



How To: Upload a Photo or Video to Your Fundraising Page

Thank you for participating in the Melanoma Research Foundation's Miles for Melanoma program! Here are some instructions to help you add or edit a photo or video to your fundraising page.

Some things to consider:

- Your photo must be saved as a .JPG, .GIF, or .PNG file type
- Files must be smaller than 4 MB
- Only YouTube video links are supported
- You can choose either a photo or a video link, but not both
- You can add a different photo and video link to your personal fundraising page and team captains can add them to the team fundraising page

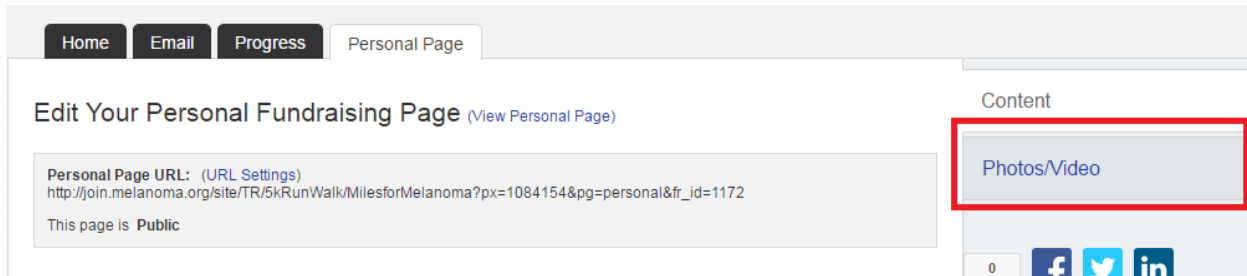
1. Log into your Participant Center
2. Click on the "Personal Page" tab. *(Note: if you're a team captain, you will also have the option to click the "Team Page" tab)*

A screenshot of a web application interface. At the top, there is a navigation bar with four tabs: "Home", "Email", "Progress", and "Personal Page". The "Personal Page" tab is highlighted with a red rectangular border. Below the navigation bar, the page title "Overview" is displayed. Underneath, there is a section titled "Your Fundraising Progress" which contains a horizontal progress bar that is currently empty. Below the progress bar, there are four data cards arranged horizontally. The first card shows "\$0.00" with the label "I Have Raised" below it. The second card shows "\$0.00" with the label "My Goal (change)" below it. The third card shows "0%" with the label "Percent" below it. The fourth card shows "0" with the label "Days Left" below it.

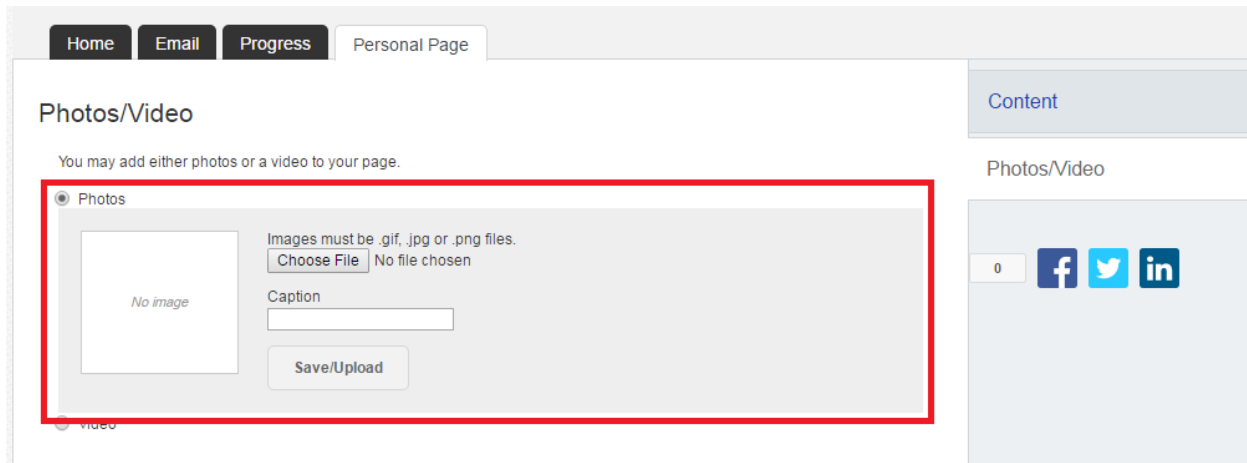
Continue on next page

3. In the right-hand column, select "Photos/Video"

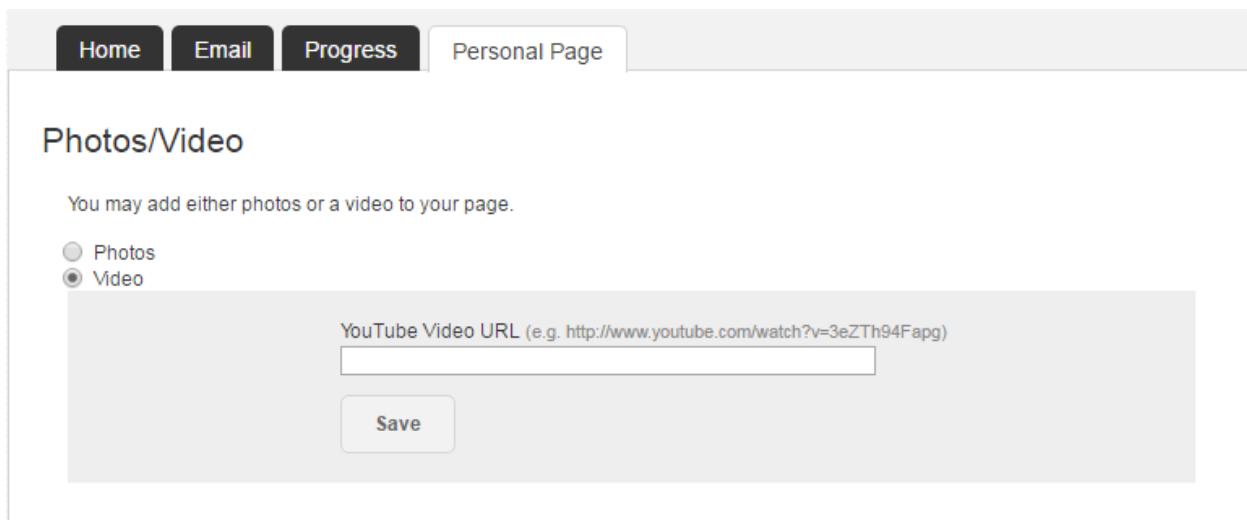
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4. For photos, select which photo you would like to upload by clicking “Choose File” and adding a caption, if you would like to



For videos, paste the link to the YouTube video of your choice and click “Save”



Continue on next page



5. Preview your changes by clicking the “View Personal Page” link to the right to open a new tab with your personal or team fundraising page

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A screenshot of the MRF fundraising page editor interface. At the top, there is a navigation bar with four tabs: "Home", "Email", "Progress", and "Personal Page". The "Personal Page" tab is currently selected. Below the navigation bar, the main heading reads "Edit Your Personal Fundraising Page" followed by a blue link "View Personal Page" which is highlighted with a red rectangular box. Below this heading, there is a grey box containing the text "Personal Page URL: (URL Settings)" and a long URL: "http://join.melanoma.org/site/TR/5kRunWalk/MilesforMelanoma?px=1084154&pg=personal&fr_id=1172". Below the URL, it says "This page is Public". At the bottom of the screenshot, the word "Title" is visible, indicating the start of a text input field.

If you have any additional questions or need help customizing your personal or team fundraising page, please email milesformelanoma@melanoma.org or call our office at (202) 347-9675 for assistance. Miles for Melanoma is a national program, so please be sure to include the event name when you email or call.