

How to:

JustGiving™

1. Go to **JustGiving.com**
2. **Login/Sign up** - if you already have an account, go to **Menu > Sign In**.
If you aren't already signed up to JustGiving, you can create an account by going to **Menu > Sign Up**.
3. **Start Fundraising** – to start a new fundraising activity, go to **Menu > Start Fundraising**
4. **Who are you raising money for?** – to donate any funds directly to includem's Young Person's Fund, choose '**Raising Money for a Charity**' and select includem from the list.
5. **What are you doing?** – select the activity on the list that most closely fits the fundraising activity you are completing.
6. **What is your target?** – input your fundraising goal. Aim as high as you would like!
7. **Personal activity type** – select '**An Appeal for a Charity**' from the drop-down list.
8. **Name your activity!** – tell us what it is you're doing to raise funds.
9. **Description** – if you would like to add a wee description into the box about your fundraising activity, and why it is important to you, then please do! If you're happy to leave the description of includem there, then skip to the next step
10. **Image** – JustGiving will automatically input includem's cover image here. If you would prefer to change it, then you absolutely can, but if not skip to the next step again.
11. **Messages** – choose to opt in or out of receiving messages from includem and hit **Launch**.
12. **Share!** – share your JustGiving link wherever you would like to and start fundraising. People will be able to donate directly to your activity through this link.

If you have any questions, or need any help, get in touch with us at
fundraising@includem.co.uk