

# Mogiv Tutorial

## How To Edit Your Fundraising Page (Profile)

Your Mogiv fundraising (or profile) page is a place for you to tell the world about your organization and the important work you're doing. We recommend that you take advantage of all the fundraising page features, which you can edit at any time.

### Step 1: Access your page from the dashboard

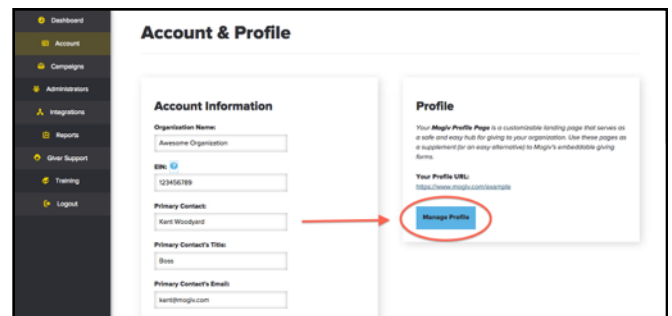
- ▶ From your dashboard, click "Account."
- ▶ From this screen, click the "Manage Profile" button.



### Step 2: Enter your organization's name

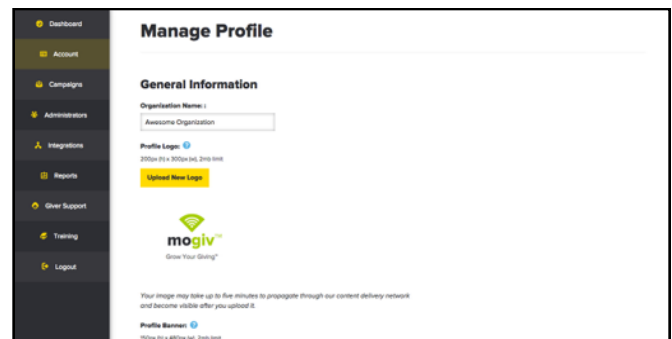
- ▶ Upload or edit your organization's logo (ideal size: 300 pixels w x 200 pixels h)
- ▶ Upload or edit a banner image that will display at the top of your profile. (ideal size: 480 pixels w x 150 pixels h)

Note: Our cropping tool ensures that your pictures will display correctly.



### Step 3: Add website and social media links

- ▶ Next, enter links for your website and any social media accounts you would like to share. (These links will be displayed on the lower left side of your profile.)
- ▶ If you'd like to accept donations through your organization's Facebook page, click the "Install Facebook App" link and follow the steps to setup the app.

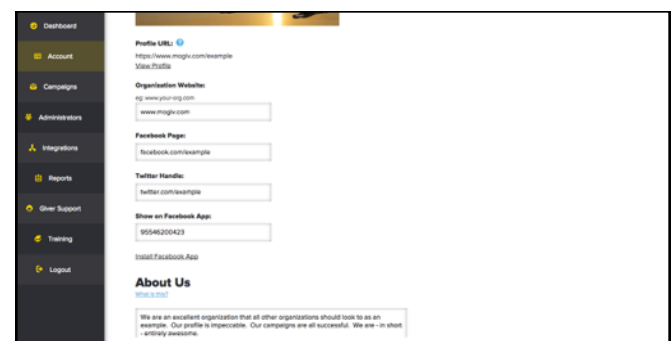


### Step 4: Add organization and contact info

- ▶ Use the "About Us" field to provide your visitors with additional information about your organization and your mission.
- ▶ Enter the contact info for your organization in the provided fields. Ensure your information is accurate.

### Step 5: Save your profile

- ▶ When your profile looks as awesome as it possibly could, click the "Save" button. You will be taken back to the "Accounts" screen. That's it!



**Thanks for using Mogiv!**