



## Instructions to Join MASS PARTICIPANTS



Step by step instructions to become a participant

First Time Participants: Campaign starts 11/12/2019 Existing Participants: Campaign ends 12/13/2019

Log onto ufund4us.com

Select Join Campaign

Select Sign In

Enter your Email address and password

Select Join Campaign

Enter campaign # **0000423** & campaign ID # **5819**

### 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.

First Name	Last Name	Email	Phone
Donor First Name	Donor Last Name	Donor Email	_____-____
Donor First Name	Donor Last Name	Donor Email	_____-____
Donor First Name	Donor Last Name	Donor Email	_____-____

**ADD DONORS+** **ADD MORE+**

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."

### Manage Campaign

Show 10 entries

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	<a href="#">Link</a>

**fail."**

*by Benjamin  
Franklin*

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



*Instructions to Join*  
goals. **MAST@FIU PTSA**  
Campaign starts 11/12/2019  
Campaign ends 12/13/2019

