



# GENERATIONS CHALLENGE

**Instructions for creating your profile and launching your fundraising campaign for the Generations Challenge 2022, in support of the Montréal Sacré-Cœur Hospital Foundation!**

## STEP #1- GET STARTED !

- Head to the Foundation's website by clicking on the link below:

<https://fondationhscm.org/fundraising-campaigns/generations-challenge-2022-100>

- Click on the **JOIN IN** button or click on **Log in** in the secondary menu at the top of the page.



The screenshot shows the website's navigation menu and a large banner for the 'DÉFI DES GÉNÉRATIONS' challenge. The navigation menu includes links for Home, News, Publications, Contact us, FR, Log in, and MAKE A DONATION. Below the menu, the banner features silhouettes of a runner, a hiker, a cyclist, and a person jumping, with the text 'DÉFI DES GÉNÉRATIONS'. At the bottom of the banner, there are two buttons: 'DONATE' and 'JOIN IN'. A red arrow points from the 'Log in' link in the navigation menu down to the 'JOIN IN' button.

## STEP #2- YOUR ACCOUNT

- Click on the **CREATE AN ACCOUNT** button.

**\*\*\* If you already have an account on the Foundation website, simply log in and head to step #3. \*\*\***

CONNECT

Certain sections of this site are under construction.  
We apologize for any inconvenience.

**Already have an account?**

If you have made a purchase, a donation or participated in one of our events in the past, you have an account. Please log in.

Email \*

Password \*

**Create an account**

First visit? You can easily create an account in a few minutes. By creating an account, you can register your information to save time on your next visit.

**CREATE AN ACCOUNT**

- **When you create your account,** you will be asked to upload a profile photo.

This is the photo that will appear on your personal fundraising page for the Generations Challenge.

N.B. Once your account has been created, you can update your profile photo or personal information at any time.

CREATE A NEW ACCOUNT

**PERSONAL INFORMATION**

**PROFILE PICTURE**

[Search]

Mr./Ms. \*

-- SELECT --

First name \*

Last name \*

Email \*

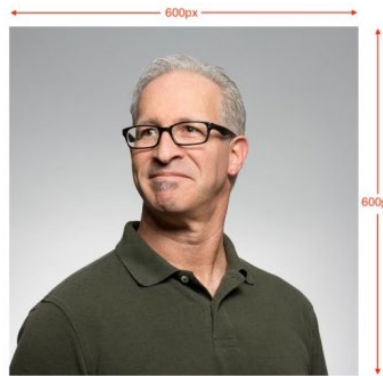
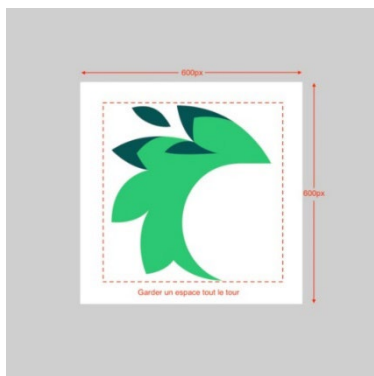
Email confirmation \*

Password \*

Password confirmation \*

The password must contain minimum

N.B. The recommended format to upload is 600 px X 600 px. See the examples below:



### STEP #3 – YOUR DASHBOARD

- You can update your photo and personal information in the **Contact information** section of your dashboard.
- You can make your page more interesting by sharing your stories, photos and news updates.

The dashboard features a teal header with the foundation's logo and navigation links: Home, News, Publications, Contact us, FR, My space, and MAKE A DONATION. Below the header are tabs for Our Foundation, Our hospital, Donations, Major Campaign, Campaigns and events, and Donors and partners.

The main content area is titled "DASHBOARD" and includes a "My space" sidebar with links to Dashboard, My campaigns, My teams, My news, My images, and Contact information (highlighted with a red arrow). A LOGOUT button is also present.

The central "Dashboard" section displays several metrics:

- raised \$ 0**: Represented by a thermometer icon and a 0% progress bar.
- My total goal \$ 100**: Represented by a target icon.
- I am contributing to 1 campaign**: Represented by a star and ribbon icon.
- I am contributing to 1/1 activity**: Represented by a heart and ECG icon.
- I am a part of 1 team**: Represented by a group of people icon.
- You have 0 member**: Represented by a person and hourglass icon.

On the right, there is a "Latest donors" section with the text "Thank you for your support!" and "Donors of this participant Be the first".

## STEP #4 – YOUR CAMPAIGN

- In the left-hand menu, under **My campaigns**, select Generations Challenge 2022 from the drop-down menu.
- Then, select one of the three options: 1. Participate, 2. Create a team, 3. Join an existing team

The screenshot shows the 'My space' page for the 'Generations Challenge 2022' campaign. The page has a teal header with the hospital logo and navigation links. A left-hand menu lists 'My campaigns', 'My teams', 'My news', 'My images', and 'Contact information'. The main content area is titled 'WANT TO DO MORE?' and features three teal buttons: 'Participate to this activity' (Individual participant), 'Create a new team' (Team leader), and 'Join an existing team' (Team member). A dropdown menu above the buttons shows 'GENERATIONS CHALLENGE 2022'. Red arrows point to the 'My campaigns' menu item, the dropdown menu, and each of the three action buttons.

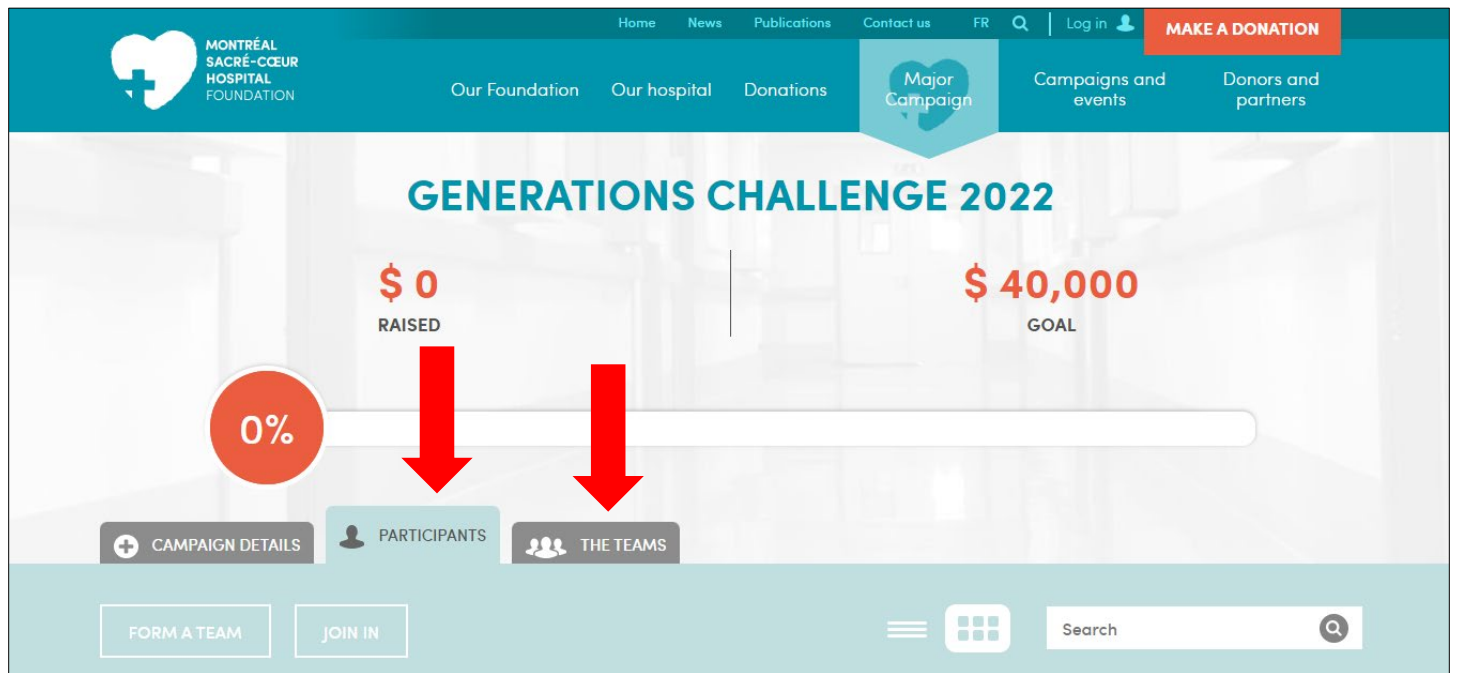
## STEP #5 – YOUR OBJECTIVE

- On this page, indicate the amount (in dollars) that you aim to raise.
- You can also add a description that will appear on your fundraising page.  
*e.g. Explain what has motivated you to launch this fundraising campaign.*
- Then click on the **SUBMIT** button.

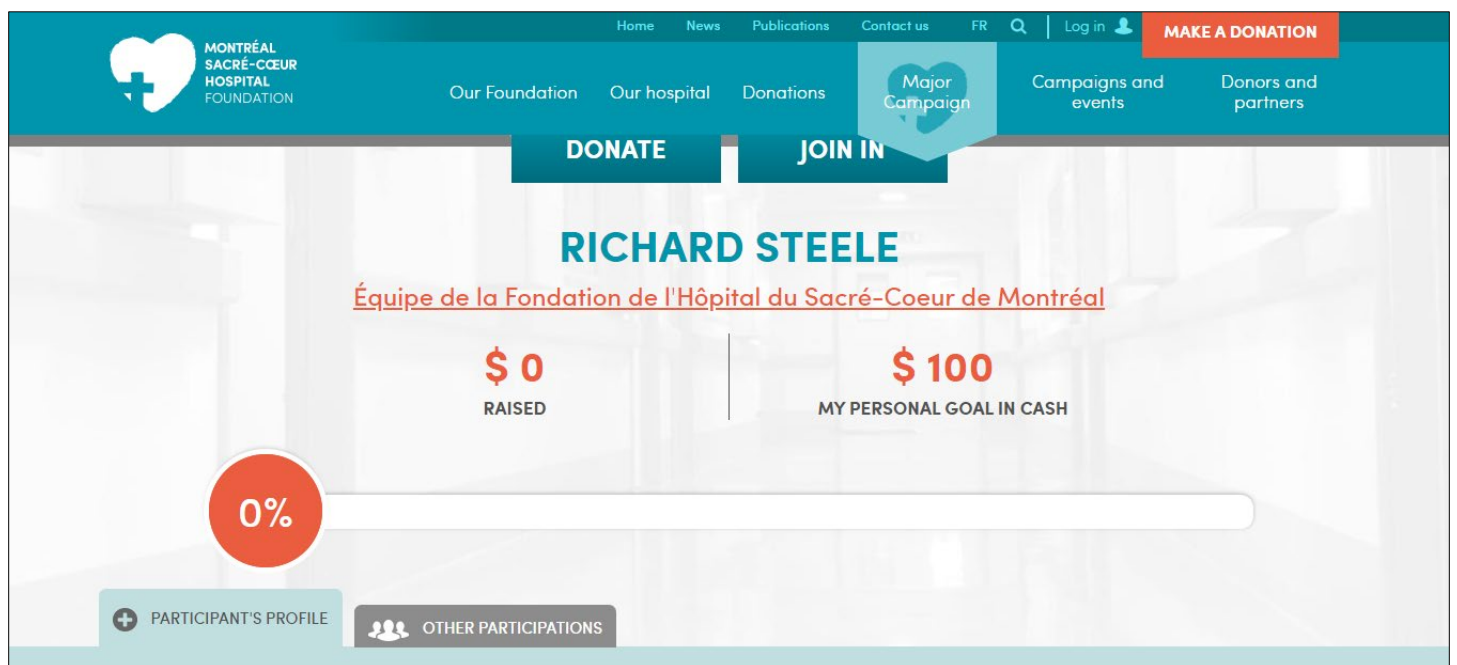
The screenshot shows the 'CREATE AN INDIVIDUAL PROFILE' form. The page has a teal header with the hospital logo and navigation links. The main content area is titled 'CREATE AN INDIVIDUAL PROFILE' and features a section titled 'Information about the participant'. This section contains two input fields: 'My personal goal in cash \*' and 'My description (will appear online) \*'. A red arrow points to the 'My personal goal in cash \*' input field. At the bottom right of the form, there are two buttons: 'CANCEL' and 'SUBMIT'. A red arrow points to the 'SUBMIT' button.

## STEP #6 – YOUR PERSONAL FUNDRAISING PAGE

- **\*\*\* Once your fundraising page has been created, the Foundation will receive a notification and approve the activation of your profile in the best possible timeframe. \*\*\***
- Once active, your page will appear under the **PARTICIPANTS** and/or **TEAMS** tabs on [the Generations Challenge webpage](#).



- By clicking on your profile, your fundraising page will be displayed as follows:



## STEP #7 – SHARE YOUR CAMPAIGN WITH YOUR NETWORK!

- You're ready to go!
- We invite you to share your fundraising page with your network by email and on social media.
- You can also use the tools available on the Generations Challenge provincial website:  
<https://generationschallenge.com/>

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Thank you for participating!

If you need any assistance, don't hesitate to get in touch with us.

### The Montréal Sacré-Cœur Hospital Foundation Events Team



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