



**Instructions to Join
JHHS Marching Spartan Band
and Color Guard Equipment
Trailer and Fall Music
Fundraiser**



Campaign starts 04/19/2019

Campaign ends 05/12/2019

Step by step instructions to become a participant:

First Time Participants:

Log onto UFund4US.com

Select Join Campaign

Existing Participants:

Log onto UFund4US.com

Select Sign In

Enter your Email address and password

Select Join Campaign

Enter campaign # **0000340** & campaign ID # **9712**

Create an account (follow the on screen instructions):

After creating your account, you will be prompted to enter your email and password again.
This will take you to edit your profile.

If you already have an account login as shown on the page.

Enter your profile:

Upload your profile picture (this will be used to personalize your campaign)

Save and continue

Enter your donors:

We are asking you to enter 20 email addresses.

Enter first name, last name and email address. Phone number is optional. Enter 3 email addresses and then select "Add Donors." This will allow you to continue to add new email addresses.

The screenshot shows a form titled 'Enter Names' with a dropdown arrow. It contains four columns: 'First Name', 'Last Name', 'Email', and 'Phone'. There are three rows of input fields, each labeled 'Donor First Name', 'Donor Last Name', 'Donor Email', and a phone field with a placeholder '____-____-____'. At the bottom right, there are two orange buttons: 'ADD DONORS+' and 'ADD MORE+'. An arrow points from the text 'Add Donors.' in the instructions to the 'ADD DONORS+' button.

When you login into your account for a second time follow the steps below:

Log onto UFund4US.com

Select Manage Campaign, then Select your campaign name. This will take you to your donor email page.

You can review your donation page by selecting "Campaign Link."

The screenshot shows the 'Manage Campaign' page. At the top, there is a search bar labeled 'Search:'. Below it is a table with columns: Status, Campaign #, Campaign ID, Campaign Name, Start Date, End Date, # Of Days Left, # Of Donors, and Campaign Link. The first row of data shows a status of '👍', Campaign # '0000064', Campaign ID '4996', Campaign Name 'Santiago Swim Team', Start Date '12/18/2016', End Date '01/13/2017', # Of Days Left '7', # Of Donors '24', and a 'Link' under Campaign Link. Arrows point from the text 'Select Manage Campaign' to the 'Manage Campaign' header and from 'Select your campaign name' to the 'Santiago Swim Team' row. Another arrow points from 'Campaign Link.' to the 'Link' in the Campaign Link column.

| Status | Campaign # | Campaign ID | Campaign Name | Start Date | End Date | # Of Days Left | # Of Donors | Campaign Link |
|--------|------------|-------------|--------------------|------------|------------|----------------|-------------|---------------|
| 👍 | 0000064 | 4996 | Santiago Swim Team | 12/18/2016 | 01/13/2017 | 7 | 24 | Link |

Thank you for joining JHHS Marching Spartan Band and Color Guard Equipment Trailer and Fall Music Fundraiser

"If you fail to plan, you are planning to fail."
by Benjamin Franklin



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Sums up why 99% of all fundraising efforts fail to reach their goals.