Step By Step Registration Guide: Team Captains

Thank you for participating in the JDRF One Walk! We are here to help you be successful! This guide will walk you through the two different ways to create a team, depending whether you are a new captain and creating a team for the first time, or a re-turning captain.

Getting Started

2. Select the Register button on the main page.
3. Enter the zip code where you live and click Search.
4. Nearby walks will populate based on your zip code. Choose the event you wish to participate in and select the Register button.

<table>
<thead>
<tr>
<th>City</th>
<th>Date</th>
<th>Venue</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Warwick, RI</td>
<td>Oct 14, 2018</td>
<td>Rocky Hill School</td>
<td>DETAILS</td>
</tr>
<tr>
<td>Boston, MA</td>
<td>Sep 29, 2018</td>
<td>DCR Hatch Shell</td>
<td>DETAILS</td>
</tr>
<tr>
<td>Lancaster, MA</td>
<td>Sep 30, 2018</td>
<td>Bolton Fairgrounds</td>
<td>DETAILS</td>
</tr>
</tbody>
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Option 1: Create a New Team (if your team has not participated in a walk).

1. **Login**: JDRF event participants have a single username and password that can be used for all JDRF events and reused from year to year. If you have participated in a JDRF event before, you can reuse your same login and password. If you forget your username and password, follow instructions on the “login in” page to rest your password. For new Participants, “Sign Up” with Facebook or email. Returning Participants should locate the “Already have a JDRF account? Log in” as appropriate.

2. **Create Your Team**: Critical step to create your team.
   - Name your team.
   - Aim high and set a **team goal**.
   - Select a **team type** from the drop down menu.
3. **Event Participation:**
   - Kick start your efforts by setting a fundraising goal that feels achievable to you! Push yourself to make a difference for those living with T1D.
   - Set the example and take the first step toward reaching your goal by making a personal donation to your own fundraising efforts. Setting this example will help you when you ask others to make a donation.
   - Choose your participation type (depending on if you will be attending the Walk or not).
     - *Note: Choose Virtual Walker if you wish to Fundraise but will not be present on walk day.*

   **EVENT PARTICIPATION**

   **PERSONAL FUNDRAISING GOAL**

   Thank you for helping JDRF create a world without type 1 diabetes. Please consider setting a goal to raise $150 or more for life-changing research.

   Personal Goal
   $ 150.00

   **JUMPSTART YOUR FUNDRAISING**

   Take the first step towards reaching your goal. Will you make a personal donation toward your fundraising?

   - Yes! I'll make a donation
   - No donation at this time.

   - [ ] $250
   - [ ] $120
   - [ ] $60
   - [ ] $30

   $ Other Amount

4. **Registration:** Provide your information such as name, address, and phone number. There are also a few questions at the end of the form about your interests.

   **REGISTRATION**

   **YOUR INFORMATION**

   **Title** (Optional)
   - Miss

   **First Name**
   - 

   **Last Name**
5. **Registration Summary and Waiver:** This is the last required step! Please review your registration information.
   - If you would like to add a child under 16 years of age, please select **Register Your Child** and enter the child’s name and information. If you will need to reuse your email address for a child under 16 without an email address, now is the best time to register them. Once you complete your registration, you will need assistance from JDRF to reuse your email address for minors. Please note that all adult walkers should register themselves and use their own email address.
   - **Note:** An email address can only be used once unless you register your child during this step.
   - **Note:** Read the terms of use for the website.
   - **Note:** Select **Submit**.

6. **Registration Complete:** If you made a personal donation during registration, you will also need to provide your billing information.

   Congratulations! You are now registered for JDRF One Walk. Next, customize your personal page and begin fundraising!
Option 2: Re-create a Past Team

1. Register with an Existing Past Team:
   - Type in the team name from last year or a key word and choose Search.
   - Select Re-create Team next to the appropriate team name.

2. Event Participation:
   - Kick start your efforts by setting a fundraising goal that feels achievable to you! Push yourself to make a difference in the lives of those with T1D.
   - Set the example and take the first step toward reaching your goal by making a personal donation to your own fundraising efforts. Setting this example will help you when you ask others to make a donation.
   - Choose your participation type (depending on if you will be attending the Walk or not).
     - Note: Choose Virtual Walker if you wish to Fundraise but will not be present on walk day.
3. **Registration**: Provide your information such as name, address, and phone. If you are a returning participant, these fields should already be filled out for you! There are also a few questions at the end of the form about your interests.

![Registration Form](image)

4. **Registration Summary and Waiver**: This is the last required step! Please review your registration information.
   - If you would like to add a child under 16 years of age, please select **Register Your Child** and enter the child’s name and information. If you will need to reuse your email address for a child under 16 without an email address, now is the best time to register them. Once you complete your registration, you will need assistance from JDRF to reuse your email address for minors. Please note that all adult walkers should register themselves and use their own email address.
   - **Note**: An email address can only be used once unless you register your child during this step.
   - Read the terms of use for the website.
   - Select **Submit**.

![Review Form](image)
5. **Registration Complete:** If you made a personal donation during registration, you will also need to provide your billing information.

Congratulations! You are now registered for JDRF One Walk. Next, customize your personal page and begin fundraising!

If at any time you need assistance, please contact JDRF’s tech support hotline at (855) 835-9255 or Online Support at onlinesupport@jdrf.org.