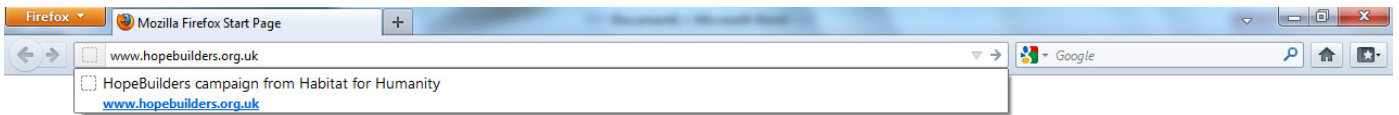


**Follow this straightforward, step-by-step guide and you'll be registered online as a HOPE Builder in no time! If you have any problems, just call 01295 264240 for help.**

1. Open your internet browser, then type in our web address [www.hopebuilders.org.uk](http://www.hopebuilders.org.uk) , and hit return



2. Read through then click on 'Register'

www.habitatforhumanity.org.uk/hopebuilders

Welcome to **Habitat for Humanity**

Home Page | About Us | Our Work | Donate | Get Involved | Volunteer | News | Contact Us | Log in

### HOPE Builders

**Become a HOPE Builder today!**

There are approximately 1.6 billion people worldwide who are trapped in poverty by the place where they live. The average cost of a decent, healthy home in the developing world is just £1,235.

**This is your challenge: Join with others in the industry and help to raise as many multiples of £1,235 as you can.**

**How you can become a HOPE Builder:**

1. Decide how many homes **you can build**.
2. **Register** to be a HOPE Builder.
3. Decide if you want to **register** as an individual or a team.
4. You can donate it, **give monthly** or raise it.
5. Get your team, colleagues, family, suppliers and subcontractors involved.

Learn more about the [HOPE Builders campaign](#) or [donate to an existing HOPE Builder](#).

Existing HOPE Builders [log in to your page](#).

3. If you've EVER set up a User ID and password with Habitat for Humanity, please click Hope Builders Login as this will automatically bring up your contact information.

or as part of a team.

Step 1: Register Step 2: Join Options Step 3: My Dashboard

### New HOPE Builders Registration

**Contact Information**

Title 1: <Please Select> \*

First Name: \*

Surname: \*

Preferred Email: \*

Home Phone: \*

Country: United Kingdom \*

Postcode: \*

Address lines: \*

City: \*

County: \*

Birth date: \*

**Account Information**

User ID: \*

Password: \* (8 characters or more)

Confirm Password: \*

Reminder phrase: \*

[Next](#)

[HOPE Builders Login](#)

Home Page About Us Our Work Donate Get Involved Volunteer News Contact Us Log in

Home > Donate > HOPE Builders > Fundraising pages

## HOPE Builders

**Welcome to HOPE Builders**

If you have already signed up to be a HOPE Builder or have ever had a Habitat for Humanity fundraising page before please Login below. If you have forgotten your username or password please click the links below.

If you have NEVER had a Habitat for Humanity fundraising page and do not have a Username and Password, click "New HOPE Builder Registration" to sign up.

**HOPE Builders Login**

User ID:

Password:

Remember Login

[Login](#)

[New HOPE Builders Registration](#)

[Forgotten Username/Password](#)

[Back to TOP](#)

If you have forgotten your user ID or password, please click on the link and they will be sent to you automatically. If all else fails, please call Supporter Services on 01295 264240.

- If you've NEVER registered on a Habitat for Humanity site before, then fill in all personal details as requested, even if you want to register a team. This information will be our point of contact for the team.

Step 1: Register | Step 2: Join Options | Step 3: My Dashboard

### New HOPE Builders Registration

#### Contact Information

Title 1: <Please Select> \*

First Name: \*

Surname: \*

Preferred Email: \*

Home Phone: \*

Country: United Kingdom \*

Postcode: \*

Address lines: \*

City: \*

County: \*

Birth date: \*

#### Account Information

User ID: \*

Password: \* (8 characters or more)

Confirm Password: \*

**Notes:** If you are a new user, please choose your User ID and password. Keep this information in a safe place as this is your User ID and password for life!

- Click 'Next'

Step 1: Register | Step 2: Join Options | Step 3: My Dashboard

### Fundraiser Join

#### Join Options

Join as an individual

Join an existing team

Create a new team

#### Set Individual Goal

Individual Goal: £ 1235.00 \*  
(minimum: £1235.00)

Previous | Next

**Notes:** You can choose to join as an individual, or a team, or to join an existing team. Whichever option you choose, you will need to have a minimum individual goal of £1235

## Joining as an individual

6. Make sure that the option 'Join as an individual' is selected, set your individual goal, and then click 'Next'

Site Map | Donate | Contact us | Your profile | Email preferences

Welcome to **Habitat for Humanity**

Home Page | About Us | Our Work | Donate | Get Involved | Volunteer | News | Contact Us | Log in

Home > Donate > HOPE Builders > Fundraising pages

HOPE Builders

HBF HOME BUILDERS FEDERATION

FRSB give with confidence

First choose whether you would like to fundraise individually or as part of a team. You can either join an existing team or create your own team that others can join. Registering as a team will give you an individual fundraising page (you will be the team's main contact with us) as well as your team page that all members of the team can access.

Then decide how many houses you would like to build (you can change this at any time). For example:  
1 house = £1235, 5 houses = £6175, 10 houses = £12350, 20 houses = £24700

Step 1: Register | **Step 2: Join Options** | Step 3: My Dashboard

**Fundraiser Join**

**Join Options**

Join as an individual  
 Join an existing team  
 Create a new team

**Set Individual Goal**

Individual Goal: £ 1235.00 \*  
(minimum: £1235.00)

Previous Next

Back to TOP

7. You will now see your fundraising page dashboard, where you can personalise your page to tell you story. *Now do step 13 onwards, ignoring steps 19 and 20.*

## Joining an existing team

8. Make sure that the option 'Join an existing team' is selected, set your individual goal, then click 'Next'

Site Map | Donate | Contact us | Your profile | Email preferences

Welcome to **Habitat for Humanity**

Home Page | About Us | Our Work | Donate | Get Involved | Volunteer | News | Contact Us | Log in

Home > Donate > HOPE Builders > Fundraising pages

HOPE Builders

HBF HOME BUILDERS FEDERATION

FRSB give with confidence

First choose whether you would like to fundraise individually or as part of a team. You can either join an existing team or create your own team that others can join. Registering as a team will give you an individual fundraising page (you will be the team's main contact with us) as well as your team page that all members of the team can access.

Then decide how many houses you would like to build (you can change this at any time). For example:  
1 house = £1235, 5 houses = £6175, 10 houses = £12350, 20 houses = £24700

Step 1: Register | **Step 2: Join Options** | Step 3: My Dashboard

**Fundraiser Join**

**Join Options**

Join as an individual  
 Join an existing team  
 Create a new team

**Set Individual Goal**

Individual Goal: £ 1235.00 \*  
(minimum: £1235.00)

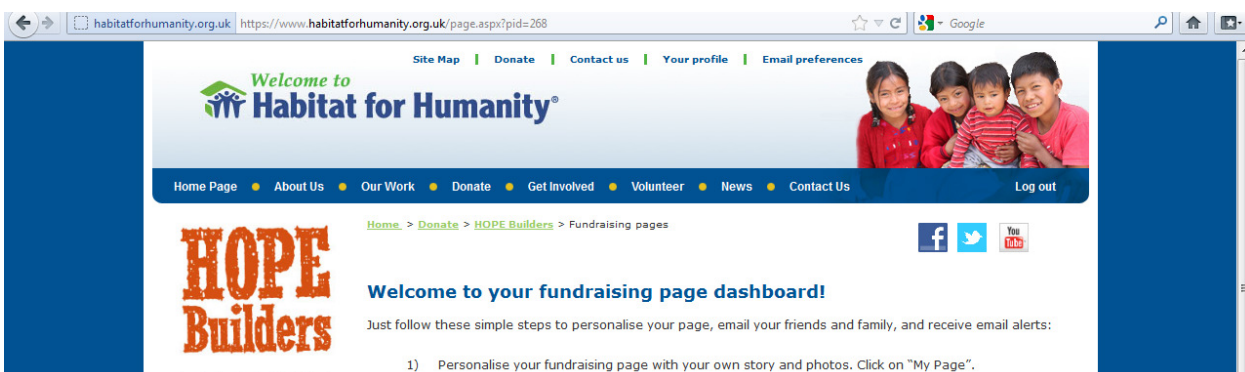
Previous Next

Back to TOP

9. Enter the name of the team you wish to join and click 'Search'. If you can't remember the team name, just click 'Search' and it will bring up a list of teams to choose from.



10. From the list of teams, choose the correct team, then click the 'Join' button



11. You are now on your individual fundraising page dashboard, and are registered for your chosen team as well. You can personalise your page to tell your story. *Now do step 13 onwards, ignoring steps 19 and 20.*

## Creating a new team

12. Make sure that the option 'Create new HOPE Builders team page' is selected, then enter the name you would like for your team and click 'Enter'

Home Page • About Us • Our Work • Donate • Get Involved • Volunteer • News • Contact Us • Log out

Home > Donate > HOPE Builders > Fundraising pages

First choose whether you would like to fundraise individually or as part of a team. You can either join an existing team or create your own team that others can join. Fundraising as part of a team will give you an individual fundraising page just for you as well as a team page that all members of the team can access.

Then decide how many houses you would like to build (you can change this at any time). For example:

1 house = £1235, 5 houses = £6175, 10 houses = £12350, 20 houses = £24700

Step 1: Register | **Step 2: Join Options** | Step 3: My Dashboard

### Fundraiser Join

Create new HOPE Builders team page  
New HOPE Builders team page name:

Create new independent team  
Name:

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13. You are now on your fundraising page dashboard, from which you can add your own story to your fundraising page. Tell your friends, colleagues, family and supporters why the HBF HOPE Builders campaign is important to you and how you're going to raise the money. You might like to add some wacky photos of you (and your team, if you have one) doing your fundraising activities as you go along.

Home Page • About Us • Our Work • Donate • Get Involved • Volunteer • News • Contact Us • Log out

Home > Donate > HOPE Builders > Fundraising pages

### Welcome to your fundraising page dashboard!

Just follow these simple steps to personalise your page, email your friends and family, and receive email alerts:

- 1) Personalise your fundraising page with your own story and photos. Click on "My Page".
- 2) Email family and friends to support you by clicking on "Send Email".
- 3) To import contacts click on "Address Book".
- 4) To receive email alerts when somebody supports you, edit "My Email Notifications" at the bottom of this page.
- 5) To update how many houses you would like to build just enter the amount into the Goal box and click update. For example:

1 house = £1235, 5 houses = £6175, 10 houses = £12350, 20 houses = £24700

My Home | My Activity | My Page | Send Email | Send Thanks | Address Book | Offline Donations | My HOPE Builders team page

Gina R. Parle  
Gina  
£0.00

### My Home

**To Do**

- Design My Web Page
- Visit My Web Page
- Send Email
- View Offline Gifts

**My Details**

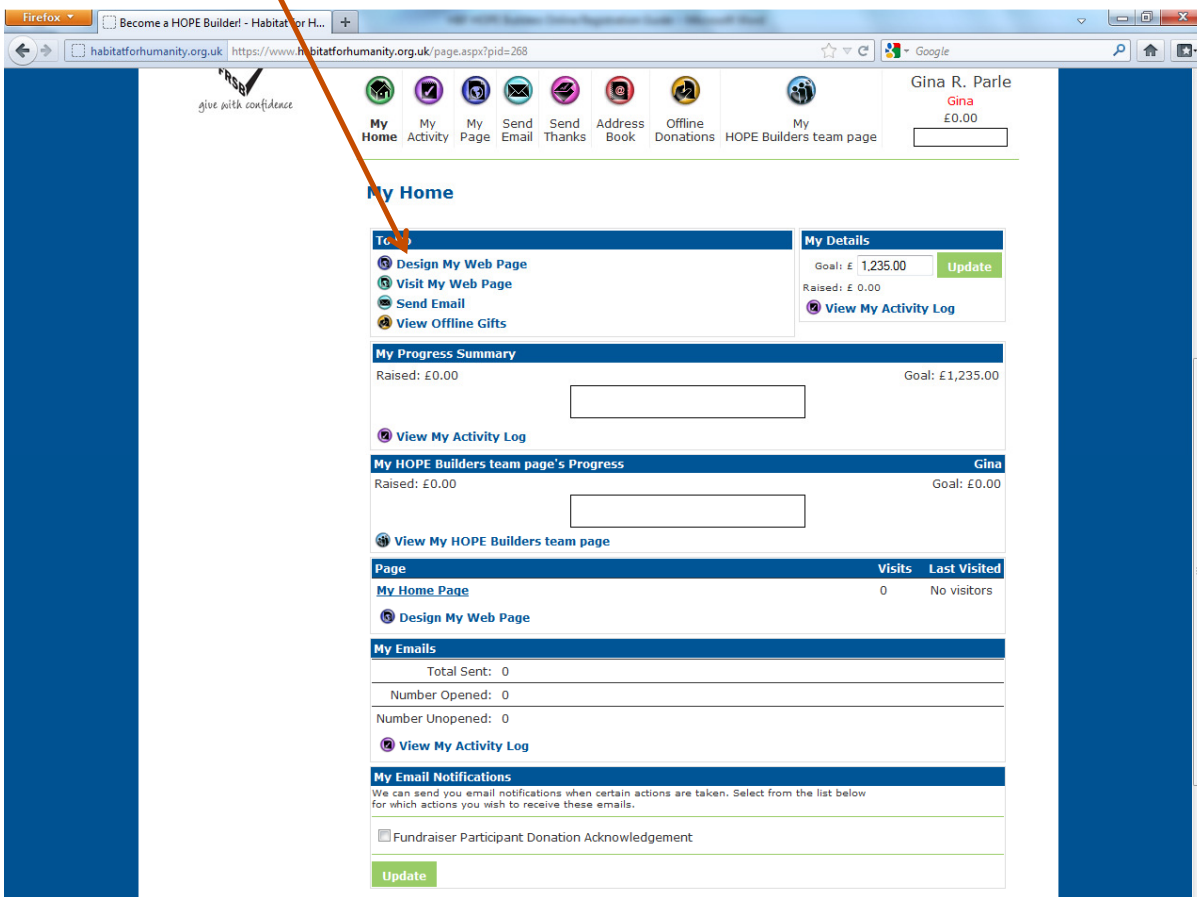
Goal: £ 1,235.00

Raised: £ 0.00

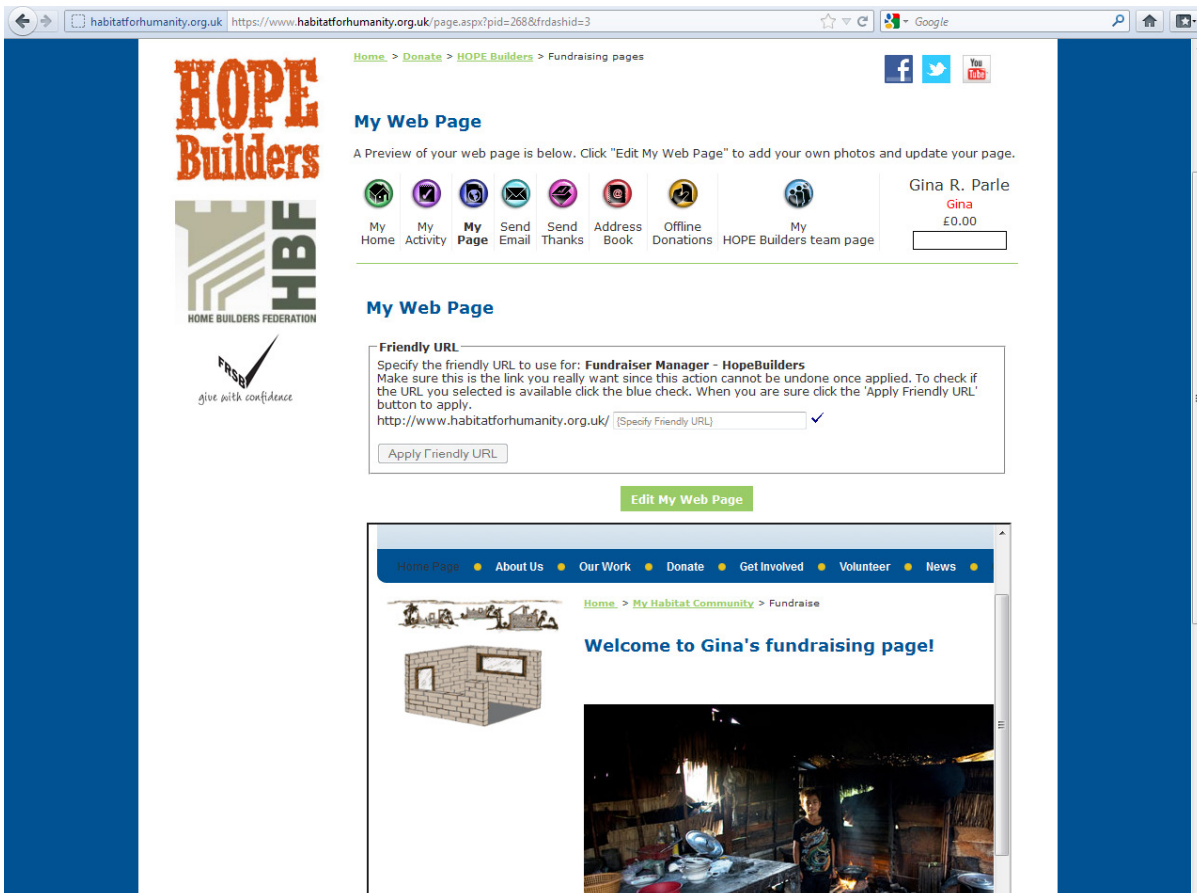
**My Progress Summary**

Raised: £0.00 Goal: £1,235.00

14. Click on 'Design My Page' to edit what your supporters will see



15. First, create a friendly URL so that your supporters don't have to type in that long string of characters at the top to find your page. Something straightforward is usually best as people will remember it easily so they can tell others for you!



16. Click on the tick to check that the friendly URL you have chosen is available, then click 'Apply Friendly URL' Now you have a link that you can send to your supporters to take them directly to your fundraising page

habitatforhumanity.org.uk https://www.habitatforhumanity.org.uk/page.aspx?pid=268&frdashid=3

Home > Donate > HOPE Builders > Fundraising pages

### My Web Page

A Preview of your web page is below. Click "Edit My Web Page" to add your own photos and update your page.

My Home My Activity My Page Send Email Send Thanks Address Book Offline Donations My HOPE Builders team page

Gina R. Parle  
Gina  
£0.00

### My Web Page

**Friendly URL**  
Specify the friendly URL to use for: **Fundraiser Manager - HopeBuilders**  
Make sure this is the link you really want since this action cannot be undone once applied. To check if the URL you selected is available click the blue check. When you are sure click the 'Apply Friendly URL' button to apply.

<http://www.habitatforhumanity.org.uk/ginahopebuilder> ✓

Success! The link you provided is available.

Apply Friendly URL

Edit My Web Page

Welcome to Habitat for Humanity®

Home Page About Us Our Work Donate Get Involved Volunteer News

Home > My Habitat Community > Fundraise

### Welcome to Gina's fundraising page!

17. Click on 'Edit My Page' to add your own story.

habitatforhumanity.org.uk https://www.habitatforhumanity.org.uk/page.aspx?pid=268&frdashid=3

Home > Donate > HOPE Builders > Fundraising pages

### My Web Page

A Preview of your web page is below. Click "Edit My Web Page" to add your own photos and update your page.

My Home My Activity My Page Send Email Send Thanks Address Book Offline Donations My HOPE Builders team page

Gina R. Parle  
Gina  
£0.00

### My Web Page

**Friendly URL**  
<http://www.habitatforhumanity.org.uk/ginahopebuilder>

Edit My Web Page

Welcome to Habitat for Humanity®

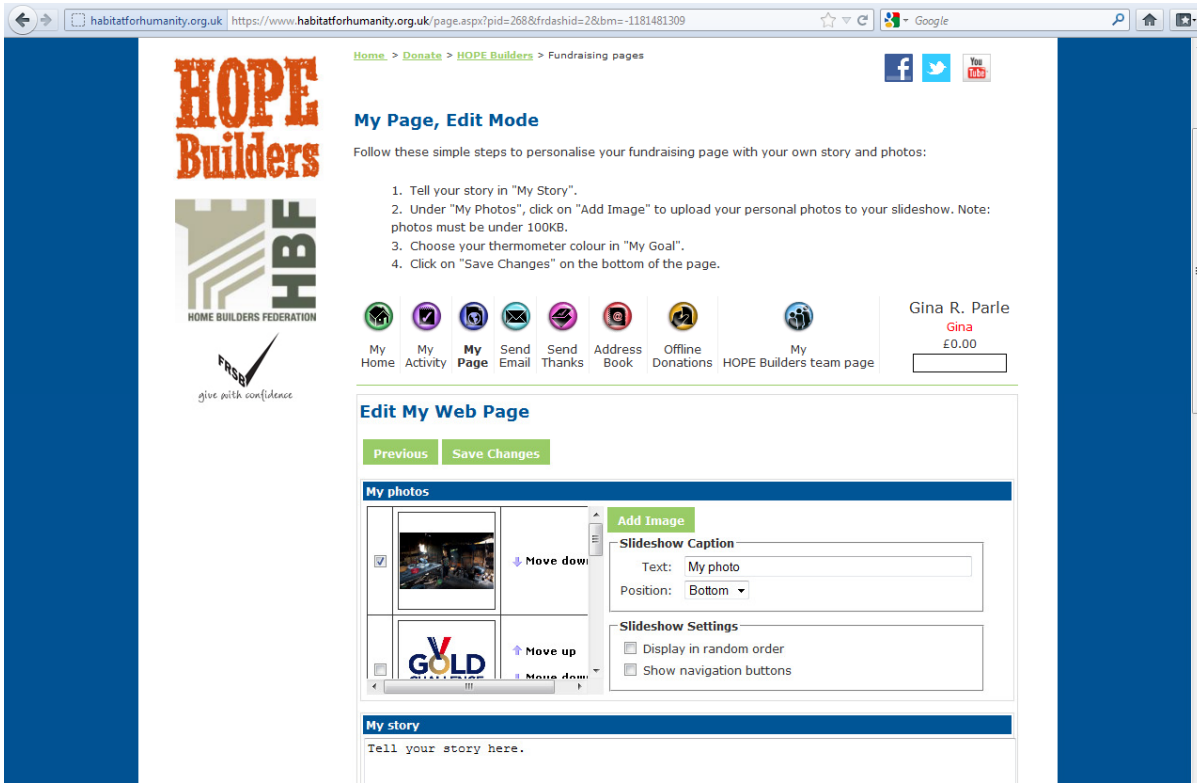
Home Page About Us Our Work Donate Get Involved Volunteer News

Home > My Habitat Community > Fundraise

### Welcome to Gina's fundraising page!



18. Choose photos from our stock of images or upload your own photos to tell your story and then type your text into the 'My Story' box. Scroll down for further options, then click 'Save Changes' at the bottom of the page when you're done.



19. Now you're back at your web page dashboard, you can click on the 'My Team' icon to edit that page, too.



20. Edit this one just as you did your own (but remember to talk about 'we' not 'I'!)

The screenshot shows the Habitat for Humanity website interface. At the top, there's a navigation bar with links: Home Page, About Us, Our Work, Donate, Get Involved, Volunteer, News, Contact Us, and Log out. Below this is a breadcrumb trail: Home > Donate > HOPE Builders > Fundraising pages. The main content area is titled 'My Team' and includes a 'My HOPE Builders team page' section. This section contains a 'To Do' list with items like 'Design My HOPE Builders team page's Web Page' and 'Visit My HOPE Builders team page's Web Page'. There's also a 'My HOPE Builders team page's Details' box with fields for Name (Gina), Goal (£1,235.00), Raised (£0.00), and Individuals (1). A progress bar shows 'My HOPE Builders team page's Progress' with 'Raised: £0.00' and 'Goal: £1,235.00'. Below that is a 'HOPE Builders team page Members' table with columns for Name, Raised, Progress, and Goal. The table lists 'Gina R. Parle' with £0.00 raised and a goal of £1,235.00. At the bottom, there's a 'Page' table showing 'Team Page' with 0 visits and no visitors.

21. You can send emails from your dashboard by clicking on the 'Send Email' icon.

This screenshot is identical to the one above, showing the same user dashboard for the 'HOPE Builders' team page. It highlights the 'Send Email' icon in the navigation menu, which is the focus of the instruction. The rest of the page content, including the progress bar and member table, remains the same.

22. Follow the instructions and send emails asking all your contacts, both business and personal, to support your fundraising efforts. You can send thank you emails, too, or elect for them to go out automatically when someone donates to your fundraising page by clicking the box.

The screenshot shows a web browser window with the URL <https://www.habitatforhumanity.org.uk/sslpage.aspx?pid=506&tab=0&frsid=113>. The page content includes:

- View My Activity Log**
- Table:**

Page	Visits	Last Visited
<a href="#">My Home Page</a>	1261	24/04/2012 22:43:38
- Design My Web Page**
- My Emails**
  - Total Sent: 122
  - Number Opened: 68
  - Number Unopened: 54
- View My Activity Log**
- My Email Notifications**

We can send you email notifications when certain actions are taken. Select from the list below for which actions you wish to receive these emails.

  - Fundraiser Participant Donation Acknowledgement

[Update](#)

At the bottom of the page, there is a blue banner with the text: "We're building more than houses; we're building hope." and contact information for Habitat for Humanity Great Britain.

The screenshot shows a web browser window with the URL <https://www.habitatforhumanity.org.uk/page.aspx?pid=268&frdashid=8>. The page content includes:

- HOPE Builders** logo and **HBF HOME BUILDERS FEDERATION** logo.
- Send Email** section with instructions:
  - Click "Add New" to enter a new contact, or the green "Address Book" icon to select contacts from your Address Book. (Note: to add multiple contacts to your Address Book, click the red "Address Book" button on the top of the page.) Once you have selected your contacts, click the "Continue" button to select your message.
  - Choose Email Style, enter an Email Subject and write Your Message. (Note: It is best to choose a subject line that includes our organisation's name, instead of "Give Now" or "Donate to Me". This will help prevent your email from being marked as spam. Also, avoid using special characters like !, \$, or ALL CAPS subject lines.)
  - Click on "Preview" to preview your email.
  - Click on "Send" to send your email. You will be taken to your Activity Log where you can view who has read your email and/or made a donation to your page.
- Navigation Menu:** My Home, My Activity, My Page, **Send Email**, Send Thanks, Address Book, Offline Donations, My HOPE Builders team page.
- Donation Summary:** Gina R. Parle, Gina, £0.00
- Send Email** section with **Recipient Options:**
  - Using the following options, select the people whom you wish to send an email:
  - Click to create a new recipient
  - Click to select a recipient from your Address Book

At the bottom of the page, there is a blue banner with the text: "give with confidence" and the **Back to TOP** link.

23. When you're finished, just log out using the clickable link at the top right hand side of the page.

The screenshot shows a web browser displaying the Habitat for Humanity fundraising dashboard. The page has a blue header with the Habitat for Humanity logo and navigation links: Home Page, About Us, Our Work, Donate, Get Involved, Volunteer, News, Contact Us, and Log out. Below the header is a navigation bar with links: Home > Donate > HOPE Builders > Fundraising pages. The main content area features a large 'HOPE Builders' logo and a 'Welcome to your fundraising page dashboard!' message. It lists five steps for personalizing the page, including clicking on 'My Page', sending emails, importing contacts, editing email notifications, and updating the goal. A progress summary shows a goal of £1,235.00 and a current amount raised of £0.00. The user's name, Gina R. Parle, and a 'Gina £0.00' display are visible. A 'My Home' section contains a 'To Do' list with links for 'Design My Web Page', 'Visit My Web Page', 'Send Email', and 'View Offline Gifts'. A 'My Details' section shows the goal and raised amounts, with an 'Update' button. A 'My Progress Summary' section shows the goal and raised amounts.

24. You will get an email confirming your registration, and the details of your personal fundraising target: It includes your user ID and clickable links to take you to your dashboard and your fundraising page, just in case you forget how to find it all.

The screenshot shows an email confirmation from Habitat for Humanity. The email header includes 'Cc: Welcome to HOPE Builders' and 'Subject: Welcome to HOPE Builders'. The main content area features the Habitat for Humanity logo and a photograph of three children. The email text reads: 'Dear Gina, Thank you for setting up your Habitat for Humanity fundraising page! As a HOPE Builder the funds you raise will help us in our vital work tackling poverty housing, enabling people around the world to have a safe, decent place to live. Better living conditions lead to better health, a better income, a chance to send the children to school, contribute towards their communities and more. You'll be breaking the bonds of poverty that may have held a family for generations, and enabling them to achieve their full potential. Your Username is below - please keep your Username and Password in a secure place and do not share them with anyone. Username: genieshine Your Goal: £1,235.00 You can access your personal fundraising dashboard by clicking here: [Click here to visit your Dashboard](#). In this area you can choose how many houses you would like to build and you can customise your page by uploading your photos (or use those already in the system) and tell your story of why you are supporting Habitat for Humanity. You can also email friends a link to your page as well as send thanks to those who have donated to you. In addition, you can also see how your fundraising page appears to the general public by clicking here: [Click here to visit your Web page](#).' The email footer includes a link to 'See more about: Habitat for Humanity.' and a small icon of a person.