

DSAJ Buddy Walk®

How To Register Guide



Registering for the Buddy Walk is quick and easy!

1. Sign in or sign up
2. Start a team or pick a team to join
3. Set your fundraising goal
4. Choose your shirt size
5. Add additional participants to the same transaction
6. Enter billing info

And YOU are registered!

Need more details? No problem, follow the step by step instructions below.

- 1 Click the REGISTER NOW button on the Buddy Walk® home page. This starts the registration process.

2020 DSAJ 18th Annual Buddy Walk®

REGISTER NOW!

DONATE TO THIS EVENT

- 2 Enter your name and email address, and create a password.

Get Started



Been here before?

[Login to your account](#) to prefill the fields below with your information.

Name*

Email Address*

Create Password* [Show](#)

CONTINUE TO NEXT STEP

[Cancel](#)

! Not your first Buddy Walk? Click **Login in to your account** to access your contacts and page customizations from a previous year. *It's a great timesaver!*

DSAJ Buddy Walk® - How To Register Guide (continued)

3 Choose your registration type.

- If you plan to start your own Buddy Walk team, click **Team Captain**.
- If you are joining an existing team, choose **Participant**.

Then click **Continue to Next Step** button

Registration Type

Participant Type *

Team Captain

Team Captains are required to select a Team Name (14 characters including spaces) and a shirt color. This ensures your team members a team shirt if they register as a participant WITH shirt. They also have the option to register w/NO shirt.

Registration Fee: \$20.00

Participant w / SHIRT

Registration Fee: \$20.00

CONTINUE TO NEXT STEP

[Cancel](#)

Registering as a Team Captain

Planning to lead a Buddy Walk team? Please complete these three simple steps at the start of the registration process to set your team up for success!

1 Choose a **team name** – this is the team name you will share with others when registering or donating to your team.

2 Choose a **shirt color** – choose a shirt color for your official customized DSAJ Buddy Walk shirt.

! Some teams choose to make their own shirts and don't need the official Buddy Walk shirt. Please still pick a shirt color. You can tell your team members to choose "I do not want a shirt" from the shirt size drop down.

3 Choose a **name for the back of your shirts** – This can be the same as your official team name but can only be a maximum of 14 characters.

! If your official team name is longer than 14 characters, you will need to shorten it for the back of the shirt.

Now pick up at **Step 2 of Registering as a Participant** to continue your registration process.

DSAJ Buddy Walk® - How To Register Guide (continued)

Registering as a Participant

1 Find a Team to join from the drop down.

! Don't want to start or join a team, but still want to participate? Just choose **Team DSAJ** from the drop down.

2 Set your fundraising goal.

3 Start your fundraising with yourself! Consider making a donation above your registration fee.

4 Select your t-shirt size.

Registration Details

2 Your Fundraising Goal*

3 Make a Donation* Yes! I'd like to make a donation toward my fundraising goal.
 No thanks.

Donation Amount*

4 What is your t-shirt size?* I Do Not Want A Shirt
 WHITE Onesie w/logo - 6 mos
 WHITE Onesie w/logo - 12 mos
 WHITE Onesie w/logo - 18 mos
 Youth X-Small (2-4)
 Youth Small (6-8)
 Youth Medium (10-12)
 Youth Large (14-16)
 Adult Small (34-36)
 Adult Medium (38-40)
 Adult Large (42-44)
 Adult X-Large (46-48)
 Adult XX-Large (50-52)
 Adult XXX-Large
 Adult XXXX-Large
 Adult XXXXX-Large

5 Enter your address information.

! If you logged in with your email address and password from last year, all you have to do is validate that the information is correct. Such a time saver!

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- 6 If you have other friends or family members you want to add to your team and pay in the same transaction, click **Save & Add another participant**.

You have two options for account access:

- You can manage the participant's account – this is typically used for a family that wants to have one fundraising page and use one family member's email for all Buddy Walk communication.
 - Click "Use my address for this participant"
 - Click "I will manage this participants fundraising page and receive email about their fundraising progress".
- The registrant will manage their own account. This gives the registrant an opportunity to receive any email communication and set up their own fundraising page to raise money for your team!
 - Leave both check boxes unchecked and enter a valid email address for the participant.

Registration Type Participant 2

Name* Donor Test2

Use my address for this participant

Relationship to You* Friend

I will manage this participant's fundraising page and receive email about their fundraising progress.

Email Address*

Participant Type* Participant w / SHIRT
Registration Fee: \$20.00

Team Team DSAJ

1 Participant Added

Donor Test1 You
Participant w / SHIRT

[CONTINUE TO NEXT STEP](#) [Cancel Additional Registration](#)

Continue this process until all family members are added. Click **Continue to Next step**

! Only registering yourself? Click **Continue to Confirmation** button to enter billing information.

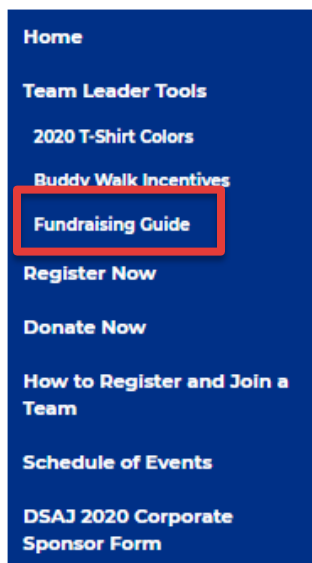
DSAJ Buddy Walk® - How To Register Guide (continued)

You Are Now Registered, What's Next?

You are now logged into your event headquarters for the Buddy Walk®. If you exit this page, just login with your email address and password when you return to the Buddy Walk® event site.

- Check out the links for you to create your pages, register others to participate and ask donors for their support.
- Personalize your fundraising page. We encourage you to add photos and a story to make it compelling. These are the pages that potential team members and donors will be visiting!
- Make sure you look at other areas of your profile for additional tools (importing contact lists, sending messages to donors, etc.)
- Link your page to Facebook, Twitter
- Send emails from the site, this will automatically provide a link to your page and track responses.

Check out the Fundraising Guide for tips on customizing your page, sending email and much more!



2020 DSAJ 18th Annual Buddy Walk®

Your Events ▾

Event Date: 10/17/2020 Jacksonville Beach, FL / Team: [Team Baby Cain Test](#) Captain: You

Your Fundraising

Your Team Fundraising

Your Fundraising Total

You've raised **3%** of your goal! [Share this with friends!](#)

3%

Please contact buddywalk@dsaj.org with any questions! We look forward to seeing you on Saturday, October 17, 2020 at the Seawalk Pavilion at Jacksonville Beach.