

Run, with purpose!

Sign up today for the 2017 RBC Race for the Kids at Comer Children's Hospital.

Sunday, October 15, 2017, at 9 a.m. | The University of Chicago Campus in Hyde Park



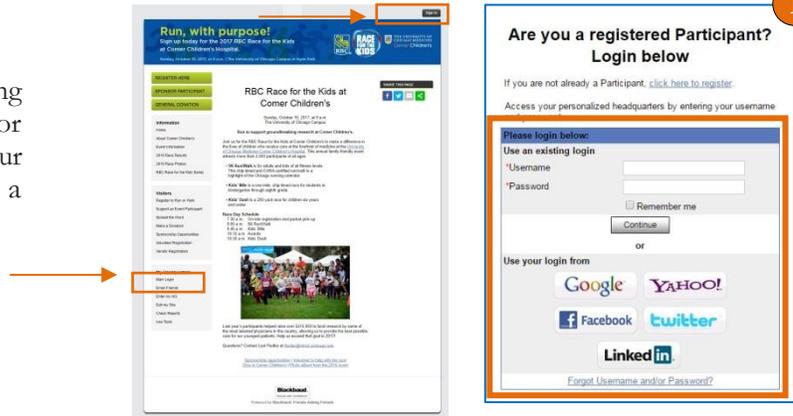
THE UNIVERSITY OF CHICAGO MEDICINE
Comer Children's

RBC Race for the Kids at Comer Children's – Fundraising Guide

Thank you for registering for the 2017 RBC Race for the Kids at Comer Children's. Your fundraising headquarters is a great tool to help increase the impact of your participation.

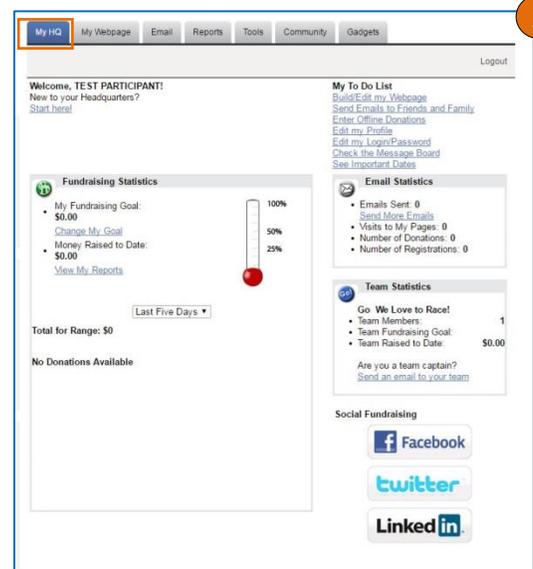
1. Login to your Headquarters.

Login to your headquarters by clicking either "Login" on the bottom left column, or "Sign In" in the top right corner. Use your username and password or sign in with a social media account.



2. My HQ main page

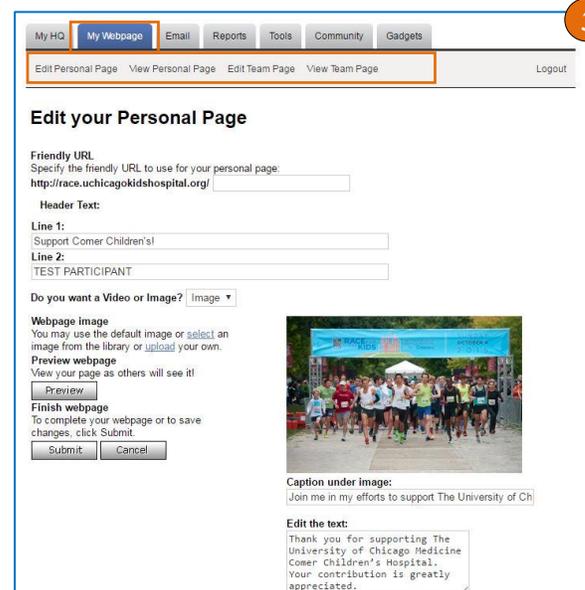
- Your HQ main page will show you your Fundraising, Email and Team statistics and give you options for how to build your page and reach out to friends and family about the race.
- You can share your page and fundraising efforts to your social media pages by clicking the buttons on the right.



3. My Webpage

You can edit the URL, title, photo, background and text on your page. Personalize it and share why you are participating in the RBC Race for the Kids at Comer Children's.

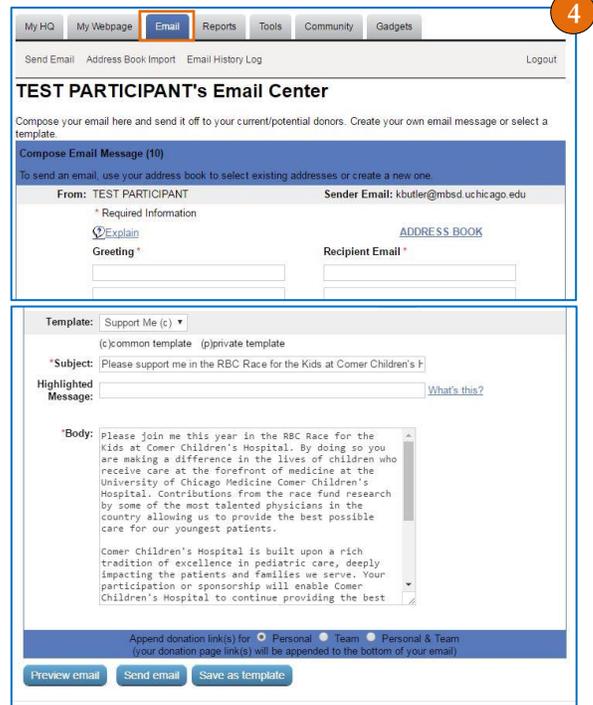
- If you are the captain of a race team, you will have access to your personal page and your team page



4. Send Email

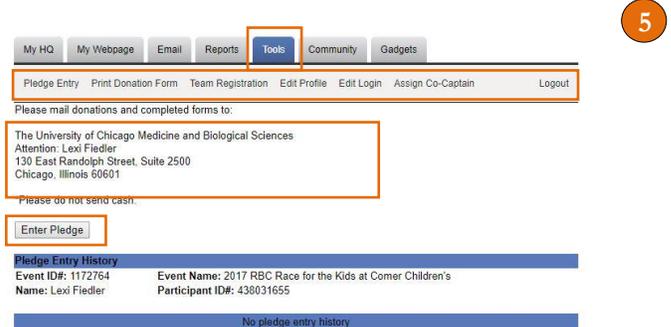
Send emails to your friends and family encouraging them to donate or join you at the event.

- Enter email addresses individually or import your address book from your email service
- You can use the text provided or create your own email and save it as a template for future use.



5. Other Tools

- **“Enter pledge”** amount if someone donates via check and you want this amount recorded in your fundraising total.
- **“Print Donation Form,”** to share with friends and family who would prefer to donate with cash or check. Then mail the donated amount in check form to the address provided.
- Team Captains can register additional team members or assign a co-captain by clicking the **“Team Registration”** or **“Assign Co-Captain”** links.
- You can also edit your profile and login information.



6. Gadgets

- If you want to add a thermometer or honor roll for your donors click on the **“Gadgets”** tab.

Thank you for fundraising for the RBC Race for the Kids at Comer Children's!

If you have any questions, please contact Lexi Fiedler, (773) 702-4873 or lfiedler@mbsd.uchicago.edu

