



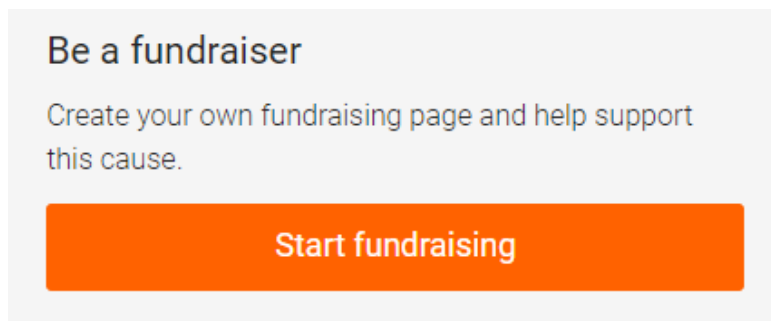
JustGiving page set-up instructions – The Big Walk 2024

Step One – Create your page

- Click on this [Just Giving](#) link.
- This will take you to the **Big Walk 2024 for Motor Neurone Disease Research**, which looks like this:

A screenshot of a JustGiving fundraising page. On the left is the University of Sheffield logo. To its right, the text reads "University of Sheffield" followed by "The Big Walk 2024 for Motor Neurone Disease Research" in a larger font. Below this, a paragraph states: "The Big Walk 2024 is back and better than ever! Returning on Friday 28th June, walkers will be fundraising to improve the lives of MND patients long into the future."

- Make sure you are logged in on Just Giving, then Click the orange **‘Start Fundraising’** button:

A screenshot of a button labeled "Be a fundraiser". Below the button, the text reads: "Create your own fundraising page and help support this cause." At the bottom of the button area is a large orange button with the text "Start fundraising" in white.

- This will take you to a page named **“Check your details”**. Here you will be asked to:
 - **Choose a URL** for your fundraising page (i.e. /John-Smith-bigwalk2024)



- **Select 'No'** for the following statements:

Are you planning to ask for donations to your JustGiving page in return for goods, services or other benefits?

e.g. Running a bake sale or auction, or selling tickets to an event or raffle.

- No
 Yes

Is your charity contributing to the cost of your fundraising?

e.g. Paying for your travel, accommodation or entry fee.

- No
 Yes

- **Opt in or out** to the following statement: *I'm happy for University of Sheffield to keep me informed, by email, about the impact of my fundraising and other ways to stay involved including future events, campaigns and appeals.*

We encourage you to opt in at this point, as this means we can contact you about how your fundraising efforts are making a difference to Motor Neurone Disease research.

- Then click "**Create my page**"

Step Two - Personalise your page!

Add as much detail as possible about your challenge, including **any pictures** - you can add plenty of images to create a gallery on your Just Giving page.

Feel free to use the text below as guidance for what to write, including information about your Big Walk challenge and the impact that donations will have to Motor Neurone Disease research at the University.

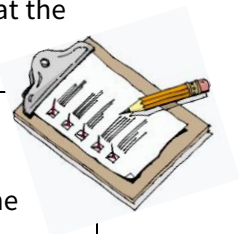
Example text:

Thank you for visiting my Just Giving page in support of Motor Neurone Disease research at the University of Sheffield.

-> *Have you taken part in the Big Walk before? Will distance be the challenge?*

-> *Do you have a connection to MND? Let your supporters know.*

-> *What is your main motivation for getting involved? Tell your supporters all about it!*



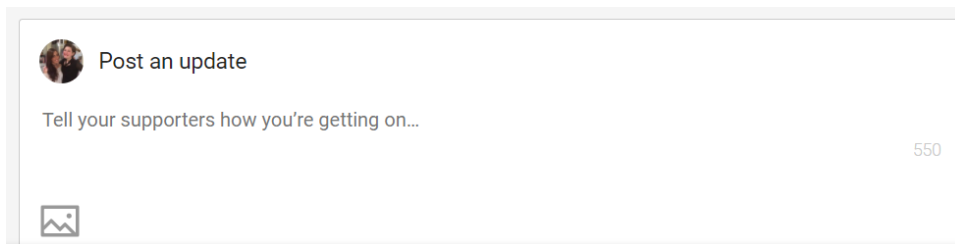
Don't forget to set yourself a **fundraising target** for your challenge!

NB - If you experience problems with formatting in Just Giving, our advice is to copy and paste your story into a notepad before you copy and paste the text into Just Giving.

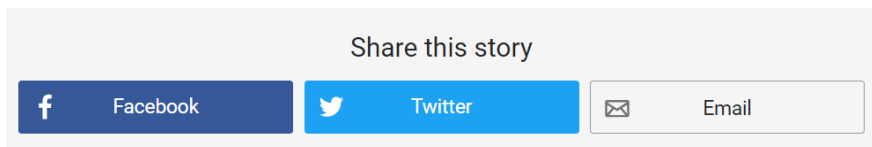
Next Steps

Keep your supporters up to date with your challenge! This will make them feel like part of your fundraising journey and is a great way for you to track your progress. It's a win-win 😊

1. **Write updates** and include **photos** to provide a newsfeed on your page, to let your friends and family know how you are getting on:

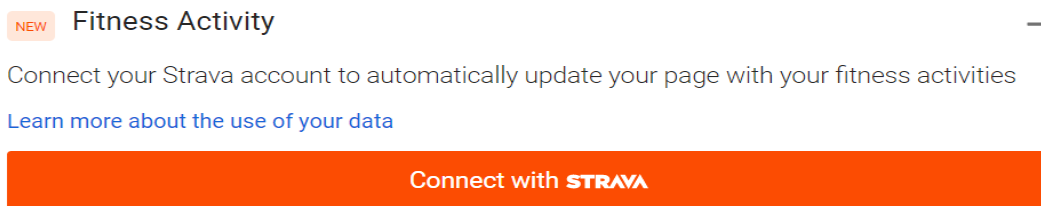


2. **Share your story** on social media / via email:



Don't forget to use #TUOSRUN when sharing updates on social media!

3. If you have Strava, **link your account** to your page, and your activity from Strava can copy directly onto your page.



Lastly, best of luck with your preparation for the Big Walk 2024 and your fundraising!

If you have any questions please contact the team at giving@sheffield.ac.uk



University of
Sheffield



Thank you for taking on this challenge to support such a worthwhile cause.