Team Captains:

- → Go to Event Page: <u>https://www.canadahelps.org/en/charities/women-childrens-shelter-barrie/p2p/takingtheleap/</u>
- ➔ Select Create Team tab
- → Login to your CanadaHelps account or create account for new users
- → Complete and submit the online form. This will create both your 'Individual page' as well as your 'Team page'
- → You will be sent an email with a link to your fundraising page that you can use to access and edit as needed. You will be able to change the your photos, add a video, edit your goal or team description by selecting the appropriate tabs.

***note: to upload a video**, domain must be: www.youtube.com, player.vimeo.com, vimeo.com, youtu.be, youtube.com, <u>www.vimeo.com</u>

→ To invite team members: send your Team Page link (by copying the URL or from your CanadaHelps TEAM page).

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➔ Troubleshooting: <u>https://donorhelp.canadahelps.org/en/help-categories/peer-to-peer-fundraising/</u> or contact <u>kaity@barrieshelter.com</u>