

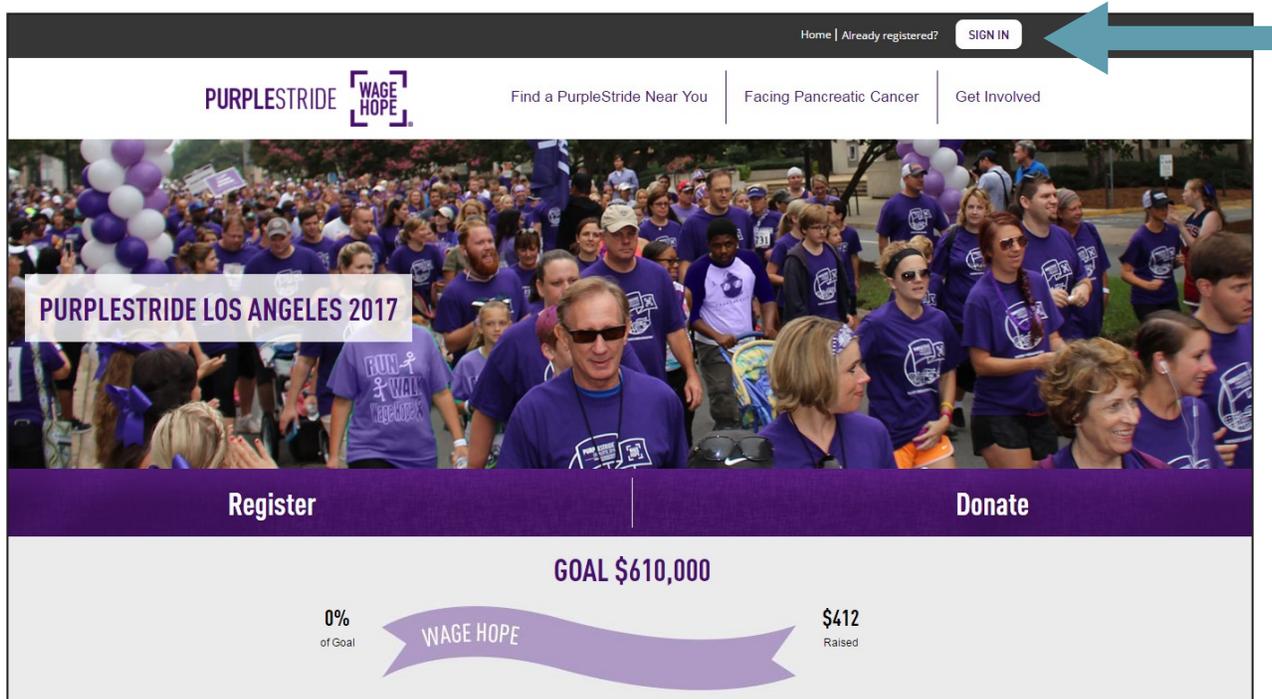
We've found that participants who send emails from their participant center raise more than twice as much as those who don't. We want to make it easy for you to spread the word about PurpleStride to your contacts. Here's a simple how-to to help you send out some emails! Keep an eye out for **this color blue—that's how we'll call out action spots!**

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1. Access My Strider Central

From purplestride.org (or your local event’s home page), select “Sign In” in the top right corner.



2. Log in using the username you created during registration

If you don’t remember your username or password, scroll down and enter your email address to have them emailed to you. If you’ve forgotten the email you used to register, you can call our Customer Service team at 877-272-6226.

PARTICIPANT LOGIN

Login to manage your personal page and fundraise.

* = Required Fields

*Username:

*Password:

remember me

SUBMIT

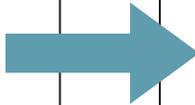
FORGOT YOUR USERNAME OR PASSWORD?

Email me my Username and Password

* = Required Fields

*Email (you registered with):

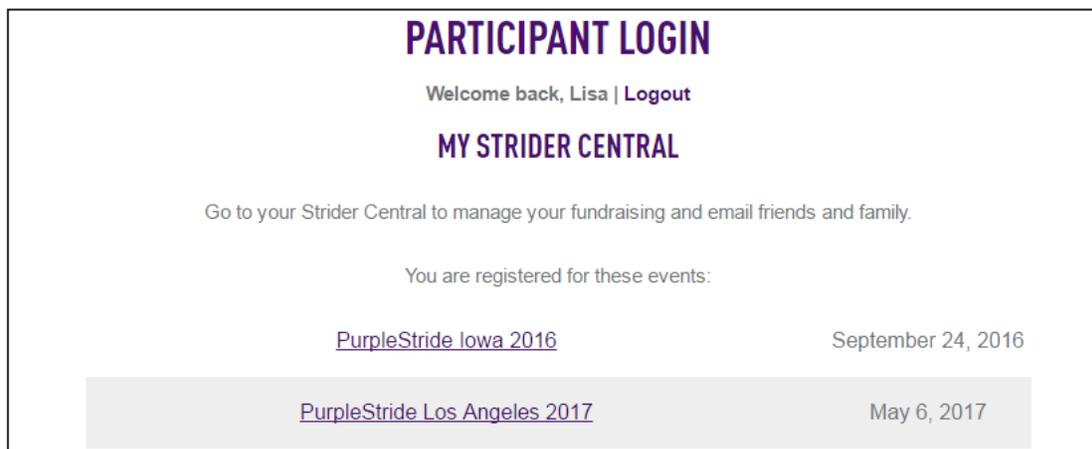
SUBMIT



3. Select the appropriate event

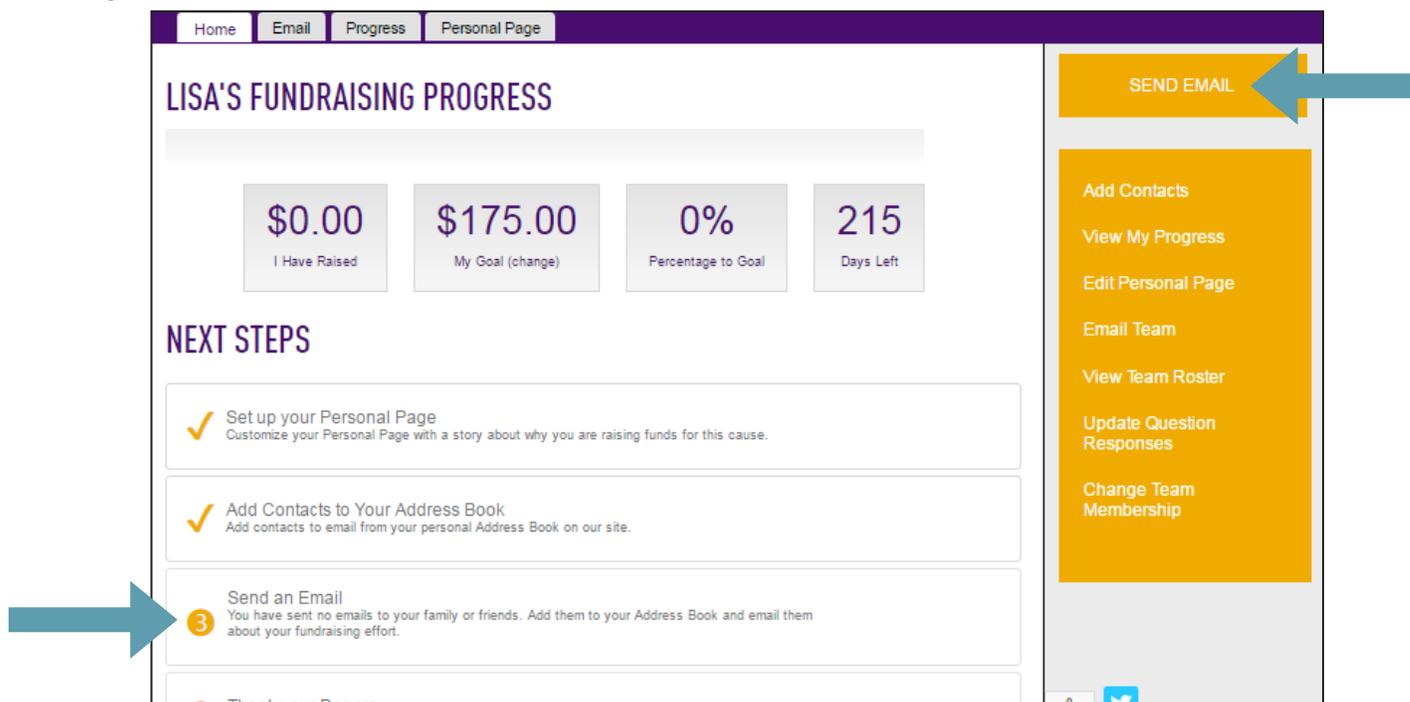
If you are registered for multiple events, they will all be listed on the next screen. Click the event name to access My Strider Central for the event for which you would like to personalize your page.

If you are only registered for one event, that event will be the only one listed on this screen. Click the event name to access My Strider Central.



4. Select "Send an Email"

Select the third option under "Next Steps" to Send an Email. You can also click "Send Email" in the right hand sidebar.



5. Select your template

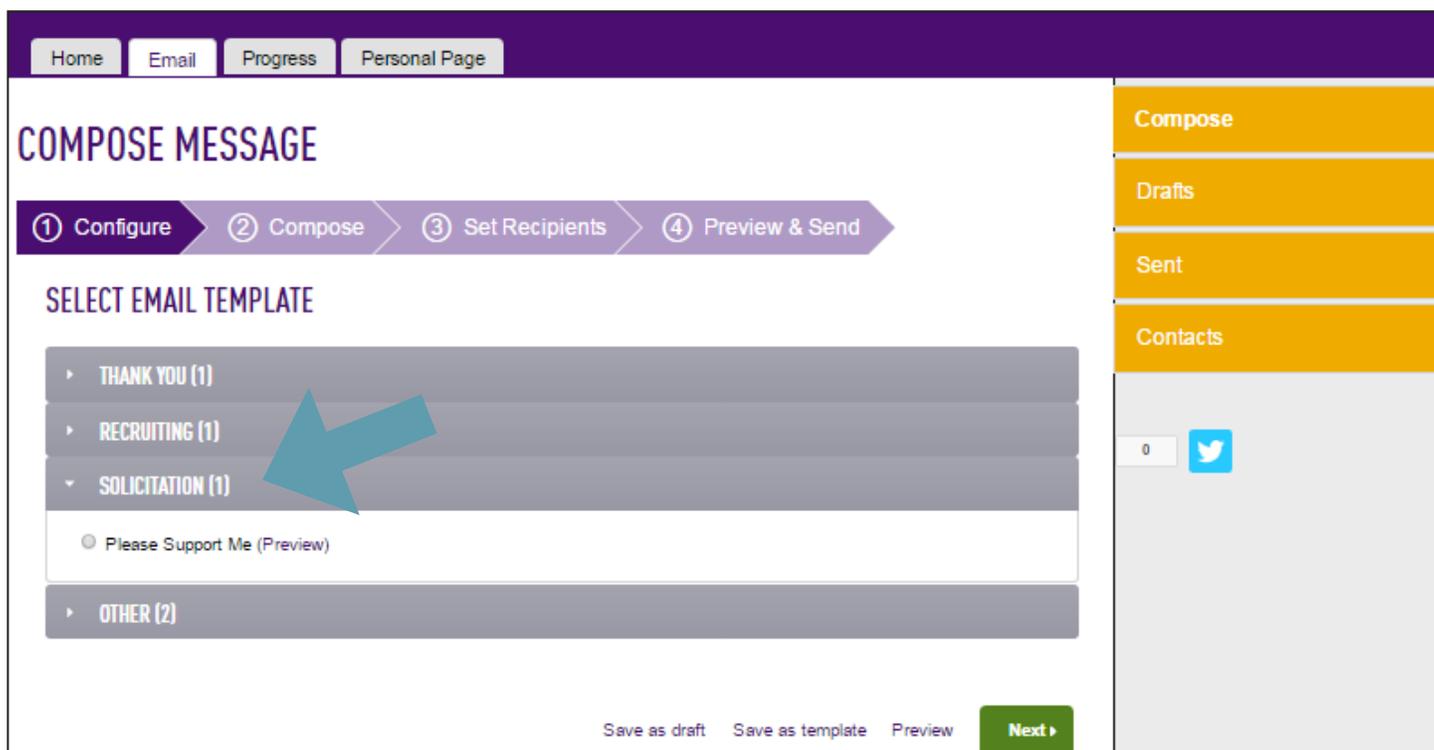
You have several options to choose from — if you would like to ask someone to join your team, you can select “Recruiting” and use our template there, or if you are going to be asking for donations, you can select “Solicitation.”

We also have additional messages for you to use, such as a team message to send out to team members if you are a team captain, or else a blank message for you to populate yourself.

Choose the template that best suits your needs by clicking the corresponding gray bar and your message options will show up.

You can preview what each message will look like by clicking “Preview” next to the message name.

Once you’ve selected your template, click “Next.”



6. Create your message

Use the text field to customize your message. You can personalize it as much or as little as you like, but do ensure that you have checked the email for blank information (such as “[**INSERT YOUR NAME HERE**]” - those are called out in bold and are intended for you to input your personal information).

You can also change the subject line.

Hint: If you would like the system to recognize the person’s first name based on your address book, you can select “Include a personalized greeting.” However — if you do this, remember to remove the generic “Dear Family and Friends from the beginning of the message!

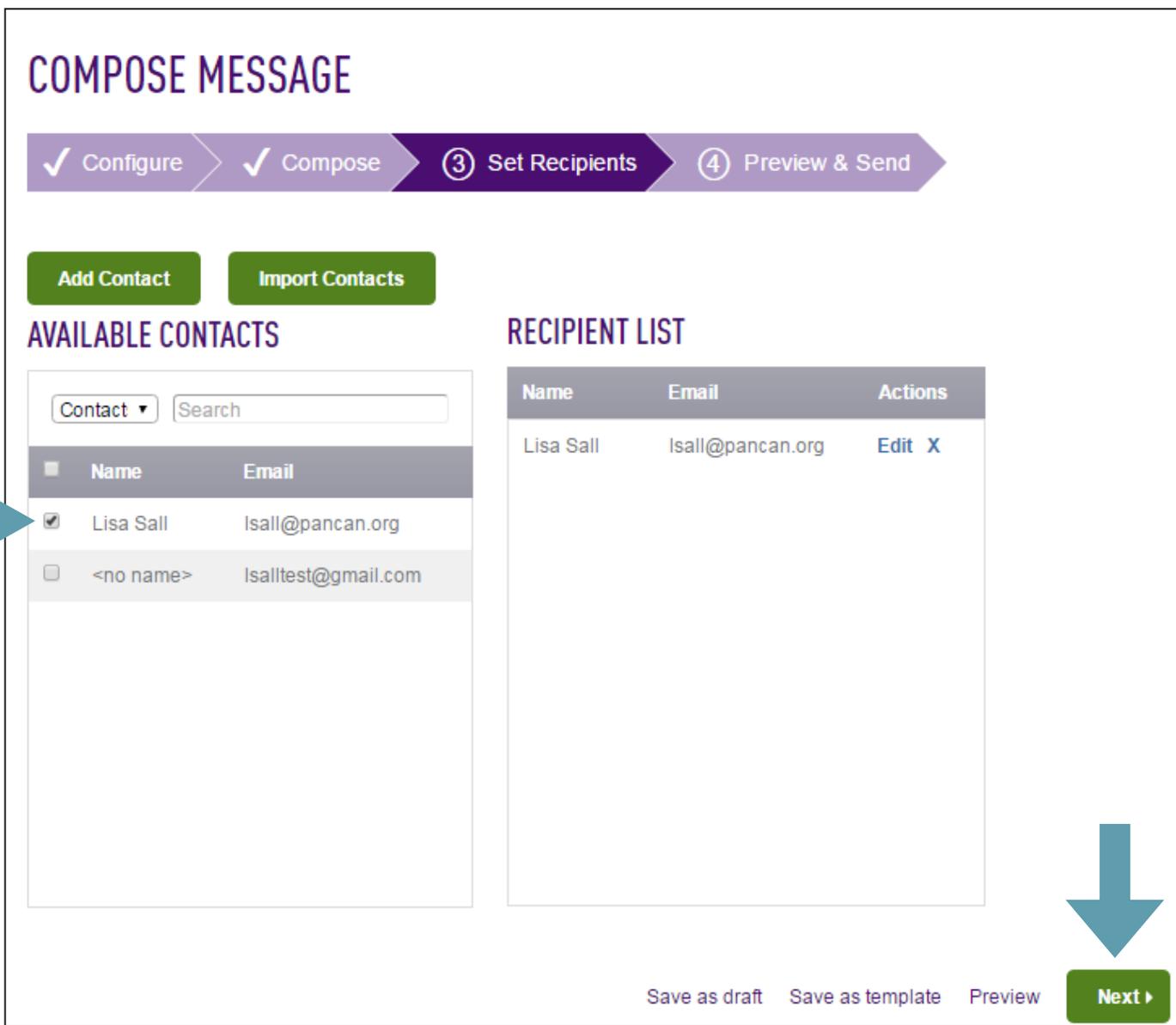
You can **save as draft** if you’ll come back to finish later or, if you plan to use the message again, **save it as a template**. **Preview your message**, and once you’re happy with it, click “Next.”

7. Select your recipients

From the next screen, you can add more contacts or import contacts from your address book (see our helpful guide on [adding contacts to your participant center](#) if you need help).

From this page, you can select which of your contacts you would like to send your email to. Simply click the checkbox next to their name, and they will be added to the recipient list.

Once you're happy with your recipient list, click "Next."



COMPOSE MESSAGE

✓ Configure → ✓ Compose → **③ Set Recipients** → ④ Preview & Send

Add Contact **Import Contacts**

AVAILABLE CONTACTS

Contact ▾ Search

<input type="checkbox"/>	Name	Email
<input checked="" type="checkbox"/>	Lisa Sall	lsall@pancan.org
<input type="checkbox"/>	<no name>	lsalltest@gmail.com

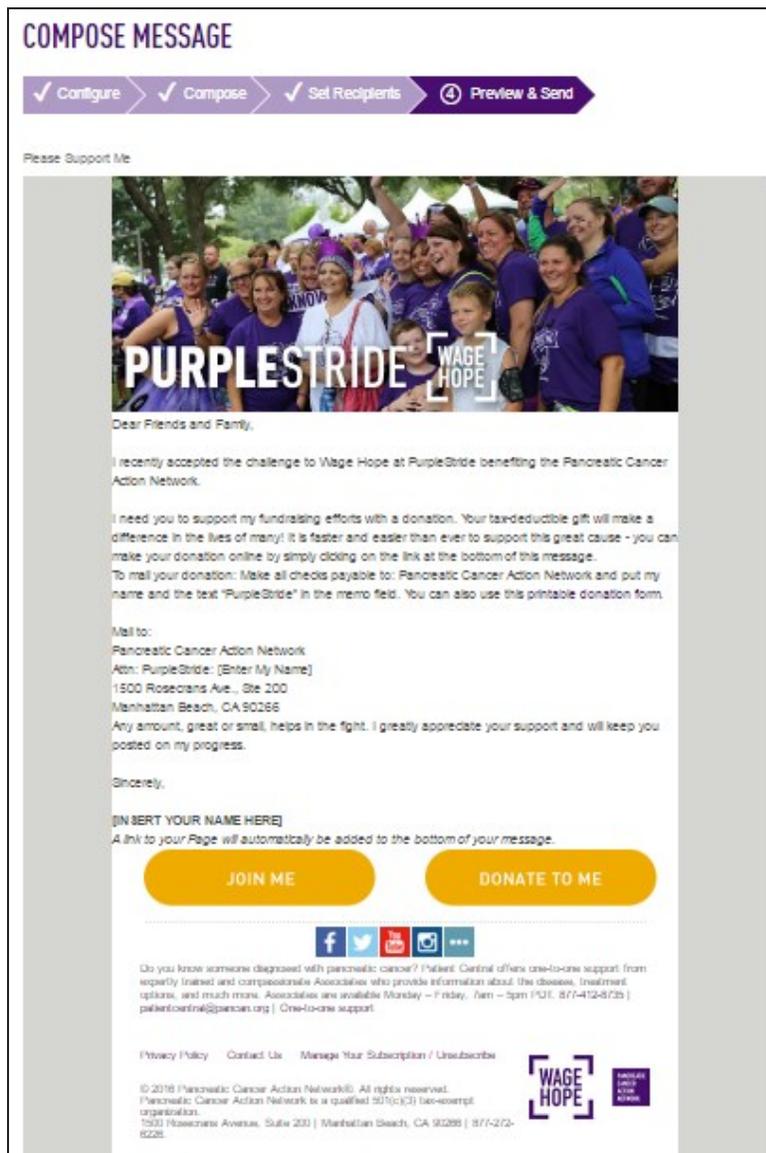
RECIPIENT LIST

Name	Email	Actions
Lisa Sall	lsall@pancan.org	Edit X

Save as draft Save as template Preview **Next ▶**

8. Preview your message

Take one last look at your message and make sure you're happy with the way it looks. Remember, the "Join Me" link will take your friends to the registration process, while the "Donate to me" will take them to your personal fundraising page.



9. SEND!

Once you're satisfied with your message, click "Send!"