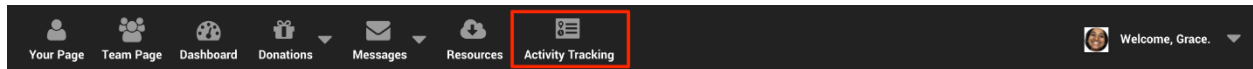
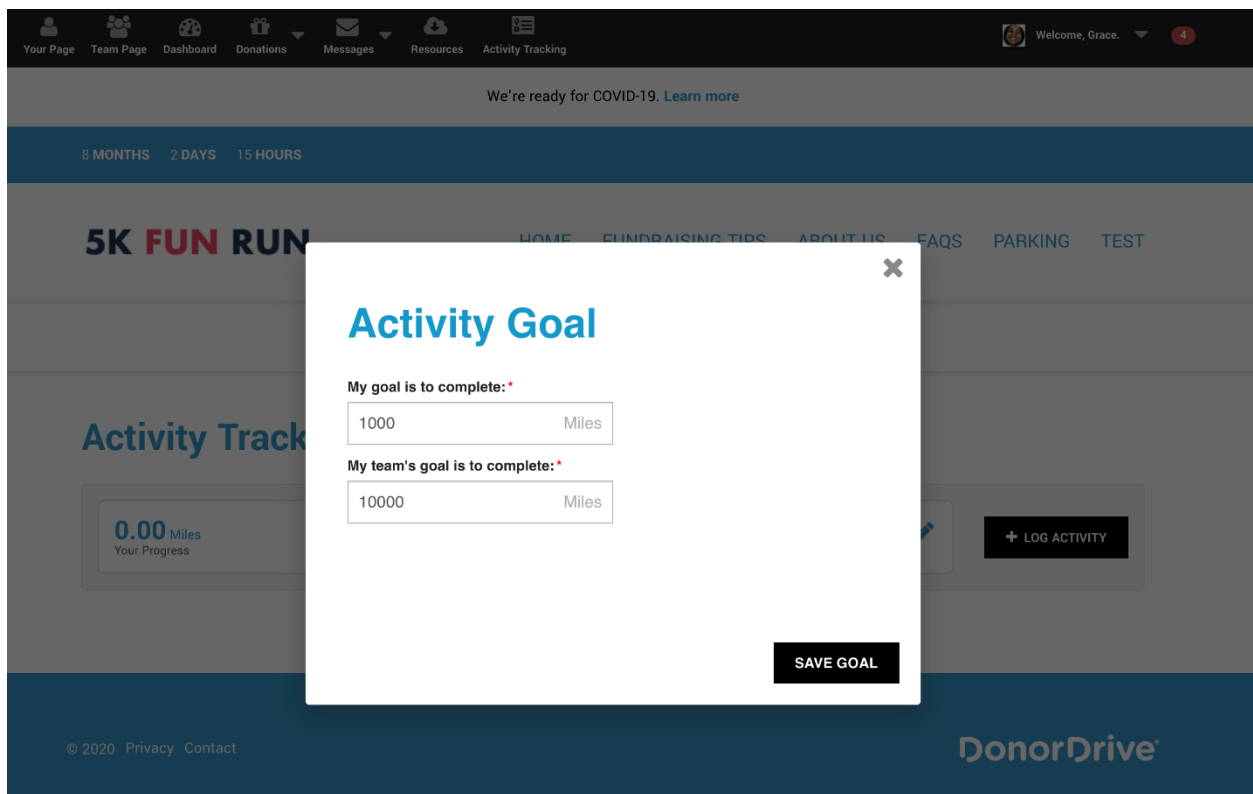


## Activity Tracking How To



### How to Set a Personal Activity Goal

1. Log in to your **Fundraiser Portal**.
2. Click **Activity Tracking**.
3. Click the pencil icon for **Your Progress**.
4. Under **My goal to complete is:** enter your activity goal.
  - a. Note: If you are a team captain, you will also see **My team's goal to complete is:**
5. Click **Save Goal**.



**Note:** You can only update your activity goal during the active Activity Tracking dates. For this event those dates are November 1-8, 2020. Each participant has an automatic goal of 3.1 miles, and you can adjust this if you want to.

## How to Set a Team Activity Goal

Only team captains have the ability to set a Team Activity Goal.

1. Log in to your **Fundraiser Portal**.
2. Click **Activity Tracking**.
3. Click the pencil icon for **Team Progress**.
4. Under **My team's goal to complete is:** enter your team's activity goal.
5. Click **Save Goal**.

**Note:** You can only update your team's activity goal during the active Activity Tracking dates. For this event those dates are November 1-8, 2020.

## How to Log Activity

1. Log in to your **Fundraiser Portal**.
2. Click **Activity Tracking**.
3. Click **Log Activity**.

We're ready for COVID-19. [Learn more](#)

8 MONTHS 2 DAYS 15 HOURS

# 5K FUN RUN

HOME FUNDRAISING TIPS ABOUT US FAQS PARKING TEST

HOME ABOUT THE RUN PARKING FAQS

## Activity Tracking

5K Fun Run

50.00 Miles Your Progress

0.00 Miles Team Progress

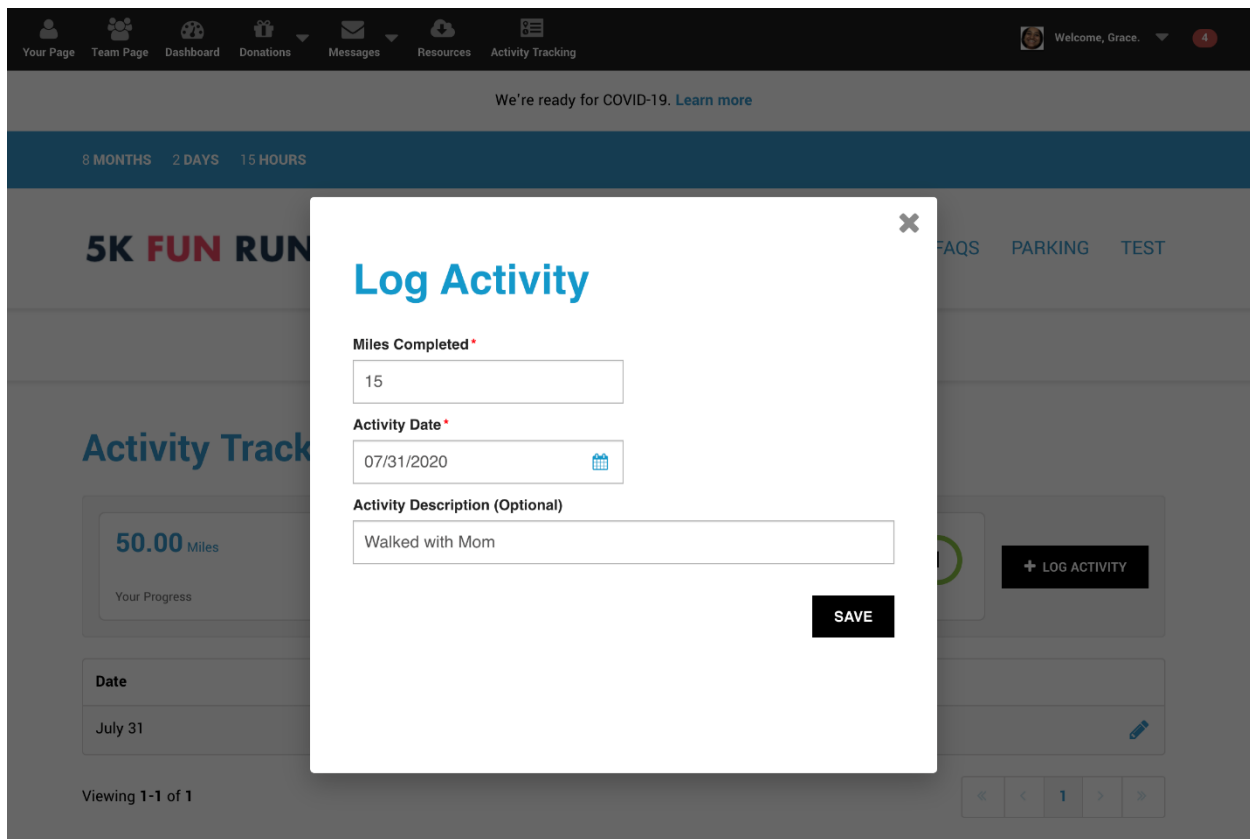
Current Streak 1 + LOG ACTIVITY

Longest Streak: 1 Days

Date	Miles	Description
July 31	50	Ran with friend

Viewing 1-1 of 1

4. Enter the **number of miles** you've completed.
5. For **Activity Date**, select the date you completed this activity.
6. For **Activity Description**, enter a description of the activity you completed, such as "Walked with Mom." (optional).
7. Click Save.



### How Friends and Family Can View Your Activity Progress

1. Log in to your **Fundraiser Portal**.
2. Click **Your Page**.
3. View **I've Completed X Miles**.

