

# Navigating the Participant Center

## Getting Started

1. To access the Participant Center, choose “**Log In To Fundraise**” in the top right-hand corner on the [SouthShoreHealth.org/Walk](https://SouthShoreHealth.org/Walk) homepage.



2. A pop-up will appear where you can log in using your username and password. If you are having trouble logging in, click “**Forgot Username or Password?**”.

**Returning User Login** ×

Have you previously donated to or fundraised for South Shore Health? Log in below with your username and password.

Username

Password

**LOG IN**

[Forgot Username or Password?](#)

Questions? Please email [FoundationEvents@southshorehealth.org](mailto:FoundationEvents@southshorehealth.org) or call 781-624-8600.

- To reset your username and password, enter your email and click **“Submit”**. A link will be sent to your email to reset your login information.

**Returning User Login** ×

Have you previously donated to or fundraised for South Shore Health? Log in below with your username and password.

Username

Password

**LOG IN**

[Forgot Username or Password?](#)

Email:

**SUBMIT**

3. Once logged in, choose **“Participant Center”** in the top right-hand corner.



Questions? Please email [FoundationEvents@southshorehealth.org](mailto:FoundationEvents@southshorehealth.org) or call 781-624-8600.

# Home

The first page you will see when logged into your Participant Center is the Home tab. This is where you can set up your personal page and view your recent activity, contacts, fundraising progress, badges, and donations.

## Welcome to your Walk for Hospice Participant Center, Samantha

**Home** Email Profile

From here you can manage fundraising progress, customize your personal pages, and send emails! Check out the options listed below, and thank you for supporting the 30th annual Walk for Hospice!

### 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  
You have sent no emails to your family or friends. Add them to your Address Book and email them about your fundraising effort.
- 4 Thank your Donors  
Thank your donors!
- 5 Set up your Personal Page  
Your last Personal Page update was 55 days ago. Consider updating it now with new information.

### Recent Activity

- You donated \$25.00 Jan 08
- You joined Walk for Hospice 2021 Dec 10

### Contacts

[All Contacts](#)

- All Contacts 13
- Never Emailed 13
- Needs follow-up 0
- Unthanked Donors 0
- Donors 1
- Non-Donors 12

### Me My Team

#### Your Fundraising Progress [Edit Goal](#)

\$25.00 \$1,000.00

#### Badges

Badges are fun things you can earn.

- Personal Gift**  
I made a personal donation!
- Raised \$25**  
I raised \$25!

#### Personal Donations [Download](#)

Samantha Vigeant	Jan 8	\$25.00	✓
------------------	-------	---------	---

### Personal Page

**Personal Page URL:** [http://giving.southshorehealth.org/goto/Samantha\\_Vigeant](http://giving.southshorehealth.org/goto/Samantha_Vigeant) [URL Settings](#)

**Title:** Welcome to My Personal Page [Edit Content](#)

**Body**  
Join me in my effort to raise money for Hospice of the South Shore!  
Money raised through the Walk for Hospice is *more* critical than ever in this time of crisis. As the primary source of funding care that is not covered by insurance, funds raised will support our hospice team as they continue to care for patients across the South Shore.  
Hospice of the South Shore cares for patients facing life limiting illnesses and their families. A team of doctors, nurses, social workers, chaplains, and volunteers makes each patient as comfortable as possible, most often in their own home, and ensure people live with dignity until the end of their life. Additionally, Hospice of the South Shore shows families how to care for a dying loved one, and supports the family emotionally and socially. Their goal is to help patients and their families have closure and peace at the end of life, making every moment count. Care is given **regardless of their ability to pay** and donations from the community help make this possible.  
Help me do my part! Please make a donation to help me reach my fundraising goal.

**Photos/Video** [Update Media](#)

Questions? Please email [FoundationEvents@southshorehealth.org](mailto:FoundationEvents@southshorehealth.org) or call 781-624-8600.

## What to do next?

This box provides tips for how to get started with your fundraising! Click on the boxes to easily complete the following steps:

1. Set up your personal page
2. Add contacts to your address book
3. Send emails
4. Thank your donors

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 You have sent no emails to your family or friends. Add them to your Address Book and email them about your fundraising effort.
④	Thank your Donors Thank your donors!

## Your Fundraising Progress

Scroll down on the home page to find your fundraising progress, where you can:

1. View your progress toward reaching your goal.
2. View badges you've earned.
3. See all personal donations you've made.
4. Edit your fundraising goal.

\*Please note, the "My Team" tab will only appear if you are listed as a Team Captain.

The screenshot shows a fundraising progress page with the following sections:

- Me My Team** (Navigation tabs)
- 1 Your Fundraising Progress** (Callout 1): A progress bar showing \$25.00 raised out of a \$1,000.00 goal. An **Edit Goal** button is visible (Callout 4).
- 2 Badges** (Callout 2): A section titled "Badges are fun things you can earn." containing two badges:
  - Personal Gift**: I made a personal donation!
  - Raised \$25**: I raised \$25!
- 3 Personal Donations** (Callout 3): A table with a download icon.

Name	Date	Amount	Status
Samantha Vigeant	Jan 8	\$25.00	✓
- Personal Page** (Right sidebar):
  - Personal Page URL:** [http://giving.southshorehealth.org/goto/Samantha\\_Vigeant](http://giving.southshorehealth.org/goto/Samantha_Vigeant) (URL Settings button)
  - Title:** Welcome to My Personal Page (Edit Content button)
  - Body:** A text area for a personal message, including a paragraph about hospice care and a request for help.

Join me in my effort to raise money for Hospice of the South Shore!

Money raised through the Walk for Hospice is *more* critical than ever in this time of crisis. As the primary source of funding care that is not covered by insurance, funds raised will support our hospice team as they continue to care for patients across the South Shore.

Hospice of the South Shore cares for patients facing life limiting illnesses and their families. A team of doctors, nurses, social workers, chaplains, and volunteers makes each patient as comfortable as possible, most often in their own home, and ensure people live with dignity until the end of their life. Additionally, Hospice of the South Shore shows families how to care for a dying loved one, and supports the family emotionally and socially. Their goal is to help patients and their families have closure and peace at the end of life; making every moment count. Care is given **regardless of their ability to pay** and donations from the community help make this possible.

Help me do my part! Please make a donation to help me reach my fundraising goal.
  - Photos/Video** (Update Media button)

Questions? Please email [FoundationEvents@southshorehealth.org](mailto:FoundationEvents@southshorehealth.org) or call 781-624-8600.

## Personal Page

This box is located next to your Fundraising Progress on the Home page. Here, you can:

1. Customize your Personal Page URL so it's easy to share with your community.
2. Edit the title and body of the message on your personal page. This is what everyone who visits your page will see, so we encourage you to personalize your message!
3. Add photos or a video to your page.

The screenshot shows a fundraising dashboard with a 'Me' tab and 'My Team' sub-tab. On the left, there are sections for 'Your Fundraising Progress' (a progress bar from \$25.00 to \$1,000.00), 'Badges' (listing 'Personal Gift' and 'Raised \$25'), and 'Personal Donations' (a table with one entry for Samantha Vigeant on Jan 8 for \$25.00). On the right, the 'Personal Page' section is highlighted with three numbered callouts: 1 points to the 'Personal Page URL' field (http://giving.southshorehealth.org/goto/Samantha\_Vigeant) and 'URL Settings' button; 2 points to the 'Title' (Welcome to My Personal Page) and 'Edit Content' button, and the 'Body' text area; 3 points to the 'Photos/Video' section and 'Update Media' button. The 'Body' text includes a welcome message and a paragraph about hospice care. At the bottom of the 'Photos/Video' section is the 'WALK FOR HOSPICE' logo.

Questions? Please email [FoundationEvents@southshorehealth.org](mailto:FoundationEvents@southshorehealth.org) or call 781-624-8600.

# Email

The email tab allows you communicate with your team, ask for donations, and send thank you emails to donors, all in one place! In this section of the Participant Center, you can do the following:

1. Compose your own emails.
2. Use pre-created templates for solicitation and thank you emails.
3. Manage your contacts.

Welcome to your Walk for Hospice Participant Center, Samantha

Home **Email** Profile

1 **Compose Message**

Recipients (separate multiple email addresses with a comma)

2 Drafts 0 Use a template

Sent Messages 0 Subject

3  Include personalized greeting [What's this?](#)

H1 H2 H3 P B I U

Current layout:

Walk 2021

Preview & Send Save as template

Questions? Please email [FoundationEvents@southshorehealth.org](mailto:FoundationEvents@southshorehealth.org) or call 781-624-8600.

To compose your own email, follow these simple steps:

1. Add your recipients' email addresses in the box labeled "Recipients".
  - o If you've previously added contacts to your page, you can click the boxes under the "Contacts" menu on the left-hand side of the screen (as seen on page 7) and select who you would like to receive your email. Their email addresses will populate in the "Recipients" box.
2. Fill in the subject line of your message.
  - o If you'd like to personalize your message with the first names' of your recipients, check the box that says "Include Personalized Greeting".
3. Compose the body of your message.
4. Preview and send your email.
5. If you'd like to use the email you composed again in the future, click "Save as template".

1

Recipients (separate multiple email addresses with a comma)

Use a template

2

Subject

Include personalized greeting *What's this?*

H1 H2 H3 P B I U          

3

Current layout:



4

Preview & Send

5

Save as template

Questions? Please email [FoundationEvents@southshorehealth.org](mailto:FoundationEvents@southshorehealth.org) or call 781-624-8600.

To use an email template, follow these steps:

1. Add your recipients' email addresses in the box labeled "Recipients".
  - o If you've previously added contacts to your page, you can click the boxes under the "Contacts" menu on the left-hand side of the screen (as seen on page 7) and select who you would like to receive your email. Their email addresses will populate in the "Recipients" box.
2. Select the drop-down menu labeled "Use a Template" and select which message you would like to send.
3. If you'd like to personalize your message with the first names' of your recipients, check the box that says "Include Personalized Greeting".
4. Fill in the highlighted fields in the body of the message with your personal details.
5. Preview and send your email.

1

Recipients (separate multiple email addresses with a comma)

2

Sample Fundraising Email 2

3

Please Support Me in the 2021 Walk for Hospice!

Include personalized greeting [What's this?](#)

H1 H2 H3 P B I U              

Dear Friends and Family,

This year, I am participating in the Walk for Hospice to benefit Hospice of the South Shore. The Walk provides crucial funds for end-of-life care for patients and bereavement services for their family and friends. Supporting the Walk ensures that no patient is ever turned away, regardless of his or her ability to pay.

**WHY ARE YOU WALKING? INSERT YOUR OWN PERSONAL STORY HERE**

Please help me support this great cause. Whatever you can give will help our community - it all adds up! Make a donation online using the link below or send your contribution to the address listed below. If you mail in your donation, please include my name in the envelope.

Thank you so much for your support of me and the Walk for Hospice!

Gratefully,  
**Your Name**

Checks can be made out to **South Shore Health Foundation** and mailed to:

South Shore Health Foundation  
Attn: Walk for Hospice  
55 Fogg Road  
Weymouth, MA 02190

Current layout:



5

Preview & Send

Save as template

Questions? Please email [FoundationEvents@southshorehealth.org](mailto:FoundationEvents@southshorehealth.org) or call 781-624-8600.

## Profile

The Profile tab allows you to update your personal information, such as username, email address, phone number, home address, and birthday.

Welcome to your Walk for Hospice Participant Center, Samantha

Home   Email   **Profile**

**Profile**   Questions   Event Options

---

**Profile**

**User Name \***  
 Change Password

**Title**  
Ms. ▼

**First Name \***  
Samantha

**Last Name \***  
Vigeant

**Suffix**  
▼

**Professional Suffix**  
▼

**Email \***  
svigeant@southshorehealth.org

Yes, I would like to receive email from this site.

**Street 1 \***  
55 Fogg Road

**Street 2**

Questions? Please email [FoundationEvents@southshorehealth.org](mailto:FoundationEvents@southshorehealth.org) or call 781-624-8600.