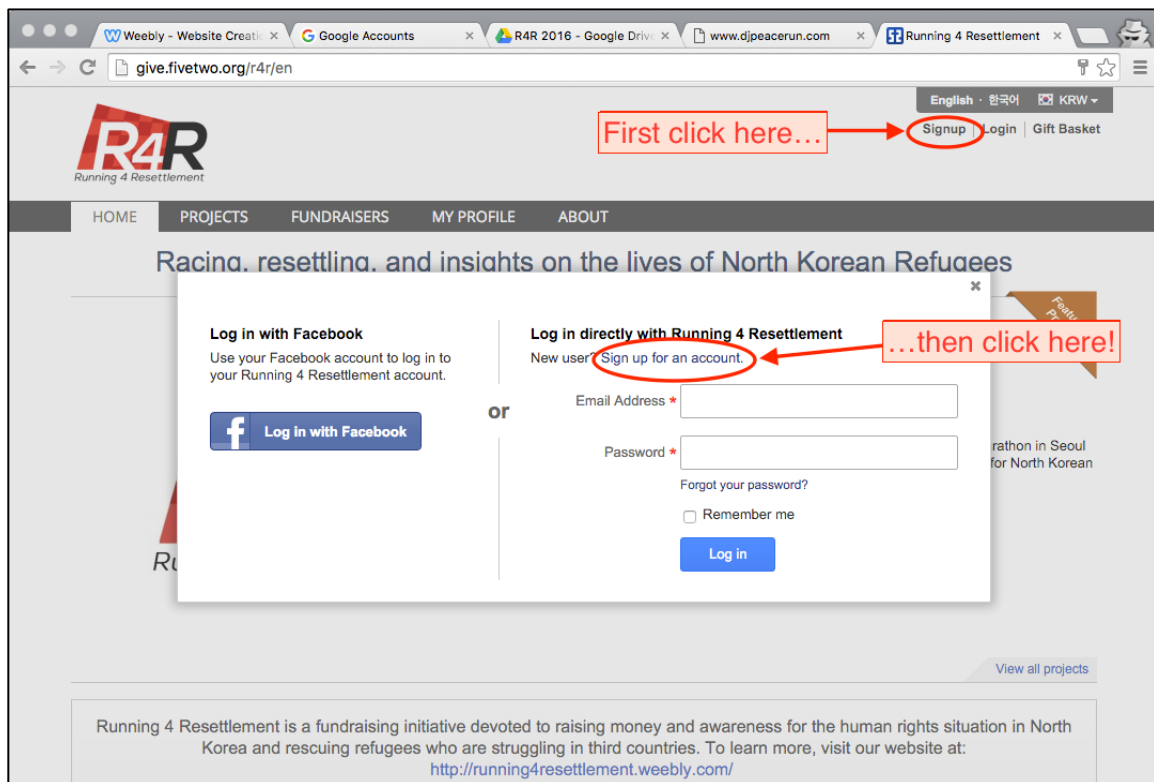# RUNNING 4 RESETTLEMENT 2016

HOW TO SET UP
or EDIT AN INDIVIDUAL FUNDRAISING PAGE ON FIVETWO.ORG

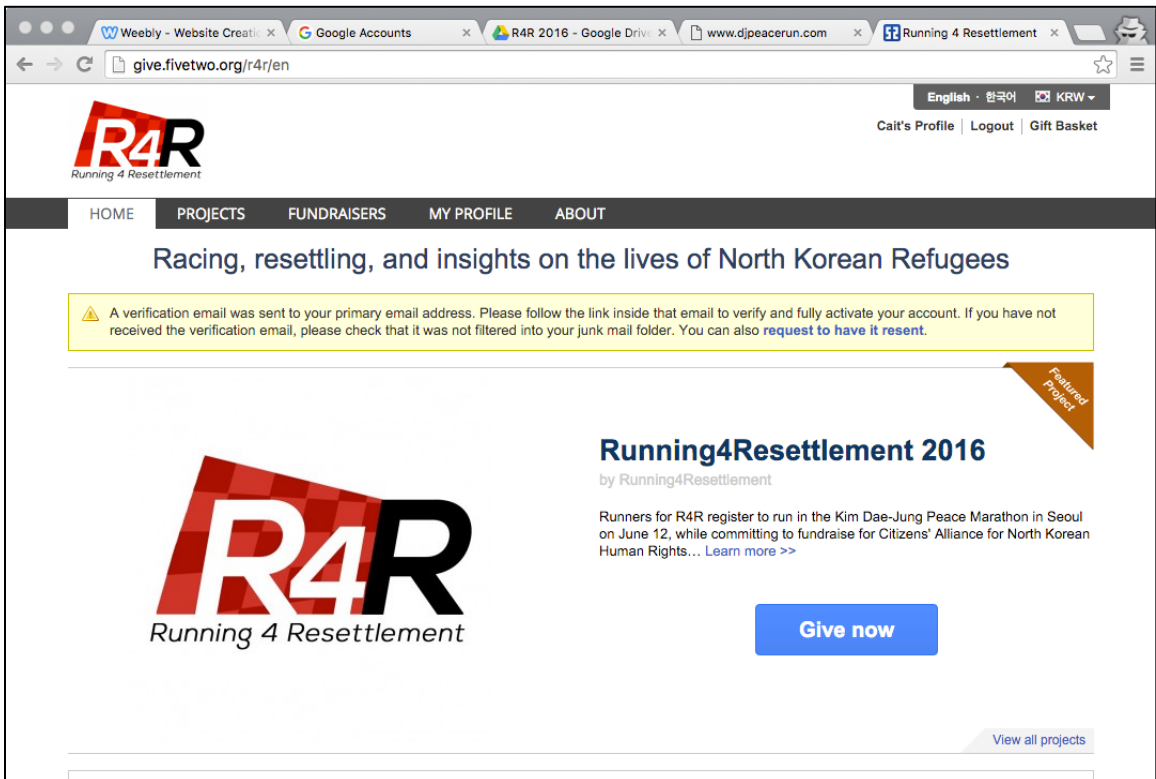1. Open your browser to the R4R fundraising main page: give.fivetwo.org/r4r/en.

2. In the top right corner of the page, select "**Signup**."

3. A pop-up window will come up. If you don't already have an account, click on "**Sign up for an account**." Otherwise, log in and skip ahead to Step 6 on page 3.
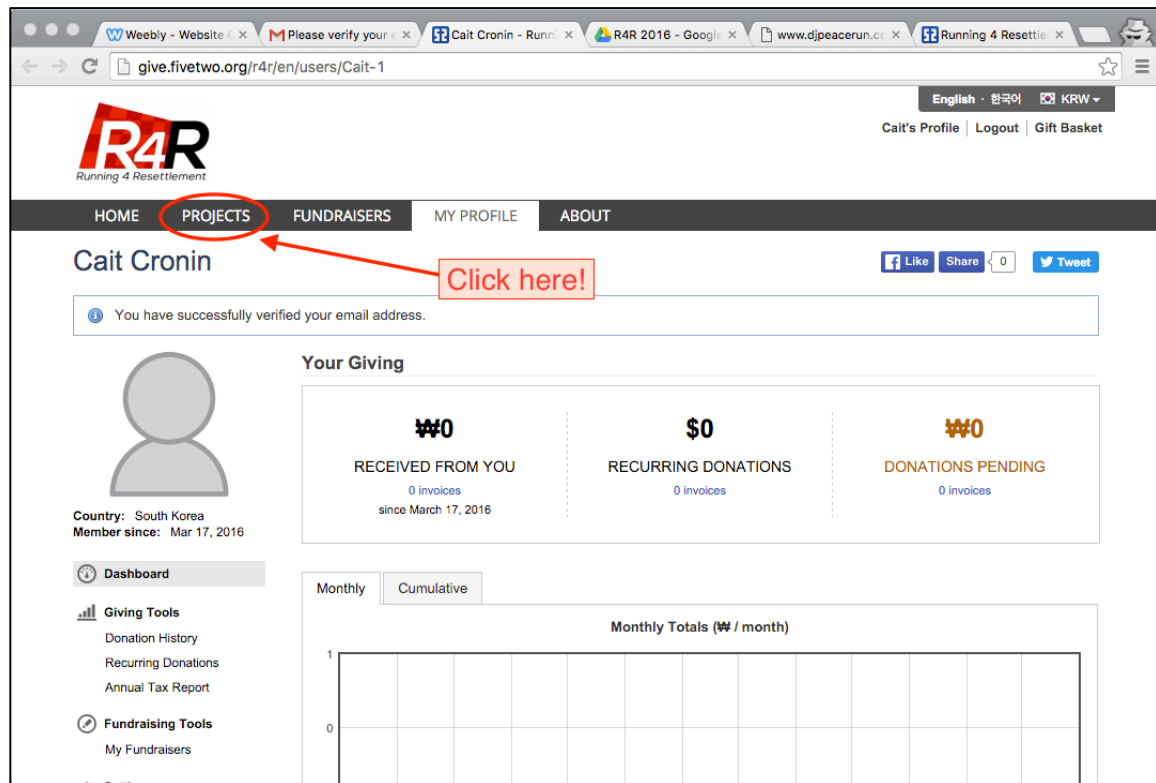
4. Fill out your personal information in the relevant fields and click "**Continue**."
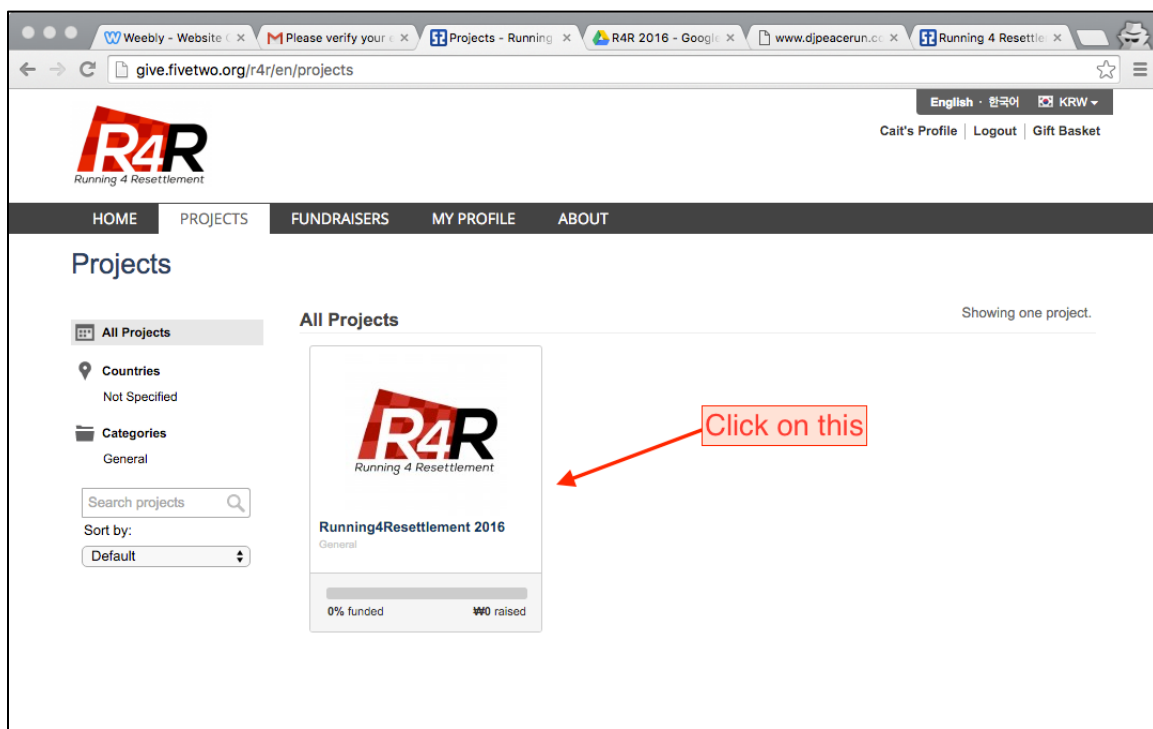

5. You will then be brought back to the R4R fundraising main page. You will need to verify your email address by clicking the link that is sent to your inbox.
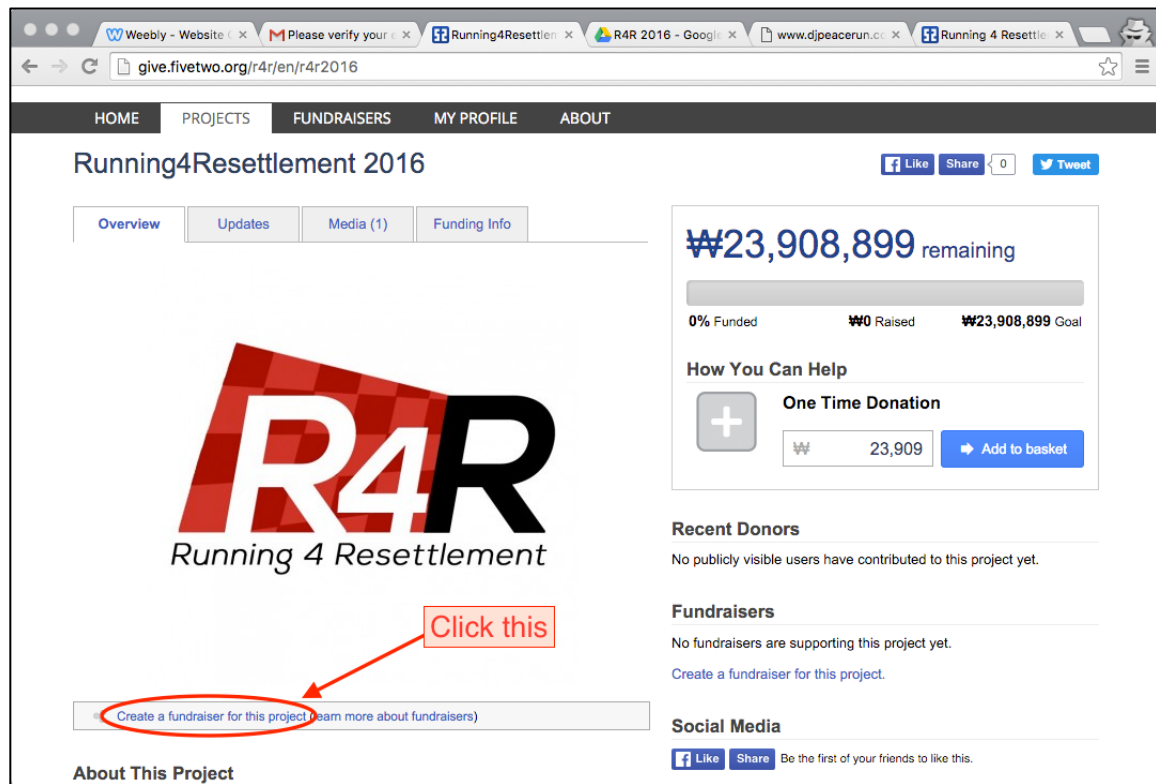
6. After you click the verification link sent to your email address, your browser will automatically navigate to the "My Profile" section of your new FiveTwo account. Select "**Projects**," the second tab from the left.
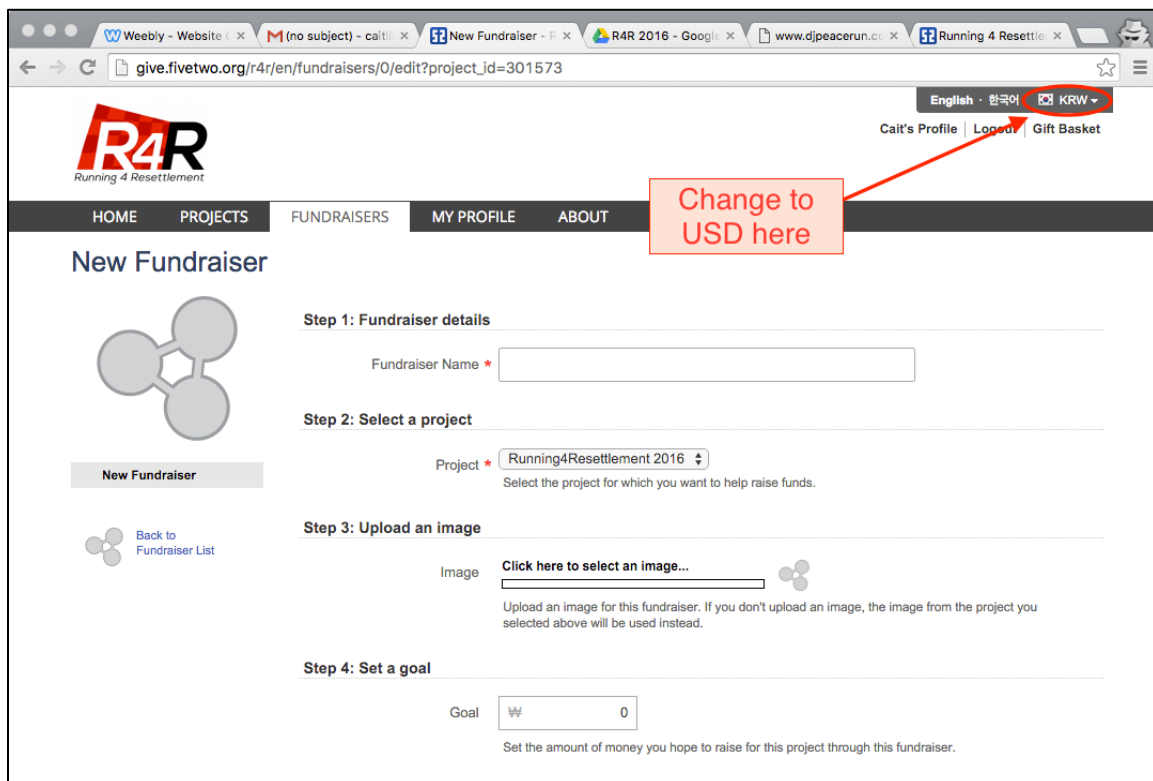

7. From there, click on our project ("**Running4Resettlement 2016**") to create an individual fundraising page.

8. Next, click on "**Create a fundraiser for this project**" under the R4R logo.

9. Next, you will fill in the details of your individual fundraising page.
   Warning: *Your browser may automatically select Korean won as the currency.*
   Click on "KRW" in the upper right-hand corner and choose USD instead.

10. Choose a name, image, goal, and description for your individual page. Make sure to select "**Running4Resettlement 2016**" as the "**Project**" in Step 2. When you are done, click "**Save**" at the bottom.
   **Notes:
   - *When you choose a "**Fundraiser Name**" in Step 1, make sure to include your own name, e.g. "Cait Cronin for R4R 2016." Otherwise, your donors may be confused.*
   - *If you are fundraising in a team and competing for group prizes, include your team name in parentheses at the end, e.g. "Cait Cronin for R4R 2016 (Team Awesome)."*
   - *Step 3 is optional. If you do not have a special image you would like to use for your individual fundraising page, it will default to the R4R logo.*

11. Congratulations-- you are now done and can start fundraising! Provide your family and friends the link to your individual page. It should look like this:

12. If you ever need to edit the details of your individual page, click the red "**Manage Fundraiser**" button. On the next page, select "**Manage Fundraiser**" again:

14. From here, you can edit any aspect of your own fundraiser, including your personal URL. You can even increase your donation collection goal!

15. When you're finished, click "**Save**" at the bottom of the page.

16. You're all set to go!

If you have any questions, you can always contact your R4R regional coordinator or send an email to running4resettlement@gmail.com.