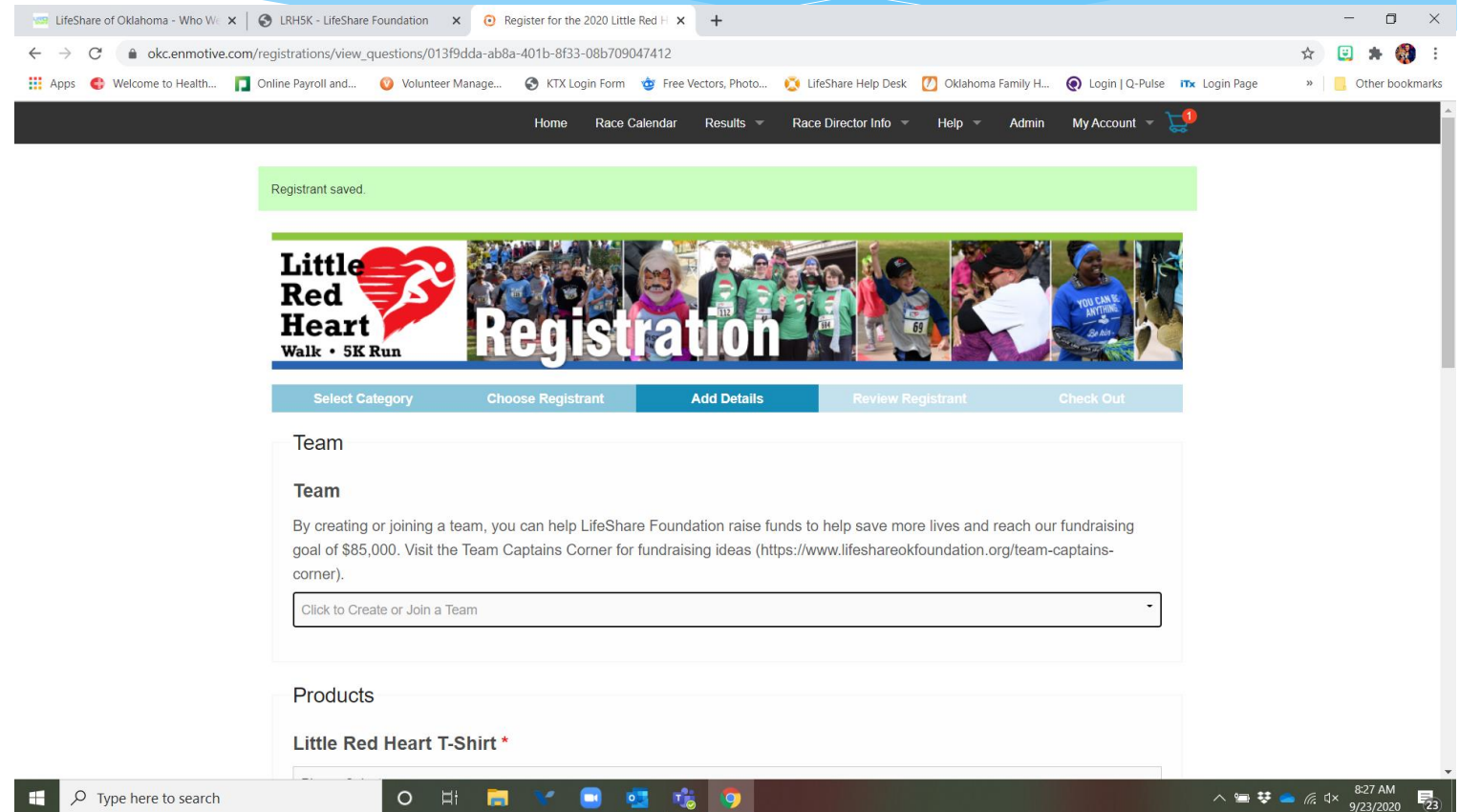


# How To Set Up Your Fundraising Page



# Creating a Team

When you have selected your registration for the 5K, you have the option to create or join a team.



# Creating a Team

Choose Create new.



LifeShare of Oklahoma - Who W... x LRH5K - LifeShare Foundation x Register for the 2020 Little Red H... x +

okc.enmotive.com/registrations/view\_questions/013f9dda-ab8a-401b-8f33-08b709047412

Apps Welcome to Health... Online Payroll and... Volunteer Manage... KTX Login Form Free Vectors, Photo... LifeShare Help Desk Oklahoma Family H... Login | Q-Pulse Login Page Other bookmarks

Home Race Calendar Results Race Director Info Help Admin My Account 1

Registrant saved.

**Little Red Heart**  
Walk • 5K Run

**Registration**

Type Here to Search

Create new ...

- None
- #ODANIELSTRONG
- #teamboyd
- Aidan's Legacy
- Heart4PeePaw
- Team Baby Jantz

Click to Create or Join a Team

Products

Little Red Heart T-Shirt \*

Type here to search

8:35 AM 9/23/2020

# Creating a Team

You will be brought to this page, where you can enter your new team name.



LifeShare of Oklahoma - Who We Are | LRH5K - LifeShare Foundation | Register for the 2020 Little Red Heart Walk • 5K Run

okc.enmotive.com/registrations/view\_questions/013f9dda-ab8a-401b-8f33-08b709047412

Apps | Welcome to Health... | Online Payroll and... | Volunteer Manage... | KTX Login Form | Free Vectors, Photo... | LifeShare Help Desk | Oklahoma Family H... | Login | Q-Pulse | Login Page | Other bookmarks

Home | Race Calendar | Results | Race Director Info | Help | Admin | My Account

Registrant saved.

## Little Red Heart Walk • 5K Run Registration

Select Category | Choose Registrant | **Add Details** | Review Registrant | Check Out

### Team

**Team**

By creating or joining a team, you can help LifeShare Foundation raise funds to help save more lives and reach our fundraising goal of \$85,000. Visit the Team Captains Corner for fundraising ideas (<https://www.lifeshareokfoundation.org/team-captains-corner>).

Create new ...

**New Team Name**

Robin's Runners

Windows taskbar: Type here to search | 8:39 AM 9/23/2020

# Creating a Team

After entering your team name, continue on that page selecting your shirt size and donation amount if you choose.



LifeShare of Oklahoma - Who We... | LRH5K - LifeShare Foundation | Register for the 2020 Little Red Heart 5K

okc.enmotive.com/registrations/view\_questions/013f9dda-ab8a-401b-8f33-08b709047412

Products

**Little Red Heart T-Shirt \***

Please Select ...

Little Red Heart 5K benefiting LifeShare Foundation

The Little Red Heart 5K's mission is to celebrate life, honor those who were donors, pay tribute to those who received, offer hope to those who continue to wait and remember the lives lost waiting for the gift of life.

The LifeShare Foundation invites you to spend a morning with our loving and supportive community, whether you walk, run or simply attend the event and celebrate life.

With funds raised from the Little Red Heart 5K, our Foundation supports the activities and initiatives of LifeShare of Oklahoma to help save more lives through organ and tissue donation.

The LifeShare Foundation

☐ \$5

☐ \$10

☐ \$25

☐ \$50

☐ Custom amount

# Creating a Team

Click to agree to the  
Waivers and  
Acknowledgements and  
then click continue.



LifeShare of Oklahoma - Who We... | LRH5K - LifeShare Foundation | Register for the 2020 Little Red H... | EnMotive | EnMotive | EnMotive | +

okc.enmotive.com/registrations/view\_questions/013f9dda-ab8a-401b-8f33-08b709047412

Apps | Welcome to Health... | Online Payroll and... | Volunteer Manage... | KTX Login Form | Free Vectors, Photo... | LifeShare Help Desk | Oklahoma Family H... | Login | Q-Pulse | Login Page | Other bookmarks

☐ \$5  
☐ \$10  
☐ \$25  
☐ \$50  
☐ Custom amount  
☒ None

☒ Please add the processing fee for this donation to my total so that 100% of my donation goes to charity.

Waivers and Acknowledgements

**Please read the following waivers, acknowledgments and disclaimers carefully.** They include releases of liability and waiver of legal rights, and deprive you of the ability to sue certain parties. By agreeing electronically, you acknowledge that you have both read and understood all text presented to you as part of the registration process.

☒ I agree to and accept the "2020 Little Red Heart Virtual 5K Participant Waiver for Registration"

☒ I agree to and accept the "USAT Waiver"

Continue

Untitled\* - Paint 3D

Type here to search

8:48 AM 9/23/2020

# Creating a Team

You will then be taken to this page to review your registration. Notice your team name listed under Team.

Click Proceed to Check Out.



A screenshot of a web browser showing the registration review page for the 2020 Little Red Heart Virtual 5K. The page has a header with the event logo and a navigation bar with tabs: "Select Category", "Choose Registrant", "Add Details", "Review Registrant" (which is active), and "Check Out". Below the navigation bar, the event title "2020 Little Red Heart Virtual 5K" is displayed. The registrant information shows "Robin Morris - Female Age 35" with an "Edit" link. The category is "Snooze Edition" with a price of "\$30.00". The team name "Robin's Runners" is listed under the "Team" section, which is circled in red with a red arrow pointing to it. The product is "Little Red Heart T-Shirt - Adult XL" with a status of "Included". At the bottom, there are two buttons: "Register Another Person" and "Proceed to Check Out". The browser's address bar shows the URL "okc.enmotive.com/registrations/review/013f9dda-ab8a-401b-8f33-08b709047412". The Windows taskbar at the bottom shows the time as 8:49 AM on 9/23/2020.



# Creating a Team

You will be taken to this page to complete your order.



LifeShare of Oklahoma - Who We... | LRH5K - LifeShare Foundation | EnMotive OKC | EnMotive | EnMotive | EnMotive | +

okc.enmotive.com/orders/checkout/6cfded54-f3dc-468c-9740-1de8553b30fc

Apps | Welcome to Health... | Online Payroll and... | Volunteer Manage... | KTX Login Form | Free Vectors, Photo... | LifeShare Help Desk | Oklahoma Family H... | Login | Q-Pulse | Login Page | Other bookmarks

Home | Race Calendar | Results | Race Director Info | Help | Admin | My Account |

### Complete your order

<b>2020 Little Red Heart Virtual 5K</b>	
Robin Morris - Snooze Edition	\$30.00
Processing Fee	\$4.95
Subtotal	\$34.95
<a href="#">View/Edit</a>   <a href="#">Coupon</a>   <a href="#">Remove</a>	

Tax	\$1.46
<b>Total</b>	<b>\$36.41</b>

#### Coupon

If you have a coupon or promo code, please add it below to apply it to qualifying items in your cart.

[Apply](#)

Note: This transaction will appear on your credit card statement as a charge by **EnMotive Event Registration** in the amount of **\$36.41**.

#### Billing Information



# Creating a Team

Fill in your information and  
click submit payment.

LifeShare of Oklahoma - Who We S... x

LRH5K - LifeShare Foundation x

EnMotive OKC x

EnMotive | EnMotive | EnMotive x

+

okc.enmotive.com/orders/checkout/6cfded54-f3dc-468c-9740-1de8553b30fc

☆🔗⚙️👤

AppsWelcome to Health...Online Payroll and...Volunteer Manage...KTX Login FormFree Vectors, Photo...LifeShare Help DeskOklahoma Family H...Login | Q-PulseITX Login Page»Other bookmarks

Billing Information


**Billing Address**

[Update Billing Address](#)

**Payment Info**

Name on Card

Credit Card Number



Expiration Month \*

Expiration Year \*

CCV

**Submit Payment**

# Finding Your Team Page

You will then be taken to this page. To find your Team Fundraising Page from here, click the link to fundraising page at the bottom.



A screenshot of a web browser window displaying a fundraising page. The browser's address bar shows the URL "okc.enmotive.com/Orders/complete/6cfded54-f3dc-468c-9740-1de8553b30fc". The page content includes a date "Saturday, November 7, 2020", a section titled "BENEFIT" with text about the Little Red Heart 5K benefiting the LifeShare Foundation, a section titled "START TIME &amp; LOCATION" with the text "Anywhere, Anytime", a section titled "Goody Bag" with the text "Will be mailed.", and a section titled "HOW IT WORKS:" with a bulleted list of instructions. At the bottom of the page, a link "Additional Donations to The LifeShare Foundation can be made on the fundraising page." is circled in red, with a red arrow pointing to it from the right. The Windows taskbar is visible at the bottom of the screen, showing the search bar and various application icons.

# Finding Your Team Page

To search for your team, enter your Team name in the search bar on the right of the page and click search.



A screenshot of a web browser showing the "2020 Little Red Heart Virtual 5K Fundraiser" page. The browser's address bar shows the URL "okc.enmotive.com/events/fundraising/2020-little-red-heart-5k". The page features a header with navigation links like "Home", "Race Calendar", and "Results". Below the header is a banner with the "Little Red Heart" logo, a "Go Team!" graphic, and a photo of a group of people. The main content area includes a large photo of a 5K race in progress, a fundraising progress bar showing "\$1,185.00" raised out of a "\$65,000.00" goal, and buttons for "DONATE", "Tweet", "Share", "Mail", and "Register". At the bottom, there is a search bar with the text "Robin's Runners" entered and a "Search" button, which is circled in red. The Windows taskbar at the bottom shows the time as 10:29 AM on 9/23/2020.

# Finding Your Team Page

You will then be taken to your Team Fundraising Page where you can personalize it with a variety of options.

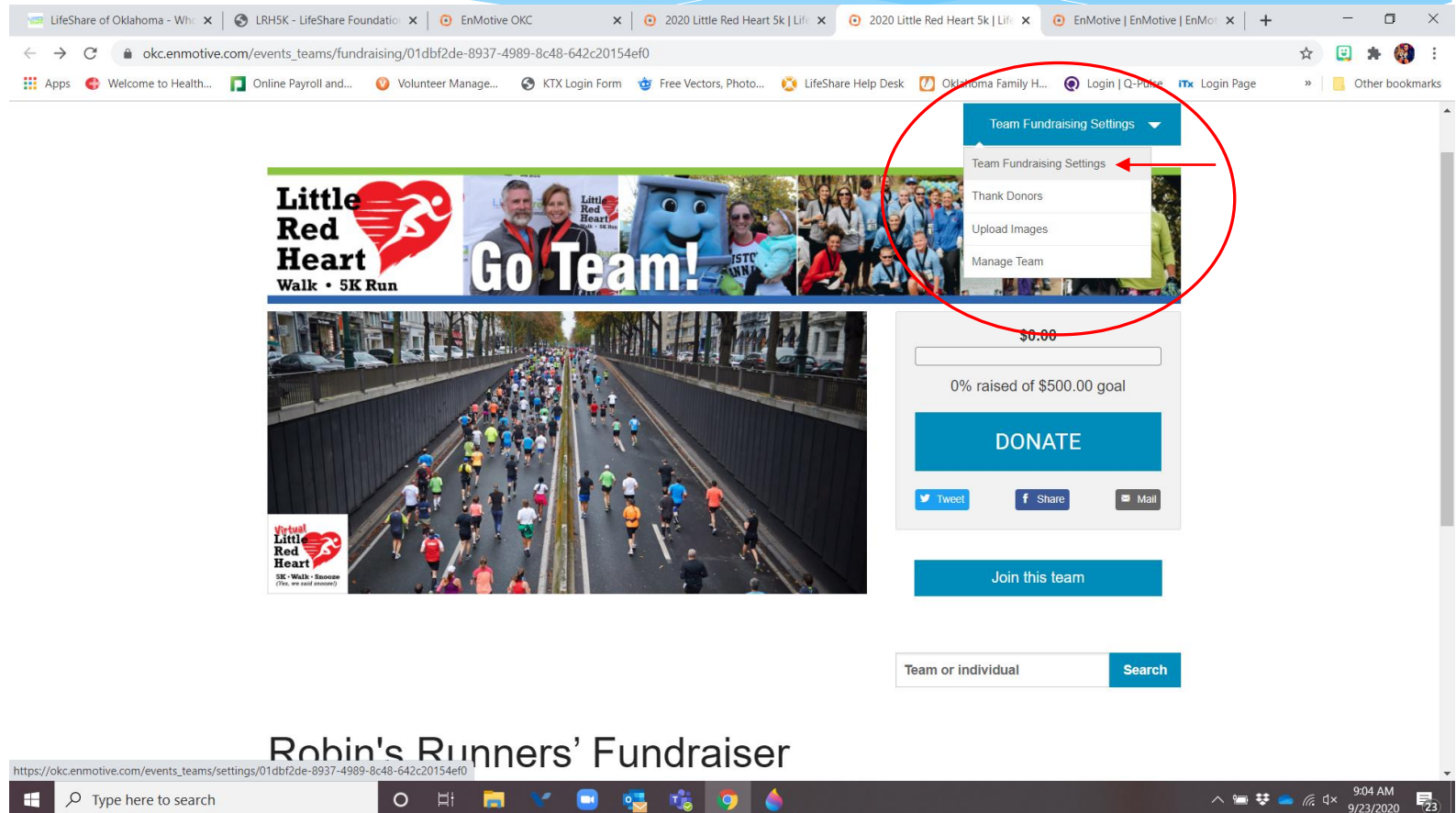


The screenshot shows a web browser window displaying the "Robin's Runners' Fundraiser" team page on the EnMotive OKC platform. The browser's address bar shows the URL: `okc.enmotive.com/events_teams/fundraising/01dbf2de-8937-4989-8c48-642c20154ef0`. The page features a header with the "Little Red Heart Walk • 5K Run" logo and a "Go Team!" banner. Below the header is a large photo of a group of runners on a city street. To the right of the photo is a fundraising progress bar showing "\$0.00" raised of a "\$500.00 goal", with a "DONATE" button and social media sharing options (Twitter, Facebook, Email). Below the progress bar is a "Join this team" button. At the bottom of the page is a search bar with the text "Team or individual" and a "Search" button. The Windows taskbar at the bottom of the screen shows the time as 9:03 AM on 9/23/2020.

Robin's Runners' Fundraiser

# Editing Your Team Page

To edit your Team page, go to the top right corner where it says Team Fundraising Settings. A drop-down menu with several options will appear. Select Team Fundraising Settings.

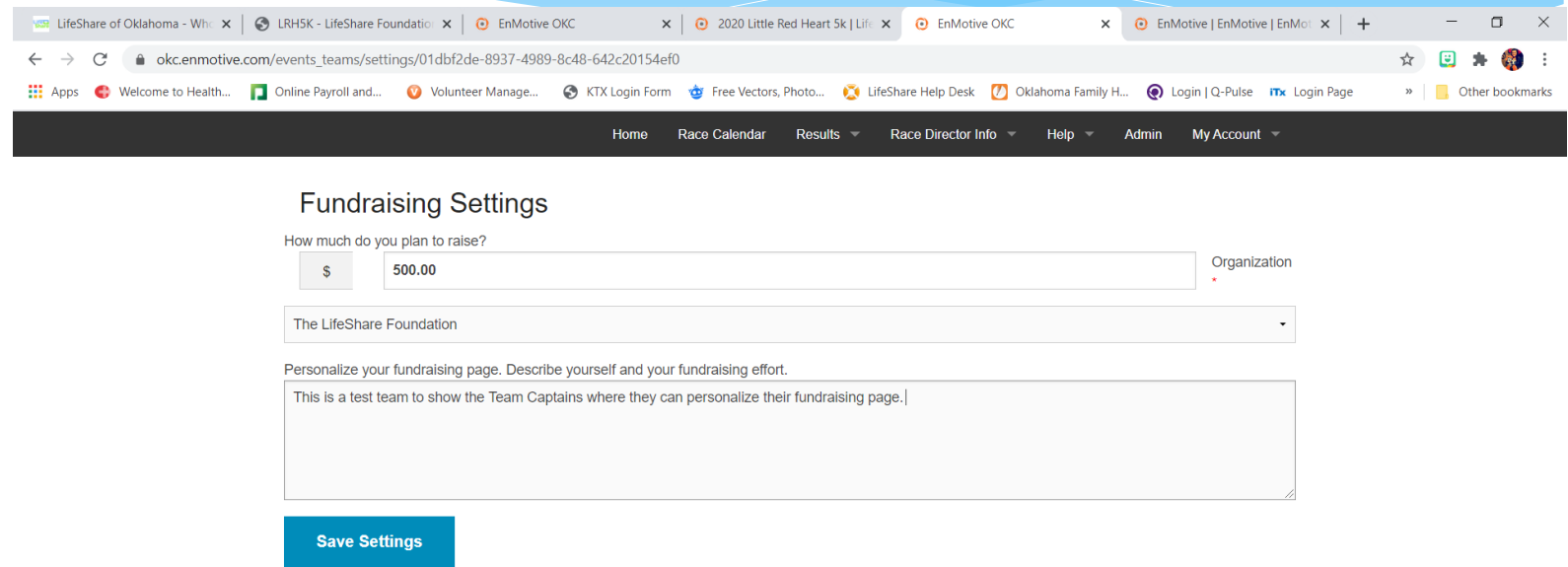


The screenshot shows a web browser window with multiple tabs. The active tab is 'EnMotive OKC'. The address bar shows the URL 'okc.enmotive.com/events\_teams/fundraising/01dbf2de-8937-4989-8c48-642c20154ef0'. The page displays a fundraising page for 'Little Red Heart Walk • 5K Run'. The page features a banner with the text 'Go Team!' and a photo of a group of people. Below the banner is a large photo of a group of runners on a street. To the right of the banner, there is a 'Team Fundraising Settings' dropdown menu. The dropdown menu is open, showing options: 'Team Fundraising Settings', 'Thank Donors', 'Upload Images', and 'Manage Team'. A red circle and arrow highlight the 'Team Fundraising Settings' option. Below the banner, there is a 'DONATE' button and a 'Join this team' button. At the bottom of the page, there is a search bar with the text 'Team or individual' and a 'Search' button. The page title is 'Robin's Runners' Fundraiser'.



# Team Fundraising Settings

Here you can edit your fundraising amount and describe yourself and why you are choosing to raise funds for the Little Red Heart 5K.



The screenshot shows a web browser window with multiple tabs open, including 'LifeShare of Oklahoma', 'LRH5K - LifeShare Foundation', 'EnMotive OKC', '2020 Little Red Heart 5K | LifeShare', 'EnMotive OKC', and 'EnMotive | EnMotive | EnMotive'. The address bar shows the URL 'okc.enmotive.com/events\_teams/settings/01dbf2de-8937-4989-8c48-642c20154ef0'. The page has a dark navigation bar with links: Home, Race Calendar, Results, Race Director Info, Help, Admin, and My Account. The main content area is titled 'Fundraising Settings' and contains the following fields:

- A text input field for 'How much do you plan to raise?' with a dollar sign icon and the value '500.00'. To the right is a label 'Organization'.
- A dropdown menu currently showing 'The LifeShare Foundation'.
- A text area for 'Personalize your fundraising page. Describe yourself and your fundraising effort.' containing the text: 'This is a test team to show the Team Captains where they can personalize their fundraising page.'
- A blue button labeled 'Save Settings'.

# Thank Donors

To thank your donors, you can go to your team page and find the drop-down menu on the top right. Choose Thank Donors.



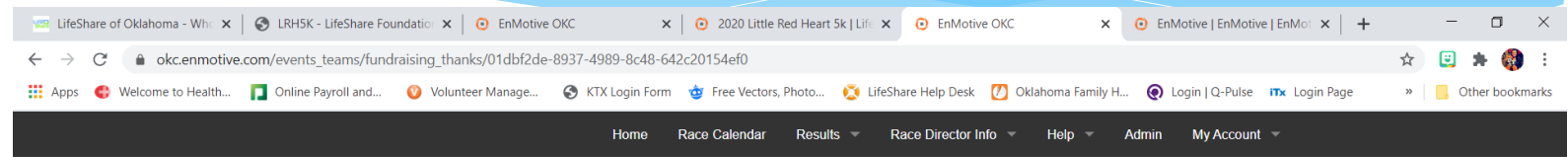
A screenshot of a web browser displaying the EnMotive OKC website. The browser's address bar shows the URL: okc.enmotive.com/events\_teams/fundraising/01dbf2de-8937-4989-8c48-642c20154ef0. The page features a header with the "Little Red Heart" logo and a "Go Team!" banner. Below the banner is a large image of a group of runners on a city street. To the right of the image is a fundraising progress bar showing "0% raised of \$500.00 goal" and a "DONATE" button. A red circle highlights a dropdown menu labeled "Team Fundraising Settings" in the top right corner. The dropdown menu is open, showing options: "Team Fundraising Settings", "Thank Donors", "Upload Images", and "Manage Team". A red arrow points to the "Thank Donors" option. Below the fundraising progress bar is a "Join this team" button. At the bottom of the page, there is a "Team or individual" search bar and a "Search" button. The browser's taskbar at the bottom shows the Windows logo, a search bar, and several application icons. The system clock in the bottom right corner indicates the time is 9:06 AM on 9/23/2020.

Robin's Runners' Fundraiser



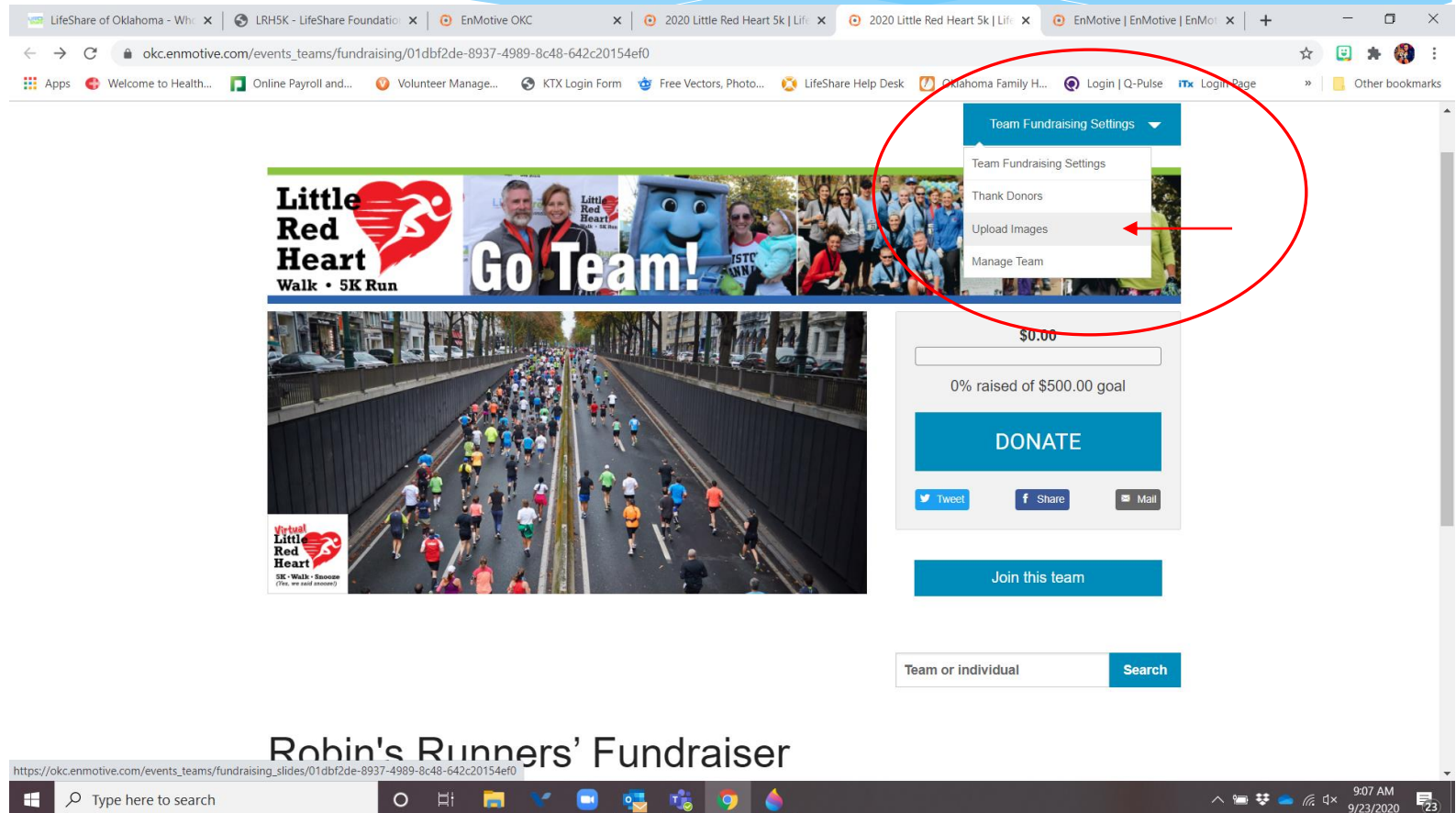
# Thank Donors

You will be taken to this page, where your donors will be listed, and you have the option to thank them.



# Upload Images

To upload images to your Team Page, navigate to the drop-down menu in the top right corner, and choose upload images.

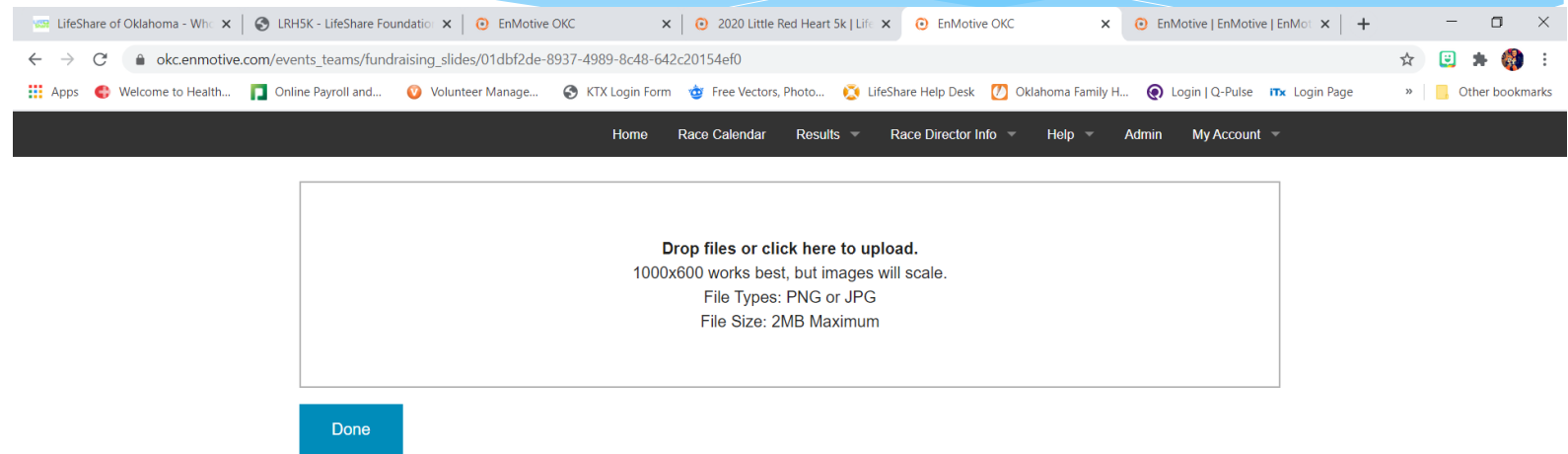


The screenshot displays a web browser window with multiple tabs open, including 'LifeShare of Oklahoma - Wh...', 'LRH5K - LifeShare Foundation...', 'EnMotive OKC', and '2020 Little Red Heart 5k | Life...'. The active page is 'okc.enmotive.com/events\_teams/fundraising/01dbf2de-8937-4989-8c48-642c20154ef0'. The page features a header with the 'Little Red Heart Walk • 5K Run' logo and a 'Go Team!' banner. A dropdown menu is open in the top right corner, showing options: 'Team Fundraising Settings', 'Team Fundraising Settings', 'Thank Donors', 'Upload Images' (highlighted with a red arrow), and 'Manage Team'. Below the header, there is a large image of a marathon runner and a fundraising progress bar showing '\$0.00' raised of a '\$500.00 goal'. A 'DONATE' button is visible, along with social media sharing options (Twitter, Facebook, Email) and a 'Join this team' button. At the bottom, there is a 'Team or individual' search bar and a 'Search' button. The footer of the browser window shows the Windows taskbar with the search bar and various application icons.

Robin's Runners' Fundraiser

# Upload Images

You will be taken to this page, where you can upload pictures to your Team Page. If you upload multiple images, they can be scrolled through at the top of your page.



# Upload Images

Your pictures will show at the top of your page.

The screenshot displays a web browser window with multiple tabs open, including "405-724-2050 / 40...", "LRH5K - LifeShare", "EnMotive OKC", and "2020 Little Red Heart". The active page is "okc.enmotive.com/events\_teams/fundraising/01dbf2de-8937-4989-8c48-642c20154ef0". The page features a navigation bar with links like "Home", "Race Calendar", "Results", "Race Director Info", "Help", "Admin", and "My Account". A "Team Fundraising Settings" dropdown menu is visible. The main content area includes a banner for the "Little Red Heart Walk • 5K Run" with the text "Go Team!". Below the banner is a photo of a group of people wearing masks and LifeShare t-shirts. To the right of the photo, there is a fundraising progress section showing "\$0.00" raised, "0% raised of \$500.00 goal", and a "DONATE" button. Social media sharing options for "Tweet", "Share", and "Mail" are also present. At the bottom, there is a "Join this team" button and a search bar with the text "Team or individual" and a "Search" button. The Windows taskbar at the bottom shows the date and time as "12:48 PM 9/23/2020".

# Managing Your Team

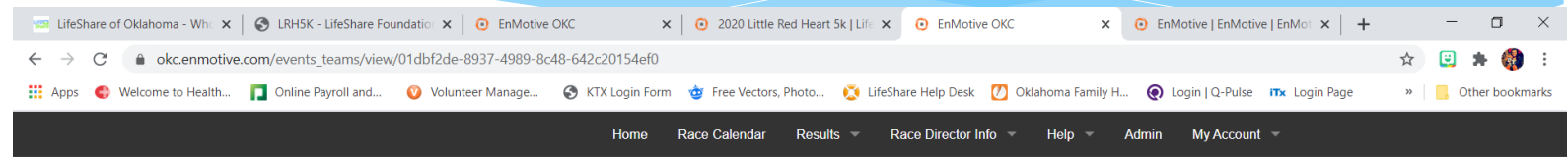
To manage your team, navigate to the drop-down menu at the top right and select Manage Team.

The screenshot displays the EnMotive website interface. At the top, a navigation bar includes links for Home, Race Calendar, Results, Race Director Info, Help, Admin, and My Account. A red circle highlights the 'Admin' dropdown menu, which contains options for Team Fundraising Settings, Team Fundraising Settings (with a sub-menu), Thank Donors, Upload Images, and Manage Team. The 'Manage Team' option is indicated by a red arrow. Below the navigation bar, the main content area features a banner for 'Little Red Heart Walk • 5K Run' with a 'Go Team!' graphic. A photo of a group of people is shown, along with fundraising progress information: '\$0.00' raised, '0% raised of \$500.00 goal', and a 'DONATE' button. Social media sharing options (Tweet, Share, Mail) and a 'Join this team' button are also visible. At the bottom, there is a search bar with the text 'Team or individual' and a 'Search' button. The browser's address bar shows the URL 'okc.enmotive.com/events\_teams/fundraising/01dbf2de-8937-4989-8c48-642c20154ef0'.



# Managing Your Team

From here you can see your team members, the amount each has raised, and view their personal fundraising pages. You can also perform a variety of functions by clicking the Actions button at the top right and selecting from the drop-down menu.



## Robin's Runners

Team Member	Fundraising?	Amount Raised
Robin Morris	Yes	\$0.00

[View Registration](#) | [View Individual Fundraising Page](#)

Actions

- View Team Fundraising Page
- Team Password
- Invite Team Member
- Contact Team Members
- Download Team Roster
- Download Donor List

# Returning to Your Team Page

To navigate back to your Team Page and update photos or connect with your team, return to the Log In page and enter your Log In information.



A screenshot of a web browser displaying the registration page for the "Little Red Heart 5K Run" on the EnMotive website. The browser's address bar shows the URL "okc.enmotive.com/events/register/2020-little-red-heart-5k". The page features a header with navigation links like "Home", "Race Calendar", "Results", "Race Director Info", "Help", and a "Log In" button which is circled in red. Below the header is a banner for the "Little Red Heart 5K Run" with a "Registration" button. The main content area includes the date "Saturday, November 7, 2020", a "BENEFIT" section describing the event's purpose, a "START TIME &amp; LOCATION" section stating "Anywhere, Anytime", a "Goody Bag" section stating "Will be mailed.", and a "HOW IT WORKS:" section with a list of steps: "Run your race" and "Log your results and download a finisher certificate". The Windows taskbar at the bottom shows the date as 9/23/2020 and the time as 9:14 AM.



# Returning to Your Team Page

Once you have logged in, select 'My Account' at the top right.



A screenshot of a web browser displaying the EnMotive website. The browser's address bar shows the URL "okc.enmotive.com/events/register/2020-little-red-heart-5k". The website's navigation bar includes links for Home, Race Calendar, Results, Race Director Info, Help, Admin, and a "My Account" dropdown menu. The "My Account" menu is open, showing options for "My Account" and "Log Out". The main content area features a banner for the "Little Red Heart Walk • 5K Run" registration, dated "Saturday, November 7, 2020". Below the banner, there is a "BENEFIT" section explaining that the event supports the LifeShare Foundation, followed by a "START TIME &amp; LOCATION" section stating "Anywhere, Anytime", and a "Goody Bag" section stating "Will be mailed.". A "HOW IT WORKS:" section is partially visible at the bottom, listing "Run your race" and "Log your results and download a finisher certificate". The Windows taskbar at the bottom shows the search bar and various application icons, with the system clock indicating 9:15 AM on 9/23/2020.

# Returning to Your Team Page

You will be taken to a page that looks like the page at the right.



The screenshot shows a web browser window with multiple tabs open. The active tab is "EnMotive OKC" and the address bar shows "okc.enmotive.com/users/account". The page has a dark navigation bar with links: Home, Race Calendar, Results, Race Director Info, Help, Admin, and My Account. The main content area is divided into three sections: "Account Info", "Connected Accounts", and "Registrants".

**Account Info**

Email Address	<a href="#">Update</a>
<b>rmorris@lifeshareok.org</b>	<a href="#">Change Password</a>

**Connected Accounts**

Facebook	<b>Not Connected</b>	<a href="#">Connect</a>
Chronotrack	<b>Not Connected</b>	<a href="#">Connect</a>

**Registrants**

Looking to edit or confirm a shipping address for an event? You can do so by clicking the "View Registration" link within your Upcoming or Past Events.

Robin Morris	Female / 35	<a href="#">Edit</a> <a href="#">Delete</a>
Rick Morris	Male	<a href="#">Edit</a> <a href="#">Delete</a>

**Current and Upcoming Events**

2020 Little Red Heart Virtual 5K
November 7th, 2020   Anywhere

# Returning to Your Team Page

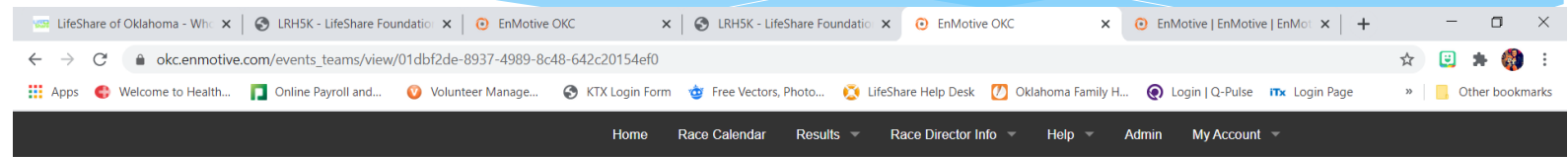
Scroll down to Current and Upcoming Events and click the Actions button. Select View Team at the bottom of the drop-down menu.



A screenshot of a web browser displaying the EnMotive OKC user account page. The browser has multiple tabs open, including "LifeShare of Oklahoma - Wh...", "LRH5K - LifeShare Foundation...", "EnMotive OKC", and "EnMotive | EnMotive | EnMot...". The address bar shows "okc.enmotive.com/users/account". The page content includes a table of users with columns for name, gender, and age, and buttons for "Edit" and "Delete". Below this is a section titled "Current and Upcoming Events" with a card for "2020 Little Red Heart Virtual 5K" showing the date "November 7th, 2020 | Anywhere" and the participant "Robin Morris - Female / 35". Another section titled "Past Events" shows a card for "Little Red Heart 5K" from "November 2nd, 2019 | Regatta Park". A red circle highlights the "Actions" button in the "Current and Upcoming Events" section, which has a dropdown menu open showing options: "View Order", "View Registration", "View Personal Fundraising Page", "Log Result", and "View Team". A red arrow points to the "View Team" option. The Windows taskbar at the bottom shows the date "9/23/2020" and time "9:18 AM".

# Returning to Your Team Page

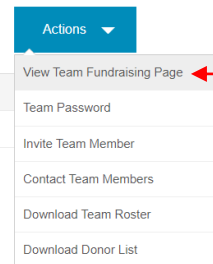
You will be taken to this page, where you can click the Actions button and can choose from a variety of options. Clicking View Team Fundraising Page, will take you back to the main page with your photos at the top.



## Robin's Runners

Team Member	Fundraising?	Amount Raised
Robin Morris	Yes	\$0.00

[View Registration](#) | [View Individual Fundraising Page](#)



# THANK YOU FOR YOUR SUPPORT!

