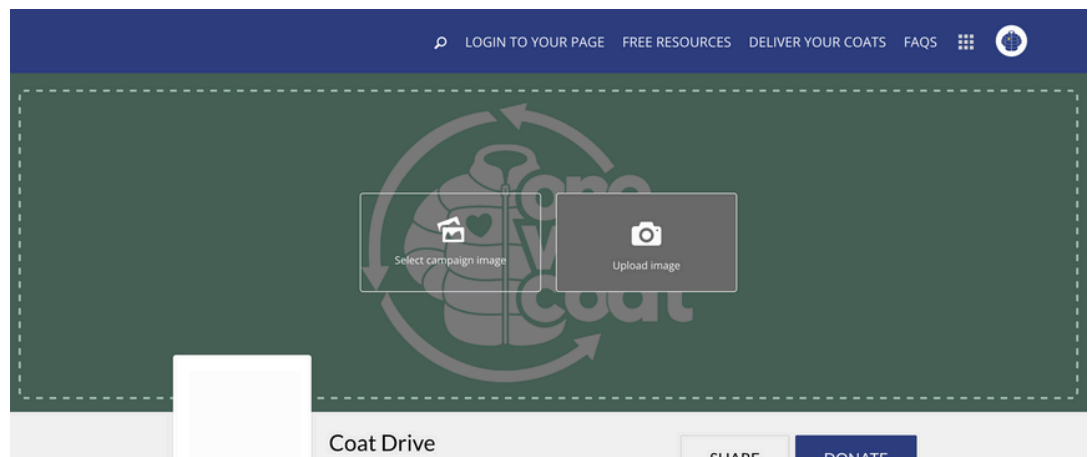


COAT DRIVE PAGE HOW-TO

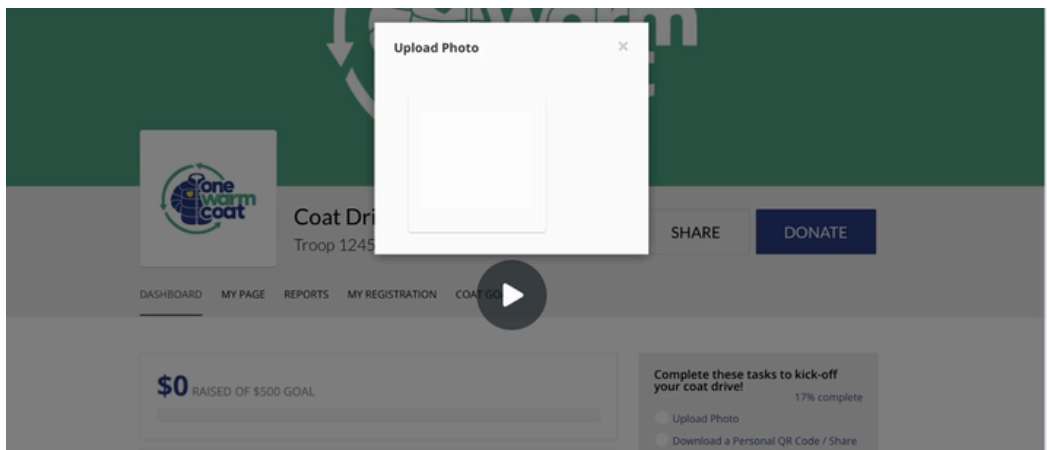
Adding Images

You can change the header and profile images.

Header Image: 2500 X 785 pixels



Profile/Logo Image: 365x365 pixels



MY PAGE



Click My Page To Edit

- Welcome Message
- URL
- Financial Goal

A screenshot of the 'MY PAGE' dashboard. The navigation bar at the top includes 'DASHBOARD', 'MY PAGE' (highlighted with a yellow circle), 'REPORTS', 'MY REGISTRATION', and 'COAT GOAL'. The main content area contains several sections: a welcome message, a call to action to add coat drive details, a paragraph about the impact of donations, and a sharing prompt. On the right side, there is an 'Edit My' panel with three icons: 'Welcome Message', 'URL', and 'Goal'. Below this is a 'Facebook ID' section and a '\$0 raised of \$500 goal' progress bar. A yellow arrow points from the 'MY PAGE' tab to the 'Edit My' panel. Another yellow arrow points from the 'Edit My' panel to the 'Goal' icon. A third yellow arrow points from the 'Goal' icon to the '\$0 raised of \$500 goal' progress bar.

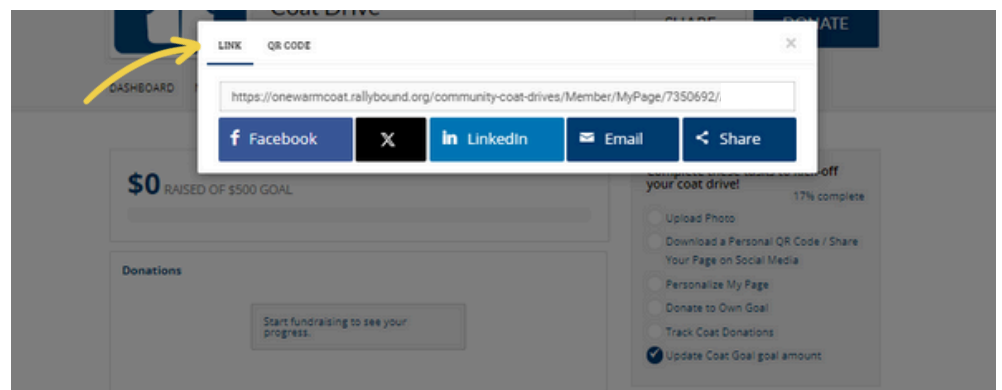
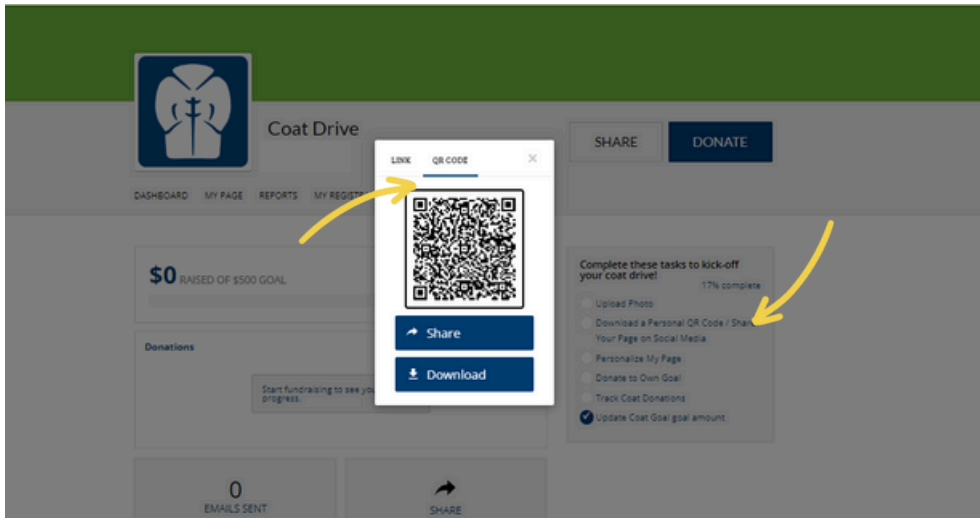
A screenshot of the 'Edit Page Information' dialog box. The dialog has a title bar with 'Edit Page Information' and a close button. It contains three input fields: 'Page Title' with the value 'Coat Drive', 'Welcome Message' with the text 'Please join me in sharing warmth with One Warm Coat!', and a third field with the text 'You can get involved by donating funds and/or coats. Add your coat drive details here'. Below the fields are 'SAVE' and 'CANCEL' buttons. A yellow arrow points from the 'MY PAGE' tab in the dashboard to this dialog box.

SHARING YOUR PAGE



Share Custom Link and QR Code

Click Download a Personal QR Code/Share Your Page on Social Media to obtain a ready-made QR code to share and/or download or a link to share your page online, on social media and through messaging.

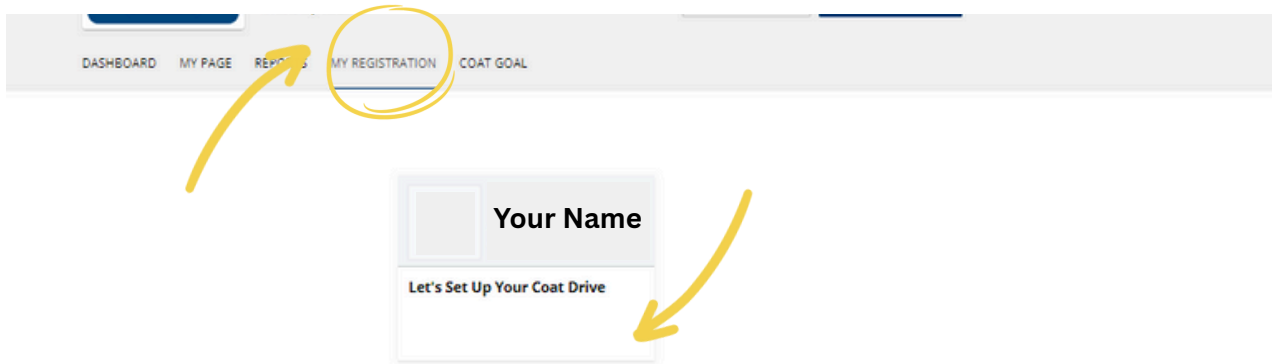


MY REGISTRATION



Update coat drive dates, location and details

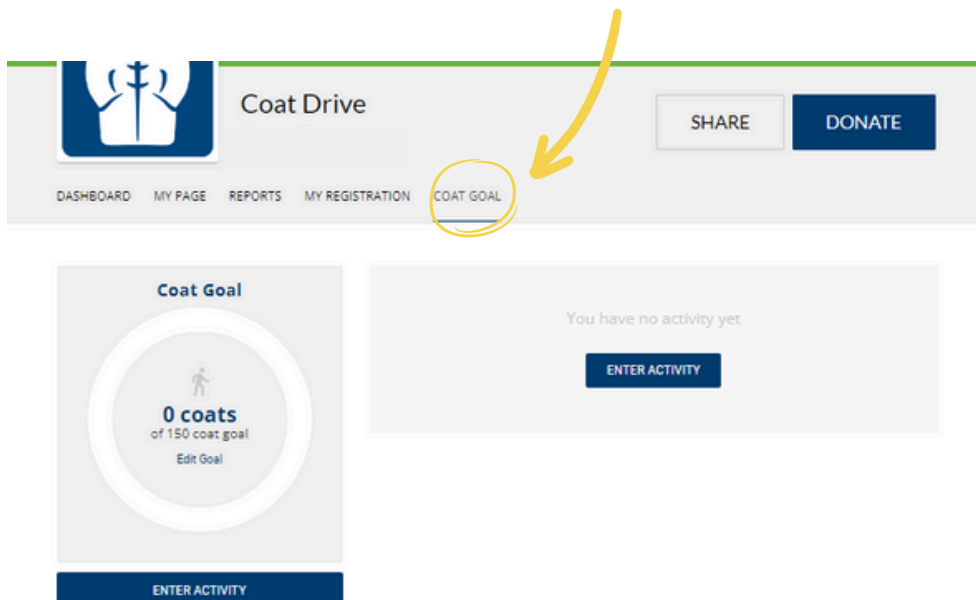
Click My Registration to make these changes, if you opted for your coat drive to be listed on the [Coat Drive Map](#), these updates take 24 hours to show on the map.



COAT GOAL

Track Coat Donations

Track the number of coats you receive during your coat drive. Once you add totals, a goal bar will appear on your main page.





TEAM DRIVES

Team Captains Can Edit Team and Participant Pages

Click My Team to see all controls available. From the drop down menu, you can edit the team name, goal, page description and invite members to join.

The screenshot shows the top navigation bar with the One Warm Coat logo on the left and the text 'Coat Drive' in the center. To the right are 'SHARE' and 'DONATE' buttons. Below the navigation bar are tabs for 'DASHBOARD', 'MY PAGE', 'REPORTS', 'MY REGISTRATION', 'COAT GOAL', and 'MY TEAM'. The 'MY TEAM' tab is circled in yellow with an arrow pointing to it. Below the navigation bar, there is a progress bar showing '\$0 RAISED OF \$500 GOAL' and a 'Donations' section. To the right, there is a box titled 'Complete these tasks to kick-off your coat drive!' with a '17% complete' indicator and a list of tasks: 'Upload Photo', 'Download a Personal QR Code / Share Your Page on Social Media', and 'Personalize My Page'.

The screenshot shows the 'MY TEAM' page. At the top, there is a navigation bar with tabs for 'DASHBOARD', 'MY PAGE', 'REPORTS', 'MY REGISTRATION', 'COAT GOAL', and 'MY TEAM'. The 'MY TEAM' tab is selected. Below the navigation bar, there is a 'Team Name' section with a text input field. Below the text input field, there is a line of text: '7 Active Coat Drive Organizers (0 Pending)'. Below that, there is a line of text: '\$2,000 \$0 Online / \$2,000 Offline'. Below the text input field, there is a toggle switch. To the right of the 'Team Name' section, there is a dropdown menu with the following options: 'Manage Team', 'Change Team Name', 'Update Team Goal', 'Invite Team Member', and 'My Team Page'. The dropdown menu is circled in yellow. Below the 'Team Name' section, there is an 'Endurance Challenges' section with a 'Coat Goal' card. The 'Coat Goal' card shows a progress bar for '75/500 Coats' and a three-dot menu icon.