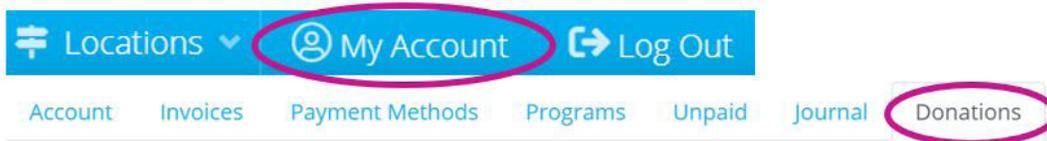


CAMPAIGNER PAGE INSTRUCTIONS

Set-up a campaigner page in Core to receive online donations

1. On the homepage (ymcaup.org), click Login in the top right corner.
1. Log in to the website or create a new account. If you do not know or have not set up your login credentials, follow the steps to creating an account at the bottom of this page.



2. Once logged in, go to "My Account." Click the "Donations" tab to be taken to the campaigner page.
3. On the campaigner page, click "Add Campaigner" and select the member from the drop-down list. Only names of adults on the account will be shown. Here you can edit your Default Campaign (select your branch), goal amount and your Y story.
4. Share your campaigner page link with friends and family. Core will automatically track payments made online through your campaigner page and will show you what percent of your goal has been reached.

CREATING A NEW MEMBER ACCOUNT

1. If you do not already have your Online User Credentials, you will need to create a new account. On the homepage (ymcaup.org), click Login in the top right corner.
2. Select the middle option. Enter your Member ID, Barcode, or Last Name along with your Date of Birth. You will be asked to enter the email we have on file to verify your identity. If the email is incorrect or there is not one on file, please contact your branch to correct/add the email address on your account.
3. You will receive a Confirmation Email and then be asked to set up a password. Once your account is set up, you can Log In and follow the instructions above to set yourself up as a Campaigner!
4. Contact your branch if you need any help setting up a web user for your account.



I am a **MEMBER OR PARTICIPANT**
and I **DON'T KNOW** my credentials

NOT A MEMBER?

1. If you are not and have never been a member at YMCA of Upper Palmetto but wish to participate as a campaigner, you can still set up a personal fundraising page.
2. On the homepage (ymcaup.org), click Login in the top right corner.
3. Select the right-hand option. You will be asked to enter your email address to verify you do not have an account associated with that address.
4. If there are no matching email addresses, you will be asked to select a branch and create a "Non-Member" account. Enter your contact information and proceed. Confirm your New Membership Summary shows \$0.00 being billed and Complete Add Membership.
5. Once your account is created, follow the directions at the top of this page to create your Campaigner page.



I have **NEVER** been a member or
participant and I want to create a
NEW ACCOUNT

Share your campaigner link via email or social media with friends to encourage them to give. Use sample social media posts from Page 11 or sample email/letter from Page 12 if you wish!

If you have questions regarding setting up a personal page or logging into Core, please contact Olivia Chamblee at 803.324.9622 or email oliviachamblee@ymcaup.org.