



READ-A-THON

SEPTEMBER 16-27, 2024

TITLE SPONSOR: AMY IMHOFF, REALTOR

SIGN-UP INSTRUCTIONS



1 REGISTER FOR READ-A-THON ONLINE OR DOWNLOAD APP

- Go to: <http://pledgestar.com/wcef>
- Or download the Pledgestar App (Android or Apple)
- On the home screen enter your event code: "wcef" to locate your event
- Click "Not Registered for This Year's Event." **Please note: Even if you have previously registered** for a Pledgestar event, you will still need to click on "Not Registered" link.
- Enter your name and email address and click "Submit"
- Follow the instructions on-screen to register Reader(s) and add family and friends

2 PERSONALIZE READER PROFILE & LOG MINUTES READ

- After you have registered, look to the right of their name(s), you'll see "Reading Log" and a book icon. Click on the book icon—minutes get recorded here.
- Add the book title in the "Activity" section
- Remember to log minutes every day starting September 16. The Read-a-thon closes on midnight on September 27!

3 SEND YOUR FUNDRAISING REQUESTS

- After the "Enter Readers" section, scroll down and click on the "Pledge Requests."
- Here you'll see the text of the email to go to your sponsors. You have the option to add your student's photo here, customize message, and translate message in 50+ languages.
- Fundraising is even easier with the app. Download and send directly from your phone/device.

4 ADD SPONSORS & SEND PLEDGE REQUESTS

- Scroll down and click on "Add Family & Friends + Track Donations."
- You have two choices to add sponsors:
 - Use an address book (Gmail, Yahoo, etc.)—click on the address book you wish to connect to and follow the instructions
 - Manually—enter the contact information for those you'd like to send pledge requests to
- When finished, Pledgestar emails pledge requests to those contacts, and allows them to make secure donations online via PayPal on your student's Fundraising Page.
- On average, more than 85% of sponsors who open the request email will donate. Email away!
- **➤ Sending at least *one* pledge request will create your student's Fundraising Page.**