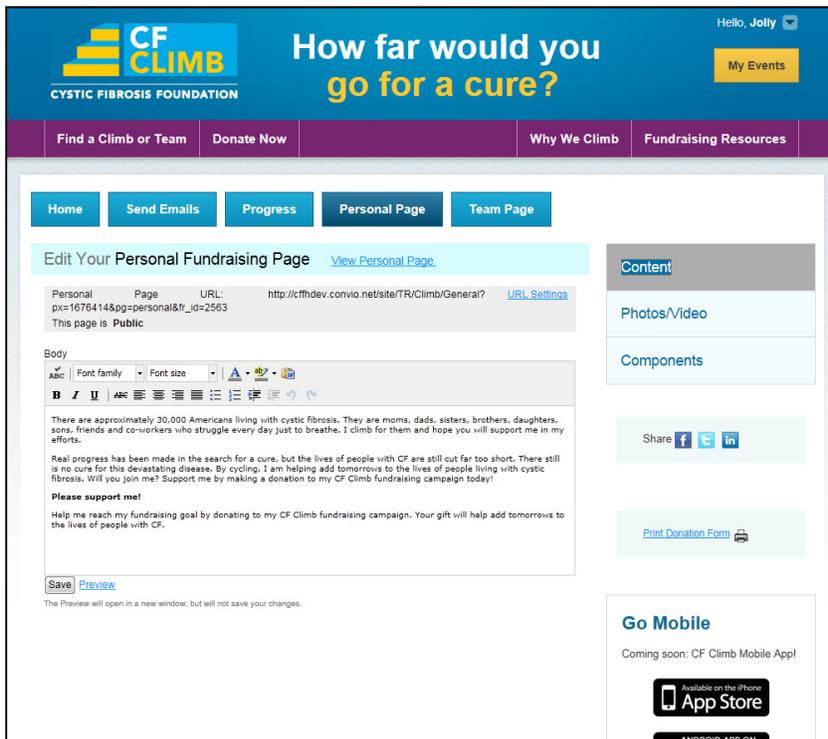


# Set Up a Personal Page

Once you have registered for CF Climb you can set up a personal web page in order to tell your story about why you are participating in the climb, ask for donations, and gain support from your family and friends.

## To Set Up a Personal Page:

1. Log in to the CF Climb website.
2. Click the **Personal Page** tab.

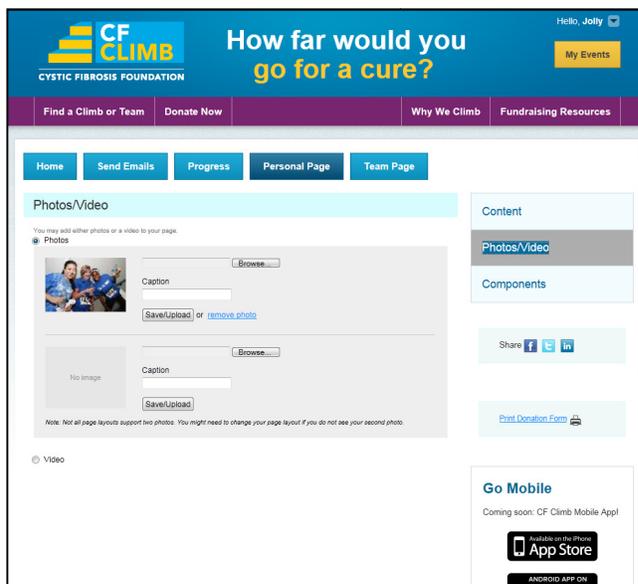


The screenshot shows the CF Climb website's "Personal Page" editor. At the top, there is a navigation bar with the CF Climb logo and the tagline "How far would you go for a cure?". Below this is a secondary navigation bar with links for "Find a Climb or Team", "Donate Now", "Why We Climb", and "Fundraising Resources". The main content area has a top navigation bar with tabs for "Home", "Send Emails", "Progress", "Personal Page" (which is active), and "Team Page".

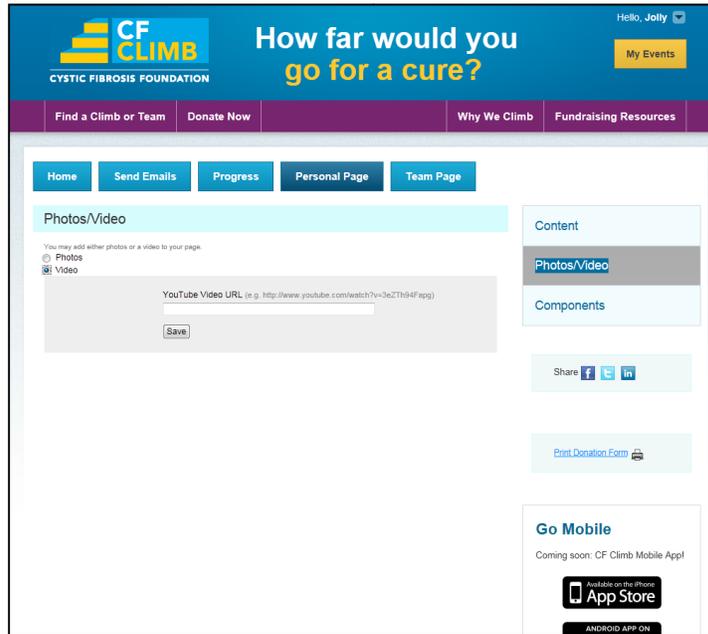
The "Edit Your Personal Fundraising Page" section includes a "Content" sidebar with options for "Photos/Video" and "Components". The main editing area has a "Body" section with a rich text editor toolbar. The text in the editor reads: "There are approximately 30,000 Americans living with cystic fibrosis. They are moms, dads, sisters, brothers, daughters, sons, friends and co-workers who struggle every day just to breathe. I climb for them and hope you will support me in my efforts. Real progress has been made in the search for a cure, but the lives of people with CF are still cut far too short. There still is no cure for this devastating disease. By cycling, I am helping add tomorrow to the lives of people living with cystic fibrosis. Will you join me? Support me by making a donation to my CF Climb fundraising campaign today! Please support me! Help me reach my fundraising goal by donating to my CF Climb fundraising campaign. Your gift will help add tomorrows to the lives of people with CF." Below the text are "Save" and "Preview" buttons. A note at the bottom states: "The Preview will open in a new window, but will not save your changes." On the right side, there are social media sharing options (Facebook, Twitter, LinkedIn), a "Print Donation Form" button, and a "Go Mobile" section with an "App Store" badge and the text "Coming soon: CF Climb Mobile App!".

3. In the **Body** section, you can use the tool-bar to format the content included on the page.
4. You can click **Preview** at any time to review how your page will look to visitors.
5. Click **Save** to update the page with any changes.

6. In the **Personal Page URL** field, you can enter a name that is easy for you, your friends, and family to remember.
7. Click **Save** to update the page with the new URL.
8. Click **Photos/Videos** to upload these items to your page.



9. To upload a photo:
  - a. Select **Photos**.
  - b. Search for and select the photo from your computer.
    - Please note that depending on the page layout, you may be able to upload only one photo.
  - c. Before you upload your photo, you can add a caption.
  - d. Click **Save/Upload** to upload your photo.



10. To add a video:
  - a. Select **Video**.
    - Please note that you can only upload YouTube videos.
  - b. Copy and paste the YouTube Video URL
  - c. Click **Save**.
11. Select **Components** to post blog-like updates to your personal page.
12. Check the **Enable Personal Blog** checkbox.
13. Click **Save** to allow visitors to your page to add comments.