

## STEP BY STEP INSTRUCTIONS

### STEP 1

1. School code: **20295**
2. Your email address & phone #
3. Click **Get Started**

### STEP 2

1. Grade: Choose OTHER
2. Teacher: Click OTHER
3. Retype (if prompted) email address/phone #
4. Student Name: Register only ONE child

**1 Grade Information**  
What Grade is Your Student In?

**2 teacher information**  
If your teacher is listed below, select it.

If your teacher is not above, enter them below  
Teacher's Last Name \*

**3 student information**  
Parent's Email  
  
Parent's Phone  
  
STUDENT'S FIRST NAME\*  
  
ex:-John  
STUDENT'S LAST NAME\*  
  
ex:-Smith

### STEP 3

1. Upload your student's picture
2. Click **Complete**

**Add a picture! (optional)**  
boost your support by 50% by adding a picture  
Only your friends and family will see this picture as they shop!

### STEP 4

Double check info

**Double Check**

**Student Information** [Edit](#)

Name: John Smith  
School: Christian Academy of Louisville PTO  
Grade: Other  
Teacher: Other  
Parent Email: ptoescaschools.us  
Parent Phone: 5021234567

*You can not change this information once a purchase has been made supporting the student listed here. If changes are required please contact us*

### STEP 5

Send custom email or use their template

**Do your part!** Set a goal! send 10, 15 or 20 emails and share on Facebook  
*The single most important thing you can do for this fundraiser is right here, right now*

Emails Sent: **0** Enter & Send **10** more and meet your first goal!

What will this email say? See Example

1  
Recipient's name  
  
E-mail  
  
Enter personal message here [Optional]. Example- Hi Aunt Linda, I hope you find some cool stuff here! If you see some things you like, buy them! It helps support our efforts.

**SEND EMAIL NOW!**

### STEP 6

Follow directions to share via Text & on Social Media!

**Share Now Via Text**  
Send yourself a text now to forward to family and friends.  
This text includes the direct link that gives your participant and organization credit.  
Enter Your Phone Number:  
  
**TEXT ME!**

**Share Now on Facebook**  
Use or edit the message below to post on Facebook  
Friends! Help support me and my School by shopping at Charleston Wrap for this year's fundraiser. Every purchase provides important resources for our organization. With 2500+ items, there's something for everyone... Check it out!  
67 remaining characters  
**SHARE ON FACEBOOK**

**Share Now on Twitter**  
Use or edit the message below to post on Twitter  
Friends! Help support me and my School by shopping at Charleston Wrap for this year's fundraiser. Every purchase provides important resources for our organization. With 2500+ items, there's something for everyone... Check it out!  
**SHARE ON TWITTER**

### STEP 7

Check Your Email!

Here are just THREE things that will make a BIG impact on our success:

**#1 Spread the word!**  
*The single most important thing you can do is to send a few emails right now!* The success of this fundraiser depends entirely on folks like you sharing this sale with friends and family.  
[CLICK HERE](#) for our easy-to-use tools to invite friends and family to shop and support our efforts. This tool tracks progress toward goals and shows you who's helping our campaign and who could use a little more encouragement.

**#2 Do some shopping!**  
Treat yourself! [CLICK HERE](#) to do some shopping and get the momentum going!

**#3 Check your progress.**   
Return to the [Check-in Spot](#) to see who's supporting your efforts, track progress toward goals, and use our convenient tools to share our sale.