

# PARTICIPANT CENTER GUIDE

Your Susan G. Komen 3-Day® Participant Center is the hub for all of your fundraising and event preparations. Log in at The3Day.org and you'll be taken straight there. There are several sections you should get familiar with:

The top left navigation bar, where you can send emails or update your profile.

The top right navigation bar, where you'll see links to lots of information and resources.



## 2021 San Diego 3-Day Participant Center

Participant Center Home | Email | Social | Profile

**Your Fundraising Progress** Edit Goal

\$0.02 \$2,300.00

Hi Joann Collins!  
Your Participant ID: 3586032.  
There are 192 days until the 2021 San Diego 3-Day event

The center of the page has timely announcements, links and tips. Expand the "What to Do Next" menu to see your next steps.



**Breaking News**

- Join us on social media! Our Facebook groups offer additional ways to connect with your community. [Facebook group](#)
- Recruit two first-time walkers by June 1, 2021 to join you on the 3-Day and you'll get a \$100 credit. Recruit the walkers you referred with a 3-Day bubb. Go to [The3Day.org/Refer](http://The3Day.org/Refer) for info and pictures. Your personal recruitment link: <http://www.the3day.org/site/PageServer?pagename=refer> Your personal recruitment ID: JC1401241 Forward your link and/or give your ID to the first-time walkers you have recruited to join you. Enter your recruitment ID at the time of registration in order for you to get credit.

**REACH YOUR GOAL**  
RAISE MONEY DIRECTLY

- 1 Connect this fundraiser to Facebook.
- 2 Invite friends, share updates and collect donations on Facebook.

### Need help getting started?

Check out the ideas on "What to do next?" by clicking the "+" below! Thanks again for joining the 2021 Test 3-Day event and let us know if you have questions or if we can help with your fundraising efforts.

**What to do next?**

- 1 Set up your Personal Page  
Customize your Personal Page with a story about why you are raising funds for this cause.
- 2 Add Contacts to Your Address Book  
Add contacts to email from your personal Address Book on our site.
- 3 Send an Email  
Your last email was sent 33 days ago. Email more friends and family about your fundraising efforts.
- 4 Thank your Donors  
You have 3 unthanked donations. Thank your donors!
- 5 Set up your Personal Page  
Your last Personal Page update was 160 days ago. Consider updating it now with new information.
- 6 Set a Goal  
You have reached 8% of your goal. Can you set a higher goal?

# PARTICIPANT CENTER GUIDE

At the bottom of the page, you can update your personal page to share your story and a photo with your potential donors. This is also where you can see your list of donations.

Connect Fundraiser to Facebook

Me My Team

### Personal Donations

Joann Collins-test3	Nov 9	\$0.01	
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### Personal Page

Personal Page URL:  
[http://www.the3day.org/site/TR/2021/General2021?px=1401241&pg=personal&fr\\_id=2084](http://www.the3day.org/site/TR/2021/General2021?px=1401241&pg=personal&fr_id=2084)

Title: Join me in the fight against breast cancer.

Body: Please support me as I commit to an incredible challenge. The Susan G. Komen 3-Day is a 60-mile walk over the course of three days. It will be hard, but it's not as hard as breast cancer. It's not as hard as chemo. It's not as hard as getting bad news at your latest scan. It's not as hard as saying goodbye. And that's why I know I have to do this. That's why I commit. That's why I'm walking and why I'm raising money -- to end breast cancer forever.

Photos/Video

For Team Captains: Switch to the My Team tab to personalize your team page or send a message to your team.

Me My Team

Joann's Test Team

### Message To Your Team

You did not set a message for your team. Use the Edit link to leave a message on the Participant Center Home page of your teammates.

### Team Progress

\$0.01 \$0.00

### Team Page

Team Page URL:  
[http://www.the3day.org/site/TR/2021/General2021?team\\_id=266814&pg=team&fr\\_id=2084](http://www.the3day.org/site/TR/2021/General2021?team_id=266814&pg=team&fr_id=2084)

Body: Please join us as we come together as a team and with the Susan G. Komen 3-Day® community take on a bold challenge in the fight to end breast cancer. The Komen 3-Day is a 60-mile walk over the course of three days. It will be hard, but it's not as hard as breast cancer. We won't stop until breast cancer does.

Photo: JOIN OUR TEAM

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On the Email tab you can compose your email, choose your recipients and send messages.

## 2021 Test 3-Day Participant Center

The screenshot shows the 'Email' tab selected in the Participant Center. On the left is a navigation menu with categories and counts: Drafts (0), Sent Messages (2), Contacts (47), Never Emailed (45), Needs follow-up (2), Unthanked Donors (1), Donors (1), Non-Donors (46), Teammates (5), and Non-Teammates (42). The main area is a 'Compose Message' form with fields for Recipients, a template dropdown, and a Subject line. A checked box for 'Include personalized greeting' is visible. Below the form is a rich text editor with a toolbar and a preview area showing a 'Current layout' with a small image placeholder.

**Note:** In addition to saving your content regularly within your Participant Center, backing up your content is always recommended. We advise you to save copies of your Participant Center content, including photos and customized emails, on your own computer.

On the Social tab you can send messages from your personal email or social media channels, schedule regular tweets, or get a graphic badge to add to your email signature.

## 2021 San Diego 3-Day Participant Center

The screenshot shows the 'Social' tab selected in the Participant Center. A note at the top states: 'Please note: Our social tools may take longer to load depending on your connection speed.' Below this is a navigation bar with options: Send Email/Messages, Schedule Messages, Thank Donors, Email Badge, and Preferences. The main content area is titled 'Send Email/Messages' and contains instructions: 'Start fundraising today! Connect with family & friends through your personal email and various social channels. Just click on the message title below, select either the email icon or the social channel icon you would like to send the message(s) through, and then send your message. It's that easy!' Below the text is a 'Fundraise' section with a pink header and social media icons (Facebook, Email, Twitter, LinkedIn). Two message options are listed: 'Please support Komen 3-Day' and 'Help me reach my goal'.

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Some of your favorite Participant Center tools have moved with our redesign:

<b>Function</b>	<b>Description</b>	<b>Old Location</b>	<b>New Location</b>
<b>Email and Contacts</b>	Compose emails and manage your contact address book.	Right navigation bar.	<b>1</b> Now called Email.
<b>Edit Profile</b>	Change your email address, password, phone number and more.	Upper right corner. Was called My Profile.	<b>2</b> Now called Profile.
<b>What to do next?</b>	Checklist of ideas to help increase your fundraising.	Farther down on the Participant Center Home page	<b>3</b> Drop down under Need help getting started?
<b>Team Page</b>	Team Captain's access to edit team page and shortcut URL	Right navigation bar.	<b>4</b> Farther down on the Participant Center Home page. Now called My Team.
<b>Progress</b>	See your full list of donations and download your donor list.	Right navigation bar.	<b>5</b> Farther down on the Participant Center Home page. Now called Personal Donations.
<b>Edit Personal Page</b>	Customize your fundraising page.	Right navigation bar.	<b>6</b> Farther down on the Participant Center Home page.
<b>Custom URL</b>	Create a personalized shortcut link.	On the Edit Personal Page page in the URL Settings box.	<b>7</b> Farther down on the Participant Center Home page.
<b>Social Share</b>	Easy links to share your fundraising page on your social media channels.	Right navigation bar.	<b>8</b> Now called Social.
<b>Privacy Options</b>	Change the privacy of your fundraising page.	On the Edit Personal Page page in the URL Settings box.	<b>9</b> Click on Profile ( <b>2</b> ), then Event Options.


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Participant Center Home 1 8 2 Profile

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Thanks again for joining the 2021 San Diego 3-Day event and let us know if you have questions or if we can help with your fundraising efforts. 3

Me My Team 4

**Personal Donations** Download

Joann Collins	Mar 30	\$100.00	✓
Joann Collins-test	Mar 30	\$50.00	+
Joann Buckley Collins-test	Mar 30	\$10.00	+
Joann Collins-test3	Nov 9	\$0.01	+

**Personal Page** 6 URL Settings 7


Personal Page URL:  
[http://www.the3day.org/site/TR/2021/General2021?px=1401241&pg=personal&tr\\_id=2084](http://www.the3day.org/site/TR/2021/General2021?px=1401241&pg=personal&tr_id=2084)

**Title** Edit Content Photos/Video Update Media

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**Body**

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## 2021 Test 3-Day Participant Center

Participant Center Home Email Profile

Profile Event Options 9

**Privacy Options**

This page is Public.

Public (Everyone can find and view and your Personal Page.)  
 Private (Only people who know the exact URL can find and view your Personal Page)

Save

**Company** Edit

No Company Association