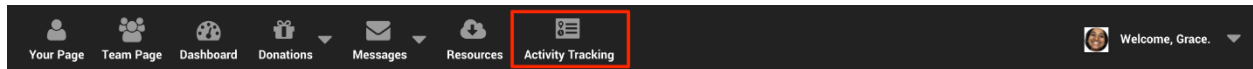
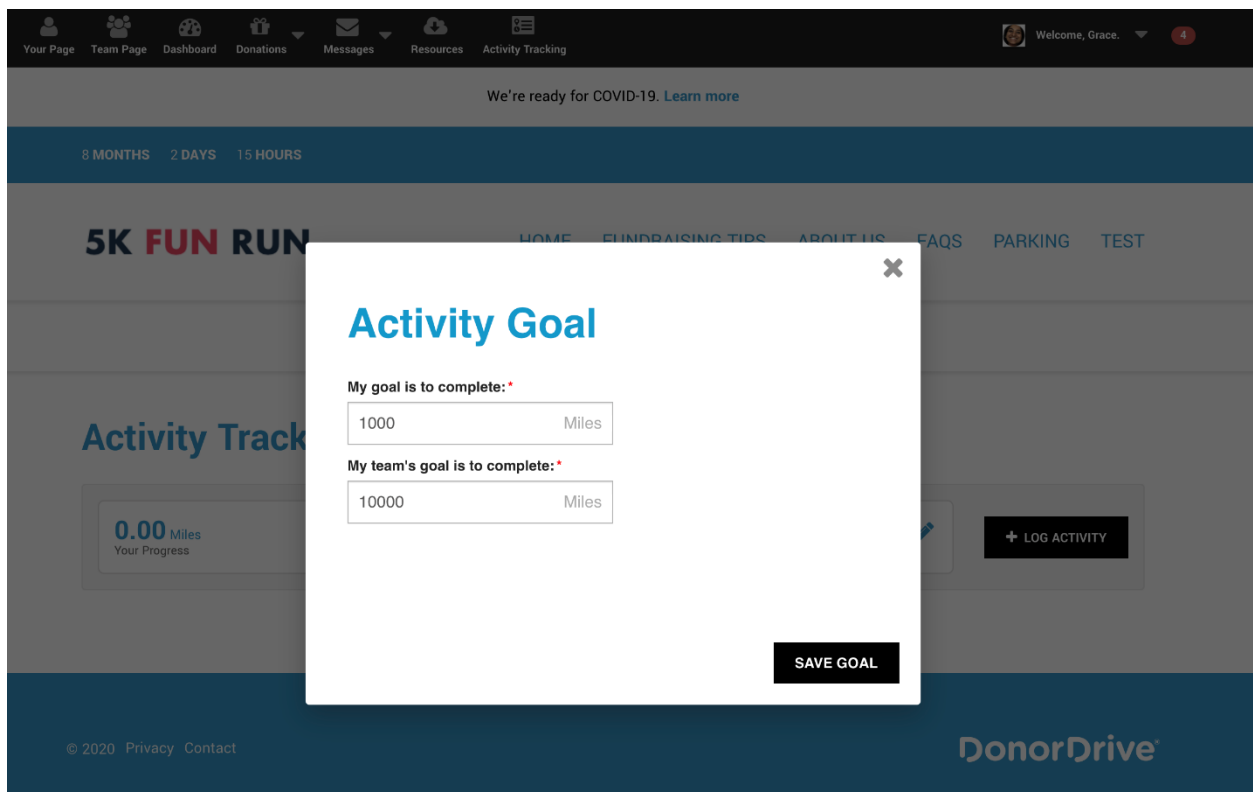


Activity Tracking How To



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 that date is March 13, 2022. 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 that date is March 13, 2022.

How to Log Activity

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

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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

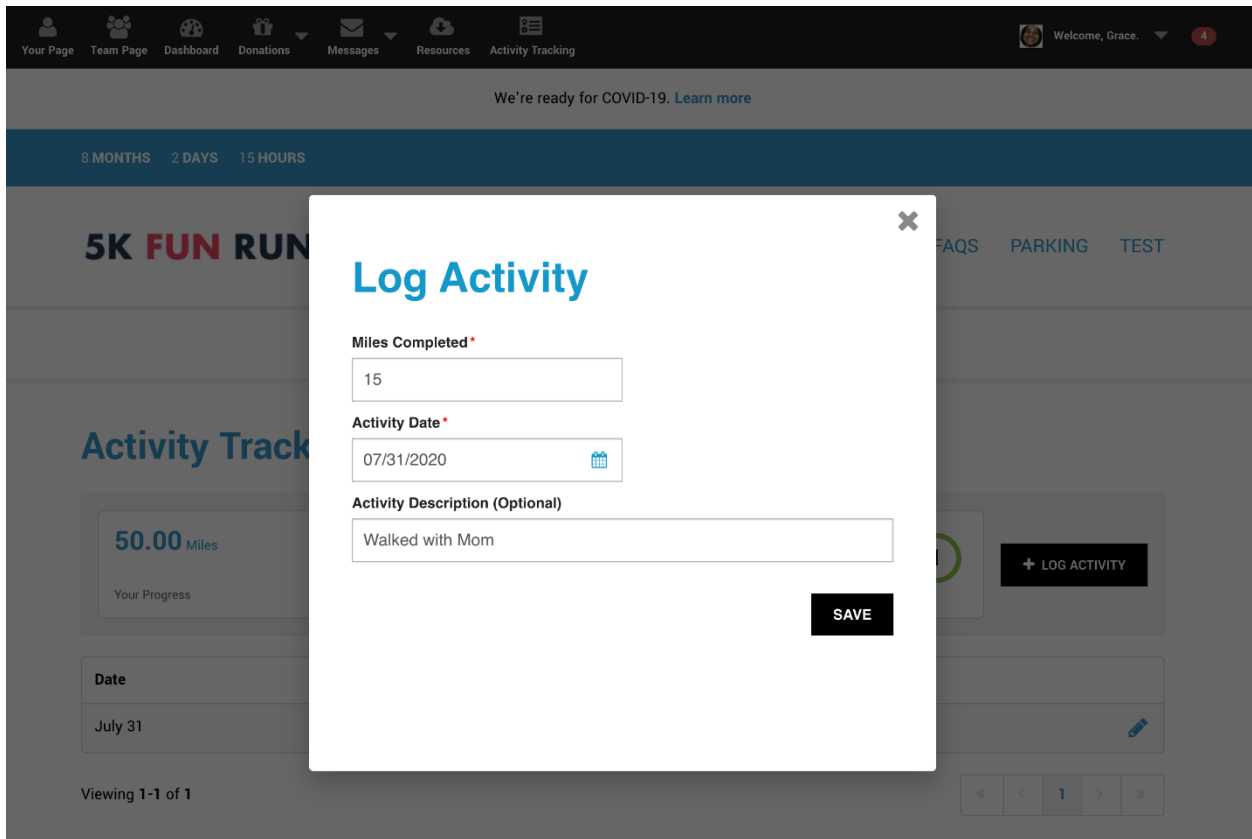
Current Streak 1 + LOG ACTIVITY

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**.

