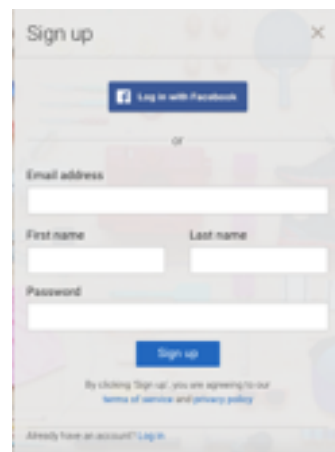
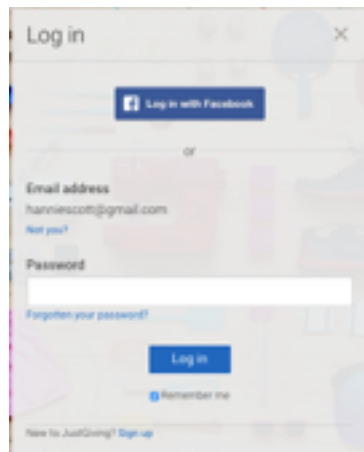
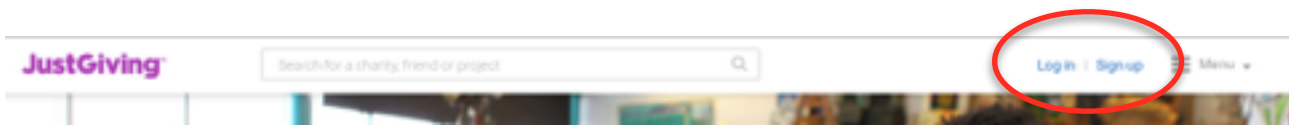
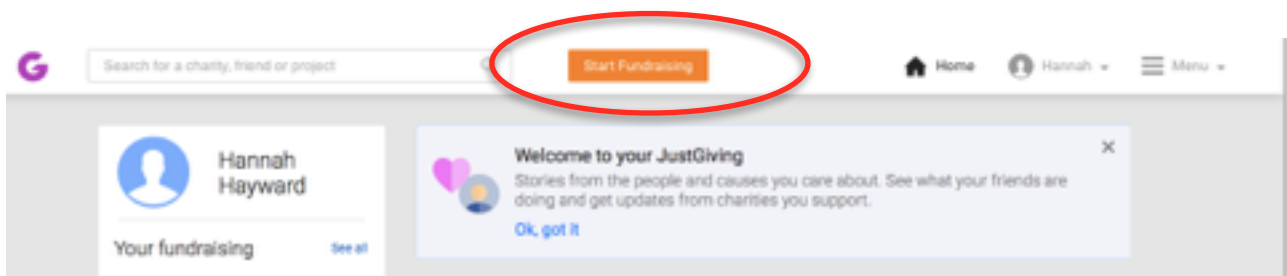


## JustGiving.com: Step by Step Guide to Setting Up a Fundraising Page

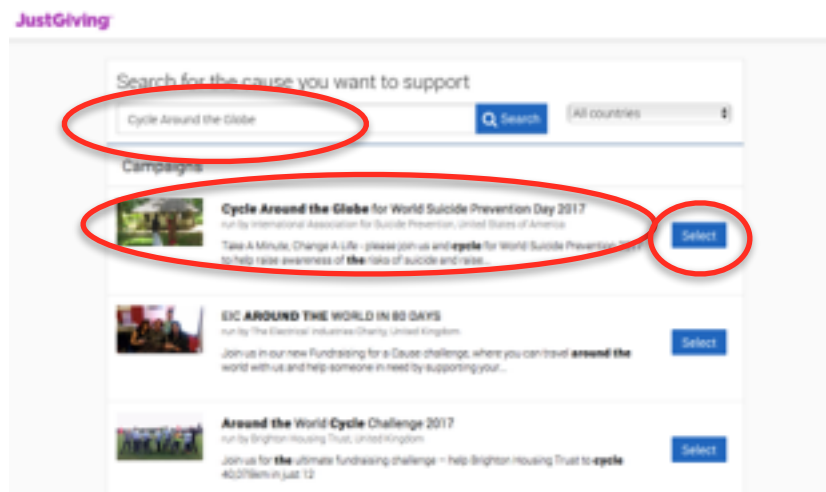
1. Go to <https://www.justgiving.com> and select either the log in or sign up options. Create your own Just Giving log in.



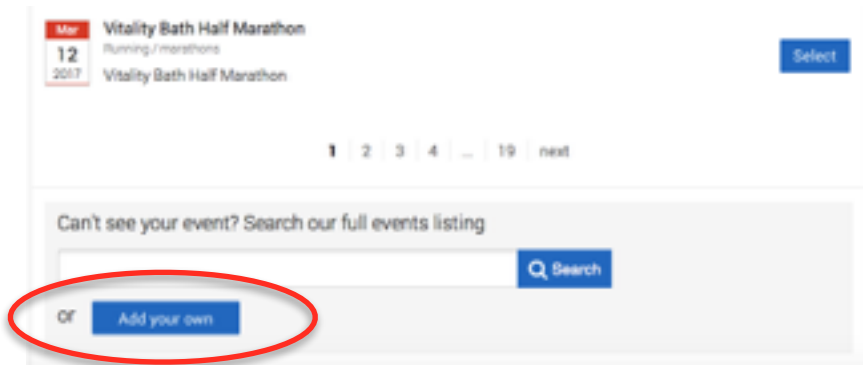
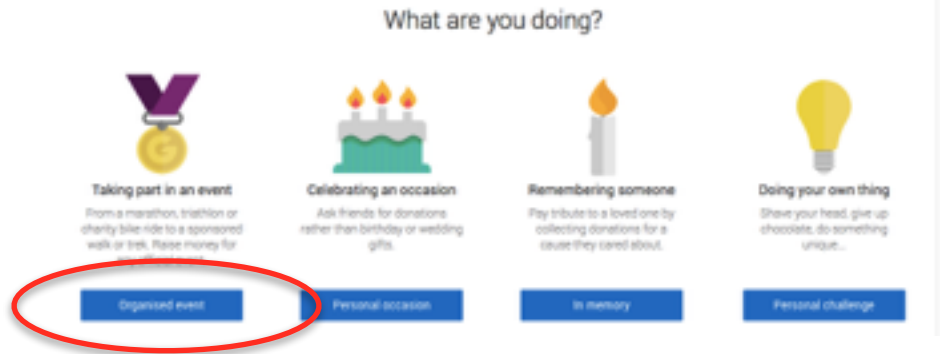
2. Select the Start Fundraising Button on your personal page. Once logged in, this page will open automatically.



3. Enter the details of the cause you want to support and click 'Select' Search and select **Cycle Around the Globe** as your nonprofit beneficiary:

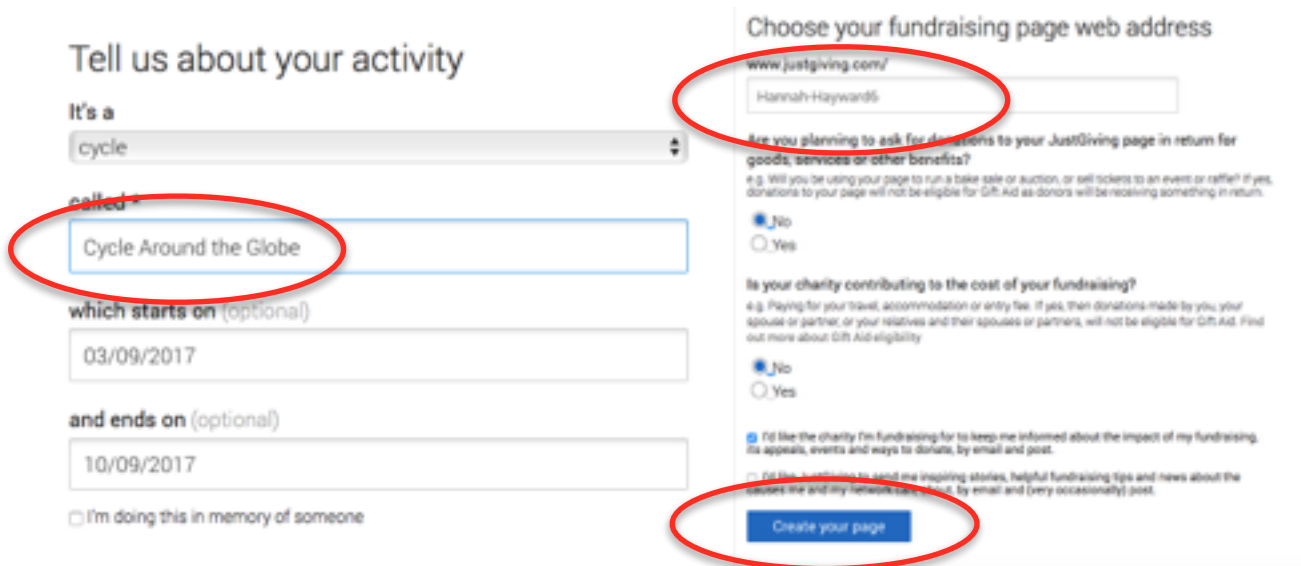


**4. Choose your fundraiser option.**  
Select the “Organised Event” option



Then scroll to the bottom of the list of popular events and select the “Add your own” option.

Complete your fundraising page with details about Cycle Around the Globe. Choose your fundraising page web address - this is the link you will be sharing with friends when asking them to donate.



Then select the “Create your page” button.

## Your fundraising page is created - what next?

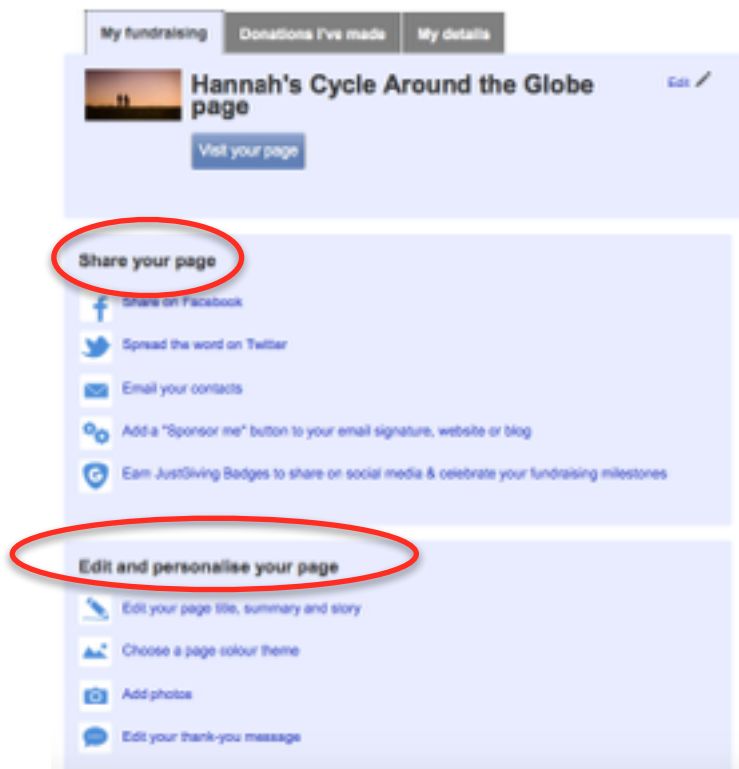
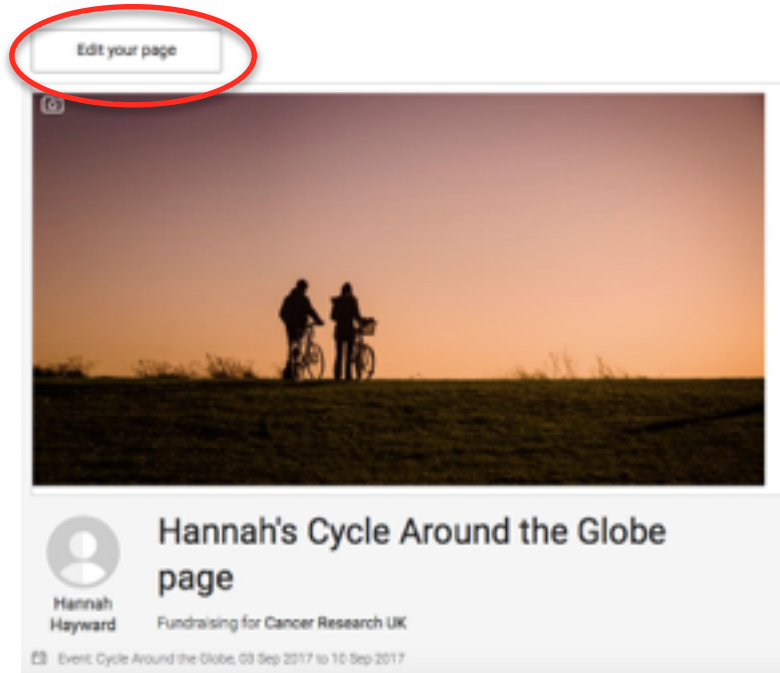
Now your fundraiser is ready to take donations. Your fundraising page is completely under your control and contains lots of ways to share the stories of your adventure and get people excited about donating.

### 1. Personalising your Fundraising Page

Personalising your page with details of your challenge or campaign will encourage more donations.

To edit your page, click the “Edit your page” button above your cover image area.

This will bring up a settings page where you have options to personalise your page with a story, images, thank you messages and also to set a target for donations.



We recommend uploading images and writing a story to explain why you are fundraising - this will make your fundraising page come to life. To personalise your page, click on the icons in the list provided.

You can also share your page on social media or by email as well as adding a “Sponsor Me” button to your signature block to encourage donations.

If you wish you can use the Cycle Around the Globe 2017 logo as your Avatar. Please download it from here: <https://iasp.info/wspd2017/wspd-resources/#cycle>



On the same settings page, you can choose which currency is suitable to you and your donors and set a target, which will add a progress bar to your fundraising page showing donations. First select the “Edit” button, enter details of your target and currency, then select “Save.”

Donations made to your page	
0 % of target reached	
0 donations	
Target	£600.00 <span>Edit</span>
Raised online	£0.00
Raised offline	£0.00 <span>Edit</span>

Donations made to your page	
0 % of target reached	
0 donations	
Target	£ 600.00
Raised online	£0.00
Raised offline	£ 0.00
Currency	GBP
<span>Cancel</span> <span>Save</span>	

## 2. Keeping track of donations

JustGiving sends the donations you receive online to your chosen charity on a regular basis. There is nothing you need to do.

When someone makes a donation, they will be sent an email confirming the details of their donation. The donation is also reflected on your fundraiser profile page.

Donors can choose to keep their name, donation amount and message anonymous to others if they wish. However, you as the fundraiser will be able to see who has made a donation when you log into your account.

**Best of luck with your fundraising journey!**