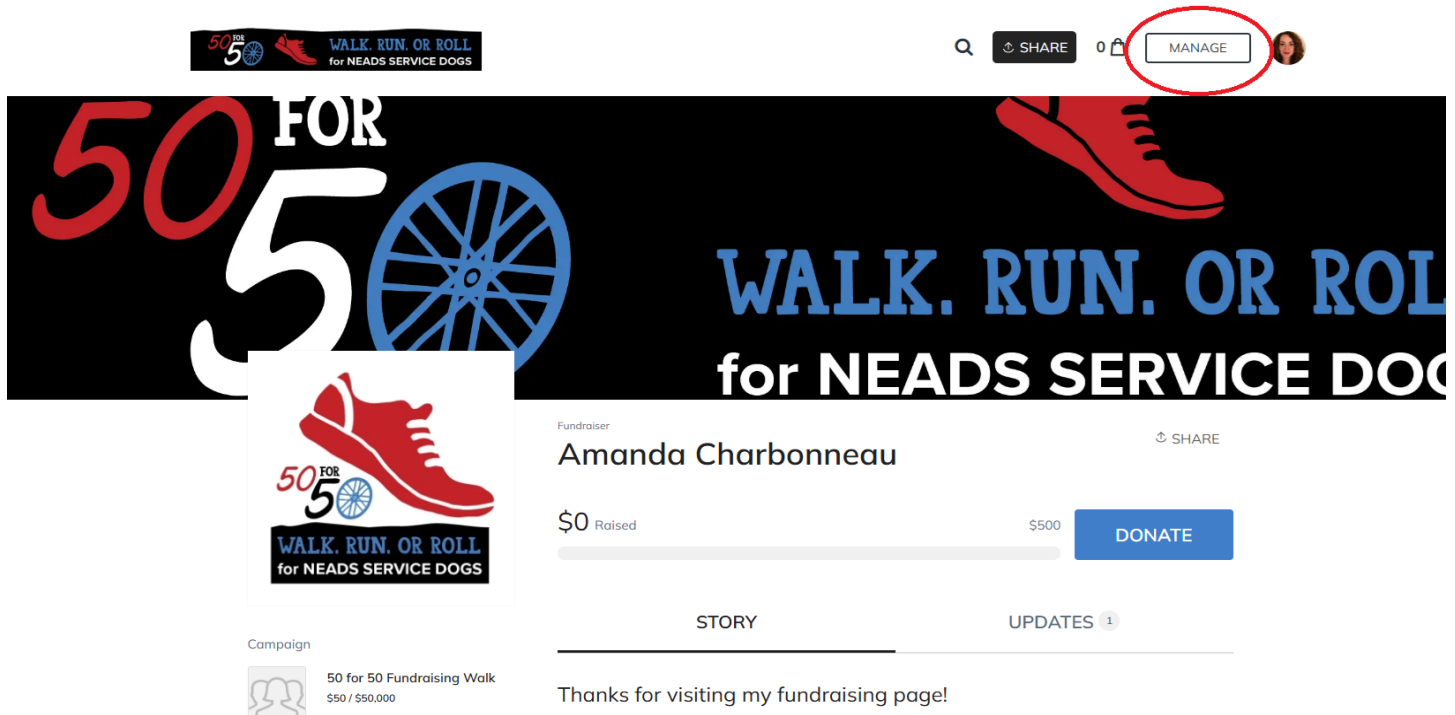


How to Post Updates to a Fundraising Page

After you create a fundraising page, you can post updates to keep your donors engaged with your progress. Learn how to post updates to your fundraising page.

Open your editor

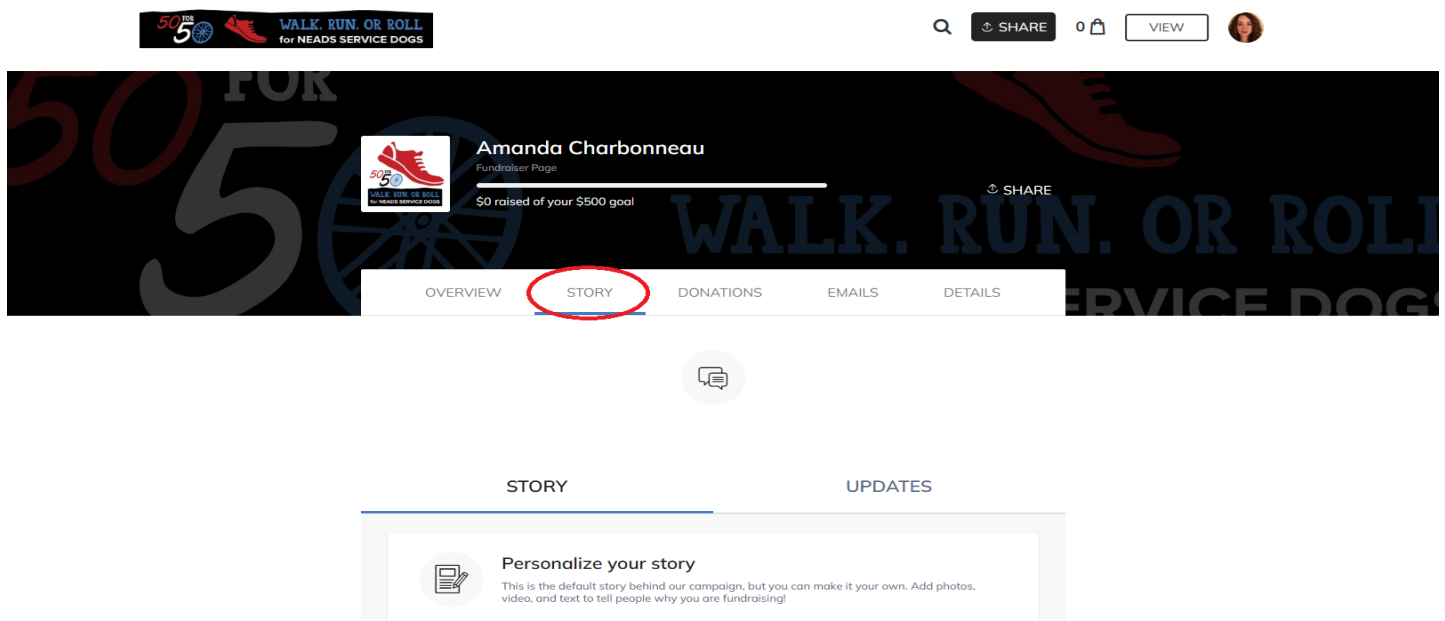
To open your editor, visit your fundraising page, sign in, and then click the **MANAGE** button. It will be at the top-right of the screen on a desktop or laptop.



The screenshot shows the top of a fundraising page. At the top left is a banner for '50 FOR 50 WALK. RUN. OR ROLL for NEADS SERVICE DOGS'. On the right, there are search, share, and lock icons, followed by a 'MANAGE' button circled in red and a profile picture. Below the banner is a large graphic with a red shoe and a blue wheel. The fundraiser's name 'Amanda Charbonneau' is displayed, along with '\$0 Raised' and a '\$500' goal. A 'DONATE' button is visible. Below the fundraiser's name are tabs for 'STORY' and 'UPDATES'. The main content area shows the text 'Thanks for visiting my fundraising page!'.

Post updates

Once your editor opens, select the **STORY** tab



The screenshot shows the fundraising page editor. At the top, there is a banner for '50 FOR 50 WALK. RUN. OR ROLL for NEADS SERVICE DOGS'. Below the banner, the fundraiser's name 'Amanda Charbonneau' is displayed, along with '\$0 raised of your \$500 goal'. A 'VIEW' button is visible. Below the fundraiser's name are tabs for 'OVERVIEW', 'STORY' (circled in red), 'DONATIONS', 'EMAILS', and 'DETAILS'. Below the tabs is a 'PERSONALIZE YOUR STORY' section with a text box containing the text: 'Personalize your story. This is the default story behind our campaign, but you can make it your own. Add photos, video, and text to tell people why you are fundraising!'.

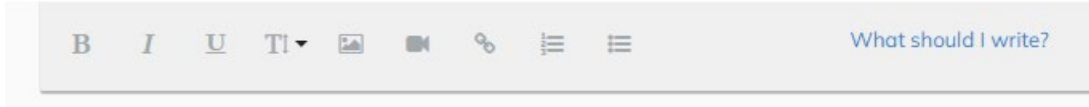
Now select **UPDATES**.

The screenshot shows the top navigation bar with a search icon, a 'SHARE' button, a notification bell icon, a 'VIEW' button, and a profile picture. Below this is a banner for the '50th Anniversary Walk, Run, or Roll for Neads Service Dogs' campaign. The main content area features the fundraiser's name 'Amanda Charbonneau' and a progress bar showing '\$0 raised of your \$500 goal'. A navigation menu includes 'OVERVIEW', 'STORY', 'DONATIONS', 'EMAILS', and 'DETAILS'. The 'STORY' tab is active, and the 'UPDATES' tab is circled in red. Below the tabs, a 'Personalize your story' section is visible, with a 'CREATE NEW' button circled in red.

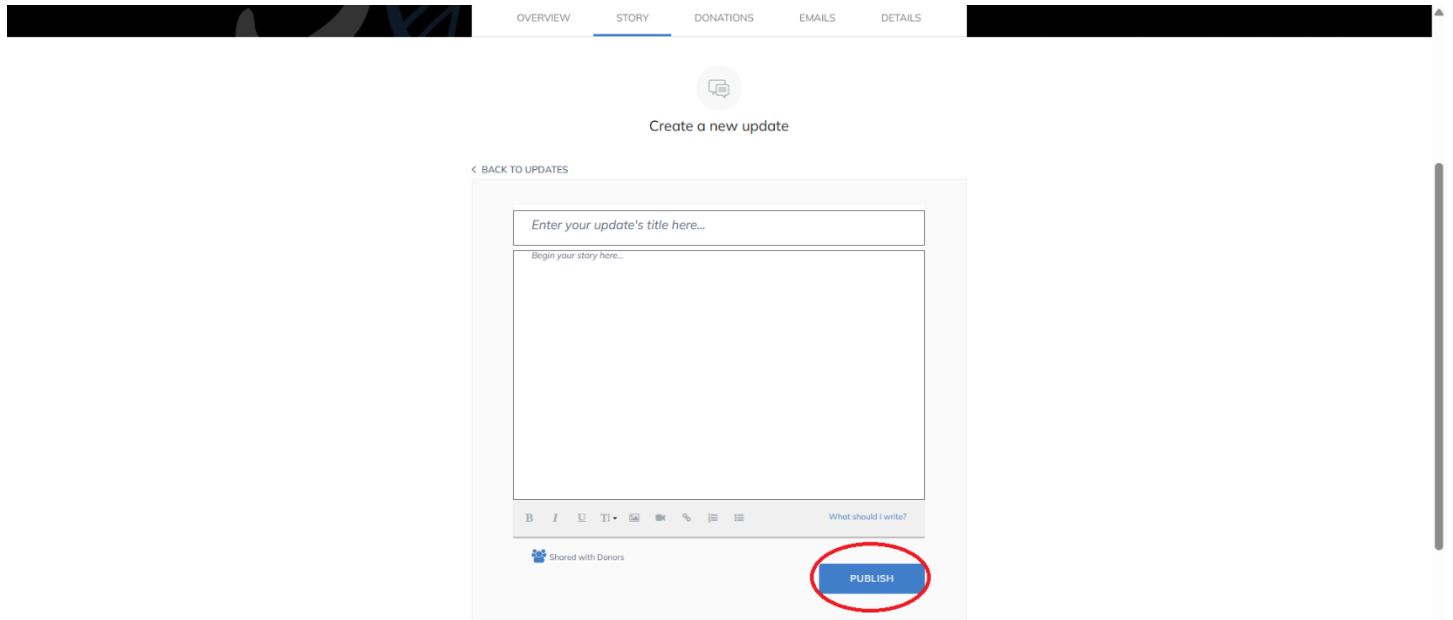
From here, you can use the **CREATE NEW** button to post a new update.

This screenshot is similar to the previous one but with the 'UPDATES' tab selected in the navigation menu. The 'STORY' tab is now inactive, and the 'UPDATES' tab is active. The 'CREATE NEW' button in the 'Create a new update' section is circled in red.

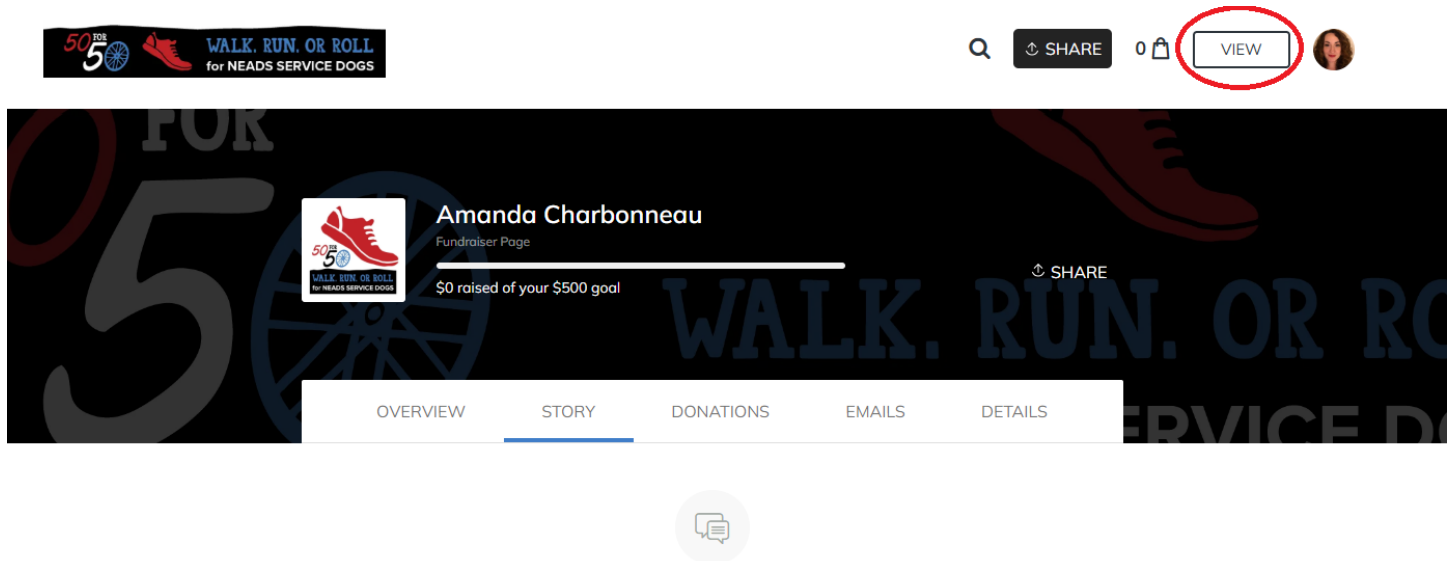
Now you can go ahead and write your message in the text block that appears. To add images, videos, and links use the icons at the bottom of the text block. Tip - if you hover over each icon it will tell you what it does.



Select **PUBLISH** to post your update. Once it's posted, it will appear on your fundraising page and be shared with your donors over email.

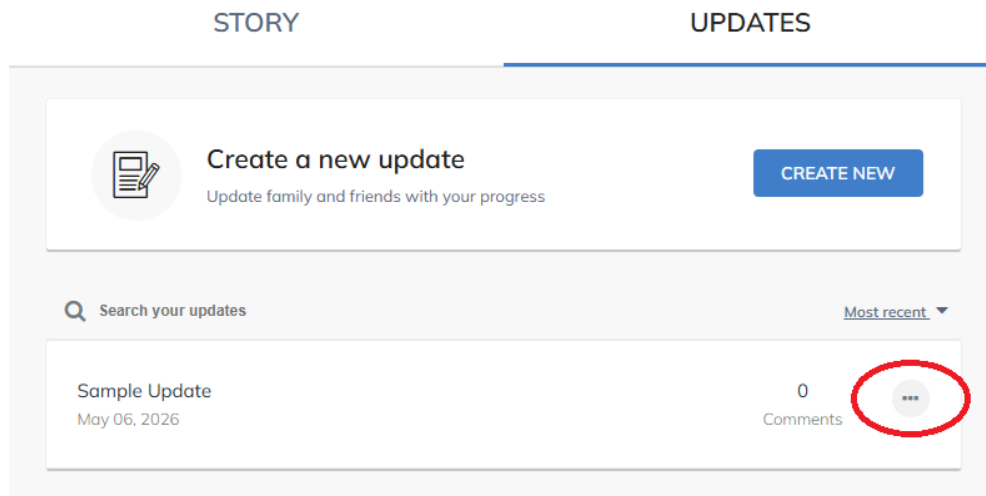


Select the **VIEW** button at the top of your screen to see your update.



Edit or delete an update

To edit or delete an update, open your editor and select Story > Updates. Click the three dots on the post to edit or delete the update.



FAQ

When should I post updates?

We recommend posting updates at least once every other week to keep people engaged with your fundraiser. You can share progress toward your goal -miles walked or money raised. You can also share information about NEADS.

Who will see my updates?

Updates are automatically emailed to everyone who has made a donation through your page. This is a great way to bring in additional donations. They are also visible to the public so anytime someone views your page, they can look at your updates.

Note: GoFundMe Pro/Classy builds the fundraising software for NEADS. You may see their name from time to time. If you have questions or issues with your fundraising page please contact NEADS first, and we can contact GoFundMe if that becomes necessary.