

Set the Stage / Get them Pumped

This is when you give your best / most impressive motivational talk about how important this fundraiser is to the program and to you and how you are so proud of ALL that they are doing and have them imagine or envision how amazing and awesome the future of the program will be because of their attitudes and support of this fundraiser. It has to be apparent to the students that this fundraiser is serious business and that you are ALL IN on them giving 100% on this fundraiser. Set an expectation that 100% of them will participate. Don't take answers in-front of the group related to "my mom told me not to do this fundraiser". Address that in a one-on-one conversation.

Take out the Supporters List.

Before you start the fundraiser, the students must have completed this step called the Supporters List. If you are not sure about this step or you have a feeling that they didn't get it done up to a high standard, we must have missed something. Call or text me before going forward. I wouldn't go forward unless that step is solid.

Watch the How to Register YouTube Video:

I have created a YouTube video that walks the students through the steps on how to register and enter their emails. The video also walks them through the student dashboard. Here is the YouTube link for how to register and enter emails: <https://www.floridafundraiser.com/instaraise.html>

Custom InstaRaise Website:

I should have emailed you a PDF which has a QR code and the URL for your custom InstaRaise site. You will need to direct all students / participants to this URL. If you have the students scan the QR code with the camera on their iPhone, a banner will pop-up on their phone and they will be directed to the URL. If they do not have an iPhone or a QR reader, they can type the URL into a browser or a friend and text it to them.

Students need to Register and enter/send emails through InstaRaise:

Here are step - by - step instructions for how a student should register, in case the video isn't working.

!! CRITICAL!! Register on InstaRaise

Students should go to your custom InstaRaise which was sent to you via email.

Click on **REGISTER** (if mobile, touch the 3 white lines).

Complete First Name, Last Name, Email, Cell Phone and select Class from drop-down menu

Address is not required (skip this step)

Click **"SIGN UP"**

After they register, the student may be prompted to **LOG IN** with their email and password.

Their password will default to their last name (lower-case).

Once on the **Dashboard**, use the menu on the left to navigate the dashboard (if mobile, touch the 3 white lines for the menu).

!! CRITICAL!! Customize the student InstaRaise Page

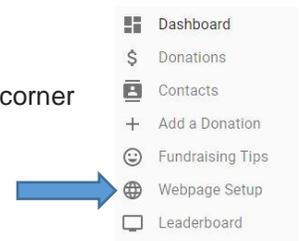
Click on **Webpage Setup** to customize the student **InstaRaise** page with a photo, etc.

Edit the student webpage by clicking on the word **EDIT** (if mobile, look for an orange pencil top right corner of browser)

Edit / Adjust their personal fundraising goal.

Upload a selfie or picture of themselves from their photo library or computer.

Click **SAVE** before going back to the dashboard



!! CRITICAL!! Add Contacts from Supporters List

Click on **Contacts** from the menu on the left (if mobile, touch 3 white lines and select CONTACTS).

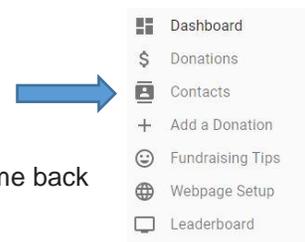
Click on orange text that reads **+ ADD CONTACTS** on the top right corner of the web page.

Enter first name, last name, email and cell phone number of supporter.

Click **ADD MORE** to enter another supporter.

Be sure to click the **SAVE** button before you return to the dashboard.

Remember your goal is to enter 20+ supporters. If you don't have those with you today, you can come back to this tonight or at home.



!! CRITICAL!! Send emails to Supporters / Contact

Click the clear box next to the word "NAME" at the top of the page.

Click the orange button that says "SEND EMAILS" to send your message to all contacts.

Fundraising Tips

This page offers some general fundraising tips to the students and how to be successful.

Leaderboard

This page shows who is leading in the fundraiser and how much time is left.

Donations

This tool will allow the student to see a list of all donations that have come in

QR Code

Students can show this QR code to their supporters and the supporter can scan this code with their iPhone to go directly to their custom student page.

Dashboard

This is the main screen where the student can monitor their personal campaign. They can copy the URL to their custom page directly from their dashboard.