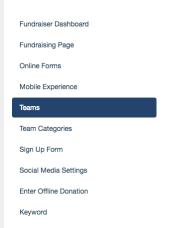
# Create Crowdfunding and Peer to Peer Teams

Last Modified on 09/21/2023 8:35 pm PDT

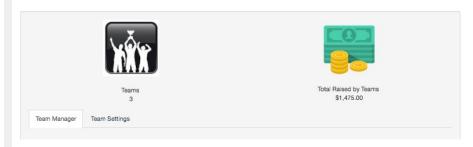
Crowdfunding and Peer-to-Peer Fundraising Teams are a great way to bring a new level of interactivity and engagement to your peer-to-peer fundraising campaigns. Teams add another level of participation and potential competition between the general campaign fundraising page and the individual volunteers page.

Volunteers will be given the option to sign up or create a team (which you can enable or disable) after they sign up to be a fundraiser. Once a volunteer raises money, not only will it raise their personal goal thermometer, but also raise the goal thermometer of the team and the general campaign page. Each team can have a Team Captain who oversees the collection of team donations and activities.

You will find the Teams Settings in the left-hand menu of the Crowdfunding and Peer-to-Peer Fundraising activity you wish to create teams for:



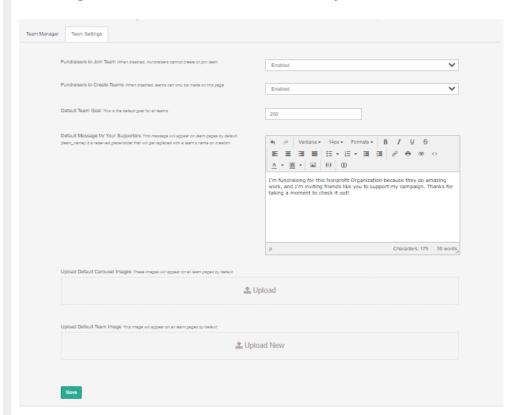
The Teams page contains two tabs:



- Team Manager
  - This is where you can create/delete, manage and view the various teams in your Crowdfunding and Peer-to-Peer Fundraising activity
- Team Settings
  - This is where you can set the initial settings for the creation of the teams
  - Because this acts as a template for Team creation, you will usually want to start with the Team Setup page before creating actual teams.

# Team Settings

Before you begin creating any teams for your campaign, you should fill out your Team Settings page. If you do not set up the initial settings prior to a team being made, that team will not inherit the settings and will need to be modified manually.



### Team Settings:

**Fundraisers to Join Team** - If this is option is disabled, volunteers will not be given the option to join nor create a team. This is what you would want to do if you do not want to use Crowdfunding teams.

**Fundraisers to Create Teams** - When this option is disabled, volunteers will not be able to create a team, but still can join one. This is great if you want to pre-create all the possible teams someone could join and prevent any new teams from being made.

**Default Team Goal** - This is the default thermometer goal value when a team is created. It can be changed later by either the account admin or team captain.

**Default Message for Your Supporters** - This text field is where you would customize the default call to action for all team pages. The "[team\_name]" attribute will include the specific name of the team it is for. This, again, can be changed later by either the account admin or team captain.

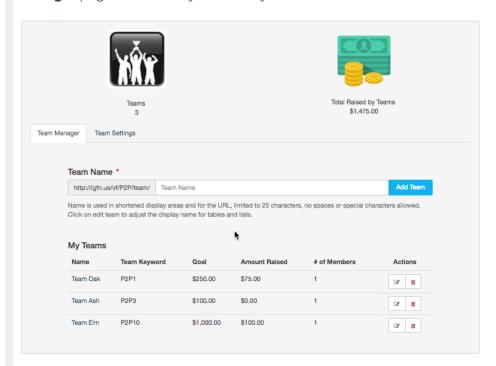
**Upload Default Carousel Images** - Any images you upload here will be included in the image carousel slideshow for every team that is created. By uploading images to the carousel, the team page will no longer inherit the main fundraising page's Media Carousel, but instead only display what's uploaded to the team's media carousel. Any individual fundraisers under a team will inherit that team page's media carousel.

**Upload Default Team Image** - Any image you upload here will be the team avatar image for every team that is created. Without adding an image of your own, teams will start with a silhouette:



# Team Manager

This next step is optional if you want to leave it up to your fundraisers to create their teams. If you would like to create teams for your fundraisers to join, follow the instructions below. The **Team**Manager page will also let you edit any team after it has been created.



On the **Team Manager** page you will see a team summary at the top of the page. This will give you a campaign at-a-glance in relation to your teams and how much they have raised. *Note: Any donations made to a fundraiser that is NOT signed up under a team will not be included in this total.* 

To create a new team, type the team name into the Team Name field and click Add Team.



#### **Edit Teams**

If you need to make any changes to a Team, you can use the Edit option under Actions.



You can also delete teams by clicking the trash can. Any funds and donor information associated with the deleted team will roll into the general donations for the Crowdfunding and Peer-to-Peer Fundraising Activity.

When you Edit the team, you can change:

- How the name is shown
- The Team Image
- The Team Goal
- The Team's page's Carousel Images
- The message that will be displayed on the Team page

You can also use an alternate name under **Alternate Team Identifier** that only you will see within GiveSmart Fundraise, if you desire.

