



BALANCE AWARENESS WEEK to DEFEAT *DIZZINESS*

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How to Create Your Personal Campaign Page

- **Login** to vestibular.org or create an account



- **Get Started:** From your "My Account" page, click on "Get Started."

- **Title:** This will appear on vestibular.org/PCP so your friends and family can easily find your page. Be creative!

Remember: You can always access your PCP from your "My Account" page to make updates, send emails, and copy your URL to share with friends.

- **Welcome Message:** You will be asked to create a short “Welcome” message telling your friends why you are supporting Balance Awareness Week (BAW).
- **Your Goal:** You will be asked to enter a fundraising goal. The average page raises \$750. Don’t short yourself!
- **Your Message:** Here is where you tell your story. How did you get diagnosed? How has having a vestibular disorder impacted your life? Be honest, heartfelt, and maybe even humorous. This is where you get to let people know what it’s really like for you or someone you love to deal with a chronic invisible illness.
- **Photo:** You have the option of uploading your own photo or downloading one of our stock photos. Think about which photo you would like to use. (If your picture is in portrait orientation, rotate to landscape before uploading it.)

Include a Picture or an Image

You can upload a picture or image to include on your page. Your file should be in .jpg, .gif, or .png format. Recommended image size is 250 x 250 pixels. Images over 360 pixels wide will be automatically resized to fit.

Attach File No file chosen

Browse to the file you want to upload. Each file must be less than 2M in size. You can also add a short description.

Active Is your Personal Campaign Page active? You can activate/de-activate it at any time.

- **Thank you email:** You will receive an email with a link to your PCP immediately after creating your page. Save this, as it allows you to make changes and share your PCP with others.

Dear supporter,

Thanks for creating a **personal campaign page** in support of Balance Awareness Week 2016.

Promoting Your Page

Send email to family, friends and colleagues with a **personal message** about this **campaign**. Include this link to your fundraising **page** in your emails: <https://vestibular.org/civicrm/pcp/info?reset=1&id=192>

Managing Your Page

Whenever you want to preview, update or promote your **page**:

1. [Login to your account](#)
2. [Go to your page](#)

- **Share!** Click on “Tell Friends” to send emails to your friends and family explaining what you are doing and why, and requesting their support, and post on your social media pages. Sample messages are available at vestibular.org/PCP. Be sure to copy and paste a link to your fundraising page, making it quick and easy for your supporters to donate to your effort. **It’s that easy!**

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