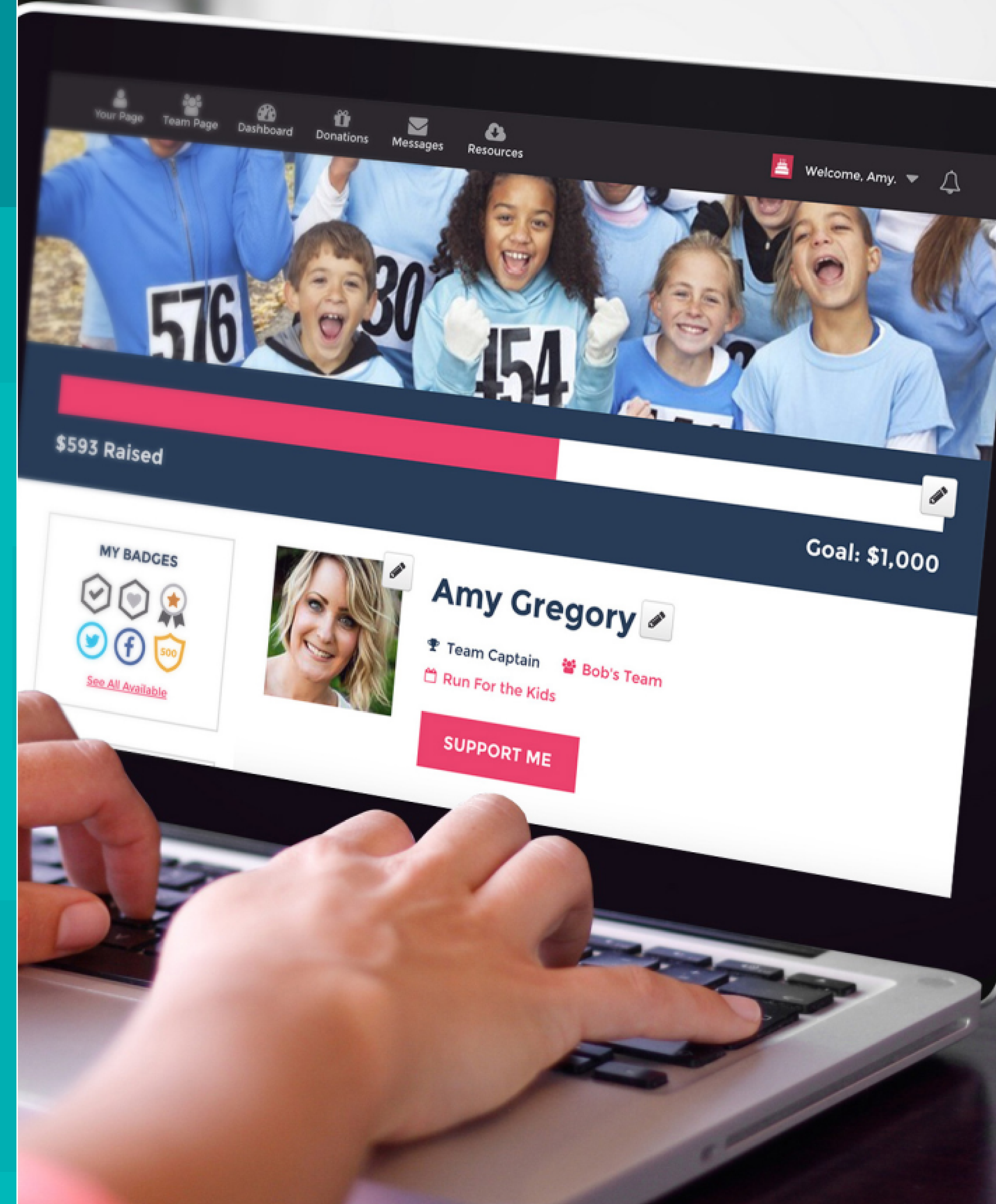


FUNDRAISER TOOLBAR

When you are logged in to the Fundraiser Portal, the Fundraiser Toolbar will stay in place as you navigate through the site. This way you can easily get back to your fundraising tools at any time

Use the Fundraiser Toolbar to access:

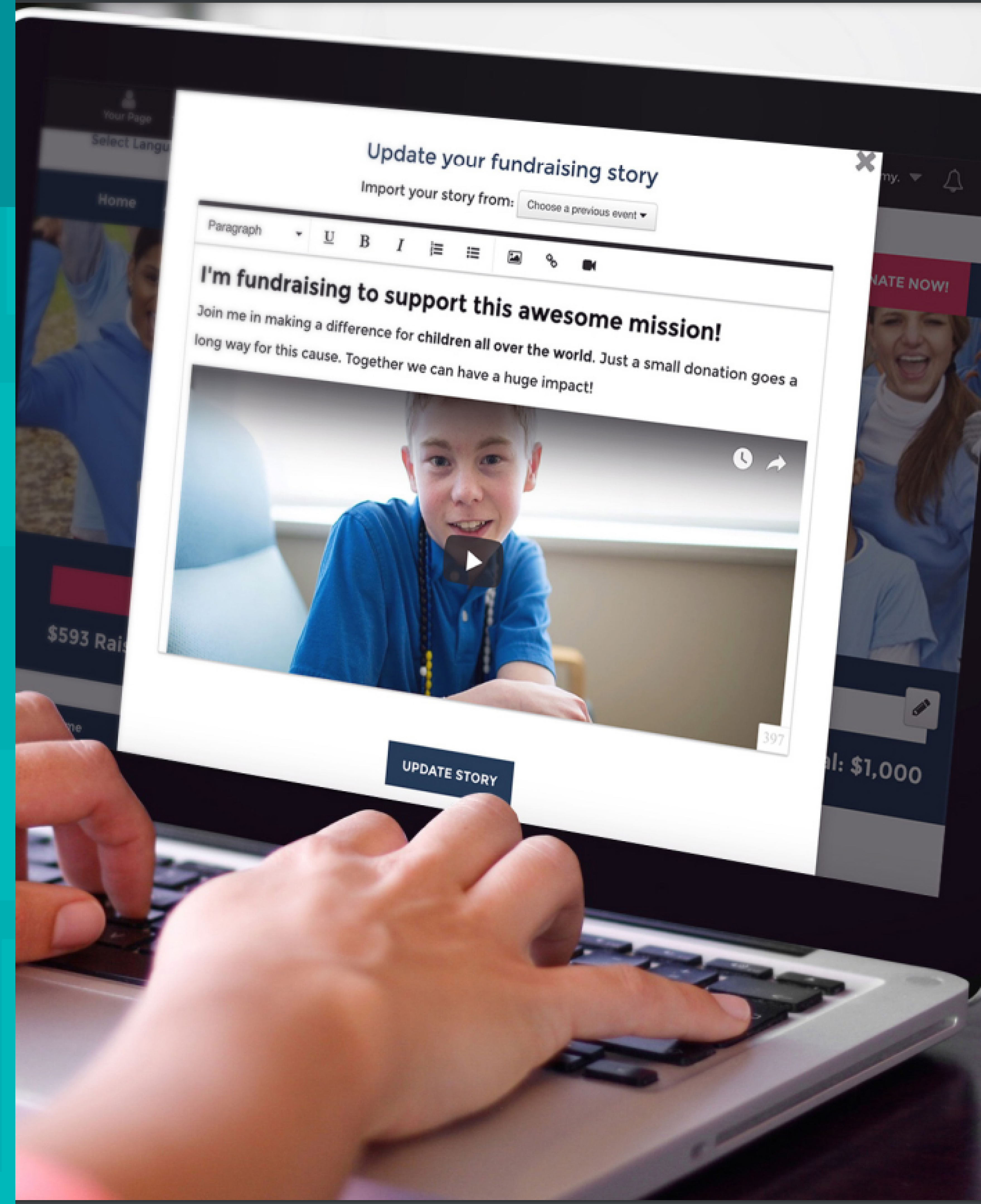
- Your Page
- Dashboard
- Donations
- Messages
- Resources
- Profile



TELL YOUR STORY

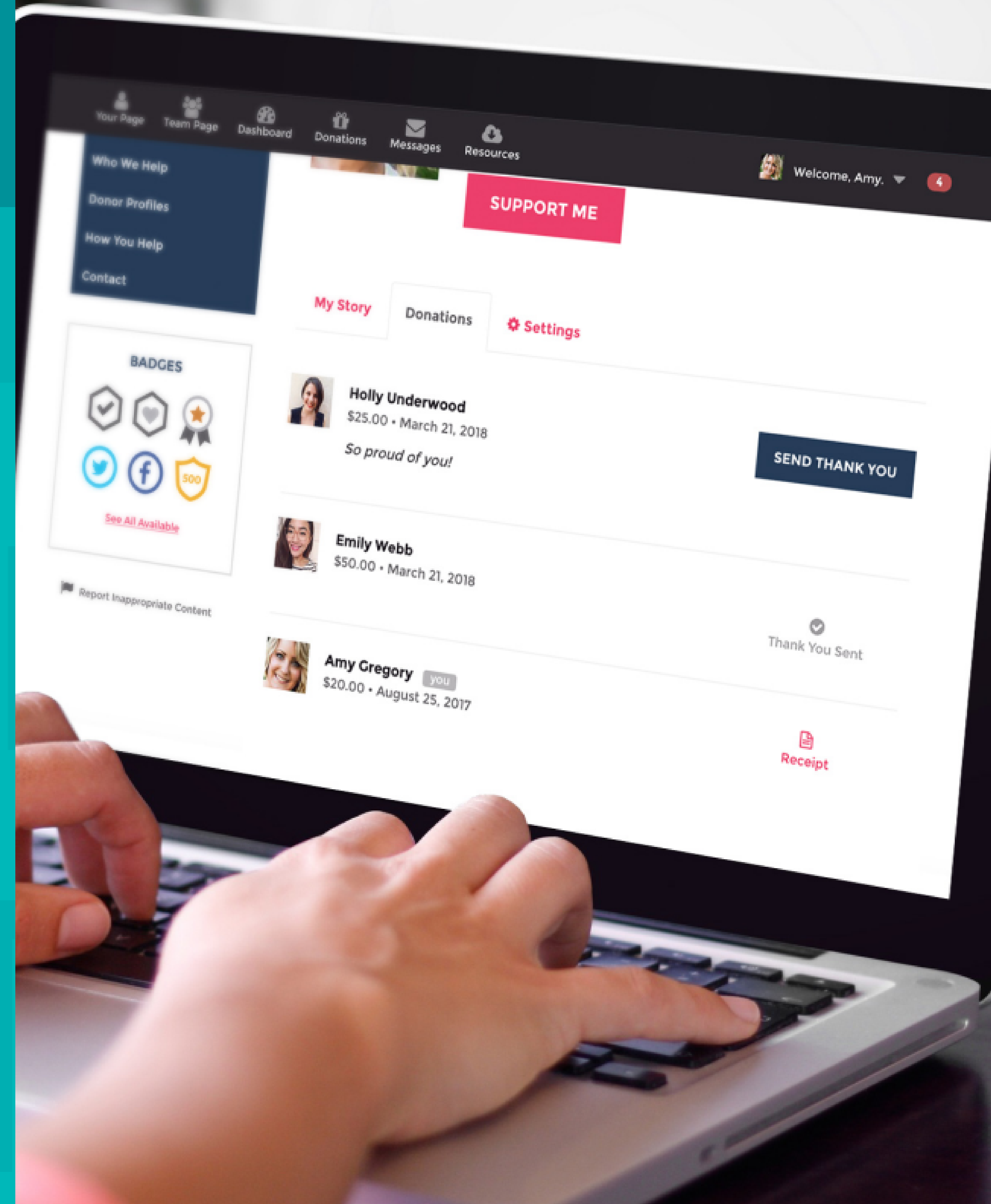
Changes you can make to your fundraising page include:

- Uploading your account picture
- Editing your display name
- Increasing your fundraising goal
- Telling your story upload photos, and link/embed videos.



DONATIONS

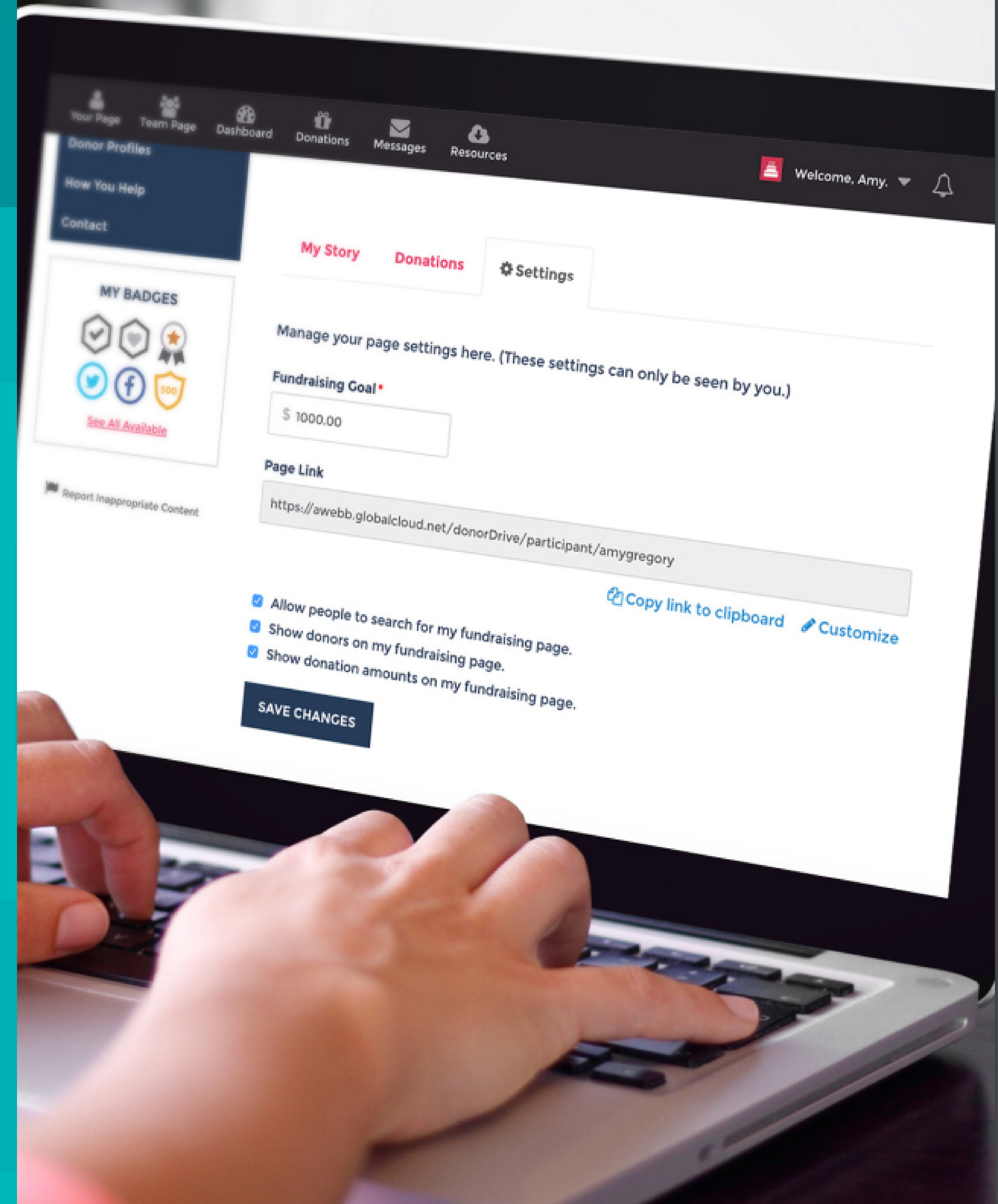
View who has donated to you and send thank you emails in real time.



SETTINGS

Manage the settings for:

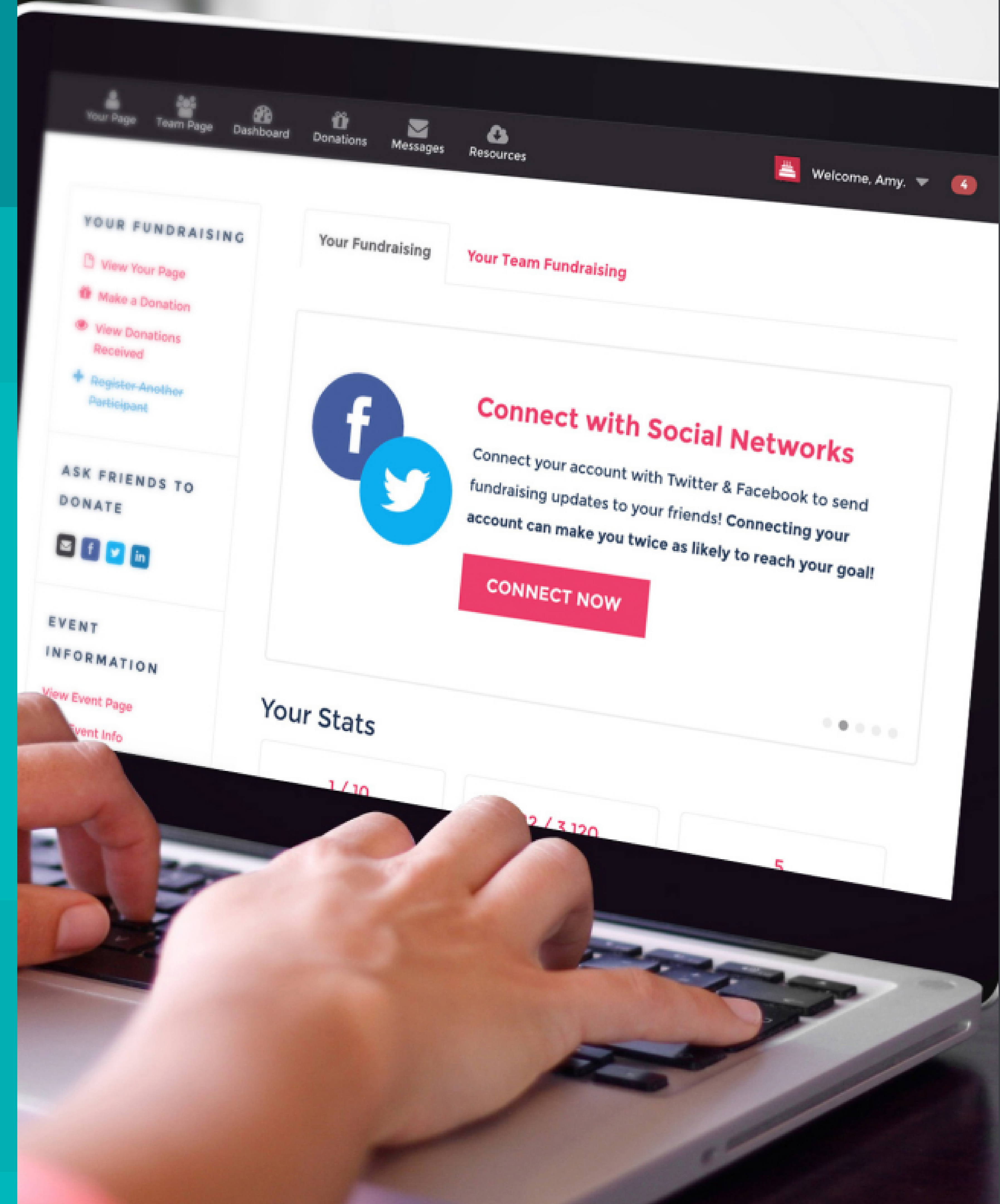
- Increase fundraising goal
- Page link – Create a customized link for your fundraising page
- Privacy settings



DASHBOARD

From the Dashboard you can:

- Ask friends to donate
- View your fundraising stats





HOW TO SEND EMAILS



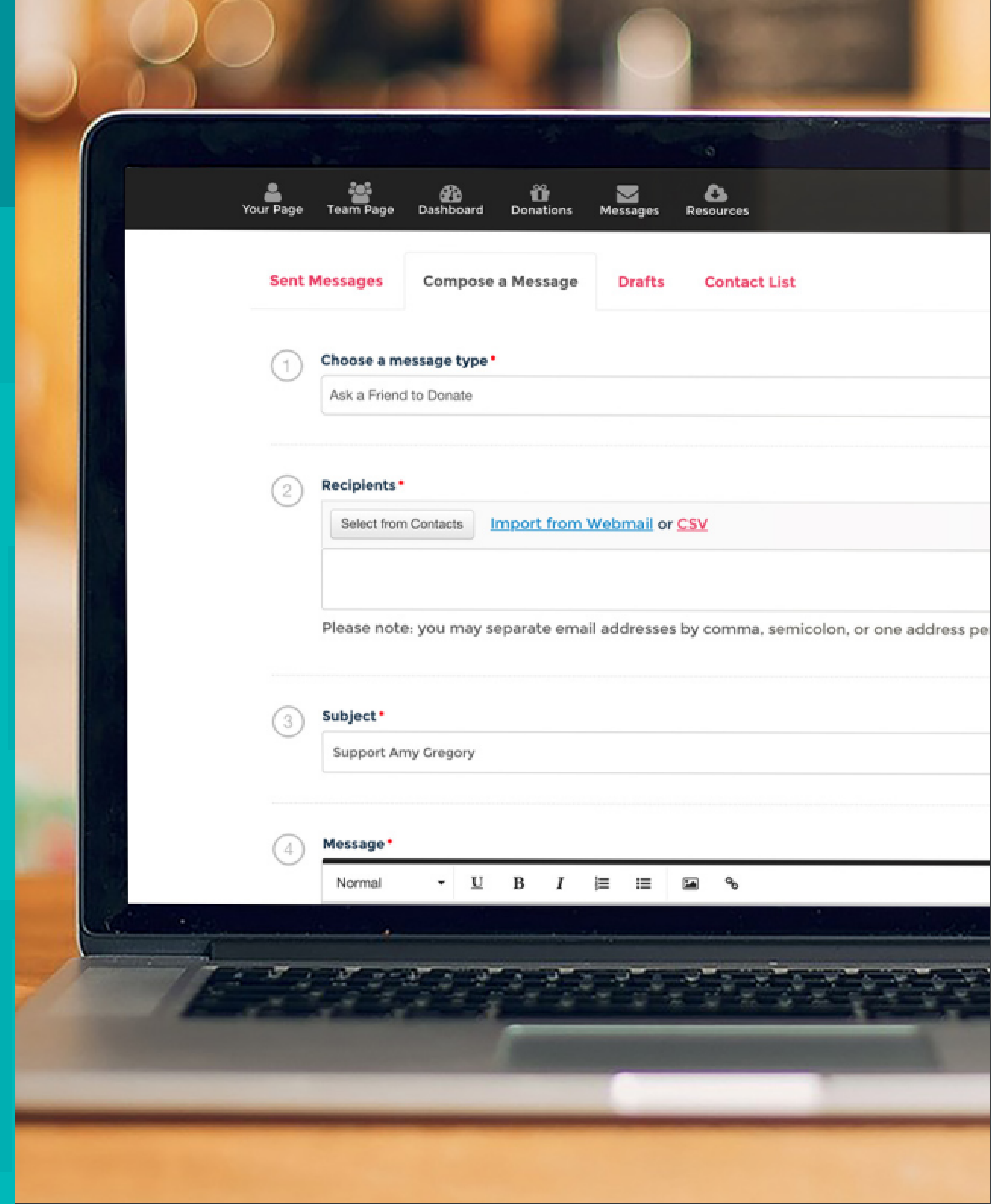
COMPOSE A MESSAGE

Message Type

Choose an email template to invite friends and family to donate, join your team, or send a general fundraising update.

Recipients

Select recipients from your contact list, select donors who have supported you in the past, or select donors who have already donated to your current event.

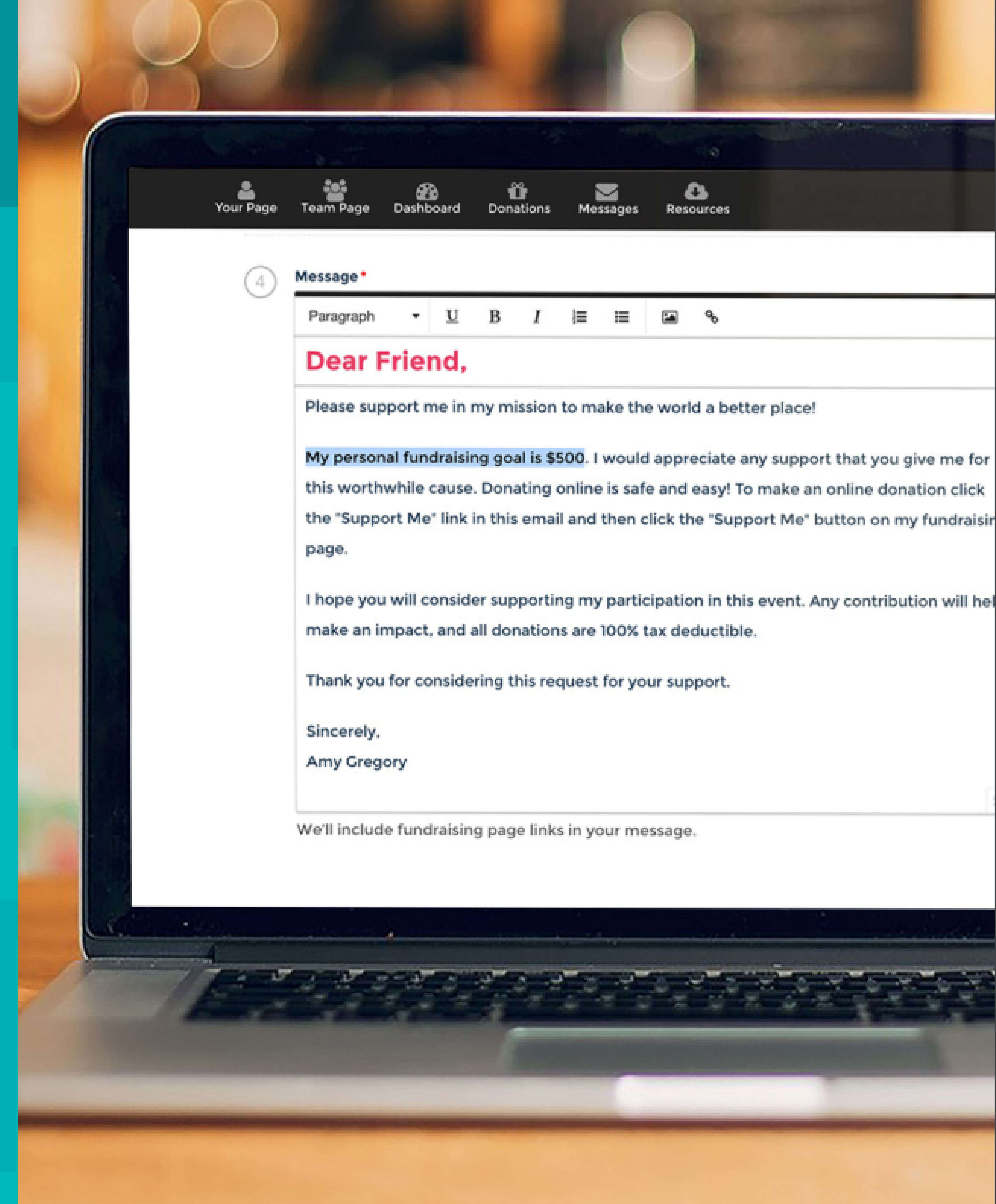


EDIT AND SEND

Update the content, add links and pictures, and format your message. A link to your fundraising page will be automatically included.

You can:

- Save a draft
- Send a test message to yourself



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SHARE ON SOCIAL MEDIA



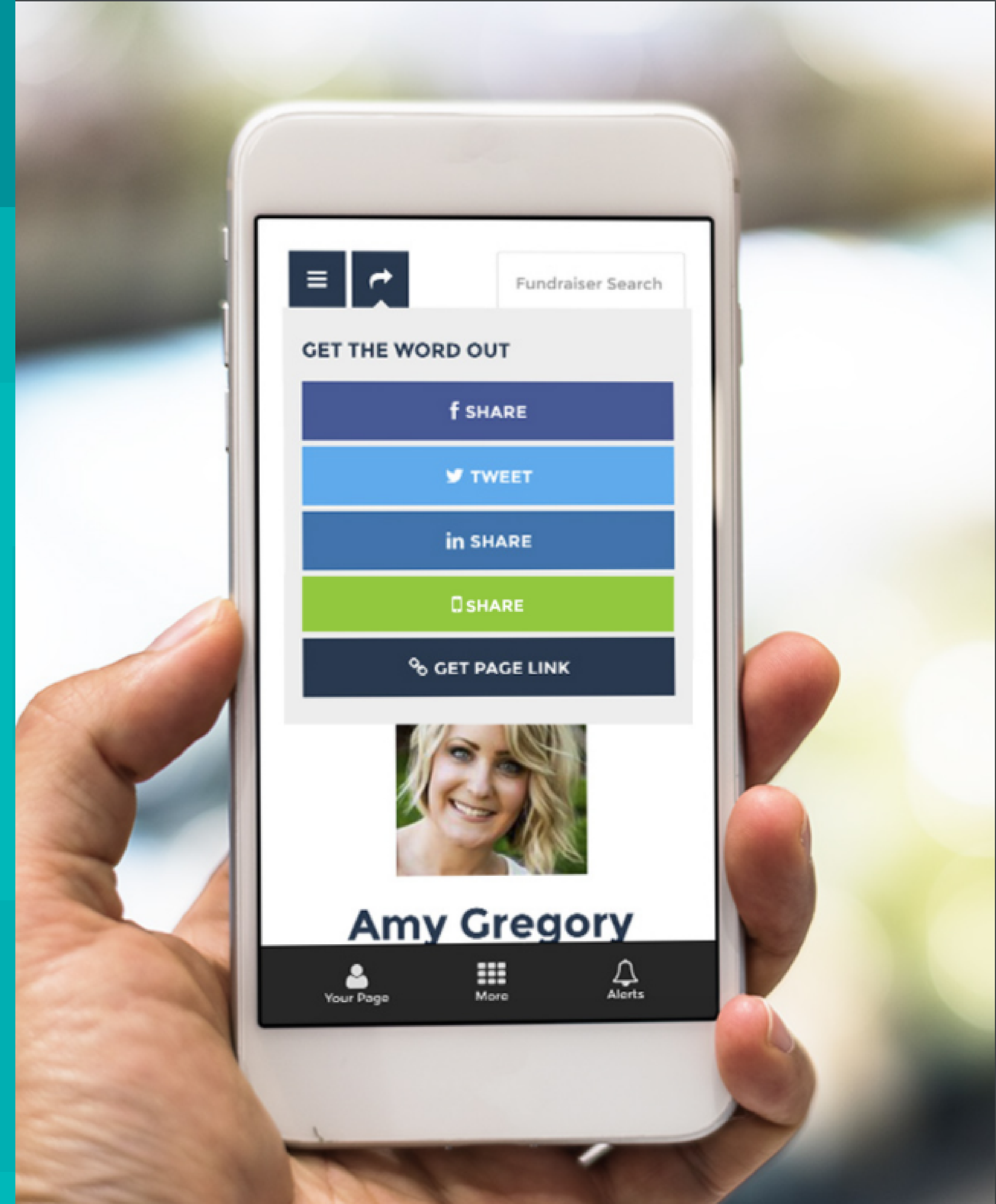
SPREAD THE WORD

Use these social media tools to share with friends and family, and keep followers updated on your progress.

Ways to Share

- Facebook
- Twitter
- LinkedIn
- Text Message

A link back to your fundraising page will be included in your post.



HAPPY FUNDRAISING

