

HOW TO REGISTER FOR WOMEN BUILD

1. Click one of the **Register** links on the Women Build website. The Register link may appear as a button on the site's main page, as a link in the site navigation, in the site's footer, or all three!
2. Choose the **Site - Date** that you would like to participate – click Next
3. Select **how you would like to participate** in Women Build; decide if you'll be participating **As an Individual** or if you want to **Join or Create a Team** – See below for specific details for each choice

If you select **Join or Create a Team**, you'll see a pop-up asking you to **Join** an existing team or **Start A New Team**.

STARTING A TEAM:

- Click on **Start a New Team**
- Enter the **team's name** and decide the **team's fundraising goal**. We recommend \$3000 for a team of 10, but enter whatever you feel comfortable with.
- You'll also be designated as the **Team Captain**, which means you can edit the team's fundraising page
- Click Save My Team
- The next page is your **personal information**. Fill in the prompts and your **individual fundraising goal**; your personal goal will contribute to the team's goal. Select your **t-shirt size** in the drop-down box, **read and sign the waiver** by clicking the check box and choosing **"Yes, I read and understand the waiver" in the drop-down box**.
- Click **Next**
- If you choose, you can add an optional gift here, or just go ahead and click **Complete Registration**
- When you click **My Fundraising Dashboard** it will ask you to create a username and password. It may ask for a confirmation code.
- Follow the prompts to set up your Personal profile and page
- **Editing Your Personal Page:**
 - Look for the settings icon to edit widget text and personalize your content.
 - Hide widgets (information blocks) that you don't want.
 - After you're finished making changes, click **'Save Page'** (green rectangle at the lower left corner of the screen) to Continue.
- Here's an example of a message you can write on your personal page:
 - **TITLE:** I'm raising money for Essex County Habitat for Humanity!

- **CONTENT:** I'm thrilled to be part of Essex County Habitat for Humanity's Women Build 2026. A peer-to-peer fundraiser consisting of a powerful group of amazing women coming together to build strength, stability, and self-reliance through affordable homeownership.
Here's how you can help:
 - **Donate:** Contribute whatever you are comfortable with. No amount is too small.
 - **Spread the word:** Share my fundraising page with your friends, family and social networks. Let's spread awareness so we can raise more!
Thank you for supporting me in this effort. Together we are building brighter futures!
- Be sure to click "**Update**" after you update a widget
- **Don't forget to click the "Save" button is on the lower right of the screen**

JOINING A TEAM

- Select your **Site – Date**
- Choose **Join or Start a Team**
- Click on the **Join** button next to the **Team name** you would like to join
- The next page is your **personal information**. Fill in the prompts and your **individual fundraising goal**; your personal goal will contribute to the team's goal. Select your **t-shirt size** in the drop-down box, **read and sign the waiver** by clicking the check box and choosing "**Yes, I read and understand the waiver**" in the drop-down box.
- Click **Next**
- If you choose, you can add an optional gift here, or just go ahead and click **Complete Registration**
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REGISTERING AS AN INDIVIDUAL

- Select your **Site – Date**
- Choose **As an Individual**
- The next page is your **personal information**. Fill in the prompts and your **individual fundraising goal**. Select your **t-shirt size** in the drop-down box, **read and sign the waiver** by clicking the check box and choosing "**Yes, I read and understand the waiver**" in the drop-down box.
- Click **Next**
- If you choose, you can add an optional gift here, or just go ahead and click **Complete Registration**
- When you click **My Fundraising Dashboard** it will ask you to create a user name and password. It may ask for a confirmation code.
- Follow the prompts to set up your Personal profile and page
- **Editing Your Personal Page:**
 - Look for the settings icon to edit widget text and personalize your content.
 - Hide widgets (information blocks) that you don't want.
 - After you're finished making changes, click '**Save Page**' (green rectangle at the lower left corner of the screen) to Continue.
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- **Spread the word:** Share my fundraising page with your friends, family and social networks. Let's spread awareness so we can raise more!

Thank you for supporting me in this effort. Together we are building brighter futures!

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You are now ready to share your Personal or Team fundraising page with your network!