

# A CARTEN100 guide to 'getting involved'

## 1. Starting up your just giving page

**Step one:** Visit [www.justgiving.com/jdrf](http://www.justgiving.com/jdrf)

**Step two:** Click on the 'Fundraise for us' button

**Step three:** Enter your email address if you have not used just giving before it will ask you for a few details, if you have used just giving before it will ask you for your password. Alternatively, you can connect your Just Giving page with your Facebook page and it will fill in these boxes for you.

**Step four:** Fill in your contact details

**Step five:** Once you have read the terms of service and privacy policy, click to create your account

**Step six:** Select from the following options the one which is most appropriate for your event

- Taking part in an organised event
- Celebrating an occasion
- Remembering someone
- Doing your own thing

**Step seven:** Check all the sections are filled in and be sure to make a note of your Just Giving web address. This will start with [www.justgiving.com/](http://www.justgiving.com/)

**Step eight:** Edit your page to include details of your event, why you are supporting JDRF and your fundraising target. The more detail you can add, and the more you personalise your page, the better. And don't forget to include a picture of yourself.

**Step nine:** Share your Just Giving page address with your friends and family to start your fundraising. Remember, all online donations come directly to JDRF so it's a quick and easy way to fundraise.

**Step ten** Join the Carten100 team by going to

<https://www.justgiving.com/companyteams/2017Carten100> and clicking **join team**.

## 2. How to add offline donations to your page

An offline donation is money you have collected by hand. This can also be recorded on your Just Giving page to show friends and family how close you are to reaching your fundraising target.

**Step one:** Log into your Just Giving account via [justgiving.com/login](http://justgiving.com/login)

**Step two:** Find the 'Donations made to your page' section on the right hand side of the 'Your Pages' tab

**Step three:** Click edit

**Step four:** Add the amount you have raised offline and sent to JDRF and click save