



Website Help Guide

How to Register

Follow the steps below to register for AngelRide and start your fundraising.

On the AngelRide website (www.angelride.org), click on the Ride button in the upper right corner to display the page “The Rides – Register to Become a Rider or Join a Team.” Begin the registration process by clicking on the new rider option or the returning rider option.

Step 1: Complete the registration form. **(Please complete one form per participant, including Young AngelRiders.)** You will be asked to read and agree to our event waiver. After you have read the waiver click on the agree box and select **Next**.

Step 2: You will be asked to select a join option; pick the one that applies to you. If you are joining an existing team, you may search for the team by name or search for a team member by first or last name. Next you will be asked to set your fundraising goal. AngelRide has a minimum goal of \$1,000. Young AngelRide (ages 8-15) has a minimum of \$100. You can always increase your goal if you wish. After entering your goal, click the **Next** button.

Step 3: You will be asked to select which event option you would like to register for. Select the option that applies to you and click **Next**.

Step 4: Confirm that the information is correct. If the information is incorrect, click **Previous**. If the information is correct, click **Next**.

Step 5: Complete the billing information form and click the **Register** button.

Step 6: You have successfully registered! Click on **Go to my dashboard** to see your personal homepage.

From your personal homepage you can:

- Customize your personal page
- Upload pictures to the slideshow on your page
- Import and/or manually add your contacts to your address book
- Track your fundraising progress
- Send solicitation and thank you emails using our the templates we have provided or creating your own message(s)
- Enter offline donations
- Manage your team page (where applicable, for team captains only)

Registration Questions

Is there a registration fee?

Young AngelRide: \$35 ea

AngelRide One Day: \$50 ea

AngelRide Two Day: \$100 ea

What is a User ID?

The User ID is your unique user name. This is the name you will use to login to fundraise and track your progress. Use a name that you will remember.

What do I do if I forget my password?

After clicking on Participant Login, click on the Forgotten Password link. This will prompt you to enter your User ID. Your reminder phrase will be sent to your personal email address.

What is a dashboard?

The dashboard (“My Home”) is a tool for you to use to track your fundraising progress. You can edit/update your personal page, invite people to visit your page where they can sponsor your efforts and see who has already supported you; you can thank your sponsors, track the emails you have sent and chart your progress.

What is a Personal Page?

A Personal Page is a page you customize and ask your friends and family to visit when soliciting donations. Once you register, by default you will have a Personal Page created for you. You have the option of personalizing the images, and text on your page.

Setting up my Personal Page

Follow the steps below to set up your Personal Fundraising Page.

Step 1: From your dashboard, click on **Design my Web Page**.

Step 2: Click **Edit My Web Page**.

Step 3: Choose photos from the image gallery at the left of the page to include in your slideshow or click on **Browse** to upload a personal image (up to 3 photos) from your computer.

Step 4: Share your story. Tell everyone why you are participating by adding text to the please share your story box. Don't want to share your story? Default text will automatically be placed on your page.

Step 5: Enter a title for your Comments Board.

Step 6: Choose the color of your fundraising goal thermometer.

Step 7: Click **Save Changes**.

Step 8: Click **My Home** at the top of the page.

Step 9: Click **Visit my Web Page** to view your page.

Personal Page Questions

What is a Message Board?

Message boards allow visitors to your site to leave a comment or wish you luck. Visitors can choose to post a message to your site or mark it as private so that only you will be able to see their message.

Do I have to use and edit my Personal Page?

Once you register online you will have a standard Personal Page. You can choose to personalize it with photos and messages to inspire those directed to your page to sponsor you. It is not necessary for you to edit your page as there will be default information about the Camps and your events.

How can I see who has sponsored me?

On your dashboard you will find My Progress Summary, click on **My Activity Log** for a detailed list of sponsors, pledges and solicitations.

How do I upload a photo to add to my personal page?

Click on the **Browse** button in the photo section, then select the photo you would like on your page.

How do I send a personalized e-mail to potential sponsors?

We have created email templates to help get you started. On your dashboard you will find an icon that says **Send Email**. Click on this icon and follow the steps provided to personalize the template options.

What is the best way for people to sponsor me?

Online donations are by far the best method. Our website is secure and your donors will have access to their e-receipts immediately. Your personal page will identify your new donation as soon as a donation has been made online.

Fundraising Help

Receiving help with your fundraising is easy. Click on the FAQs tab in the menu across the top of the AngelRide website.

Additional Questions

The following information should answer any additional questions you may have.

I have already registered, how do I login?

On the AngelRide website (www.angelride.org), click on the Ride button in the upper right corner to display the page “The Rides – Register to Become a Rider or Join a Team.” Select “If you are a returning rider, click here to login.”

How do I change my contact information?

Please send an e-mail to info@teamholeinthewall.org if you need to change your contact information.

What do I do if I can't find a participant using the search option?

Leave the search box blank and click search. This should list every participant registered for that particular event. Still having difficulties? Check back with your friend or family member to ensure they have officially registered or that you are searching in the appropriate event.

Still Can't Find an Answer?

Click the FAQs tab in the menu across the top of the AngelRide website. If you are still having trouble with the website, please contact Team Hole in the Wall at info@teamholeinthewall.org or call (203) 777-0522.