

How to Create a Team Page for CRS Rice Bowl

We hope this guide helps you create a team and encourage others to join you.

- 1 As the community leader, you will create a team your community can join. Select **Register Now**.



- 2 Select **Create a Team** (orange) and then Select **Continue to Next Step** (purple).

A screenshot of the registration form. The form is titled 'Registration Type' and has a dropdown menu for 'Participant Type' set to 'Community/Team'. Below this, there are three radio button options for 'Role': 'Individual', 'Join a Team', and 'Create a Team'. The 'Create a Team' option is circled in orange. At the bottom of the form, there is a purple 'CONTINUE TO NEXT STEP' button circled in purple, and a red 'Cancel' link.

- 3 Select appropriate **Team Type** (orange) and then Select **Continue to Next** (purple). Enter your **Team Name** (orange) and your **Fundraising Goal** (purple) and then Select **Continue to Next** (green).

Registration Type

Participant Type* Community/Team

Role* Create a Team [Change](#)

Team Type*

- Chapter/Club Team
- Other Team
- Parish Team**
- University Team

CONTINUE TO NEXT STEP [Cancel](#)

Registration Type

Participant Type* Community/Team

Role* Create a Team [Change](#)

Team Type* [Change](#)

Parish Team

Team Name* St. Cunequnda Parish, Detroit

Our Team Fundraising Goal* \$ 500

CONTINUE TO NEXT STEP [Cancel](#)

- 4 This next step sets you up as a participant on your team. Please complete with your personal information.

Registration Details

Your Fundraising Goal* \$ 100

Make a Donation* Yes! I'd like to make a donation toward my fundraising goal.
 No thanks.

Donation Amount* \$ 5.00

What is the name of your Community (Parish, School, Chapter, Club)* St. Cunequnda, Parish, Detroit

Please select your (Arch) Diocese from the list* Detroit

Salutation* Ms.

Address Information

Street* 5900 St. Lawrence Street

Apt/Suite/Other

City* Detroit

State/Province* Michigan

Zip/Postal Code* 48210

Country* United States

Phone* 410-951-7358

Mobile Phone (Optional) 123-123-1234

Sign up for text alerts?

[+ Save & Add Another Participant](#)

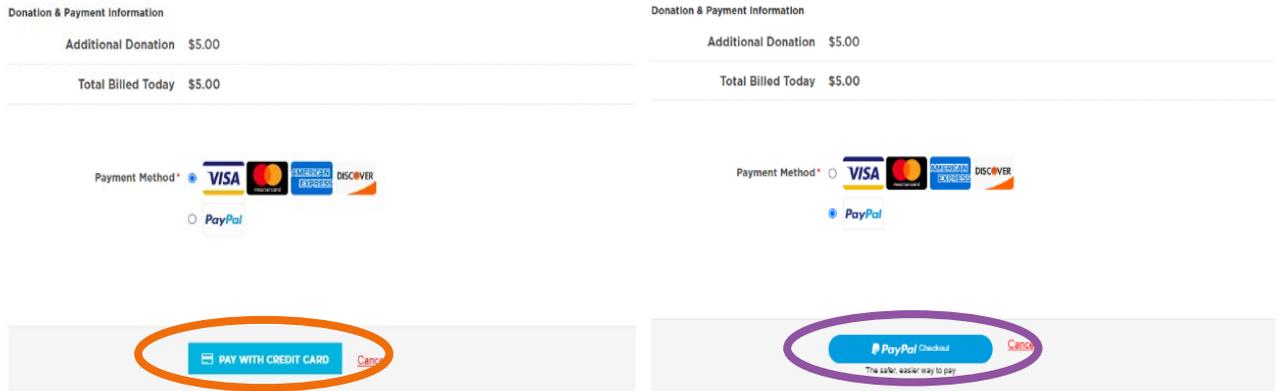
CONTINUE TO CONFIRMATION [Cancel](#)

Your goal is what you are aiming to contribute toward the team goal.

We always recommend you make the first gift—it helps people feel they are joining with you.

After completing all required fields, select **Continue to Confirmation** (orange).

- 5 Select your payment method and then select the applicable **Pay** button (orange or purple). You will be prompted to enter credit card information or confirm PayPal.



- 6 Once the transaction is complete a Thank You pop-up box will appear. Please select **Customize Your Page**.



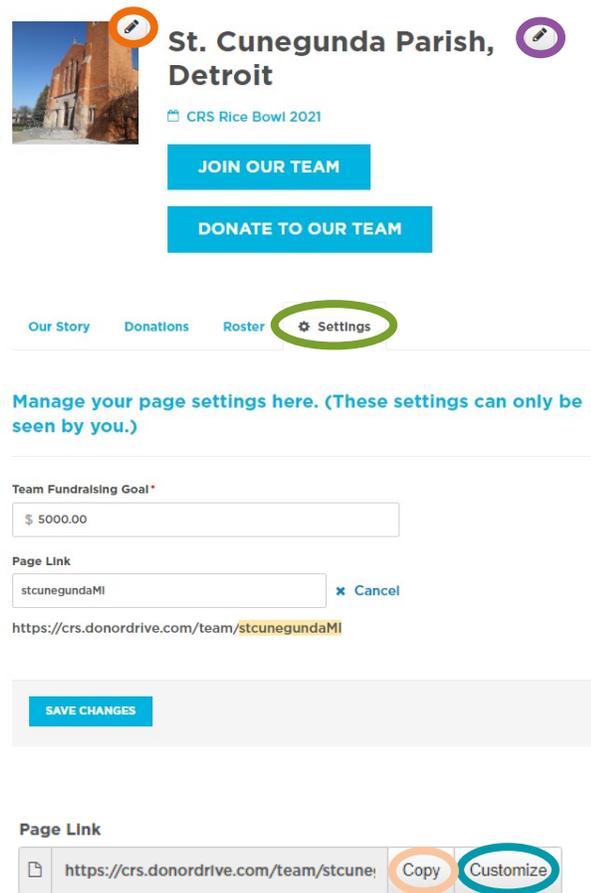
- 7 Use the provided text or customize it to make it most relevant to your community. You may also want to include other languages spoken in your community. Select **Save and Continue** then **Save Custom Link**.

The image shows two screenshots from a web application. The first screenshot, titled "Tell your story!", shows a form with a text editor. The text in the editor reads: "Community Giving During Lent Changes Lives | Ofrendas Comunitarias de Cuaresma que Cambian Vidas", "CRS Rice Bowl invites you to build a more just and fraternal world with my {NAME} community because I believe we make the most impact when we take action together.", "Plato de Arroz de CRS te invita a construir un mundo más justo y fraterno junto a tu comunidad pues nuestro impacto es mayor cuando nos unimos y luchamos juntos.", and "Bringing together your Lenten alms as a community this Lent can help end global hunger and malnutrition. Community giving helps support families in more than 100 countries get access to enough nutritious food not only to survive, but to thrive. Whether in-person, online or in spirit – we can come". A "SAVE AND CONTINUE" button is circled in orange. The second screenshot, titled "You're almost done!", shows a confirmation screen with a text input field containing "Mae-Richardson" and a URL "https://crs.donordrive.com/participant/Mae-Richardson". A "SAVE CUSTOM LINK" button is circled in orange, and a "Skip this step" link is also circled in orange.

- 8 Close the next pop-up box. We need to access your team page, which is where you will invite others in your community to join you! This is done by selecting the team icon with your community name as a link.

The image shows a user profile for "Mae Richardson". The profile includes a profile picture of a young girl, the name "Mae Richardson", and a "Team Captain" role. The team name "St. Cunegunda Parish, Detroit" is circled in orange. Below the team name is a "CRS Rice Bowl - proposed" tag and a "SUPPORT ME" button.

- 9 Select the **pencil icon** to customize your page with a picture that represents your community (**orange**). You may also edit your community name (**purple**). Select settings on the tab (**green**) to get your team link. Note that you can also select **customize** (**teal**) so your team link ends with your community name instead of a random ID #. Select **Save Changes** and then select settings again to copy (**peach**) and share your team link!



St. Cunegunda Parish,
Detroit

CRS Rice Bowl 2021

JOIN OUR TEAM

DONATE TO OUR TEAM

Our Story Donations Roster **Settings**

Manage your page settings here. (These settings can only be seen by you.)

Team Fundraising Goal *

\$ 5000.00

Page Link

stcunegundaMI [x Cancel](#)

<https://crs.donordrive.com/team/stcunegundaMI>

SAVE CHANGES

Page Link

<https://crs.donordrive.com/team/stcune:> [Copy](#) [Customize](#)

- 10 **Share your team link with members of your community!** Consider using social media, email, text, community newsletters or other creative ways to encourage them to join your team. They can also support your team from afar by making donations to the team or to participants!