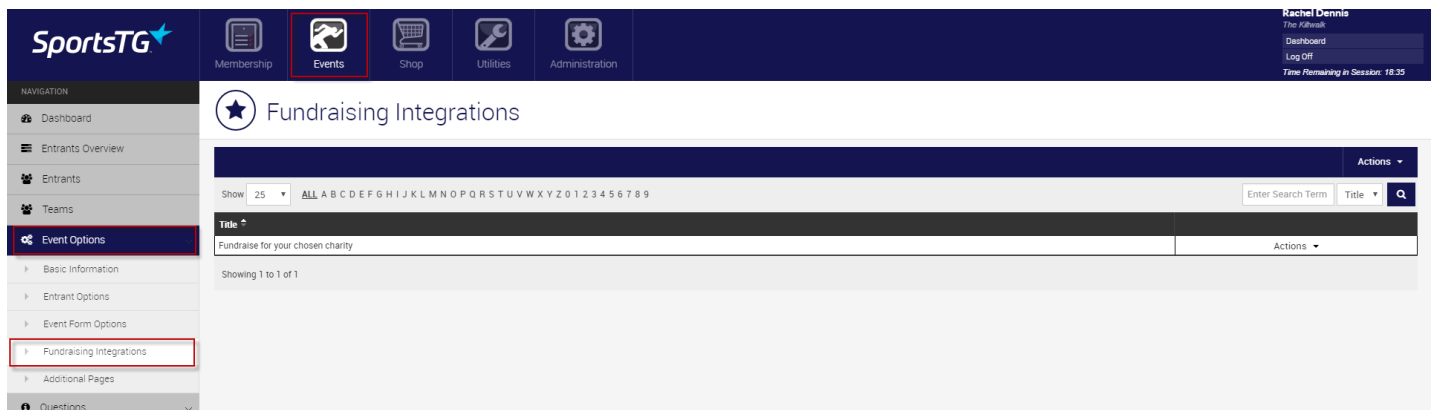


Adding a New Charity Using Just Giving

Last Modified on 31/10/2016 1:07 pm AEDT

If you would like to incorporate a fundraising step into your event registration process, please email support@sportstg.com and ask for the functionality to be made available to you

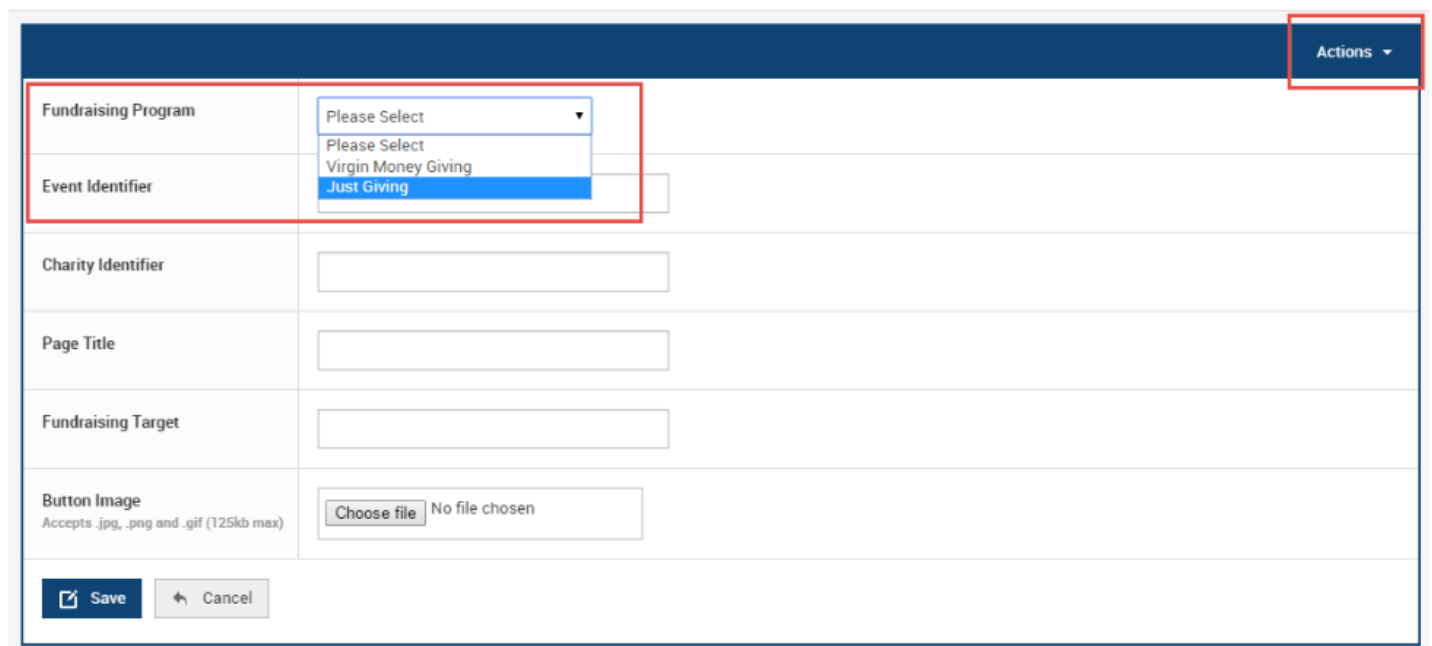
1. Once you have the Charity Integration functionality available in your console, you can find it under **Events > Event Options > Fundraising Integration**



The screenshot shows the SportsTG console interface. The top navigation bar includes 'Membership', 'Events', 'Shop', 'Utilities', and 'Administration'. The left sidebar shows 'Event Options' with 'Fundraising Integrations' highlighted. The main content area is titled 'Fundraising Integrations' and displays a table with one entry: 'Fundraise for your chosen charity'. The table has columns for 'Title' and 'Actions'.

2. One inside this area, please selection **Actions > Add** to include a new charity which will be available for selection on the front-end event form
3. To add a new charity for selection, please select 'Just Giving' (JG) as your charity provider from the Fundraising Program drop-down list

Fundraising Detail



The screenshot shows the 'Fundraising Detail' form. The form has a table structure with the following fields:

Fundraising Program	Please Select
Event Identifier	Please Select Virgin Money Giving Just Giving
Charity Identifier	
Page Title	
Fundraising Target	
Button Image <small>Accepts .jpg, .png and .gif (125kb max)</small>	Choose file No file chosen

At the bottom of the form, there are 'Save' and 'Cancel' buttons. The 'Fundraising Program' and 'Event Identifier' dropdown menus are highlighted with a red box.

4. From here, you will then need to add the **Charity ID** and **Event ID** which is provided to you by Just Giving directly
 - The **Page Title** is what will appear on the JG fundraising form. This could be the name of your event or a call to action
 - The **Fundraising Target** is the individual monetary target you would like your entrants to reach. This is also displayed on the person's Just Giving fundraising page
 - The **Button Image** is an image title which will display on the front-end registration form and should be the logo of the charity your are creating (eg Breast Cancer Care)
5. Once all field have been added, please click **Save**. This will then create the charity which will not be available for entrants to fundraise for as part of your event

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