Instructions & Troubleshooting

1. Campaign Registration

You can join the campaign through the web interface here: <u>https://www.charityfootprints.com/lrhcommunityhealthchallenge/</u>

Once you've registered, you can download the app for quick and anytime access to our campaign.

1.1 Register from Any Device

Open https://www.charityfootprints.com/Irhcommunityhealthchallenge/

- 1. Click on the green "REGISTER" button.
- 2. Step 1: Sign Up
 - a. Enter first name, last name, email address and password; click sign up
- 3. Step 2: Select activity type & distance (if applicable)
 - a. You can customize your steps goal (if needed) after you register
 - b. Choose to cover the transaction costs on behalf of the non-profit (if applicable)
 - c. Mark the box to sign waiver and click 'Next' (view example below):



- 4. Step 3: Upload Profile Pic & Address (if applicable)
- 5. Enter credit card information and click 'Next' to finish registration (if applicable). On successful registration, you'll see a "Registration Success" page similar to the one below.



Plus a chante to help fund now Chano Chairs at our Cancer Center Grand Prize \$1,000 in cash - which will be matched with another \$1,000 for the winner to award to a person/cause of their choice!

Congratulations!

#DoGoodFeelGood

As part of our Do Good, Feel Good Campaign we invite you to partner with Lake Region Healthcare Foundation in their mission to provide 10 new chemotherapy chairs for our Cancer Center. Over the last 11 years the chemo chairs have been through thousands of treatments and at a price tag of \$10,000 each, the Foundation is working to raise funds to help replace these wellworn chairs. Do Good, Feel Good gifts will go directly to this project to ensure patients continue to receive treatment in a comfortable setting by putting some love & life back into the treatment chairs.

<u>Please note:</u> Fundraising is optional and donating to the LRH Foundation or to any charity of your choice is an activity of the "Do Good for Others" portion of our challenge. Any gift, big or small will help comfort someone at our Cancer Center. Our heartfelt thanks for considering partnering with the LRH Foundation in this Do Good, Feel Good Challenge!

Fundraising Start/End Dates	
Now - May 27, 2021	
Fundraising Target (Min. 0 USD)	
Appeal To Potential Donors	

- 6. Set fundraising goal (optional)
 - a. Set your fundraising target (enter numbers only, no symbols including the \$ sign)
 - b. Write a short text appeal for potential donors who visit your fundraising page.
- 7. Create or Join a Team, or sign up Individually.

do good + feel good Under the second			
Grand Prize \$1,000 in cash - which will be matched with another \$1,000 for the winner to award to a person/cause of their choice! « BACK			
Team up			
Joining a team is a great way to stay motivated, inspire others, connect with old friends and make some new ones. Team goal and progress will be accumulation of all individual team members.			
Create or Join a Team			
- Individual -			
» NEXT			

- 8. Invite Donors (optional).
- 9. Invite Participants (optional).

Please note: As you signed up in step 1 above, you were automatically logged in to the Charity Footprints site and your name was displayed in top right corner of the screen. After registration, click on your name to find links to your individual fundraiser page, to edit your fitness & fundraising goals, to view/add workouts manually, to link your fitness trackers and to manage your profile settings.

You can access this menu anytime by opening the campaign homepage and logging in with your registration credentials.

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1.2 Download the Charity Footprints App

If you've registered for the campaign through our web application at <u>https://www.charityfootprints.com/lrhcommunityhealthchallenge/</u> you are now ready to download the Charity Footprints app. If you haven't, please register for the campaign through the web application first.

- 1. Search for *Charity Footprints* <u>Android</u> or <u>iOS app</u>
- 2. Use the credentials you used to register for the campaign.
- 3. To access the Inspiring Fitness campaign from the app, click on the hamburger menu (three lines) on top left of your screen, and go to the Campaigns tab.



4. Select Do Good, Feel Good campaign.