

# Instructions for setting up your Change is Good virtual Piggy Bank!

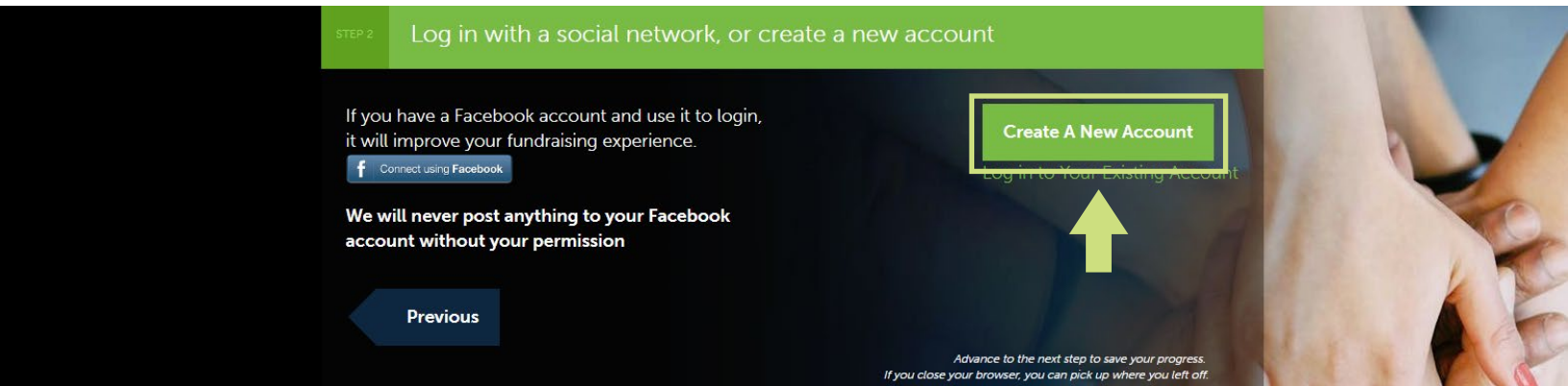
(Please note, a photo will be required to complete your page.)

We are so excited you have decided to start raising change virtually for Change is Good! Just follow these easy steps and pretty soon you will be an online Change is Good fundraiser!

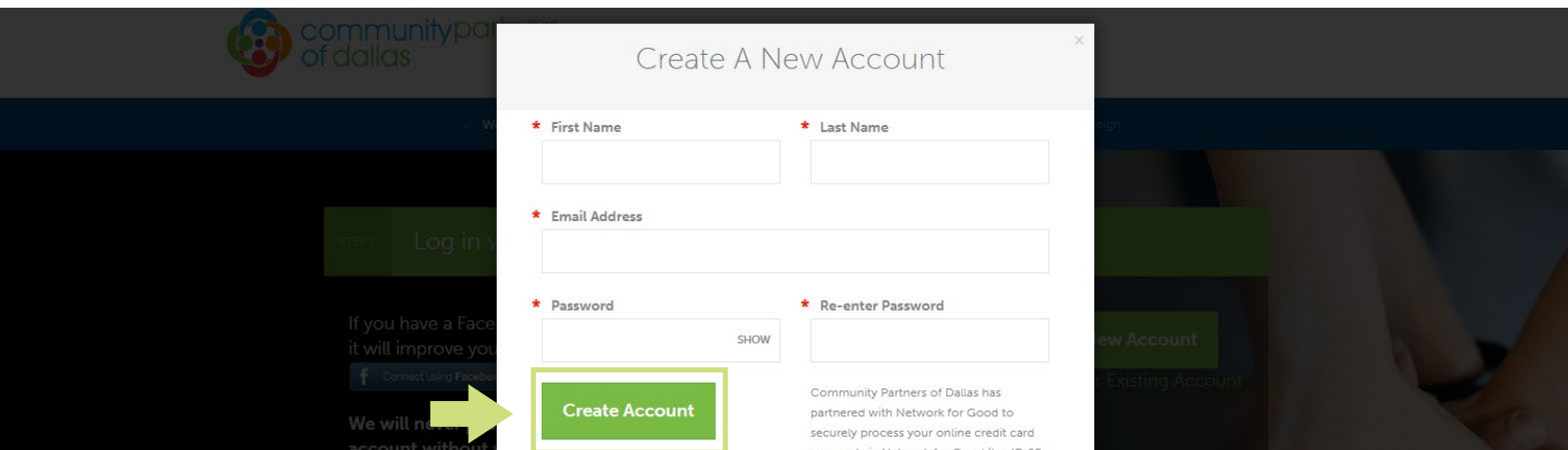
1. Go to <https://cpdtx.networkforgood.com/projects/77959-change-is-good-2019> and click "Start Fundraising."



2. Read the "Welcome to Our Team" page and click "Next." On the following page, click "Create a New Account."



3. Fill in all required information. Parents, if your child is under 14 years of age, you will have to make the account for them.



4. Upload a profile picture (this step is required) and then click "Next."

The screenshot shows the 'STEP 3 Choose Your Photo' interface. At the top, a green header contains the step number and title. Below it, a message reads: 'People are more likely to give to those they know and trust—that's you! Make sure your friends and family know who is reaching out to them with a nice clear picture of you.' A yellow box highlights the 'Your profile picture' section, which includes a 'Choose File' button and the text 'No file chosen' and 'Ideal photos are squares'. To the right, a circular placeholder image of a couple is shown with the text: 'To use a different image, click the 'Choose File' button and select an image from your computer'. At the bottom, there are 'Previous' and 'Next' navigation buttons, with the 'Next' button highlighted by a yellow box.

5. Fill in your fundraising goal and update your page text if you wish. Then click "Next."

The screenshot shows the 'STEP 4 Tell Your Story' interface. It features four input fields: 'Your fundraising goal' (with a '\$' symbol and a help icon), 'Primary call to action' (with the text 'Change is Good 2019'), 'Secondary call to action' (with the text 'Join me to help make a difference'), and 'Modify this to tell your personal story' (with a rich text editor containing the text 'Join me in raising change for Change is Good, benefiting Community Partners of Dallas.'). A yellow box highlights the 'Next' button at the bottom right.

6. Preview your fundraising page and click "Launch Your Campaign."

The screenshot shows the 'Launch Your Campaign' step. The top half displays a preview of the fundraising page with the title 'Change is Good 2019' and the call to action 'Join me to help make a difference'. Below the preview, there is a 'Launch Your Campaign' button highlighted by a yellow box. The bottom half of the screen shows the 'Previous' and 'Next' navigation buttons, with the 'Next' button highlighted by a yellow box.

If you have any questions please don't hesitate to contact Shelby at [shelby@cpdtx.org](mailto:shelby@cpdtx.org).