

ONLINE REGISTRATION & FUNDRAISING

GUIDE

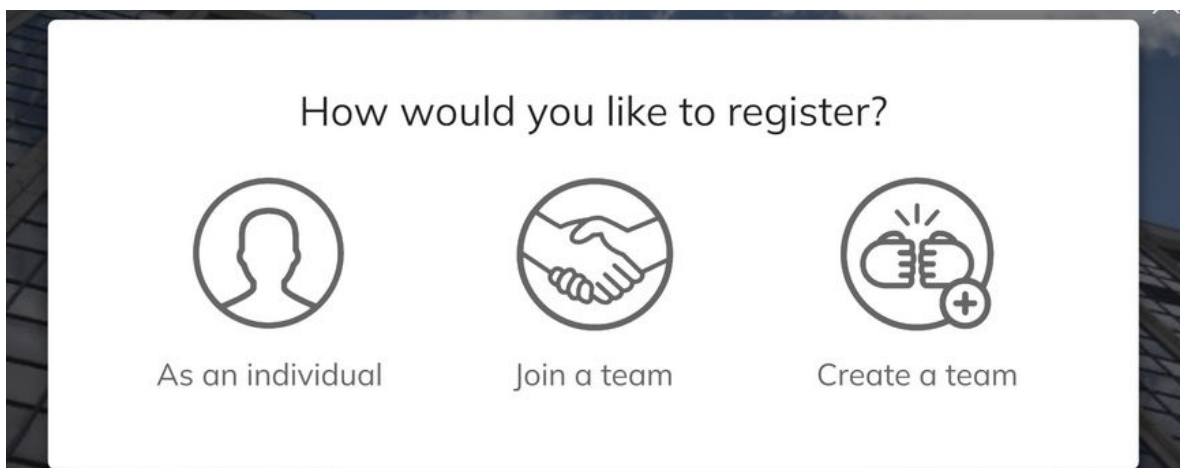
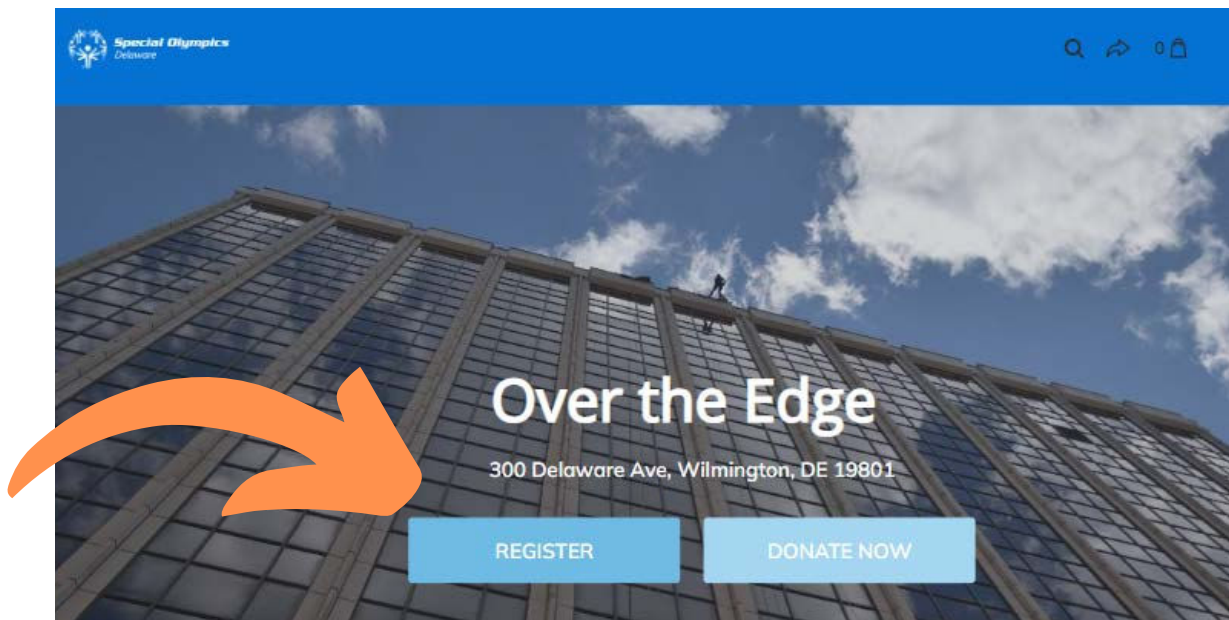


Online registration and fundraising for Special Olympics Delaware's Over the Edge event is powered by Classy.org. We want the process to be as simple for you, our Edgers, as possible, so we've compiled a registration guide, plus answers to some of your frequently asked questions below. More tips can be found at the online [Classy Support Center](#).

GETTING STARTED

In order to register, please find the link to registration on this page: <https://sode.org/over-the-edge/>

After you click the **REGISTER** button, you will need to choose from 3 registration options – register as an individual, join an existing team, or create a new team that others will join with you. **NOTE:** If you have a team participating together, please know that we do still need each team member to register.



Once you select a registration type, the website will take you through a quick and simple registration process. You'll answer a series of questions, providing us with important information that we need to collect from each of our Edgers.

The final step is providing payment information. The website will give you an opportunity to kick-start your fundraising efforts by adding a donation on top of your registration fee. This is a great way to build momentum as you begin working toward your fundraising goal.

NOTE: If you are not interested in this option, simply click the "SKIP" button and you will proceed to check out.

The screenshot shows two side-by-side panels. The left panel, titled "Add a Donation", contains a form with the following elements: a dropdown menu for "How often would you like to donate?" set to "One-time"; a section titled "Choose a one-time amount" with buttons for "\$500", "\$250", "\$100", "\$50", and "Other"; and a checkbox labeled "I'd like to cover all transaction fees so 100% of my donation goes to Special Olympics Delaware." Below the form is a "SKIP DONATION" button. The right panel, titled "Your Order", displays a table with one item: "Edger" by "Corinne Plummer" for "\$50.00", with a "Remove" link. Below the table is an "ADD PROMO CODE" button. At the bottom, the "Total" is listed as "\$50.00".

You will know that your registration has been successfully processed when you see this screen:



Thank You!

Your order has been processed. Check your email for your confirmation receipt and instructions for how to set up your personal fundraising page. Good luck!



Check your email

We send out links to fundraising pages.



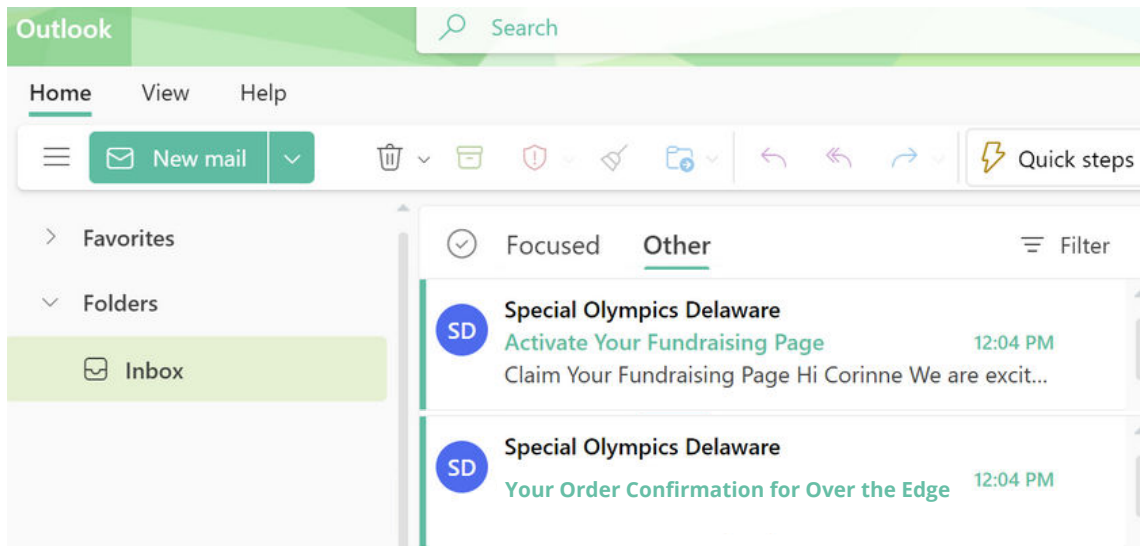
Corinne Plummer
registered!

[VIEW](#)

From here, you can go ahead and view and customize the fundraising page that has been automatically created for you.

If you prefer to edit your fundraising page at a later date, you will receive an email with the subject line **“Activate Your Fundraising Page.”** There will be a link within the body of this email to manage your page.

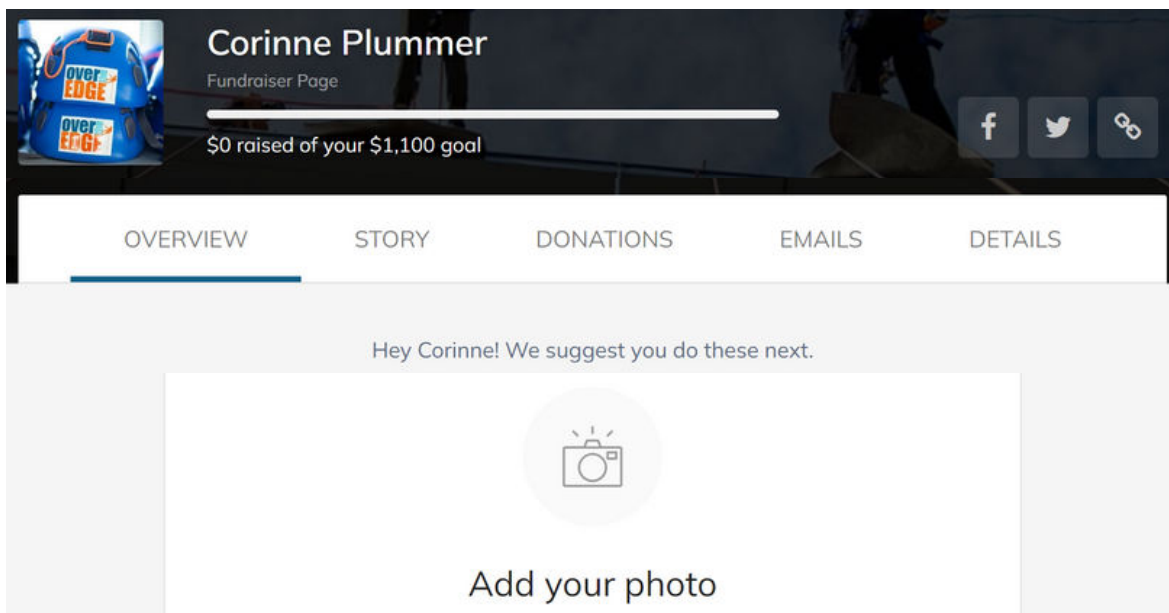
The other email you will receive from the website (**“Your Order Confirmation...”**) simply confirms your registration and provides a receipt.



When you go on to edit your fundraising page, you will see the following screen. Use the tabs – Overview, Story, Donations, Emails, Details – to make any changes that you wish.

You can add a photo, update your fundraising goal, edit the default messaging, etc. Once you are happy with your page, you can go ahead and send it out to friends and family.

You can use the Facebook, Twitter, and link buttons on the right-hand side. The Facebook and Twitter icons will allow you to post directly to your account with those sites, while the link icon will provide you with a URL to copy and paste wherever you like – email, social media, etc.



Frequently Asked Questions

We hope to answer all of your questions about navigating Classy.org in this guide, but additional tips can always be found at the online [Classy Support Center](#).

How can I reset my password for my Classy account?

With so many online accounts, it is easy to lose track of your log-in information. Find step-by-step instructions to reset your password and access your Classy account [here](#).

How do I manage our team page as a team captain?

You can easily become the best team captain ever by taking advantage of [these tips](#).

How can I thank my donors?

Making sure your donors are recognized and appreciated is a very important part of the fundraising process – Classy makes this easy for you with [these options](#).

How do I add offline donations (checks, cash) to my fundraising page?

Classy allows all offline donations to be processed by the organization that you are fundraising on behalf of (in this case, Special Olympics Delaware).

You can mail in or drop off any offline donations to our office and we will add them to your page.

Special Olympics Delaware
619 S College Ave
Newark, DE 19716

NOTE: If you are mailing in funds, please be sure to include a note that specifies what the funds are for so that we can credit them accordingly (i.e. John Smith, Over the Edge).

For more help navigating the online registration & fundraising process, please contact:

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