

Welcome, Johnny's Ambassadors City Leaders!

These are the registration instructions for those who have agreed to lead a PUBLIC Johnny's Ambassadors team, where others living in your area can register for your team.

1. Go to the walk site <https://www.stopdabbing2021.com> and click the blue Register button. Select new account and type your name, email, and password to enter the site. We recommend you use the email address you have connected to your Facebook account, so those features will be automatic in inviting people to your team.
2. Under the "Start a New Team," on the right, name your team STARTING WITH YOUR STATE (or Province etc.) and then Johnny's Ambassadors (Your City) name, such as COLORADO – Johnny's Ambassadors Highlands Ranch. Or COLORADO – Barbara Ellis Studio of Dance Colorado Springs. Whatever you want to call it after the STATE is fine! This way, the teams in your state will list alphabetically, so people can find them easily. You will automatically be the team leader of this team page (with more features) and can invite people to register for your team.
  - NOTE: You can change the URL of the team so it's not so long! Instead of <https://p2p.onecause.com/stopdabbing2021/team/colorado-Johnnys-Ambassadors-highlands-ranch>, I changed to <https://p2p.onecause.com/stopdabbing2021/team/johnnystack>
3. Register yourself, filling out all the information in the form:
  - Don't forget your photo.
  - In the referral field, type my name "Laura Stack," and I should pop up.
  - Only register any young children at this stage who will be on your team, NOT adults/spouses/friends who will be on your team. It's better for them to register themselves for your team, so they will be able to sign into their own account.
4. Go through the tutorial to get acquainted with all the elements of your dashboard. At this point, Skip Facebook Fundraiser and Skip the "Invite friends to join you."
5. Complete the sections on the left side. The goal is to get a check mark in each (except FB fundraiser and invite friends—you'll do this elsewhere). *When you add information, click SAVE in the lower right-hand corner of that section, or it won't save!* Here are the various elements:
  - a. View my page – allows you to see how your team page looks as you build it.
  - b. Dashboard – a snapshot of your stats (once people register)
  - c. MANAGE YOUR TEAM – this is the main team page you'll design, and you will be the leader of this team.
    - The first tab is EDIT YOUR TEAM PAGE. That's where you'll enter most of your info, such as your goal, welcome message, photo for your team (for example, a photo of your city), and a logo (for example, an image or a picture of you or your family).
    - The second tab says GROW YOUR TEAM. Do this when you're totally done with setup. **This** is where you will invite others to join your team (versus the "Invite friends to join you"), so they will automatically be invited to join your team.
    - From the third tab, you can email your teammates once they join, etc.
  - d. Set up your page – this is your *personal* fundraising page (if you want to invite someone to donate who doesn't live in your city and won't be joining the team, for example). Set a personal

goal how much you want to raise vs. the entire team. All donations will roll into the team total, including yours. You can also just use the team page to fundraise instead if you prefer.

- e. Create a Facebook Fundraiser – Again, SKIP this part (no checkmark). We discovered if you do a fundraiser on Facebook, your team is credited with the money raised, but it DOESN'T REGISTER anyone for your team. It's better to invite your Facebook friends to join you by posting your team link through the GROW MY TEAM tab under Manage Your Team (C) above. That way, they will register and donate on your team page.
  - f. Join a Group - add yourself to applicable groups to see the combined impact. Let me know if there's one you'd like to have added! I'm sure I'm missing some.
  - g. Add photos or videos – add photos of your family and friends who are participating! You can also create a welcome video! Or just leave this blank for now. When team members add photos, they will also appear here.
  - h. Details for my #StopDabbing walk – once you've decided where your walk will begin (the start line), add the event details here for your walk and click PUBLISH at the top. Your teammates will be able to RSVP, so you know who will be actually showing up at the physical walk (vs. walking in their own neighborhood for your team or just donating). Participants will register for your team AND register for the physical walk. I added the text to my team page, "Once you've registered for the team, if you plan to PHYSICALLY walk with us at Valor Christian High School, please scroll down to the EVENT information and RSVP for the physical walk as well."
  - i. Invite friends to join you – again, use this only to invite people to donate who will not be walking with you (like a relative who doesn't live in your city). If the person is going to walk on your team, physically or virtually, invite them through the Grow My Team link instead. They can still donate to your cause this way, but it's a bit harder for them to find your team page, register, and RSVP for your physical walk.
6. Invite people to join your team! Under Manage Your Team, Click Grow My Team. Send invites through email, Facebook, Text (to yourself and forward to others), or Twitter. This will invite people to join the TEAM.

Okay I think that's it for now! Thank you for helping us educate parents and teens about the dangers of today's high-THC marijuana on adolescent brain development, mental illness, and suicide!

Please email me at [Laura@JohnnysAmbassadors.org](mailto:Laura@JohnnysAmbassadors.org) if you have any questions! Thank you!