



## Participant Center - General Guide

### Table of Contents

Home .....	2
Send Messages.....	3
Progress.....	4
Personal Page .....	5
Team Page.....	6
Resources.....	7

## Home Page

On your home page of the participant center you can:

- Update your personal fundraising goal
- Download your Personal Donation List (a CSV file of all your donors)
- Self-donate - Lead by example and make a personal donation
- [Start a Facebook Fundraiser](#)
- [Download the Moving Day App](#)
- Check your recent activity - See who has joined your team, check emails you have sent from your center, who has donated to you and any personal messages of encouragement they have left!



Welcome John,  
 Thank you for registering! Let's get started!  
 From here you can set up your personal webpage, tell your story, add a photo or video, send e-mails to friends/co-workers and spread the word via social media sites like Facebook. Be sure to come back to your center regularly to view your progress and to check for new donations and messages.  
 The Movement Begins With You.

### Your Progress | 64 Days To Go!

Your Goal: \$500.00

[Edit your goal](#)

[Download your donation list](#)

[SELF-DONATE](#)



MY GOAL  
**\$500.00**

**0%**  
 OF GOAL

I HAVE RAISED  
**\$0.00**



**Raise more money with Facebook**

Connect your fundraiser to Facebook so you can raise money through your social network. The money you raise will count toward your goal.

[FUNDRAISE ON FACEBOOK](#)

**Download the Mobile App!**

Take your fundraising experience *on the go!* Do everything you do in your participant center plus text, post to social, and email from your phone's address book. All from the palm of your hand.

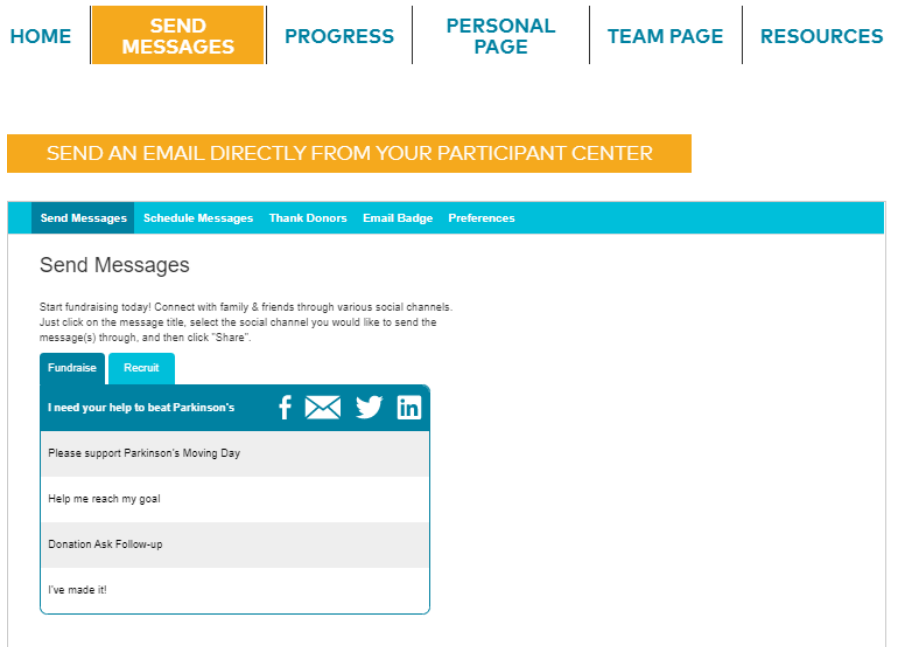



### Recent Activity

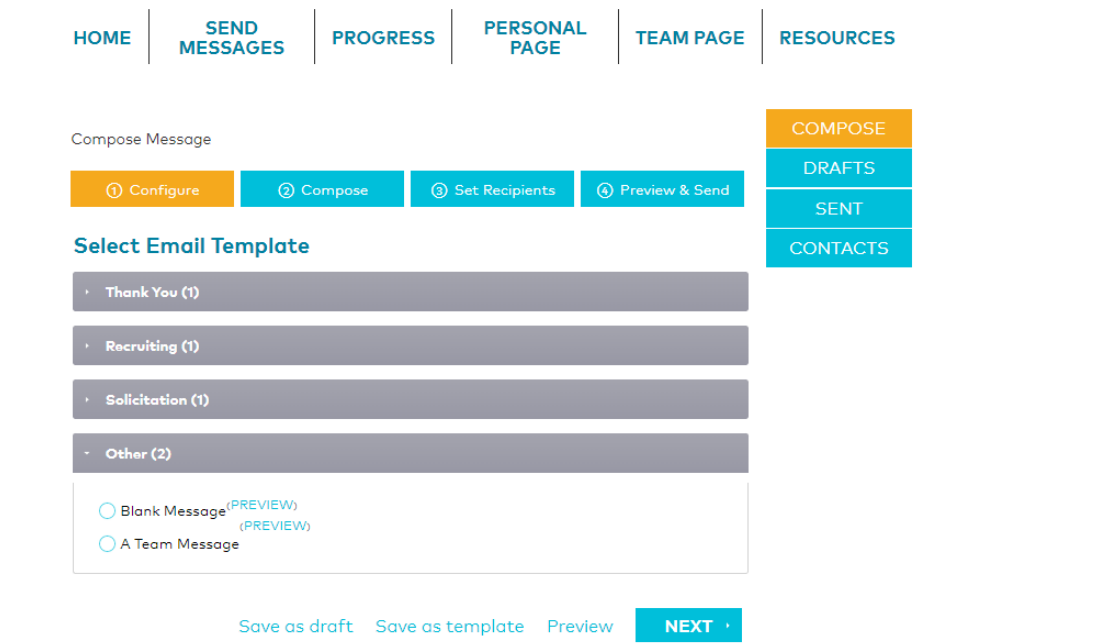
DATE	ACTIVITY	DESCRIPTION	ADDITIONAL INFO
Jul 23	Recruit	You joined Moving Day Boston	

### Send Messages

You can click the 'Send An Email Directly From Your Participant Center' button to access the participant center's classic email tools or you can use the center's new features to connect to your Facebook, personal email, Twitter and Linked in accounts. You will need to click on the social media icons to login to your personal accounts and you can then easily send out messages or thank you's using the templates provided!



If you choose to use the classic email tools to send email directly from your center, once you click on the button mentioned in the previous step, you will see the following:



**1. Configure**> Select the appropriate email template, **2. Compose**> click next to review the default content and make any edits necessary, **3. Set Recipients**> click next to then select your recipients (you can add individual email contacts or import an email contact list. **NOTE:** Any contacts entered/uploaded to your center from past events are saved), **4. Preview & Send**> click next to preview your email. If happy with the content click send.

## Participant Center - General Guide

### Progress

If you are a Team Captain, you can toggle between your personal progress and team progress by clicking the 'Personal' or 'Team' buttons in the right column of the Progress tab.

**Personal Progress:** You can edit your personal goal, self-donate, download your donation list, and view your donor history.

HOME | SEND MESSAGES | **PROGRESS** | PERSONAL PAGE | TEAM PAGE | RESOURCES

Personal Report

**Your Progress** | 64 Days To Go!

Your Goal: \$500.00

[Edit your goal](#)

[Download your donation list](#)

**SELF-DONATE**

PERSONAL  
TEAM

MY GOAL  
**\$500.00**

0% OF GOAL

I HAVE RAISED  
**\$0.00**

Top 10 Donors

**Recent Fundraising Activity**

Install the latest Adobe Flash Player to view a chart of your progress: [Adobe Flash Player Download Center](#)

Donation History

Gift Notifications: **On** ( turn off )

[View Your Donation List](#)

DONOR	AMOUNT	NOTES	DATE	ACTIONS
No donations found.				

**Team Progress:** You can edit your team goal, self-donate, view team-mates and download your team roster and statistics.

HOME | SEND MESSAGES | **PROGRESS** | PERSONAL PAGE | **TEAM PAGE** | RESOURCES

Team Report

**Your Team Progress** | JS Team

Team Goal: \$0.00

[Edit team goal](#)

**SELF-DONATE**

PERSONAL  
**TEAM**

TEAM GOAL  
**\$0.00**

0% OF GOAL

TEAM HAS RAISED  
**\$0.00**

Top 10 Donors across Team

Install the latest Adobe Flash Player to view a chart of your team progress: [Adobe Flash Player Download Center](#)

Contributing Team Members

( [View all teammates](#) or [Download roster](#) ) ( [Download team statistics](#) )

### Personal Page

From the Personal Page tab you can edit your personal page (**Note:** make sure to click save to save your updates) and when you click on the 'Add/Change Photo or Video' button in the right column you can upload a new image or add a YouTube video link. You can also create a shortcut url link by clicking on URL Settings:

HOME | SEND MESSAGES | PROGRESS | **PERSONAL PAGE** | TEAM PAGE | RESOURCES

Edit Your Personal Fundraising Page

ADD/EDIT PERSONAL STORY  
ADD/CHANGE PHOTO OR VIDEO

(View Personal Page)

Click 'URL Settings' to generate a personalized URL address: (URL Settings)

http://www3.parkinson.org/site/TR/MovingDayEvent/ParkinsonsFoundationHQ?px=1984798&pg=personal&fr\_id=3209

This page is Public

#### Title

Welcome to My Personal Page

#### Body

I am participating in Moving Day Boston, benefiting the Parkinson's Foundation.

The event will be a fun-filled, family-friendly event for all ages and abilities. We will be able to enjoy a variety of movement activities like yoga, dance, Pilates, Tai Chi, boxing, stretching and much more and celebrate the importance of movement in our lives.

Please consider being a part of my team or sponsoring me, and I encourage you to get your friends, family and coworkers involved.

Thank you for helping me reach my fundraising goal to support the vital work of the Parkinson's Foundation.

**Why Move for Moving Day?**

**Did you know that someone is diagnosed with Parkinson's disease every 9 minutes in the United States?** No one should have to face Parkinson's alone. That is why the Parkinson's Foundation provides a community of support to give people the resources and help they need to live well with Parkinson's.

Preview **SAVE**


The Preview will open in a new window, but will not save your changes.

Photos/Video

You may add either one photo or video to your page.

ADD/EDIT PERSONAL STORY  
ADD/CHANGE PHOTO OR VIDEO

Photo



Images must be .gif or .jpg files.  
 No file chosen

**Caption**

**SAVE/UPLOAD**

or [remove photo](#)

Video

## Team Page

From the Team Page tab you can edit your Team page content and upload a photo (**Note:** make sure to click save/upload to save your updates). You can also create a shortcut url link by clicking on URL Settings. To change your team name or team division click edit in the right column box, make your updates, and click update:



Edit Your Team Fundraising Page

[\(View Team Page\)](#)

Click 'URL Settings' to generate a personalized URL address: [\(URL Settings\)](#)

[http://www3.parkinson.org/site/TR/MovingDayEvent/ParkinsonsFoundationHQ?team\\_id=50891&pg=team&fr\\_id=3209](http://www3.parkinson.org/site/TR/MovingDayEvent/ParkinsonsFoundationHQ?team_id=50891&pg=team&fr_id=3209)

**Team Name**  
JS Team

**Company**

**Team Type**  
Friends and Family Team

[Edit](#)

## Body

Font family: Font family | Font size: Font size | A+ A- | [Rich Text Editor Icons]

Welcome to our Moving Day® Team Page!

In the United States, 50,000-60,000 new cases of Parkinson's disease (PD) are diagnosed each year, adding to the one million people who currently have PD.

Join our team for the local Parkinson's Foundation Moving Day walk, the first nationwide grassroots campaign that spotlights the disease on a national level and gives the chance to raise awareness and funds in our own community. Your support will help us continue improving the quality of care for those living with Parkinson's disease.

- To donate or visit a team members personal page please select from the 'Team Roster' list at the bottom of the page.

Thank you for supporting us and the vital work of the Parkinson's Foundation.

## Photo

Images must be .gif or .jpg files.

No file chosen

**Caption**

[or remove photo](#)

### Resources

On the 'Resources tab' you will find our 'how to' documents. These include a Mobile App Guide, Facebook Fundraiser Guide, Team Captain Guide, Walker Forms, FAQ's and Social Media Tools. Everything to assist you in making your fundraising fun and easy.

[HOME](#)[SEND  
MESSAGES](#)[PROGRESS](#)[PERSONAL  
PAGE](#)[TEAM PAGE](#)[RESOURCES](#)

Participant Center  
Guide

[DOWNLOAD](#)

Mobile App Guide

[DOWNLOAD](#)

Mobile App Flyer

[DOWNLOAD](#)

Mobile App  
Support

[VIEW](#)

Facebook  
Fundraiser Guide

[VIEW](#)

Team Captain  
Guide

[DOWNLOAD](#)

Moving Day  
Fundraising  
Rewards

[VIEW](#)

What is the  
Participant  
Center?

[VIEW](#)

Walker Forms

[VIEW](#)

FAQ

[VIEW](#)

Social Media Tips

[DOWNLOAD](#)

Social Tools

[VIEW](#)