

How to Register!

We want to make sure you have the tools you need to register yourself and your team successfully! A couple of important notes:

1) Creating a New Username and Password

EVERYONE will need to create a new username and password when you register on the site. Your previous credentials from past walk seasons may work. Once you create your username and password you will be able to use this login each season moving forward. All your contacts and emails may be saved from season-to-season.

2) Forgot Your Password?

You can always reset it!

3) Best Internet Browsers to Use

We recommend using Chrome, Firefox, or Safari (for Mac users) to maximize your overall experience with the new sites. Other browsers have strict pop up blockers and other compatibility issues that may affect the functionality of the sites.

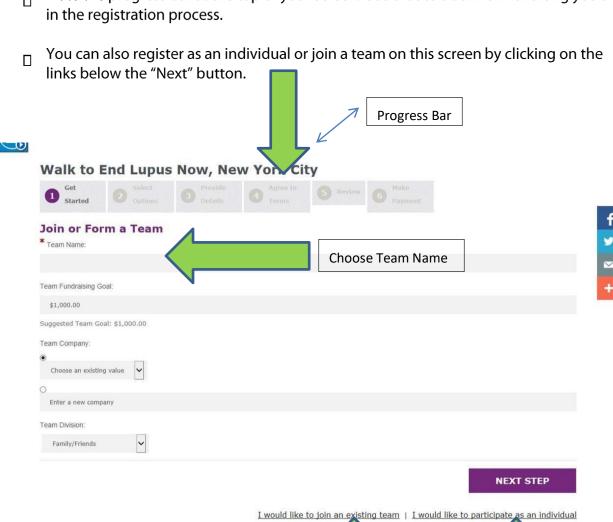
Getting Started

Step 1

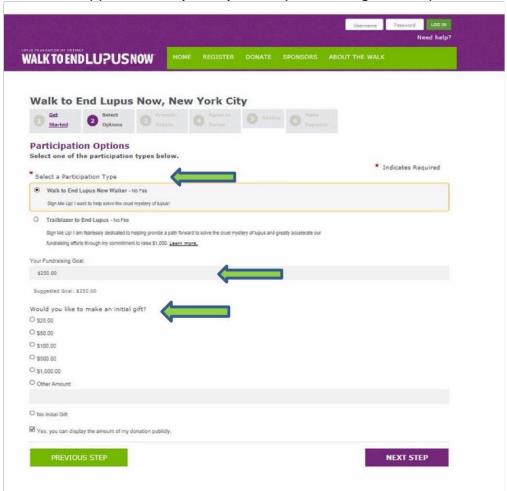
Begin your registration process by clicking on one of the multiple registration buttons on the event home page. **You can form a new team, join an existing team or register as an individual.** As a reminder, all New registrants for the 2020 walk season will have to create a new username and password.



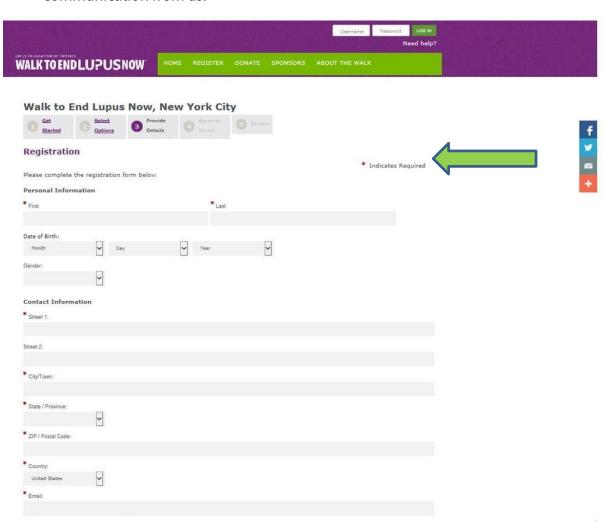
- Once you've clicked on the registration button create your team name and designate П if you are a Friends & Family or Corporate Team.
- Note the progress bar at the top of your screen. Use that to track how far along you are in the registration process.



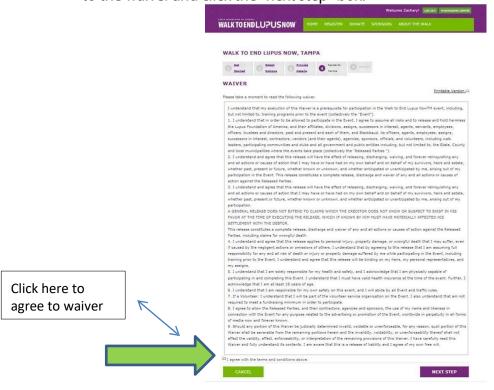
- Choose your participant type: You can choose to be a Walk to End Lupus Now Walker or a Trailblazer to End Lupus. A Registration fee may apply to all walkers. The Trailblazer to End Lupus are a group of walkers striving to be top fundraisers and have set a goal to raise at least \$1,000 for their respective Walk.
- <u>Set Your Fundraising Goal:</u> As a Walk to End Lupus Walker your fundraising goal will default set to \$250 and as a Trailblazer to End Lupus it is \$1,000. However you can up your goal to any amount you wish!
- <u>Initial Gift Donation:</u> You have the opportunity to "kick-start" your fundraising campaign by making an initial donation to yourself. Choose an amount and your donation will appear instantly after you complete the registration process!



- Fill in all required fields to complete your registration. IMPORTANT: This is where you will create your username and password.
- Please note: if you will be registering multiple individuals please ensure to have their contact information. Our site only allows unique email address for each registration. Providing your mailing information for each registrant means you will receive multiple communication from us.

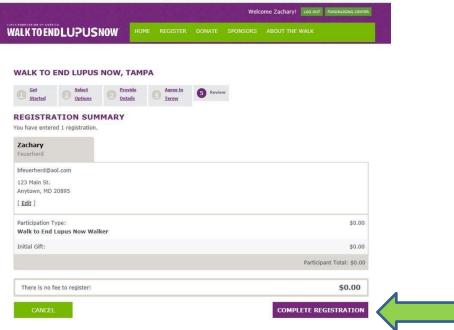


Agree to Waiver: Check the box at the bottom right hand corner of the page to agree to the waiver and click the "next step" box.



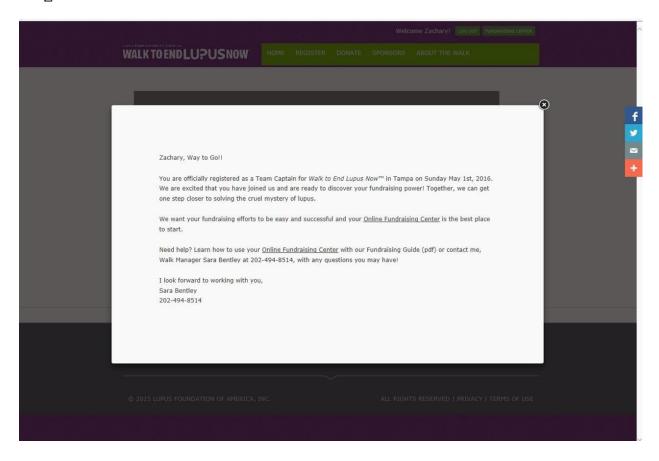
Step 6:

You're almost there! Review your registration information and click the "Complete Registration" button.



Step 7:

- Once you've completed your registration you'll receive a notification that your registration has been completed successfully. Congrats!
- You will then be automatically directed to your personal Fundraising Center. Be sure to reference the "Make Your Fundraising Center Do the Work for You" document in the Fundraising Tips and Tools tab to begin your fundraising efforts.
- \square You will also receive an email notification confirming your registration.



Follow these easy steps to get registered and start your fundraising today!

For more questions, contact the Lupus Foundation of America, Lone Star Chapter

Email: info@lupuslonestar.org

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