

1. Go to ymcasatx.org. Click on the **Give** link at the top of the page.

2. You will be presented with two options: **Annual Campaign** or **Make A Donation**

3. For setting up a new fundraiser page, please choose **Annual Campaign**

4. Scroll down the page, past the Double the Donation link for verifying company matching until you get to the **BECOME A FUNDRAISER TODAY** section.

5. Use the drop-down menu to select the branch/fund for which you want to be a fundraiser and click the submit button.

BECOME A FUNDRAISER TODAY!

JUST PICK THE Y BELOW YOU WOULD LIKE TO SUPPORT.

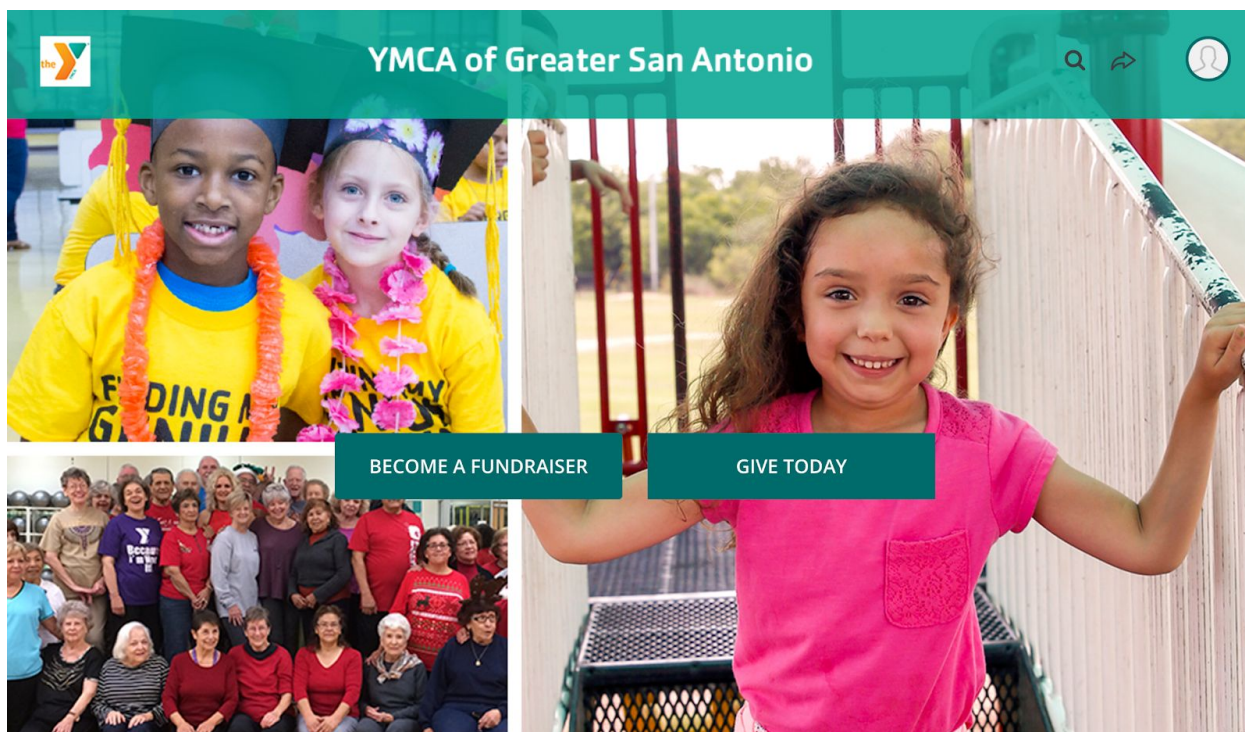
Select a Choice

YMCA of Greater San Antonio

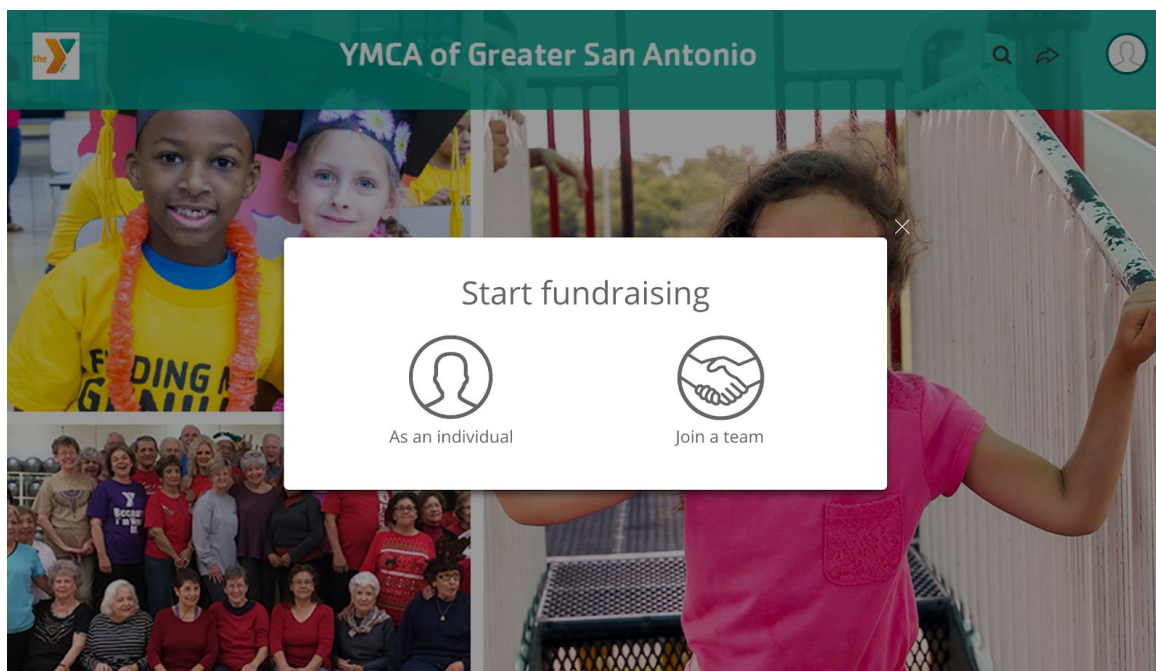
Submit

6. You will be redirected to the Classy launch page for your branch.

7. Click "Become a Fundraiser"



8. Select "Join a team"




9. Select the team you want to join.

Join a team


Please search by Team Captain or the Team name to find a team to join.

Team

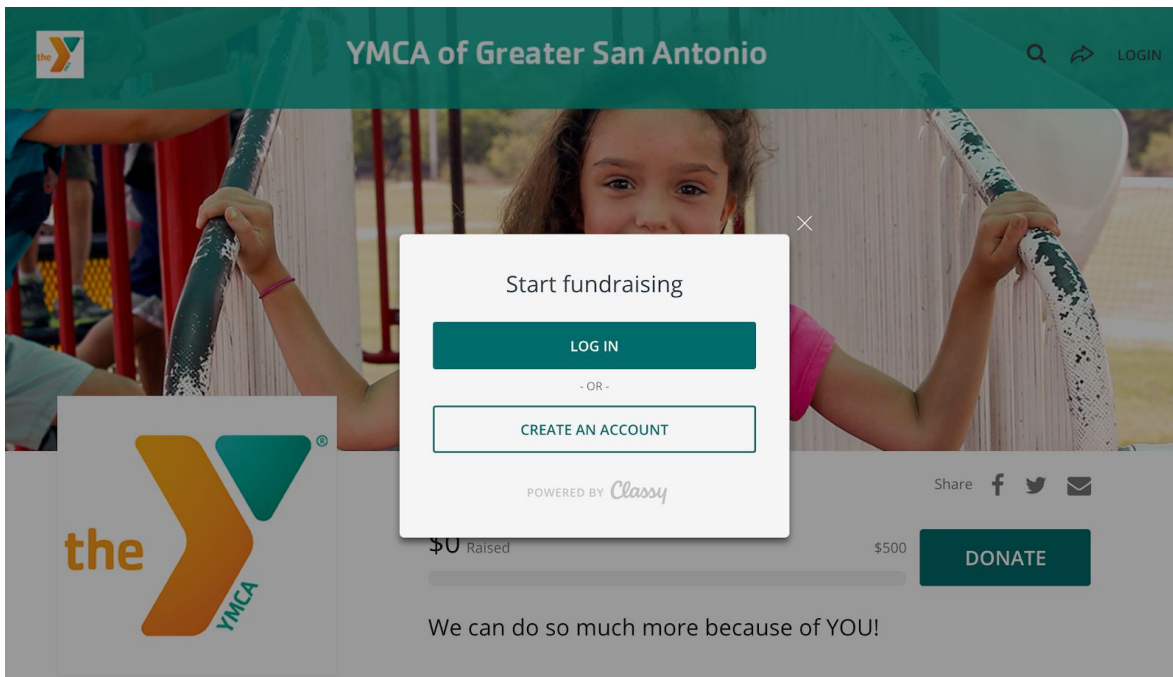
 **Team 1**
Cara Bailey
0% raised 0 members

 **Team 2**
Cara Bailey
0% raised 0 members

 **Team 3**
Cara Bailey
0% raised 0 members

 **Team 4**

10. Click "Create An Account"



the YMCA logo

YMCA of Greater San Antonio

Search, Share, LOGIN

Start fundraising

LOG IN

- OR -

CREATE AN ACCOUNT

POWERED BY *Classy*

Share f t e

\$0 Raised \$500

DONATE

We can do so much more because of YOU!

11. Either create an account using your facebook username and password or create a seperate account.

• •

Create an account

f Continue with Facebook

Or use your email

Email *

Enter your email address

Create password *

Create your password Show

- 8 characters
- 1 number
- 1 letter
- 1 special character

NEXT

By clicking I agree to the [Terms](#)

[Log into your account](#)

12. Enter name - Click Sign Up

← • •

Complete your profile

First name *

What's your first name?

Last name *

What's your last name?

SIGN UP

POWERED BY *Classy*

13. Set your fundraising goal

14. Set the end date for your campaign to:

**August 31, 2019.
(End of fiscal campaign year)**

15. Either use the default headline or create a new one!


16. Give your fundraising page a friendly URL. I recommend your first name and the year.

Create your page

Set your fundraising goal *

USD ▼ \$ 500.00 ✓

Fundraising end date *



Your Page's Headline *

We can do so much more because of YOU!

38/180

Set your Fundraising Page's Short URL (optional)


<https://give.ymcasatx.org/ExampleShortUrl>

Start typing

FINISH

17. Add a profile picture or keep the default Y Logo - Click "Continue"
(Please note you can always go back and add a picture later in the Details tab of your dashboard shown in Step 11.)

Choose your photo



CHANGE CONTINUE

18. To make changes and write your Y story click "Manage" This will take you to your fundraising dashboard where you can make edits and customize your page.

The screenshot shows the top navigation bar with the YMCA logo, the text "YMCA of Greater San Antonio", a search icon, a share icon, a "MANAGE" button, and a profile icon. Below the navigation bar is a large image of a young girl in a pink shirt smiling. A white pop-up box with a piggy bank icon and a dollar sign says "Just so you know..." followed by the text "Get fundraising tips. Thank your donors. Update your friends & family on your fundraising progress." and an "OK, COOL" button. In the bottom left corner, there is a logo for "the Y YMCA". The main content area shows "Fundraiser CJ Bailey" with a "Share" button and social media icons for Facebook, Twitter, and Email. Below this, it says "\$0 Raised" and "\$500" with a progress bar and a "DONATE" button. At the bottom, the text "We can do so much more because of YOU!" is displayed.

19. Follow the prompt and complete the remaining steps.

The screenshot shows a navigation menu with tabs for "OVERVIEW", "STORY", "DONATIONS", "EMAILS", and "DETAILS". Below the menu, a message says "Hey CJ! We suggest you do these next." A white box with a document icon and a pencil says "Edit your story" followed by the text "Personalize your story and tell people why you are fundraising for YMCA of Greater San Antonio Annual Campaign". At the bottom of the box are two buttons: "SKIP" and "COMPOSE".

20. That's it you are ready to fundraise!