

# El Rey Fido 2021



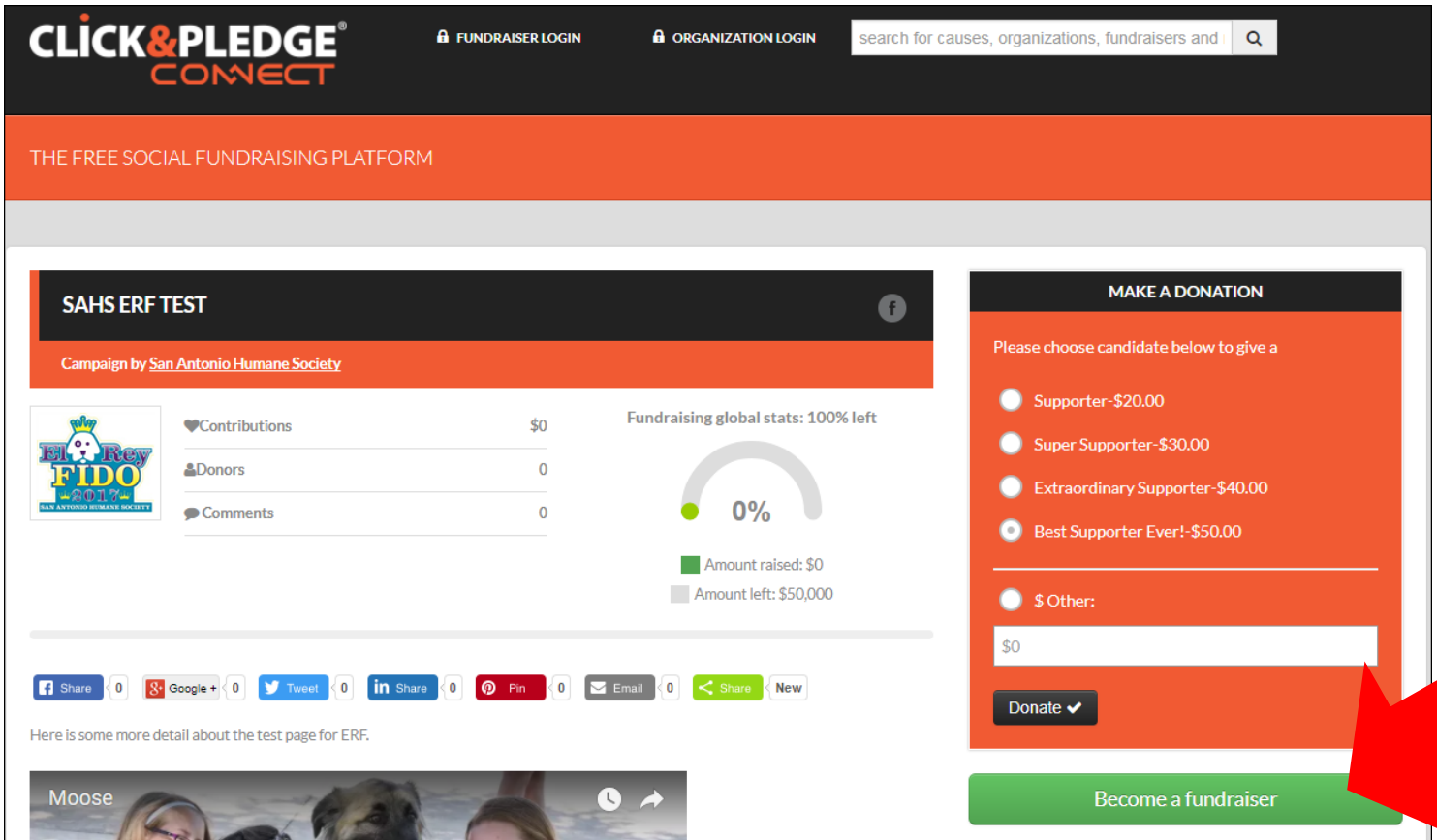
## Instructions for Click & Pledge Connect

### Table of Contents:

1. How to Create a Click & Pledge Fundraiser Accounts .....	Page 2
2. How to Edit Your Profile Information and Add a Profile Picture.....	Page 4
3. How to Edit Your El Rey Fido Fundraising Page.....	Page 5
4. How to Add and Edit Your Fundraising Page Tabs.....	Page 7
5. How to Share Your Page with Donors.....	Page 8
6. Frequently Asked Questions.....	Page 9

# How to Create a Click & Pledge Connect Fundraiser Account

1. On the main [El Rey Fido Fundraising Page...](#)



The screenshot shows the Click & Pledge Connect website interface. The main content area displays the 'SAHS ERF TEST' fundraiser page, which includes a table of statistics:

Category	Value
Contributions	\$0
Donors	0
Comments	0

Global fundraising stats show 100% left, with \$0 raised and \$50,000 left. A 'MAKE A DONATION' sidebar on the right offers various support levels: Supporter (\$20.00), Super Supporter (\$30.00), Extraordinary Supporter (\$40.00), and Best Supporter Ever! (\$50.00). A red arrow points to the 'Become a fundraiser' button at the bottom of this sidebar.

2. Click on the [Become a fundraiser](#) button on the middle right hand side of the screen as indicated by the red arrow.
3. Fill out all the necessary information and required fields to create your account and click **Submit**.

**BECOME A FUNDRAISER**

Please enter your first name, last name and email address in the form below and click Submit.

First Name \*:


Last Name \*:

Email Address \*:

Confirm Email Address \*:

Password (see password policy) \*:

Confirm Password \*:

I'm not a robot 




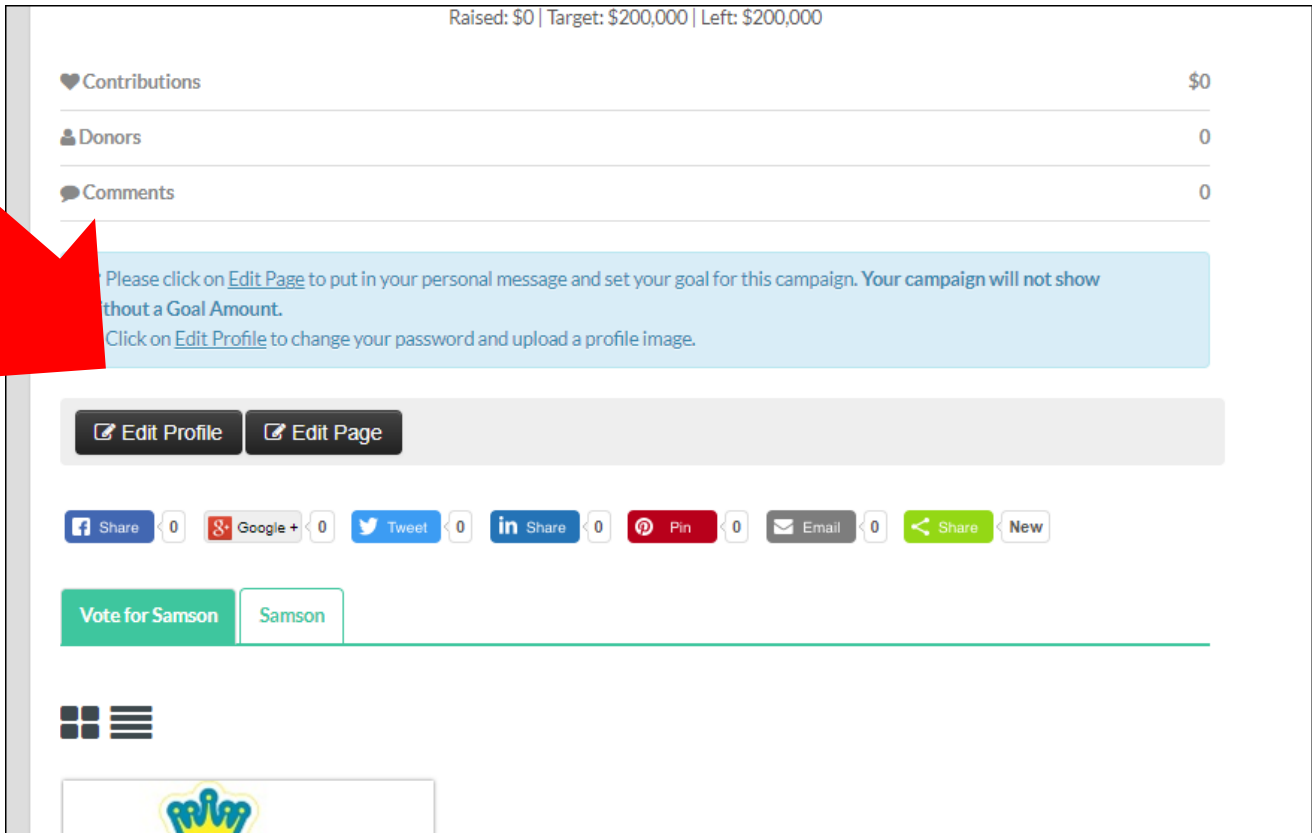
4. Once you click Submit, you'll be taken to your editable fundraising page.

The screenshot shows the Click & Pledge Connect fundraising page for Bradley Cooper. The page has a black header with the logo and navigation links for 'FUNDRAISER LOGOUT' and 'ORGANIZATION LOGIN'. A search bar is located on the right. Below the header is an orange banner with the text 'THE FREE SOCIAL FUNDRAISING PLATFORM'. The main content area is divided into two columns. The left column features a profile for Bradley Cooper, identified as a fundraiser for San Antonio Humane Society. It includes a profile picture and a 'Global Profile' link. Below this is a 'FUNDRAISING STATS' section with a progress bar showing 0% completion. The stats are: Raised: \$0 | Target: \$200,000 | Left: \$200,000. At the bottom of the left column is a table with three rows: Contributions (\$0), Donors (0), and Comments (0). The right column has a 'MY SUPPORTERS' header and is currently empty.

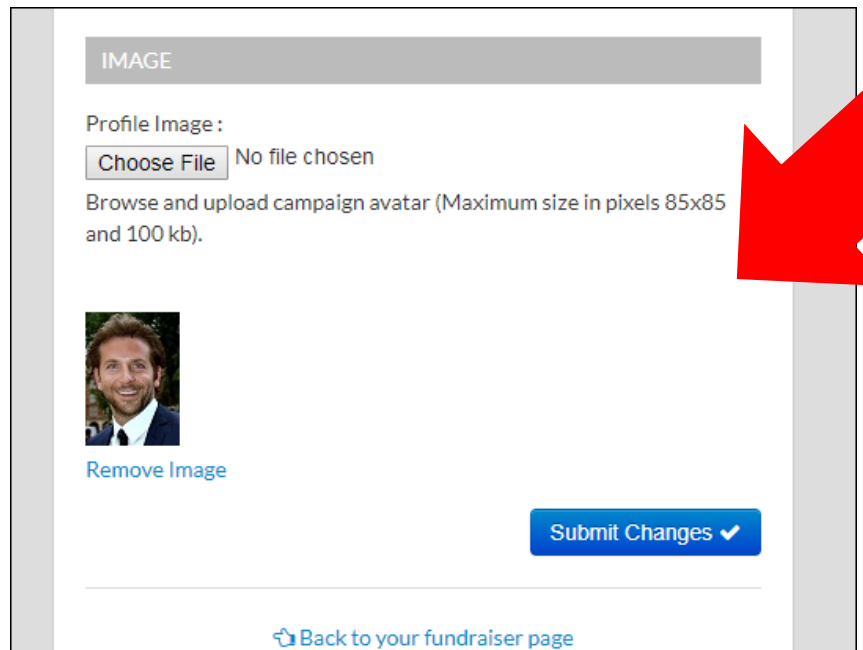
Category	Value
Contributions	\$0
Donors	0
Comments	0

# How to Edit Your Profile Information and Add a Profile Picture


1. Click the  button to set your profile picture.



2. Please upload a profile picture of yourself or your dog. **\*\*Please note that the image must be 85 x 85 pixels and no larger than 100KB.** Once you've uploaded your profile picture, click submit changes and return to your fundraising page.




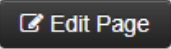
# How to Edit Your Fundraising Page


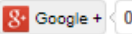





1. Click the  button to customize your fundraising page.

Raised: \$0 | Target: \$200,000 | Left: \$200,000



♥ Contributions	\$0
👤 Donors	0
💬 Comments	0

✓ Please click on [Edit Page](#) to put in your personal message and set your goal for this campaign. Your campaign will not show without a Goal Amount.  
✓ Click on [Edit Profile](#) to change your password and profile image.

[Vote for Samson](#) [Samson](#)



2. Follow the instruction in the blue box that you see on the screen.

**EDIT TABS**

- ✓ You must have a target set for a fundraising campaign in order for your campaign to show.
- ✓ To change the tab order, simply drag and drop them into position. Click on Save Changes.
- ✓ To add a new tab click the "Add New Tab" button and enter your content. Click on Save Changes.
- ✓ To remove a tab click the "x" button on the right hand side of each tab. Click on Save Changes.
- ✓ To edit tab content, click on the tab. To edit tab name, click on the edit button (pen icon). Click on Save Changes.

Share 0 Google+ 0 Tweet 0 in Share 0 Pin 0 Email 0 Share New

Vote for Samson 
Samson 
+ Add Tab

Campaign Name:

Target Amount:

Write a short description about why you're fundraising for this cause.

kshdf'aohgajfdg;hadf sfgz

✕ Cancel Changes
✓ Save Changes


3. First, set your fundraising goal in the **Target Amount** box at the bottom of the screen as shown below...

+ Add Tab

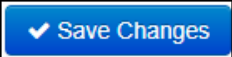

Target Amount: \*

cause.

## How to Add and Edit your Fundraising Page Tabs

1. Please **Add a Tab** to your fundraising page that gives more information about your contestant and yourself and why you are running. Maybe add a picture or two to show off your contestant to potential donors!
  - a. Click the  button
  - b. Enter the **Tab Name** in the pop up box, this could be the name of your contestant.
  - c. Click Save and use the options in the large text box to add text and pictures to tell the story of your contestant.



2. Once you've added all the information you'd like to include on your page and customized it to your liking, please hit the  button at the bottom of the screen.
3. Then to return to your Global Fundraising Page and exit the edit mode, click the  button in the middle of the screen.

*Note: You are always able to go back at another time to change and edit your information.*



# How to Share Your Page with Potential Donors

1. To share your page directly to donors who want to contribute to your campaign, copy the URL from the website and paste into your social media post, text message or email. When clicked, this link will take donors directly to your fundraising page with the donate option box on the right hand side of the screen.

The screenshot displays the Click & Pledge Connect website interface. At the top, there's a navigation bar with the logo and login options. Below that, a red banner reads 'THE FREE SOCIAL FUNDRAISING PLATFORM'. The main content area features a fundraiser profile for Bradley Cooper, including a 'Global Profile' link and a 'MAKE A DONATION' section with various support level options and a 'Donate' button. A fundraising progress bar shows '0%' raised towards a \$200,000 target.

\*\*Please note that under your profile, you have a Global Profile and a Fundraising Profile. Your fundraising profile, as shown above, is the correct page to share with your donors. Your Global Profile will not have an option to donate directly to you available for your donors. To reach your Fundraising page, you can navigate to the El Rey Fido main fundraising page and click on your icon. This will take you to the correct page to share with your donors and ensure you have the right sharing link.





## FAQs

### **1. What is Click & Pledge Connect?**

*- Click & Pledge Connect is a peer-to-peer social fundraising platform powered by Click & Pledge. Fundraisers can create personal fundraising pages for any Campaign related to a non-profit organization and collect donations for that organization.*

### **2. I forgot my password, how do I reset it?**

*- If you forget your password for your Fundraiser Login, please click the “Reset Password?” click and the bottom of the sign in page. Click & Pledge Connect will prompt you to enter the email address you used to initially sign up and email you a link to reset your password so you are able to access your account again.*

### **3. What is the difference between my El Rey Fido Fundraising page and my Global Profile?**

*-Click & Pledge Connect allows you, as the Fundraiser, to have multiple different fundraising pages at one time so that you could be contributing to multiple campaigns at the same time. Your Global Profile is your “parent” profile for all of your Fundraising pages. For instance, your El Rey Fido 2020 fundraising page is nested under your Global Profile and next year, if you participate again, your El Rey Fido 2021 Fundraising Page would be nested under the same Global Profile, allowing you to use the same login information from year to year.*

### **4. Can I enter offline donations?**

*-No. You cannot enter offline donations (cash or check donations dropped off at the front desk) into your Fundraising Page. The SAHS will be keeping detailed record of both online and offline donations to ensure that all Fundraiser’s totals are accurate. If you have a question about any of your donations, please contact the Donations Department at 210-226-7461 ext. 100 or by email at [donations@SAhumane.org](mailto:donations@SAhumane.org).*

### **5. I’m having technical difficulties with my Fundraising Page, who do I contact?**

*-If you are experiencing any technical difficulties with Click & Pledge or your Fundraising Page, please do not hesitate to reach out to the Donations department at 210-226-7461 ext. 100 or by email at [donations@SAhumane.org](mailto:donations@SAhumane.org).*

### **6. Is there a credit card transaction fee associated with Click & Pledge Connect?**

*- Yes. Click & Pledges charges organizations \$3.75% +\$0.35 for every transaction processed. Our donors have the options to offset this expense for the SAHS by accepting the “Additional Fee” option at the time of the donation.*