

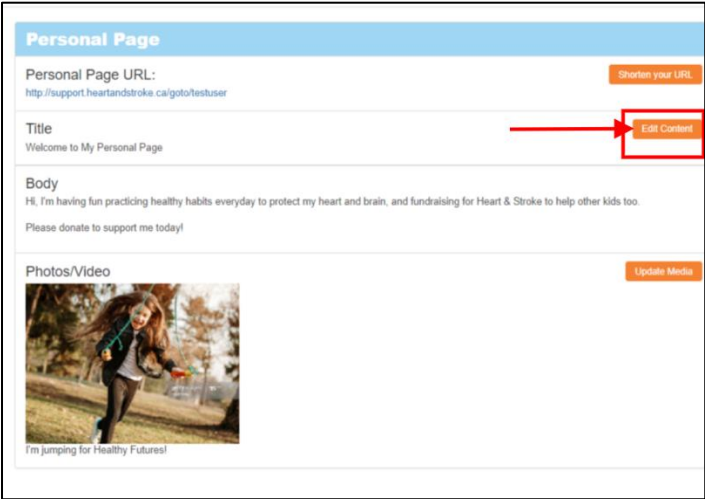


# How to update your personal page

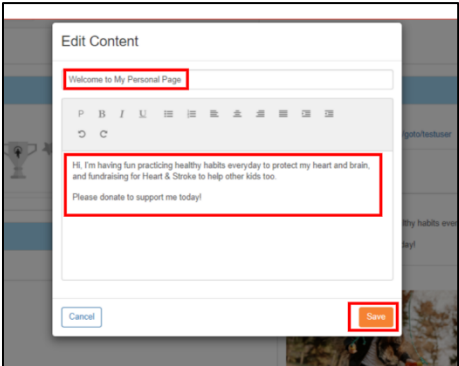
You can customize your personal page to share why you are participating in Jump Rope for Heart with your family and friends. Perhaps someone you know has been affected by heart disease or stroke.

Customize your page and share your story to inspire your supporters by following these easy steps:

1. Log in to your Participant Centre.
2. In the lower right part of the main page, under the “Personal Page” section, you will see, “Title,” and to the right, a button that you can click on to “Edit Content.”

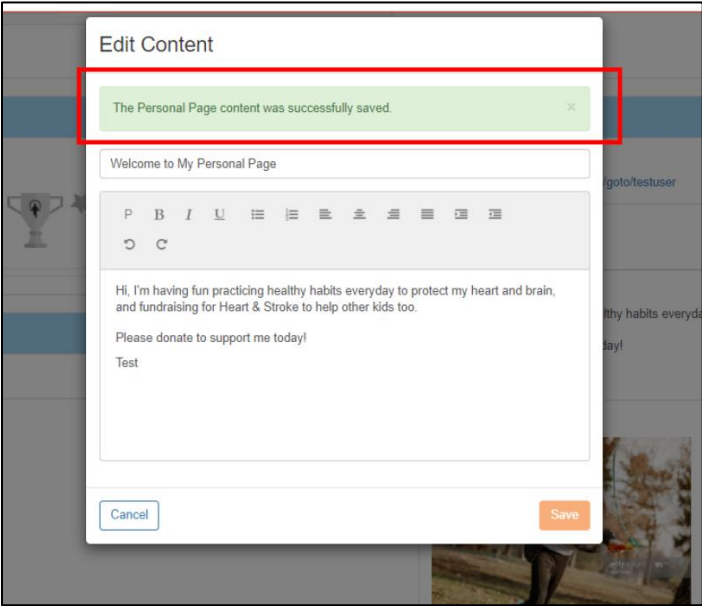


3. A new window will open where you can update the title and body of the message that will appear on your personal page. Click “Save” at the bottom of the window when you’re done.

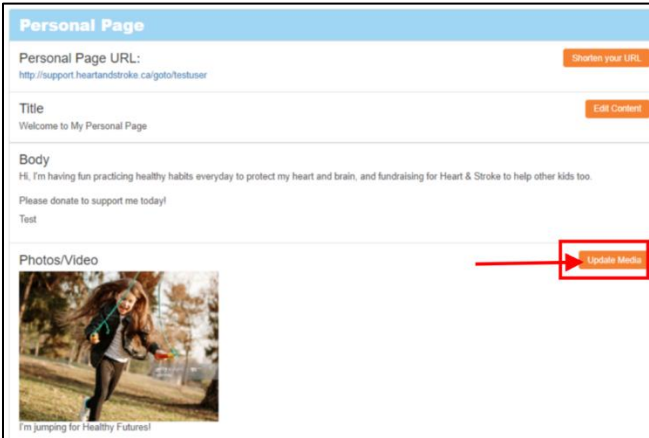




- 4. A message will then appear letting you know that your changes were saved and the pop-up window will automatically close after a few seconds.



- 5. You can also add a photo or Video URL to your page by scrolling down to the "Photo/Video" in the Personal Page section and selecting "Update Media".





6. A new window will open. At the top of the new window, is a dropdown where you can choose if you would like to upload a photo or video

A screenshot of a web application dialog box titled "Update Media". The dialog has a white background and a grey border. At the top, it says "Update Media". Below that, a line of text reads "You may add either photos or a video to your page." A dropdown menu is open, showing "Photos" selected, and this dropdown is highlighted with a red rectangular box. Below the dropdown is a yellow warning box that says "Please note the supported file type is only .JPEG, the file size must be under 10MB." Underneath is the section "Select an image to upload:" which contains a "Choose File" button and the text "No file chosen". Below that is a "Caption" text input field. At the bottom left is a "Cancel" button, and at the bottom right is a "Save/Upload" button. The background of the dialog is a blurred screenshot of a website.

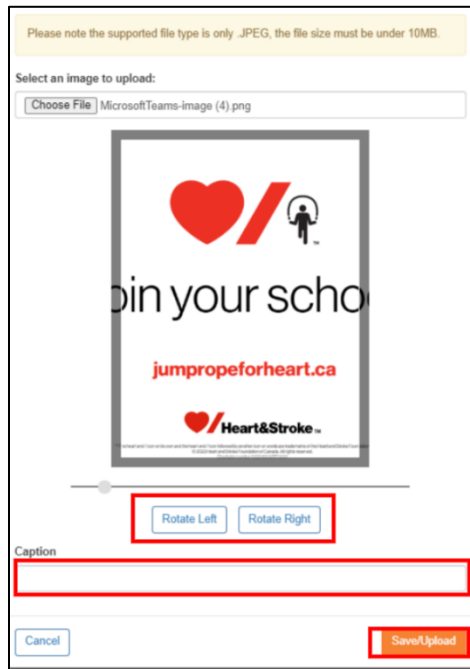
7. If you selected photo, click on the "Browse" button and find the file on your computer. Click "open".

If you selected video, you will be asked to provide a URL.

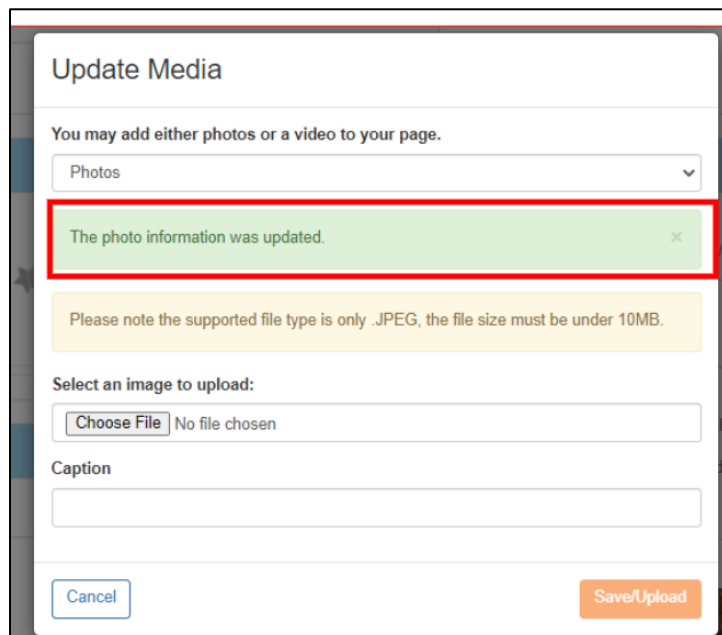
A screenshot of the same "Update Media" dialog box as in the previous image. In this version, the "Choose File" button in the "Select an image to upload:" section is highlighted with a red rectangular box. All other elements of the dialog, including the dropdown menu, warning box, caption field, and buttons, are the same as in the previous image.



8. You can also add a caption to your photo/video, and for photos only, can rotate your image right or left.



9. Once you have made all your changes, click "Save". A message will appear letting you know that your changes were saved and the pop-up window will automatically close after a few seconds.





10. To view your updated page, click the link under your “Personal Page URL”.

**Personal Page**

**Personal Page URL** Shorten your URL

<http://support.heartandstroke.ca/goto/testuser>

**Title** Edit Content

Welcome to My Personal Page

**Body**

Hi, I'm having fun practicing healthy habits everyday to protect my heart and brain, and fundraising for Heart & Stroke to help other kids too.

Please donate to support me today!

Test

**Photos/Video** Update Media

