

We've found that participants who personalize their fundraising page raise more than three times as much as those who rely on the default content—so we want to make sure you know how! Here's a simple step-by-step guide to help you make your fundraising page stand out from the crowd! Keep an eye out for **this color blue—that's how we'll call out action spots!**

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### 1. Access My Participant Center

From [pancan.org/diy](http://pancan.org/diy), select “Log In” in the top right corner.

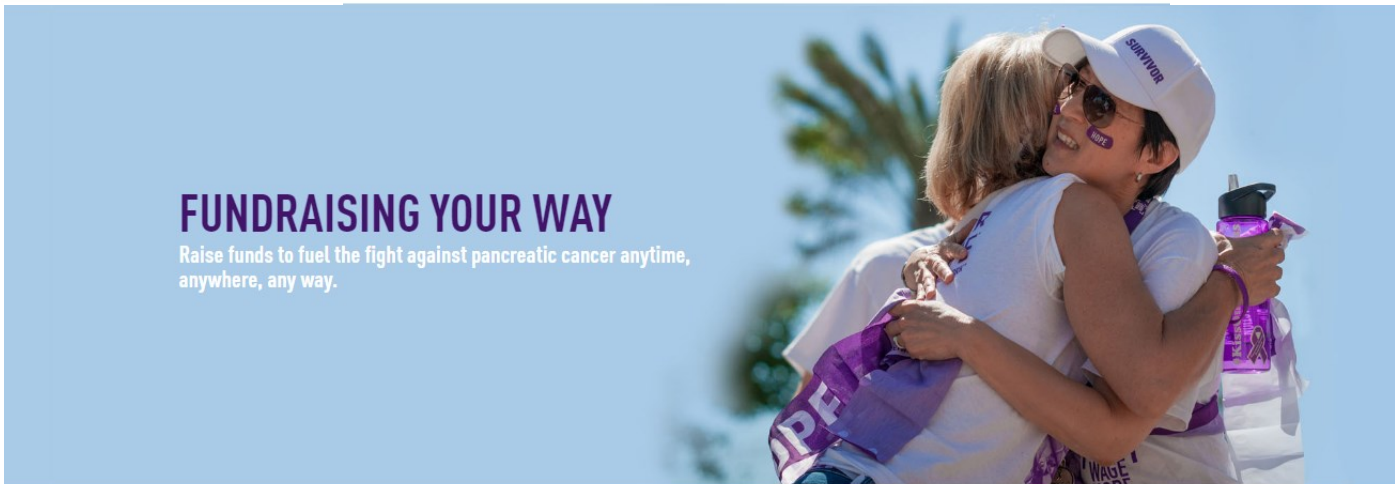


WAGE HOPE MY WAY

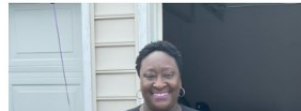
ABOUT PANCAN FAQ RESOURCE CENTER

FIND A FUNDRAISER/TRIBUTE

LOGIN



### GET STARTED



### 2. Log in with the username you created during registration

If you forgot your username and password, enter your email to be sent your username and a reset password link.

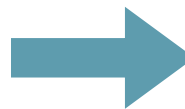
## USER LOGIN

Existing User

\* User Name:

\* Password:

SUBMIT



**Login Assistance**

[Forgot User Name?](#)

[Forgot Password?](#)

### 3. Select the appropriate event

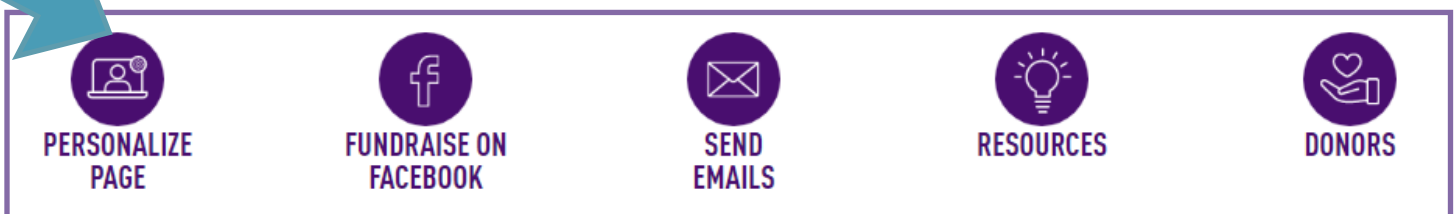
**If you are registered for multiple events**, they will all be listed on the next screen. Click the event name to access My Participant Center for the event you would like to send emails about.

**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 Participant Center.



### 4. Select “Personalize Page”

Next, you will be brought to the main page of your Participant Center. Here, you will see multiple choices you can explore on customizing your fundraising page.



Select the first option— **Personalize Page**. On this page, you will be able to edit your fundraising goal, upload a photo, edit your URL link, and edit the welcome message on your landing page.

#### 5. Tell your story

Welcome to your page! Here, you can do the following: edit your fundraising goal, edit your personal page URL, change your title, and your page's welcome message (if you wish to do so). On the following pages, we'll review how to edit your URL and how to upload your media.

## PERSONALIZE PAGE

**WAGE'S FUNDRAISING PROGRESS**
**EDIT GOAL**

\$0.00
\$500.00

**PERSONAL PAGE**

**PERSONAL PAGE URL:**
**URL SETTINGS**

<https://secure.pancan.org/site/TR/DIY/DIYTeamraisers?px=3403533&pg=r>

**TITLE**
**EDIT CONTENT**

Welcome to My Personal Page

**BODY**
**PHOTOS/VIDEO**
**UPDATE PHOTO**


With your support, I'm taking bold action to improve the lives of everyone impacted by pancreatic cancer.

Every dollar you give funds life-changing programs and services for patients and their families. Because of you, patients and families receive essential services, resources, information, and support when they are urgently seeking help and hope. They need now more than ever.

Please make a gift of any size to get me one step closer to my fundraising goal and help PanCAN create a world in which all patients with pancreatic cancer will thrive.

Patients and families need us now more than ever.


I am grateful for your generous support.



### 6. Create a personalized URL for your page

From this screen, you can also create a personal URL to make your page link easier to remember. Select “URL Settings.”

**PERSONAL PAGE**


URL SETTINGS

**PERSONAL PAGE URL:**

<https://secure.pancan.org/site/TR/DIY/DIYTeamraisers?px=3403533&pg=1>

From here, you will see your URL options.

- In the box, type what you would like your URL to be. The first part (support.pancan.org/goto) cannot be changed, but you can insert your own name or personalized wording into the field in order to shorten and personalize/customize your URL.
- When you’re happy with your settings, click “Save.”

Don’t forget to copy and paste your personal URL to share it in an email or on social media!


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**URL SETTINGS**

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You can create a personalized Web address for your personal page to make it easier for family and friends to find. The Web address can contain letters, numbers, '-' (dashes), and '\_' (underscores). For example, entering 'John\_Smith' will allow people to enter 'http://support.pancan.org/goto/John\_Smith' to display your personal page.

http://support.pancan.org/goto/

CANCEL
SAVE


**PERSONAL PAGE URL:**

[http://support.pancan.org/goto/John\\_Smith](http://support.pancan.org/goto/John_Smith)

### 7. Update your photo

A picture is worth a thousand words, so we encourage you to also add a photo or video to your page.

- Click the box that says “Photos”. It is actually a dropdown where you can choose either Photos or Video
- After you choose either Photo or Video, you can upload a photo of yourself, a loved one, an event from last year; the sky is the limit! Simply click “Choose file,” find the photo on your computer, and click “Open.”
  - The file must be in .gif, .jpg, or .png format
  - The file size must be smaller than 6 Megapixels or 150KB
- If you would like to create a caption to go with your photo, enter it in the caption field.
- Once you have selected your file, click “Save/Upload.”

The image shows a composite of two screenshots. On the left is the 'UPDATE MEDIA' web interface. At the top, it says 'UPDATE MEDIA'. Below that, it says 'You may add either photos or a video to your page.' There is a dropdown menu currently set to 'Photos'. A yellow box contains the text 'Images must be .gif, .jpg or .png files.' Below this, it says 'Select an image to upload:' and has a 'Choose File' button next to 'No file chosen'. A large blue arrow points from the 'Choose File' button to a Windows file explorer window on the right. The file explorer window shows the path 'LISA > My Photos' and contains a single photo of two women hugging, labeled 'My Photo'. Below the photo in the interface is a 'Caption' text box and a link 'or remove photo'. At the bottom of the interface are two buttons: 'CANCEL' and 'SAVE/UPLOAD'.

### 8. Choose a video instead of a photo

If you're a little more ambitious and want to embed a video on your page, you can do that as well — but it requires a few extra steps.

- First, record your video — you can use your iPhone camera or something more high-tech!
- Then, upload your video to YouTube ([tutorial available here](#)). You will need a YouTube account for this — it's free to set up and use.
- Next, copy the YouTube video's URL.

Once you have the YouTube URL, you can go back to your Participant Center, to the Photos/ Videos page. Select the “Video” button, and paste the URL for your YouTube video into the field.

Then click “Save”

UPDATE MEDIA

You may add either photos or a video to your page.

Photo
  Video

YouTube Video URL (e.g. <http://www.youtube.com/watch?v=3eZTh94Fapg>)

### 9. Preview your page

Check your page to make sure it looks the way you want.

### 10. SAVE!

If you like the way everything looks, share your beautiful page with friends!