

# How to Use The Online Fundraising System



Go online at: [www.msbiketours.com](http://www.msbiketours.com)

## How do I personalize my fundraising web page?

Your fundraising goal, story & photo will default to generic information. To achieve greater fundraising success, personalize it before you forward your web page to anyone.

1. Under the “fundraising” tab
2. Change your fundraising goal in the “Settings” tab
3. Change your story in the “story” tab
4. Change your photo in the “Picture” tab
5. Preview your web page in the “Preview web page” tab

☺ **Make sure you press save after every change** ☺

## How do I get people to pledge me online?

1. Under the “fundraising” tab
2. Click “Ask for Online Pledges”
3. Follow the instructions to add those you wish to email
4. Create your email message or use the default message

Or...

1. Under the “fundraising” tab
2. Click on “Preview Web Page”
3. Copy & paste the link found on this page into an e-mail to send to your friends, family & co-workers from your personal email account

Or...

Let people know they can find your name (or team name) online using the MS Society’s Pledge a Participant option at [www.msbiketours.com](http://www.msbiketours.com)

## **Did you know:**

- Donors typically donate more money when they donate online than in person?
- Online donors receive an instant tax receipt emailed to them saving the MS Society money and donors time?

## **Online Fundraising Tips From the Pros**

- Donate to yourself first – if you are not committed then why would your donor be?
- Ask donors to match your pledge

**CREATE A TEAM... Create a Future Free of MS.**  
For additional tools and updates on useful information, please visit [www.TeamMS.ca](http://www.TeamMS.ca)