



# Get Active for AITC

## Guide to GivePenny

### Connecting to Strava

Head to [givepenny.com/registration](http://givepenny.com/registration) and follow the steps to set up your account. Remember your username and password – you will need this to join a challenge.

### Joining a challenge:

1. Visit our Get Active for AITC homepage and select the challenge you want to participate in.
2. You will need to log in to your account (see above on how to create an account).
3. Make sure Albion in the Community is selected (this should already be done for you).
4. Click 'Set up my challenge'.
5. You then need to choose which method you would like to use. This might be Strava, Fitbit or Runkeeper.
6. You can now choose your URL (this is the part you can share with your friend and family).
7. Also choose an end date for your challenge (Sunday 12 May 2019 is the end of the football season).
8. Click 'Save' and 'Continue'.
9. You should now see a page like this...



**Albion in the  
Community**



**Give Penny**  
a little means a lot



**Give Penny** emmabro92

[Change Banner](#) [Advanced](#) [Publish](#)

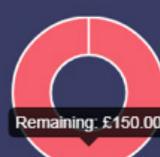
### TOUR DE PREM - CYCLE 1009 MILES (DRAFT)



[Donate](#)

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**EMMA BROCKHURST**

**My Target**  
**£150**  
0.0% of target raised so far.  
0.0% of target pledged so far.



**Fundraising Total**  
**£0.00**  
Currently Raised

Through this page you can edit your fundraising target, page title, fundraising story and all of the details which your friends and family will see when making a donation.

You can now click 'Publish' to make your page live.



**Albion in the  
Community**

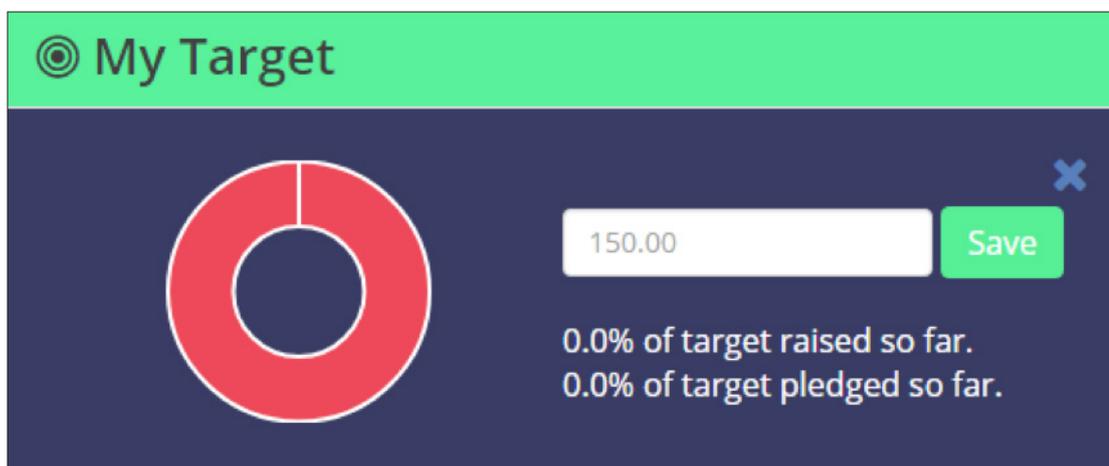




# Get Active for AITC

## How to personalise it

1. Head to the GivePenny homepage and ensure you are logged in.
2. Click 'Your Dashboard' from the top menu.
3. Find your relevant challenge and click the 'Edit' button.
4. On this page you can change your URL or the name of your challenge.
5. Click 'Save & Continue' to edit your page.
6. Edit your target
7. Click the little pencil shaped icon in the corner of the 'My Target' section.
8. You can now edit your target to whatever you like!
9. Remember to click 'Save' when you are done.



© My Target

150.00 Save

0.0% of target raised so far.  
0.0% of target pledged so far.



**Albion in the  
Community**





# Get Active for AITC

## Edit your story

1. Head to the 'Your Story' section on the page.
2. Click the little pencil shaped icon in the corner.
3. There will be some standard text in here but you can amend this to whatever you like.
4. Just don't forget to click 'Save' before you leave.

### Fundraising Story

Thanks for taking a look at my GivePenny page. 

I am raising money for Albion in the Community, one of the largest providers of disability football in Sussex.

Each year Albion in the Community works with more than 40,000 people throughout Sussex, providing regular football to hundreds of local people with a disability. It also runs free football sessions attended by thousands of young people living in local areas of deprivation.

This season the charity is running a Get Active for AITC campaign to not only raise money to help fund its award-winning work, but also to encourage more people to get active themselves.

It costs Albion in the Community between £1,800 and £5,000 a year to

5. When you are done editing your page don't forget to click 'Save' in the top right before closing.



**Albion in the  
Community**





# Get Active for AITC

## How to add offline donations

1. Head to the GivePenny homepage and ensure you are logged in.
2. Click 'Your Dashboard' from the top menu.
3. Find your relevant challenge and click the 'Update' button.
4. You can then add any offline donations you have had. Don't forget to click add before you leave the page.

### ADD AN OFFLINE DONATION

<input type="text" value="£ amount"/>	<input type="text" value="Name of Donor"/>	<input type="checkbox" value="Add Gift Aid"/>	<input type="button" value="Add"/>
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GivePenny is not responsible for the collection of offline donations, nor any GiftAid associated with them.



**Albion in the  
Community**

