



HOW TO REGISTER & SET-UP YOUR ONLINE FUNDRAISING PAGE!

CAPTAIN REGISTRATION

- Go to www.bbbsnw.org.
- Find "Events" on top of the page and click on the "Bowl for Kids' Sake" page.
- Click on "Register to Bowl" under the event logo. This will take you to the main registration page.
- Click "Create Team". You will be asked to create an account. You will use this to sign in each time you visit the site. **If you have registered in previous years you will be asked to login.
- On the next page, you will be asked to enter personal information and answer the following questions:
 - Are you the team captain?**
 - Yes
 - At which shift would you like to bowl?**
 - Choose a city, date, & time
 - Which team challenge are you competing in?**
 - Choose a grouping your team will compete in.
- Customize your Personal Page:
 - Add a Profile Image**
 - Although not necessary, a profile image will give a personal touch to your page!
 - Choose a Fundraising Goal**
 - We ask each bowler to raise at least \$100 but encourage you to strive for a higher goal!
 - Add a Page Title**
 - Try something simple like, "I'm Bowling for Kids" or get creative!
 - Add an Appeal Story**
 - Tell your donors why mentoring matters to you!

- Customize your Team Page:
 - Add a Profile Image**
 - Your team profile image may be your company logo or a picture of you from a previous year. Have fun with it!
 - Team Name**
 - Give your team a unique name!
 - Team Goal**
 - Shoot for the stars!
 - Team Page Title**
 - Try something simple like, "I'm Bowling for Kids" or get creative!
 - Appeal Story**
 - Tell your donors why mentoring matters to your team!

*****Please note that at the end of registration, you will be on your team page. Scroll to your name and click to view your page. You should always share your personal page with donors.**

ADDING TEAMMATES

As Team Captain you can register the rest of your team or instruct them to create their own page.

- If the Captain registers their teammates, you will need to logout of your account and follow the the Bowler Registration instructions for each team member.
- If you are creating their page, please make sure to send their **personal page** web address.

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HOW TO REGISTER & SET-UP YOUR ONLINE FUNDRAISING PAGE! (continued)

BOWLER REGISTRATION

- Go to www.bbbsnw.org.
- Find "Events" on top of the page and click on the "Bowl for Kids' Sake" page.
- Click on "Register to Bowl" under the event logo. This will take you to the main registration page.
- Once there, click "Join Team". You will be asked to create an account. You will use this to sign in each time you visit the site.
- On the next page, you will be asked to fill in personal information and answer the following questions:

Are you the team captain?

-No

At which shift would you like to bowl?

- Choose a city, date, & time

Which team challenge are you competing in?

- Same as your captain choice*

**Please Note: If there is a difference between bowlers and Captain's response we will default to the Captain's choice.*

- Customize your Personal Page:

Add a Profile Image

- Although not necessary, a profile image will give a personal touch to your page!

Choose a Fundraising Goal

- We ask each bowler to raise at least \$100 but encourage you to strive for a higher goal!

Add a Page Title

- Try something simple like, "I'm Bowling for Kids" or get creative!

Add an Appeal Story

- Tell donors why mentoring matters to you!
- Enter your Team as provided by your captain

*****Please note that at the end of registration, you will be on your team page. Scroll to your name and click to view your page. You should always share your personal page with donors.**

WORKING WITH YOUR ONLINE FUNDRAISING PAGE

On the top right hand corner of your page, you will see several control links.

- **"Settings"** button will allow you to further personalize your page and update information in your account.
- **"My Page"** will take you to your personal page if you are visiting another site. Clicking
- **"Log Out"** will log you out of the system completely.
- **"Facebook"** create a post that automatically links to your personal donation page.
- **"Twitter"** send out a tweet asking for help reaching your goals. The tweet will automatically include your personal web address.
- **"Email"** send a personal appeal to people in your address book with a link to your page.

For questions, please contact Rillie Zwiefelhofer, Development Manager at (715)-835-0161 or Rillie.Zwiefelhofer@bbbsnw.org
