



# How to - Dashboard Tour

Click on the section you want to view.

# Mobile

Change profile image

Facebook fundraiser

How to ask for donations tool

Fundraising page link

Edit fundraising target and add blog or images

Rewards tab

Leaderboards

**Self-donation** 

Share tab

Personalised resources

Log My Activity, edit goal or edit activity

Recruit a friend

Create a team tab

Update password, personal details and address

# **Desktop**

Change profile image

Facebook fundraiser

Fundraising page link

How to ask for donations tool

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Create a workplace tab

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# Mobile

After logging in, you should see the homepage of your Dashboard.

# Change profile image

Click on the orange icon here to upload your photo for your profile image.

# Facebook fundraiser

Clicking on this blue 'create a Facebook fundraiser' will create a Facebook fundraiser that will connect to your Oceans to Outback fundraising page.

Note: Donations on your Oceans to Outback page won't show on Facebook, but your Facebook donations will show up on your Oceans to Outback page.







OUTBACK

### How to ask for donations tool

This tool will help with some messaging to use to help ask for support.

Rfds Captain

F CREATE A FACEBOOK FUNDRAISER

Share my page

F In O

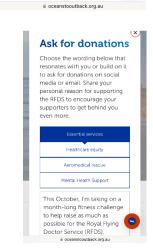
HOW TO ASK FOR DONATIONS

It will then open up for four options to choose from to copy, and four options to share.

Scroll down to see the sharing options, which are Facebook, Twitter, Email and LinkedIn.

To Post on Facebook, you can click the orange 'Post on Facebook' button, it will then open up in Facebook for you. In the text area (on your FB post), click in here and hit the ctrl and the V keys on your keyboard.

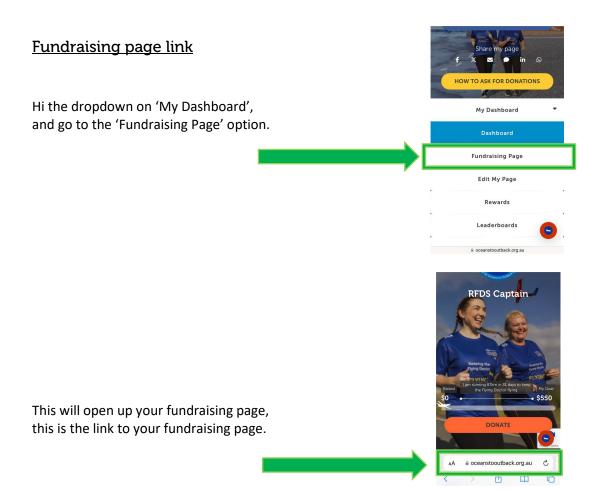
To copy the text here, change to the LinkedIn logo at the end, as this will copy the text for you.











Note: Your fundraising page will show all of your donations, including any self-donations you've made.





# Edit fundraising target and add blog or images.

In the 'Edit My Page' tab, you will be able to edit your fundraising goal, add a blog or images

You can also edit your blog or any images uploaded here as well.

Here is where you can edit your fundraising goal, add to your blog or gallery.

If you make any changes to your goal, scroll down to hit the 'save changes' button.







Fundraising Page
Edit My Page

Leaderboards

Self Donation
Share

### Rewards tab

In this tab, you will be able to confirm your address, claim your t-shirt, other rewards and see how many entries you have for the 'Dream Ticket' draw.

Resources Log my KMs Recruit a friend Rewards As you climb the ranks you'll unlock these exclusive rewards. It's our small way of saying thank you for helping to keep the Flying Doctor flying. Rewards will be sent to the following adress: Level 4, 5-7 Lobelia Circle Brisbane Airport QLD 4008 Australia Note: Our merchandise cannot be delivered to Parcel Lockers. Please do not enter a Parcel Locker address. If you're using a business address, please add the business name to the Unit Number field via

To edit your address here, click on the yellow 'Edit Address' button underneath your address here.

# To claim your reward, confirm your address above, and click on the white box next to where is says 'My address (above) is correct' and then click on the orange 'claim reward' button under the reward.





the Edit Address button below

My Rewards

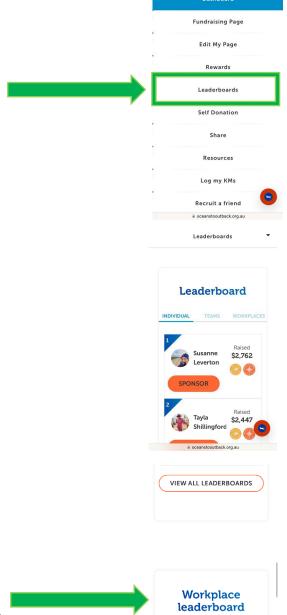






# **Leaderboards**

In this tab, you will be able to see all national leaderboards.



If you're in a workplace, you will also be able to see your workplace leaderboard.





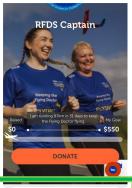


# Self-donation

If you click on this tab while you are logged in, and make a donation, your 'self-donation' badge will be unlocked.

This is also a link to your fundraising page.





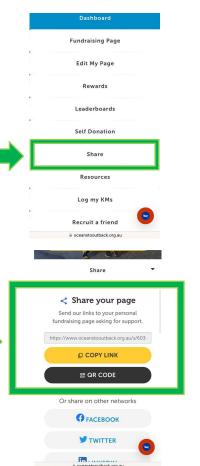




# Share tab

In this tab, you can write emails and share your page to social networks.

This is where you will find your link and your unique QR code to your fundraising page.



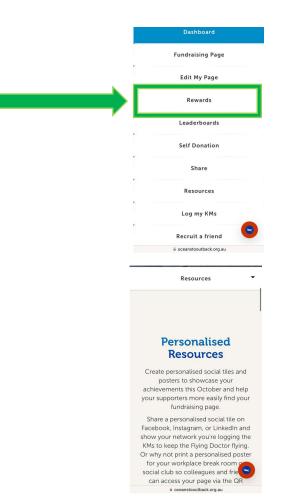




### Personalised resources

Under the resources tab, you will find your personal resources (poster and tile), that update as you log your activity.

There are also some extra resources and a link to other tools.









Fundraising Page

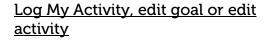
Edit My Page

Leaderboards

Self Donation

Share

Resources



In this 'Log My KMs' tab, you can edit your goal, edit your main activity, manually log your KMs, connect to a fitness App, edit and delete any manually recorded activity as well.

Log my KMs

Recruit a friend

ii oceanstooutback.org.au

Log my KMs

▼

This is where you can update your activity type.

You can use this guide here to log your activity - Log KMs guide

Connect your preferred Fitness app

ighthat
Connect with STRAYA

GARMIN.

cocanstooutbackerg.au

Set your target distance

Your Fitness activity

01/10 Walk 3kms 🗷 🛅

+ ADD ACTIVITY

If you make any changes to your activity, your KM goal or add in your activity, scroll down to hit the 'save changes' button.







# Recruit a friend

This is where you can send an invite for a friend to sign up to the challenge as well.

To recruit a friend, add in their details and hit the orange 'send invite' button bellow.



# Friend's Details Friend's First Name \* Friend's Last Name \* Friend's Email Address \*

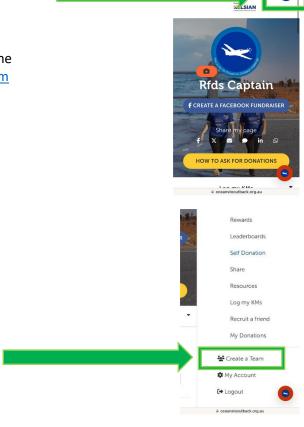




# Create a team tab

This is where you can create a team.

You can use this guide here to follow the steps in creating a team - <u>Create a Team</u> guide



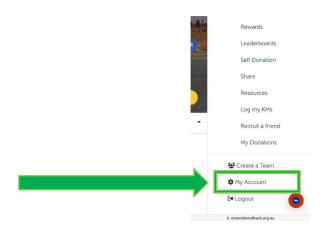
# <u>Update password, personal</u> <u>details and address.</u>

In the 'My Account' tab, you will be able to update your address, password, email address and other personal details.





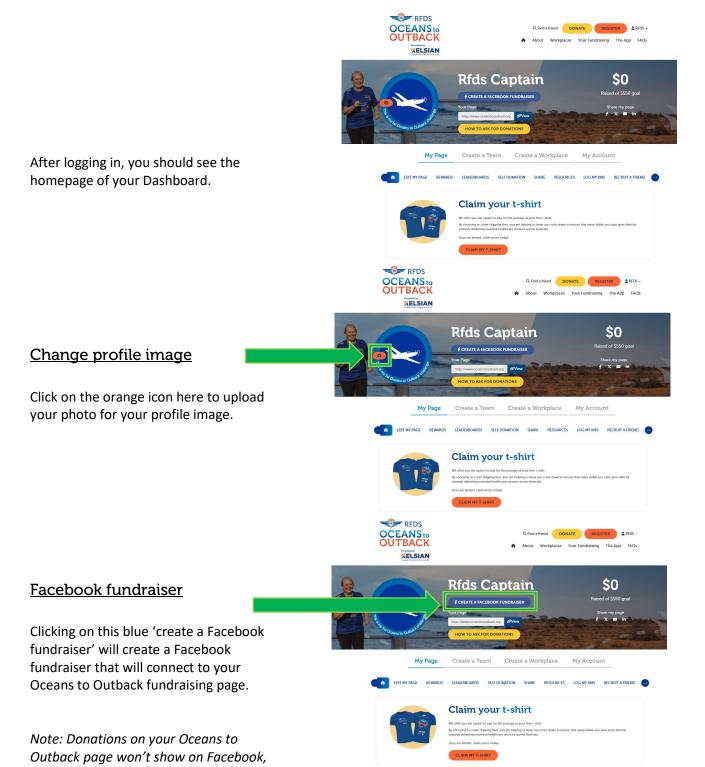








# **Desktop**







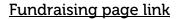
Q, Find a friend DONATE REGISTER & RFDS -

My Account

\$0

RFDS

but your Facebook donations will show up on your Oceans to Outback page.



This is the link to your fundraising page.

### How to ask for donations tool

This tool will help with some messaging to use to help ask for support.



Ask for donations

Choose the wording below that resonates with you or build on it to ask for

rvice access. They bring emergency medical and primary health services lose areas that don't have access. They make it possible for people to live ork and travel across this large continent.

**Rfds Captain** 

Claim your t-shirt

Create a Workplace

LEADERBOARDS SELF-DONATION SHARE RESOURCES LOG MY KMS RECRUIT A FRIEND

It will then open up for four options to choose from to copy, and four options to share.

Sharing options are Facebook, Twitter, Email and LinkedIn.

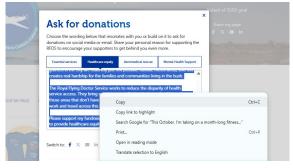


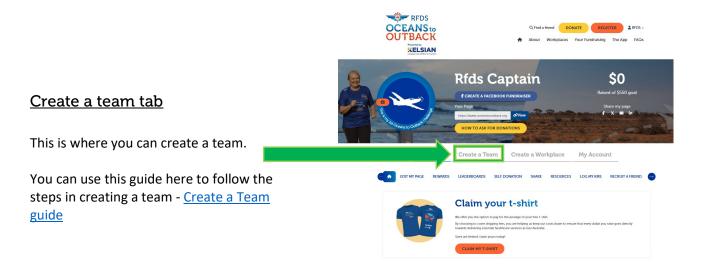


To copy the text here, you can click the orange 'Post on Facebook' button, it will then open up in Facebook for you. In the text area, click in here and hit the ctrl and the V keys on your keyboard.

Or you could highlight the text and right click to copy.











# Create a workplace tab

This is where you can create a workplace.

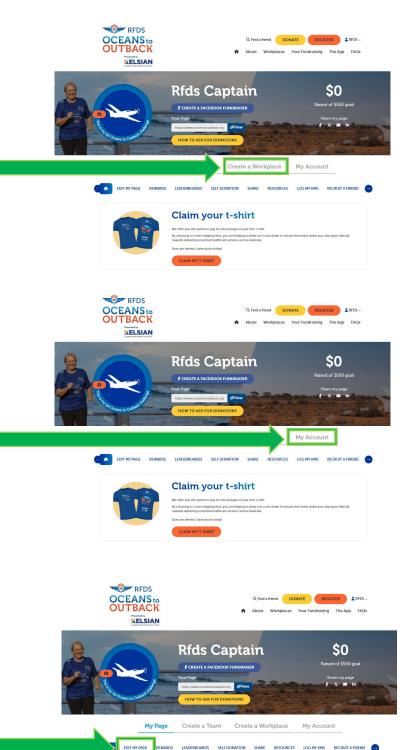
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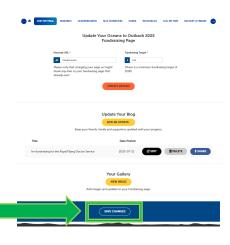
Claim your t-shirt





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\$0

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To edit your address here, click on the yellow 'Edit Address' button underneath your address here.

To claim your reward, confirm your address above, and click on the white box next to where is says 'My address (above) is correct' and then click on the orange 'claim reward' button under the reward.



**Rfds Captain** 



Vour address

Research will be sent to the following advers:

1915 Capitain
Level 4.5-7 Lebelin Circle
Brokuwe Aproport CLD 2000
Australia

Note: Our menchandus cannot be delivered to Parcial Lockers. Reaso do not enter a Parcial Locker address. If you're using a business address, please add the business name to the Unit Number field via the Edit Address Suttion below.

### My Rewards













# **Leaderboards**

In this tab, you will be able to see all national leaderboards.

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Claim your t-shirt

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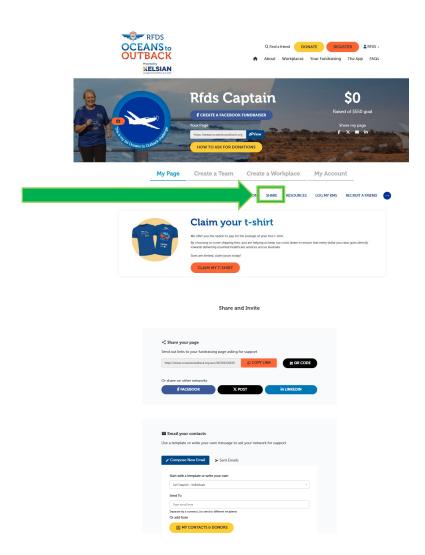
This is also a link to your fundraising page.





# Share tab

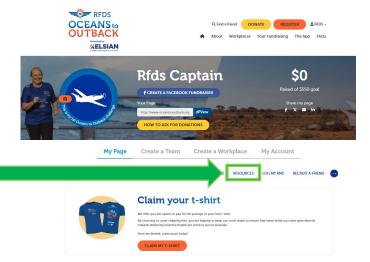
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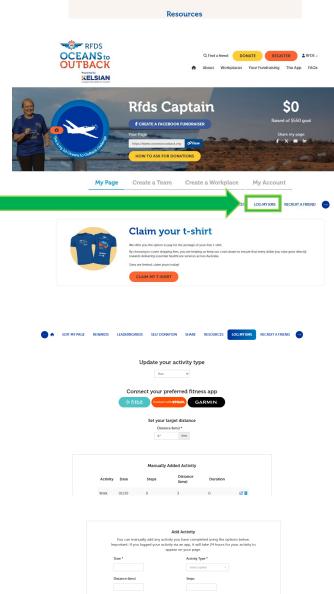


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