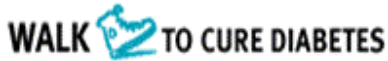


GIFT AMOUNT/HONOR ROLL CHANGES

WALK.JDRF.ORG

Quick Reference Guide



Hiding Gift Amounts and Honor Roll on Personal Page

Your **Personal Page** displays two status indicators:

- 1) **The Participant Status Thermometer** - shows the amount of money you have raised toward your goal.
- 2) **The Fundraising Honor Roll** - shows the largest gifts including the names of the top 20 donors who gave a gift to support you and the amount of that gift (except for those donors who have specified not to be named or show the amount they donated).

You can choose to turn either of the status indicators on or off or alter the way they display. This handout will review how to do that.

First log in to your **Participant Center**:



User Login

Enter User Name and Password

* = Required Fields

* User Name:

* Password:

[Log in using one of your preferred sites](#)

Abi.

Step 1. Display Your Personal Page Work Area

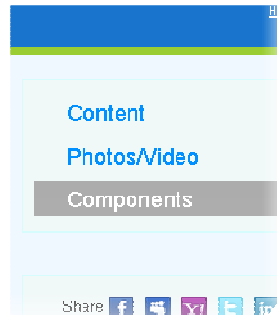
After accessing your Participant Center Home page, click either:

Personal Page from the options along the top of the page.



Step 2: Display the Components Page

Click **Components** from the options on the right side of the page.



Step 3: Change the Way a Component Displays

To turn a component on or off:

Use the checkbox next to the component name to turn the display on or off.

To change a Status Thermometer: Select the **Status Thermometer** by clicking the box to show on your **Personal Page**. Do not select **Status Thermometer** if you do not want it on your **Personal Page**. Select **Save** to confirm your selection.

To change a Fundraising Honor Roll: You may change your honor roll so that the donor names display with or without the gift amounts. If you display the Fundraising Honor Roll and leave the **Show donor names only** box unchecked, donor names and gift amounts will display. If you want to show the donor names without showing the amounts of the gifts, check the **Show donor names only** checkbox and click **Save**.

Components

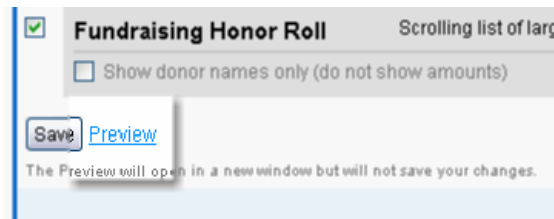
<input checked="" type="checkbox"/>	Status Thermometer	Thermometer showing percent to personal fundraising goal.
<input checked="" type="checkbox"/>	Fundraising Honor Roll	Scrolling list of largest donations received.
	<input type="checkbox"/>	Show donor names only (do not show amounts)

[Preview](#)

The Preview will open in a new window but will not save your changes.

Step 4: Preview the Changes to Your Page

Click **Preview** (near the bottom of the page). A separate browser window opens with your Personal Page displayed. If the preview does not appear, be sure you allow the pop-up to be displayed.



Step 5: If Necessary, Make Changes

If the image displayed is not what you want, you can change it:

- a. Close the Preview page.
- b. Repeat Step 3.
- c. Click **Preview** again.

Good luck with your fundraising!