

How to create your fundraising page

1. Visit www.houstonaudubon.org/Birdathon
2. Select "Register a Team"
3. If you **do not** have an account on Houston Audubon's website, select "Create New Account." You will receive a confirmation email. Click the link in the email to set up your password. If you are not sure, click "Forgot your password?"
4. Back on the Birdathon website, select "Manage Team Page" to edit and customize your page! Feel free to include a bit about your team, your Birdathon goals, and add photos!

Alternatively, if you choose to log in through the Houston Audubon main page and end up on a screen that says "Welcome," you can follow the below steps:

1. On the "What would you like to do?" drop down bar on the top right, select "Peer-to-Peer Fundraising."
2. That will take you to a page that says "Peer-to-Peer Fundraising Overview" and shows all your fundraising pages. Next to Birdathon 2022, select the "Manage Page" link.

How to manage and customize your team fundraising page

1. When you register for Birdathon, by default, you will have an individual fundraising page just for you, titled with your name. The settings under **Page Content** pertain only to your individual page. When someone donates to you, they are also donating to your team.
2. **To set up your team:**
 - a. Select the "Team" tab all the way to the right
 - b. For the question "Are you part of a team:" select "Yes, and I'm team captain."
 - c. Hit Save. This will create your team page and open up additional settings.
 - d. Be sure to update your Team Page Title with your team name and set a goal.
 - e. From this page, you can customize the information and photos on your team page.

How to join an existing team

1. Set up your fundraiser account by following the steps above (you can click on the Manage Team Page link and it will take you where you need to go!)
2. On the Team tab, select "I'd like to join a team" and find the team you are joining. If you don't see it, please reach out to your team captain.