Peer to Peer Fundraising Contents
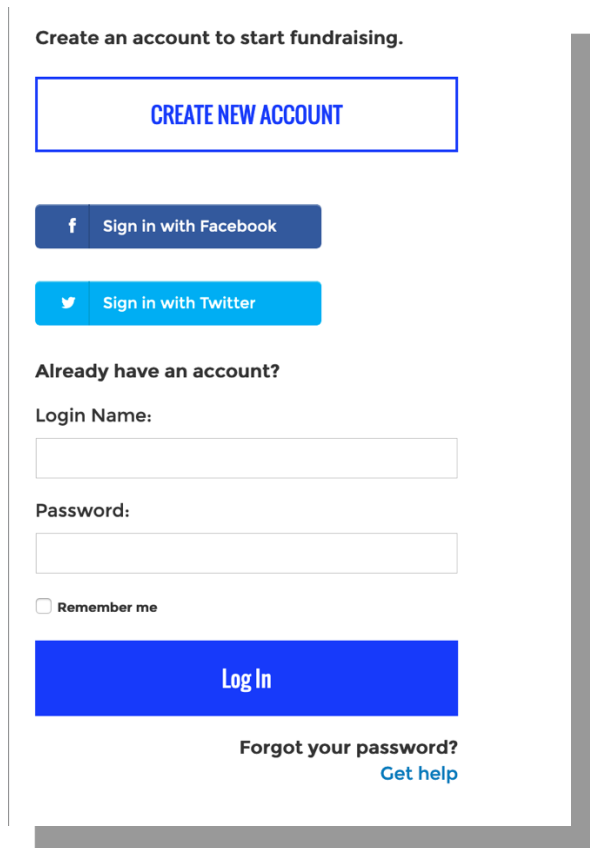
Creating an Account

In order to create a fundraising page, you need to create an account. You can either create a login name and password unique to your account with this organization, or you can use an existing Facebook or Twitter account to log in instead.

Creating a NeonCRM Account (without Facebook/Twitter)

Begin by clicking **Create New Account**.

Create an account to start fundraising.

CREATE NEW ACCOUNT

f   Sign in with Facebook

🐦   Sign in with Twitter

Already have an account?

Login Name:

Password:

☐ Remember me

Log In

Forgot your password?
Get help

Create Fundraiser Account

First Name: *

EAS

Last Name: *

Test

Email: *

EASTesting80@gmail.com

✓ I'm not a robot — reCAPTCHA Privacy - Terms

Submit

Enter your **First Name**, **Last Name,** and **Email**.

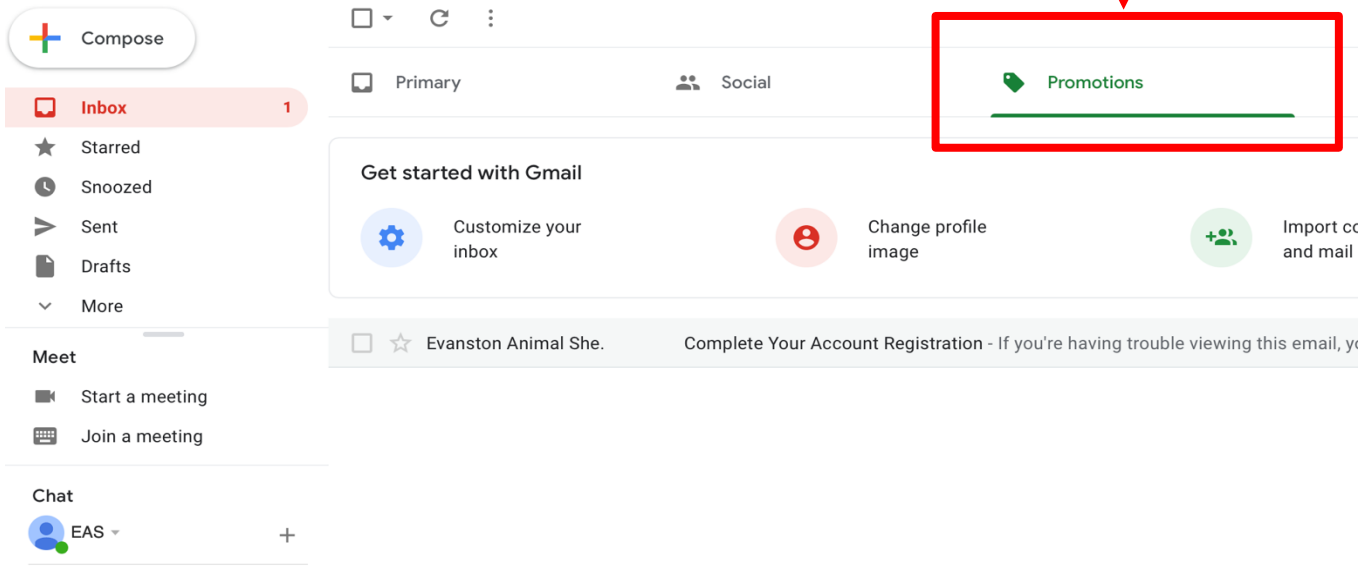Check the box indicating that you're not a robot

Click **Submit** when finished.

Wait for an e-mail at the address you just provided. If you don't receive one, **check your spam/junk folder or your Promotion folder if using Gmail**
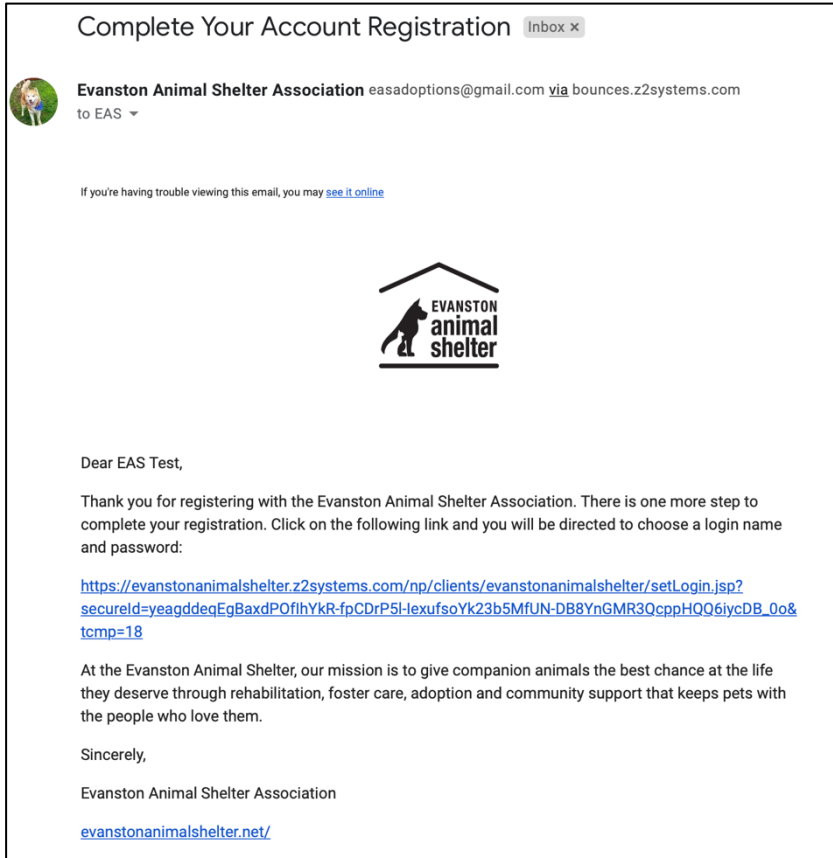

Notice how the registration e-mail went to the Promotions folder in Gmail

You will receive the following e-mail. Click on the link to complete your registration.

Complete Your Account Registration   Inbox ×

Evanston Animal Shelter Association easadoptions@gmail.com via bounces.z2systems.com
to EAS ▾

If you're having trouble viewing this email, you may see it online

EVANSTON
animal
shelter

Dear EAS Test,

Thank you for registering with the Evanston Animal Shelter Association. There is one more step to complete your registration. Click on the following link and you will be directed to choose a login name and password:

https://evanstonanimalshelter.z2systems.com/np/clients/evanstonanimalshelter/setLogin.jsp?
secureId=yeagddeqEgBaxdPOfIhYkR-fpCDrP5l-lexufsoYk23b5MfUN-DB8YnGMR3QcppHQQ6iycDB_0o&
tcmp=18

At the Evanston Animal Shelter, our mission is to give companion animals the best chance at the life they deserve through rehabilitation, foster care, adoption and community support that keeps pets with the people who love them.

Sincerely,

Evanston Animal Shelter Association

evanstonanimalshelter.net/

Set Login/Password
Please select the account for which you would like to reset your password:

● **Account:** EAS Test
  Login Name:
  Individual Constituent User

Please enter a login name you would like to use (at least 4 characters)

EASTest

Please enter a login password you would like to use (at least 8 characters, including at least one number)

•••••••••

Please re-enter your login password

•••••••••   🔑⌄

Submit

Enter a username (at least 4 characters)

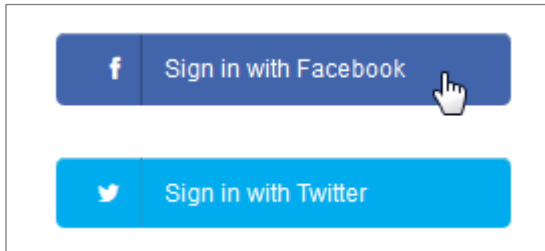Enter a password (at least 8 characters, including at least one number)

Click **Submit**

You will then be brought to your fundraising management page!

Creating an account using Facebook

Instead of creating a new login name and password, you can use your existing Facebook account to sign in.

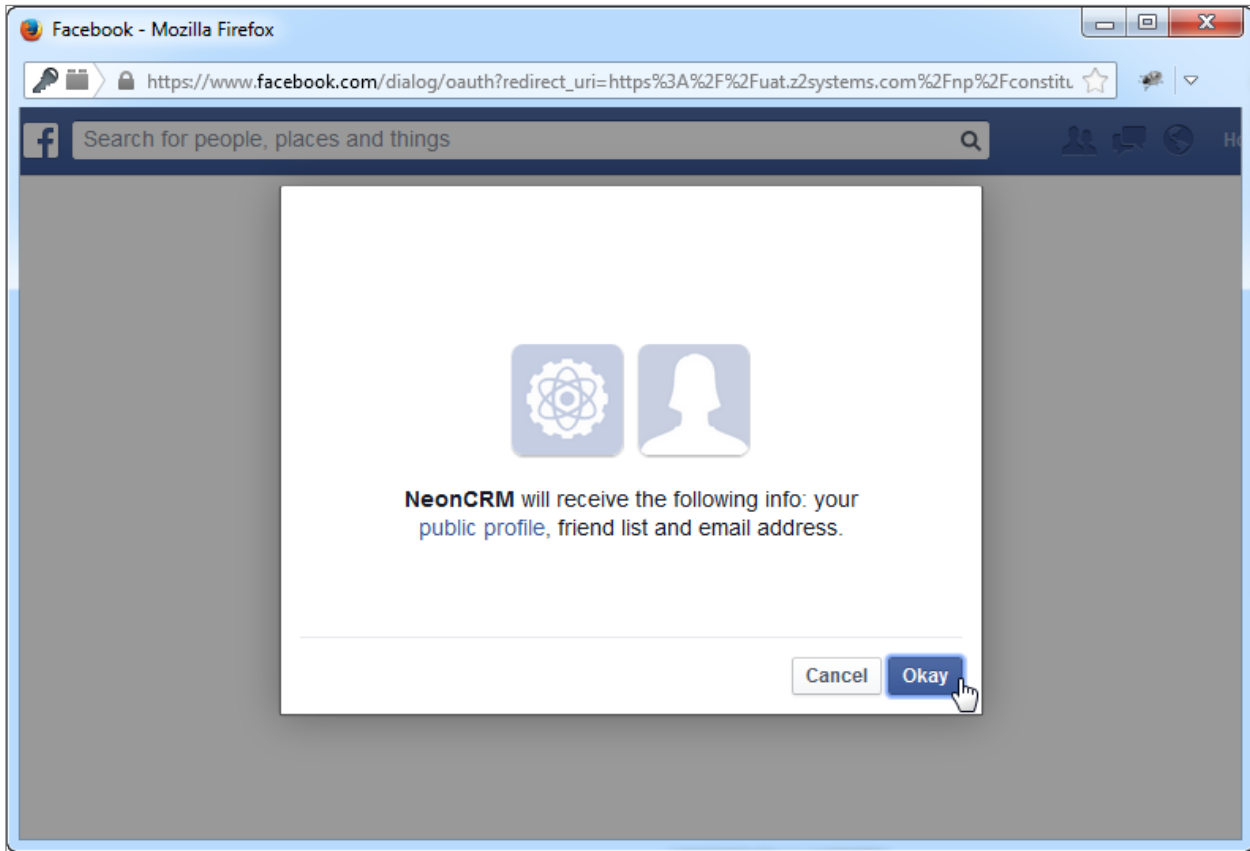Click the **Sign in with Facebook** button.

A pop-up window will appear. Ensure that your web browser is not blocking pop-ups on this page.

Enter your Facebook user name and password. Click **Log In**.
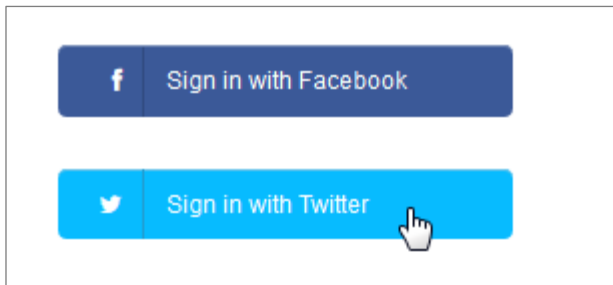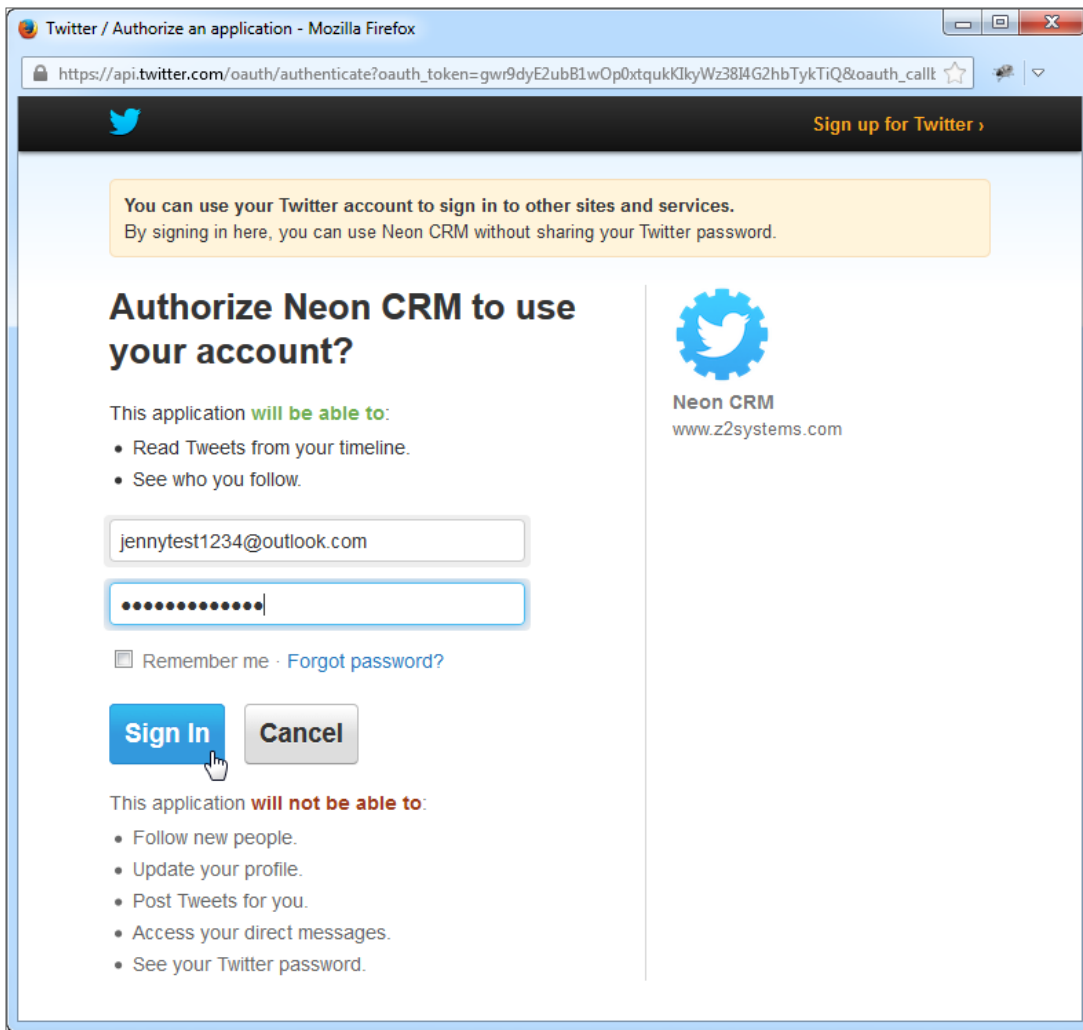
Click **Okay** on the next page.

Once you have logged in, you will be taken to your Fundraising management page.

Creating an account with Twitter

Click the **Sign in with Twitter** button.

Enter your Twitter user name and password and click **Sign In**.

Once you have logged in, you will be taken to your Fundraising management page.

Fundraising Management Page

Once you have successfully registered and logged in, you are brought here to manage your page.

Manage Your Page

The drop-down menu in the upper-right corner of the screen allows you to navigate to other pages. You may be able to access information about your own donations, update your personal contact information, or access the EAS store.
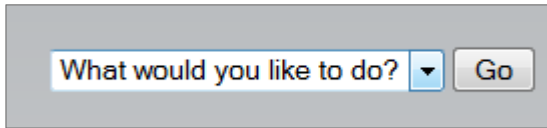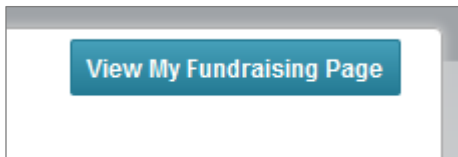

The **View My Fundraising Page** button in the upper-left corner of the screen opens your live fundraising page in a new browser tab. You can click this any time to see what your public fundraising page looks like.

The charts on this page show your fundraising page's progress toward your fundraising goal, as well as the overall progress towards the campaign's goal. It also shows you a list of top fundraising pages for this campaign.
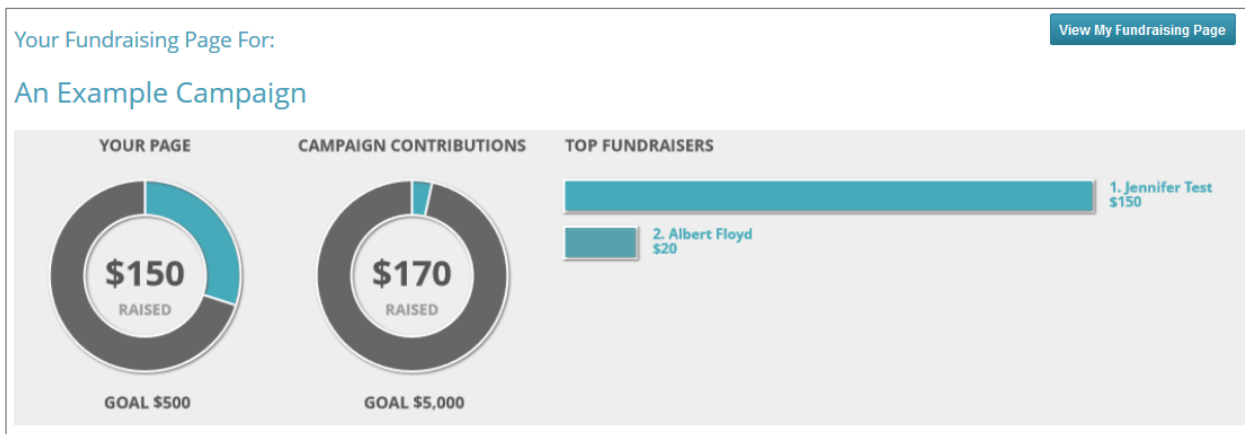
You can use the navigation bar below the charts to navigate through the features provided to help your fundraising efforts.
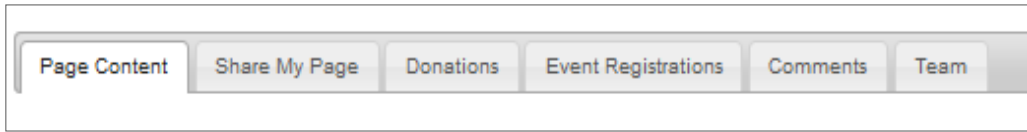
- **Page Content** – Edit the text and images that appear on your fundraising page.
- **Share My Page** – This helps you get the word out to your friends about your fundraising page through social media.
- **Donations** – This is a list of all of the donations that you have received.
- **Event Registrations** – This is a list of all the people who have signed up for a related event and credited you for their sign-up. You'll only use this if your campaign has an event associated with it.
- **Comments** – When your donors make a donation, they can leave a comment. Use this page to hide any comments that you don't want displayed on your page.
- **Team** – You can choose to join a team or create your own in this tab.

The **Back to Fundraising Page List** button immediately above the charts will take you to the Social Fundraising Overview.
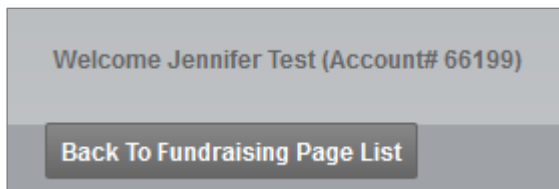
If you have more than one fundraising page, they will be listed here. Clicking the **Manage Page** link takes you back to your fundraising management page. If you click **Deactivate**, your fundraising page will no longer be visible to the public. Nobody will be able to access your page or make donations. Your data will not be deleted, and you can easily re-activate the page from this screen.

Welcome EAS Test (Account# 35901)

What would you like to do? ⇕

Peer-to-Peer Fundraising Overview

You already have a fundraising page for The Trot For Tails Virtual 5K.

Manage the existing fundraising page for a campaign:

⇕

Manage Page

Fundraising pages:

Campaign Name	Contribution Total	Goal	Actions
The Trot For Tails Virtual 5K	$0.00	N/A	Manage Page | Deactivate

Page Content Tab

It's a good idea to specify a fundraising goal. This goal will show up on your fundraising page. You'll see a progress bar that shows you your progress. If you find that you have surpassed your goal, you can increase it here at any time.

You can change your Fundraising Page Title to customize it.

You can also change your Fundraising Page URL to a more personalized name.

You should also upload a personal photo. This will appear on your fundraising page.

Adding personal content is a great way to tell your supporters about your fundraising efforts and why this cause is so important to you. Use this content editor, which works similarly to Microsoft Word, to add text and images to your fundraising page. Be sure to click **Save** to save all of your changes after changing anything on your fundraising page.
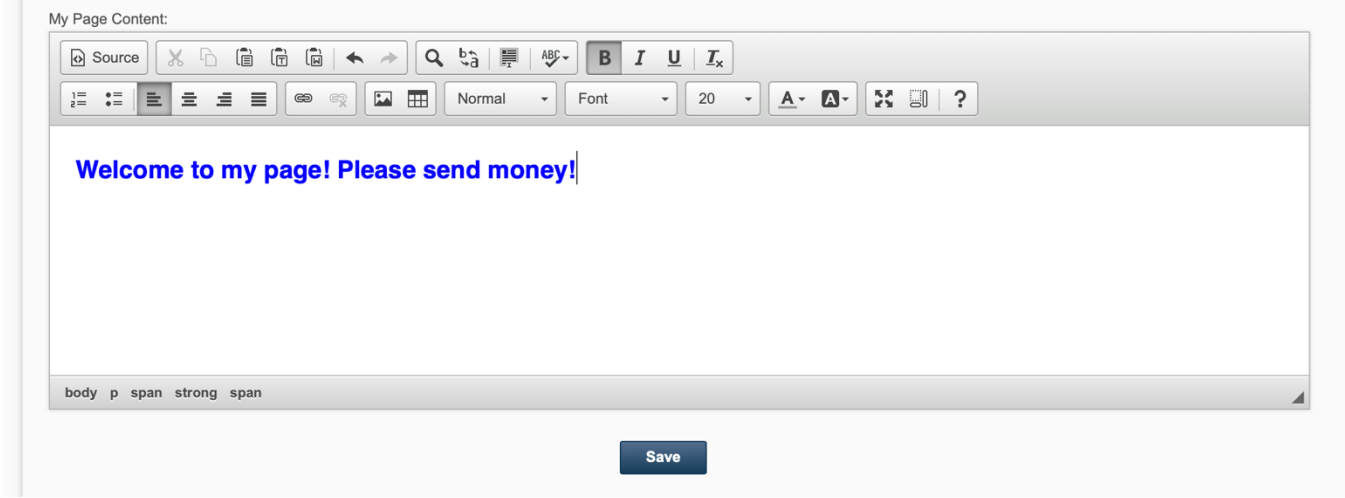
Share My Page Tab

The **Share My Page** tab gives you tools for sharing your fundraising page with your personal networks. You can copy and paste the direct link for use on web pages and sharing through emails.

- Page Content
- Share My Page
- Donations
- Event Registrations
- Comments
- Team

My Fundraising Page

Share your fundraising page by copying this direct link.

Donation Link:	https://evanstonanimalshelter.z2systems.com/TestAccount
Event Registration Links:	
2020 Trot for Tails	https://evanstonanimalshelter.z2systems.com/eventRegistration.jsp?campaign=18&fundraiser=46300&event=22&

Use the **Social Media** links to use your existing social media accounts to share your fundraising page with your personal networks. Facebook, Twitter and LinkedIn are currently supported.

Social Media

Use these links to share your page with your personal network.

Donations Tab

The **Donations** tab displays a list of all donations that have been credited to you. This includes the name of the donor, the donation amount, the date they donated, and any comments they left. These donations may have either come through your donation page or have been added manually by a staff member of the organization for which you are fundraising.

Click the **Export to CSV** button to export this list to a .CSV file. You can open this file in a spreadsheet program such as Microsoft Excel.

Event Registrations Tab

The **Event Registrations** tab displays a list of all event registrations that have been credited to you. You will only see data on this page if the organization for which you are fundraising has created a corresponding event for your campaign. It is entirely possible that you will see nothing here.

Comments Tab

The **Comments Tab** allows you to manage the comments on your fundraising page. You can turn comments completely off by clicking the large **On/Off** button. This does not delete any existing comments, nor does it prevent people from adding new comments when they donate. It merely prevents them from displaying on your page. You will still be able to see all comments on this page.

You can also hide individual comments by clicking the **Hide** button next to the specific comment.

Team Tab

If you would like to fundraise as part of a group, you can join a team in this tab. Your options are:

- **No thanks, I'm fundraising on my own** – This will keep you unaffiliated from any team.
- **Yes, and I'm team captain** – This will prompt you to create a team page with its own title and content separate from your individual page.
- **I'd like to join a team.** – This will list all other teams currently available for you to join.

If you are team captain, you are in charge of adding content to your team page. Be sure to add a compelling story that inspires others to give to your campaign. Team pages themselves do not accept donations. Instead, visitors will be encouraged to donate to you and your teammates' individual pages.

Team
Manage your team's fundraising page.

Are you part of a team:
- ○ No thanks, I'm fundraising on my own.
- ● Yes, and I'm team captain.
- ○ I'd like to join a team. [Select a Team... ▾]

Team Page Title:
- ● Guy Neal's Fundraising Team
- ○ [   ]

Team Page Url:
- ● https://test.z2systems.com/campaignTeam.jsp?campaignId=71&teamId=10&
- ○ https://test.z2systems.com/ [   ]

Your Team Goal *:
$[0.00   ]

Current Photo:

Upload a personal photo to your Team page.

(No Photo)
[Select File] No file choosen

[Upload]

Team Page Content:

[Source | ✂ ⎘ 📋 📋 📋 | ↶ ↷ | 🔍 🔁 | ⬚ | ABC✓ | **B** *I* U Ƭ]
[≔ ⦂≔ | ≡ ≡ ≡ ≡ | 🔗 🔗 | 🖼 ▦ | Format ▾ | Font ▾ | Size ▾ | A▾ A▾ | ⤢ 🔲 | ?]

[Save]

Public Fundraising Page

Here is your completed fundraising page:

Clicking the **Donate** button will bring you to the payment screen.

Clicking on **All Fundraisers** will allow you to browse all of the other fundraisers who are raising money for EAS.

Scroll down to the bottom of your fundraising page and click on **Edit My Page** to go back and make changes to your page.

From the All Fundraisers page, you can search all of the active fundraisers and check out their pages or join their team.
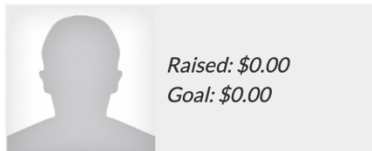
Search Fundraisers:

Name: [   ]   Sort by: [Money Raised Descending ▾]   Show: [All Fundraisers ▾]

[Search]
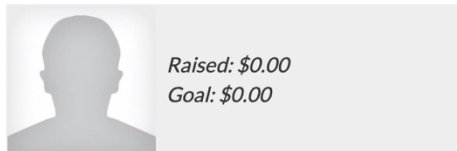
Shannon Daggett

Raised: $0.00
Goal: $0.00

[Go to Page] [Donate]

Shannon Daggett's Fundraising Team

Raised: $0.00
Goal: $0.00

[Go to Page] [Join Team]
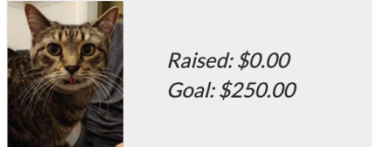
Testy McTestypants
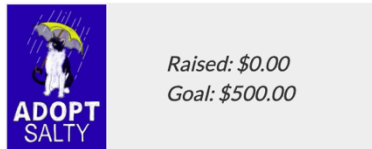

Raised: $0.00
Goal: N/A

[Go to Page] [Donate]

Bill Patti

Raised: $0.00
Goal: $250.00

[Go to Page] [Donate]

Bill's Trot For Tails Fundraiser

Raised: $0.00
Goal: $500.00

[Go to Page] [Donate]

5 Results   [20]   Per page   [1]   of 1 pages