How-To Guide:

Hadrian's Wall Virtual Walk in aid of Classics for All

This guide will show you how to:

- 1. Register on Enthuse
- 2. Set up your fundraising page
- 3. Add activity to your fundraising page
- 4. Update your supporters

Step 1: Register on Enthuse

1. Go to <u>https://classicsforall.enthuse.com/cf/hadrianswall</u> and click 'Register'.



Please note that we are charging an entry fee of £5.99 to cover our costs to Enthuse. This means that the full amount you raise from friends and family will go directly to Classics for All's work in state schools. If you would like to participate but are unable to cover the entry fee, please let us know at <u>events@classicsforall.org.uk</u>.

- 2. Click 'Register' and fill in your details.
 - Enter your name, email address and home address.
 - Tell us if you want to do this walk as part of a team. Click 'Create' to create a new team, or 'Find' to find an existing one.
 - If you are doing it individually, you can skip this stage.
 - Set your personal fundraising target.
 - Click 'Continue'.
- 3. Review your registration details
 - If you are happy, click 'Purchase'.
 - Enter your card details and billing address.
 - Click 'Submit Payment'.
 - Your receipt will be emailed to you.

- 4. Scroll down and click 'Continue' to start setting up your fundraising page.
 - A link to your fundraising page will be emailed to you.
 - You can return to your page at any time by clicking the link in this email.

Step 2: Set up your fundraising page

- 1. Choose your fundraising target
 - This can be any amount don't be afraid to be ambitious!
- 2. Upload a profile picture
 - Pages with profile pictures are 10 times as likely to receive donations so we recommend having one.
- 3. Upload a header image
 - You can use our default header or pick a new one.
 - You're welcome to use any images from the Classics for All website.
- 4. Edit your fundraising story
 - This text will show up on your fundraising page. Here you can tell your friends and family why you are fundraising for Classics for All.
- 5. Tell us whether you consent to be contacted by Classics for All
- 6. **Optional** Connect to Strava
 - If you want to monitor your steps/distance travelled by connecting to Strava, connect to your Strava account here.
 - If you would rather monitor your activity in a different way (e.g. through a FitBit or another Health app) click 'I'll do this later'.
- 5. Edit your fundraising page URL and click 'Finish'
 - Save the link to your page
- 6. Share your page and start fundraising!
 - Remember to share your page on social media like Twitter or Facebook
 - Tag us @classicsforall and use the hashtag #walkthewall

Step 3: Add activity to your fundraising page

Throughout September, you will be able to add your activity to your fundraising page so that you can track of how far you have travelled along Hadrian's Wall.

1. Log in to your fundraising page at any time with your email address and the order number on your receipt.

- 2. Scroll down to the bottom of your page to see your Hadrian's Wall map.
- 3. From 1st September, click 'Add an activity' to add your progress
 - You can use any Health app or pedometer to track your progress (e.g. Apple Health, Google Fit)
 - It doesn't just have to be walking! You can add any physical activity you do, including running, cycling or even swimming.
- 4. As you progress along Hadrian's Wall, you will receive emails from Classics for All when you reach regular milestones letting you know how far you've travelled in total. Your progress will also be reflected on the map on your page.

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Distanc	e					
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Step 4: Update your supporters

1. Let your supporters know how you're getting on throughout September by posting updates to your fundraising page or sharing your progress on social media.

000	How are you getting on?			
	Keep your supporters in the loop. Update them on your fundraising efforts and thank them for their support!			
	Write an update			
	Write an update			

If you need any support with your fundraiser, or have any questions, please don't hesitate to email us at events@classicsforall.org.uk.

We will respond to your enquiry as soon as we can. Thank you.