Plunge 101

- All Plungers must raise a minimum of $75 to Plunge, minimum $50 for students.
- All Plungers must meet the minimum fundraising requirements regardless of plunging as an individual or a member of a team.
- Participants must be at least 8 years old to Plunge, and minors must have a waiver signed by a parent or guardian.
- All Plungers are required to check-in at registration or pre-registration if available. Plungers will turn-in all offline cash and check donations, receive your wristband required to plunge, and appropriate incentive prizes.
- Checks should be made payable to Special Olympics Ohio.
- It is recommended that participants wear old tennis shoes or water shoes when plunging. Consider wearing a warm jacket, robe, blanket or wind pants to keep you warm as you wait to plunge.
- Wear a costume. Awards are given out for Best Individual and Team Costume.

Registration

Upon reaching our online registration center, click the REGISTER HERE button at the top of the page.

- You may register as an individual, join an existing team or start a new team. You can always change your mind later, so choose whichever option seems most likely now.
- Next, you'll fill out your personal information.
- If you've already participated in one of our fundraising events, you may click the link at the top of the page to log in and auto-fill the personal information.
- Be sure to fill out a personalized web page link (for example, somo.kintera.org/edgestl/**JohnDoe**) to make sharing your fundraising website easy and fast. Note: this cannot be added or changed later.
- Congratulations – you're registered! It's time to move on to building your webpage.

Build Your Fundraising Webpage

Once you have completed the registration process or logged into the site, you can build a fundraising webpage for collecting donations quickly and securely.

- You will be taken to **My HQ**. From here, you can see your personalized web page link if you created one, edit your fundraising goal, and see a report of who has donated to your page.

- On the **My Webpage** tab, you can edit the text and graphics on your page.
- You may choose between displaying a photo or a video. Make your selection in the drop-down box, then click **select** to choose a preset graphic or **upload** to choose a file from your computer.
- Edit the text on your page. Making it personal and explaining why you support this cause will make donors more likely to give to your page.
- You may preview your page if you wish. Be sure to click **Submit** once you are ready to save your changes.

Learn More About the Event

From the links on the left-hand side of the page, you can learn more about Special Olympics Ohio, get event details, make a general donation to the event (not credited to a participant) or pay for a sponsorship online.

Donate to a Participant

- Once you have reached our event page, click the DONATE TO A PARTICIPANT button. (If you have received a direct link to the participant's page, you can skip to step 3.)
- Enter the participant's first and/or last name, then click Search. When their name appears, click on it to be directed to their fundraising page.
- Click the red Give Now button at the top of the page. You will be directed to a form to fill out your personal, credit card and billing information. You will have the option to give anonymously if you would prefer that your name not show up on the participant's Honor Roll.

FAQ

I registered as an individual but now I want to start a team.
Simply log into your dashboard, then click the Tools tab. Scroll down, and under Event Information, there's a red link that says I want to start my own team and become a Team Captain. Viola!

I need to change my team's name.
Log into your dashboard and click the My Webpage tab. Then, in the orange bar, click Edit Team Page. From there, your team name is listed as the Subheader. Simply change the text to your new team name, scroll down and click Submit, and you're all set! Please also email the change to us so we can be sure our records are correct.

I registered as an individual but now I want to join an existing team.
Simply log into your dashboard and click the Tools tab. Scroll down to Event Information, and there's a heading that says "To join another Team, select the Team name in the dropdown box:" Then choose your team from the dropbox!

How can I find my webpage link?
If you have set up a friendly URL, simply log into your dashboard. Your link will be on the My HQ page just above your Fundraising Statistics. If you did not set up a friendly URL, you can get your webpage address from your dashboard by clicking the My Webpage tab and then the View Personal Page link in the orange bar.

How can I set up a friendly URL?
A personalized link for your webpage makes it easier to share with friends and family. For

example, somo.kintera.org/edgestl/**JohnDoe**. This can be done during registration. If you did not set one up during registration, we can do this manually. Email mweaver@sooh.org with what you'd like that last part to be and we'll set it up for you.

How can I post my page to Facebook or Twitter?
Log into you dashboard, click the Email tab, then the Facebook or Twitter link in the orange bar. You'll have to be logged in and approve Blackbaud to post on your behalf. DO NOT try to copy the link that shows up during this process and post it yourself, as it will not work. If you want to post it to Facebook/Twitter yourself, it is best to use your friendly URL.

Why can't I leave a comment on my friend's fundraising page?
Users must be logged in using Facebook, Yahoo, Hotmail, or AOL in order to leave comments on fundraising pages.