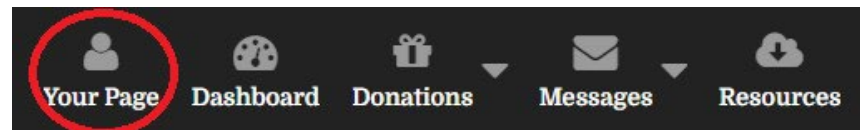


## How to Customize Your Personal Fundraising Page

Yale School of Medicine

### 1. ACCESSING YOUR PERSONAL FUNDRAISING PAGE

- To access your fundraising page, navigate to <https://yaleschoolofmedicine.donordrive.com> and click “Account Login” in the top right corner. This will be the login information you used when filling out the form to create your fundraising page. Once you login, press the “Your Page” button in the top navigation bar:



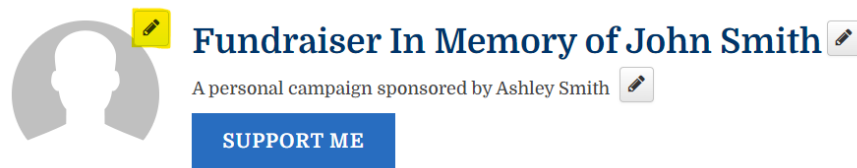
- You will also receive an email with a [VIEW FUNDRAISING PAGE](#) button after you create your page. You can also click this button to be directed to your page.
- Once you are on your fundraising page, you will see it is auto-filled with the name of your fundraiser, your goal, & some preset language. It will look like this:

A screenshot of a fundraising page. At the top left is a grey silhouette of a person's head with a pencil icon. To its right is the title 'Fundraiser In Memory of John Smith' in blue, also with a pencil icon. Below the title is the text 'A personal campaign sponsored by Ashley Smith' with a pencil icon. A blue 'SUPPORT ME' button is below that. A dark blue progress bar shows '\$160 Raised' on the left and 'Goal \$5,000' on the right. Below the progress bar are three tabs: 'My Story' (selected), 'Donations', and 'Settings'. The main content area contains three paragraphs of text: 'I'm fundraising for the Yale School of Medicine, and I need your support!', 'Will you join with me by making a tax-deductible donation? It's fast and easy to do, and many will benefit from your generosity.', and 'Your gift will help shape the future of one of the world's leading centers of medical education, biomedical research, and advanced clinical care.' The final paragraph says 'Thank you for your support! Together we can make a difference.'

# Yale SCHOOL OF MEDICINE

## 2. ADDING PHOTOS

- On your personal fundraising page, you can update both your profile picture and the banner image displayed on your fundraising page. Click the pencil icon next to the name of your fundraiser, click which image you would like to update, and finally, upload your images:

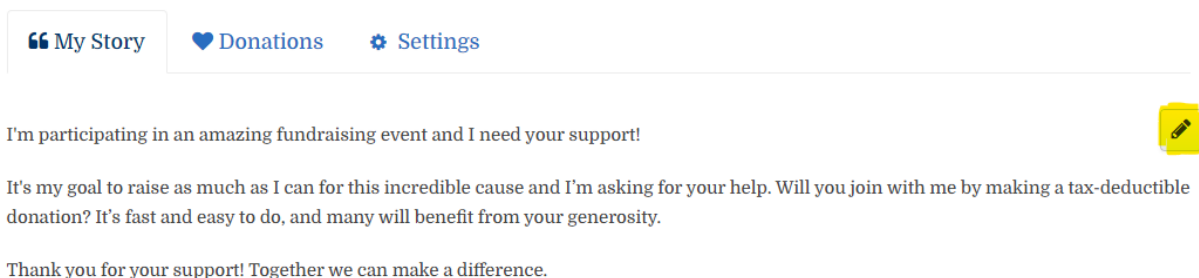


**Update your account photo** >  
Upload a picture so people know it's you!

**Update banner image** >  
Personalize and help others recognize your page with a custom banner image!

## 3. ADDING YOUR STORY




- The “My Story” section on your personal fundraising page is a great place to include why you are fundraising and what you are fundraising for. Make it personal! Simply click the pen icon and personalize the text:



- You can also add photos, videos, and links into the “My Story” section to further personalize and appeal to your donors. Be creative!

## Update your fundraising story

Import your story from:

Paragrap... ▾       ***☰ ▾   ☰ ▾         ***

I'm fundraising for the Yale School of Medicine, and I need your support!

Will you join with me by making a tax-deductible donation? It's fast and easy to do, and many will benefit from your generosity.

Your gift will help shape the future of one of the world's leading centers of medical education, biomedical research, and advanced clinical care.

Thank you for your support! Together we can make a difference.

### 4. UPDATING YOUR GOAL

- If you would like to update your fundraising goal, you can click the pen icon next to your fundraising thermometer:



### 5. UPDATING THE NAME OF YOUR FUNDRAISER

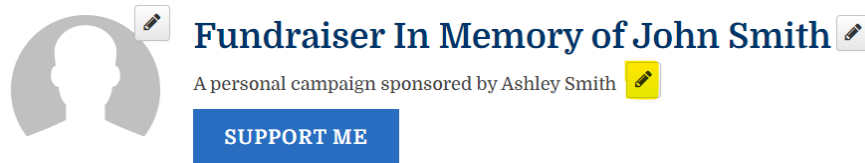
- If you would like to update the name of your fundraiser, click the pencil icon next to the current name:



A fundraiser profile card. On the left is a grey silhouette of a person's head and shoulders with a small pencil icon above it. To the right, the name "Fundraiser In Memory of John Smith" is displayed in a dark blue font, followed by a yellow pencil icon. Below the name, the text "A personal campaign sponsored by Ashley Smith" is shown in a smaller font, also with a pencil icon. At the bottom is a blue button with the text "SUPPORT ME" in white capital letters.

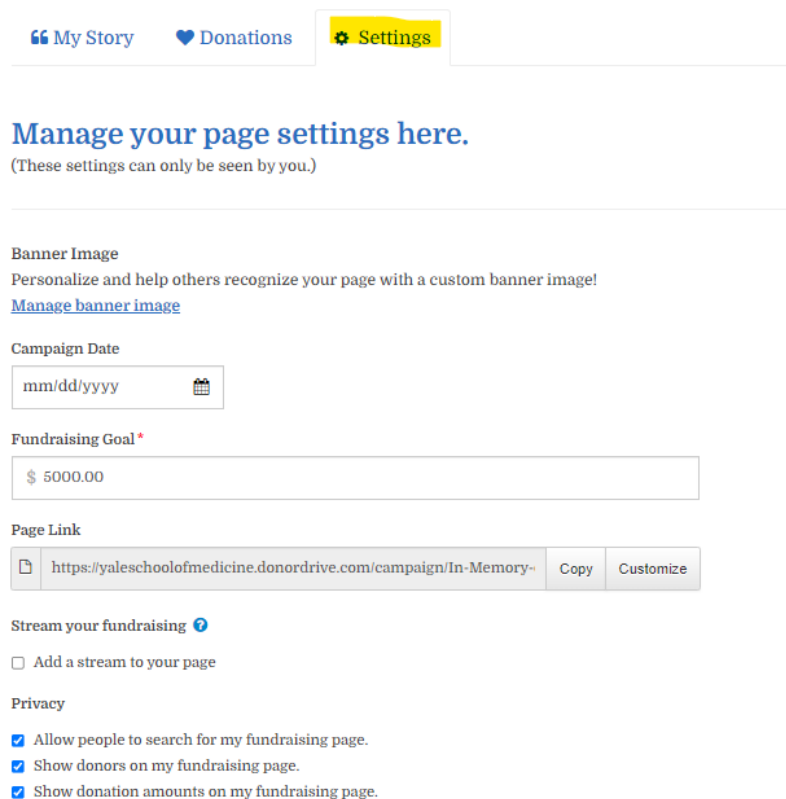
## 6. UPDATING YOUR DISPLAY NAME

- If you want to update your display name, click the pencil icon next to your current display name:



## 7. OTHER CUSTOM SETTINGS

- You can manage other settings, such as privacy options, your page link, and streaming options, on the “Settings” Tab on your fundraising page:



If you have any additional questions regarding fundraising page customization, please contact us as [digitalfundraising@yale.edu](mailto:digitalfundraising@yale.edu).