

Email Past Participants

Reach out to students who participated in last year's Jump Rope for Heart or Hoops for Heart. Encourage them to join the fun again this year!



1 Start here.

Go to heart.org/jump or heart.org/hoops. Click on the red “**Log In to Fundraise**” button in the upper right corner. Enter your username and password.

Log In to Fundraise

Then click on the red “**My Headquarters**” button.

My Headquarters

Forgot your username or password? Follow the directions for help.

2 Find past participants.

HQ Home Email Reports Teacher Resources Student View

Contacts

All Contacts	6
Never Emailed	4
Needs Follow-Up	0
Unthanked Donors	3
Donors	3
Non-Donors	3
School Participants	2
Past School Participants	73

From your Headquarters page, go to the “**Email**” tab to access your email center. Then choose the group you'd like to email: Past Participants.



3 Personalize it.

Select a message. Add a greeting and personalize the wording.

Make a Donation and Create a Nation of Healthier Kids!

Include personalized greeting

B F U I % C

I'm really excited to be a volunteer this year for the American Heart Association as I lead our school to participate in Jump Rope/Hoops For Heart. Leading up to our event, I will teach students how the heart works and that exercise can be fun! We also ask them to raise money to support the heart association's research and education initiatives that save lives in our community. Additionally, the school earns money for PE equipment so we can keep our kids MOVING!

I have challenged our students to get at least 10 donations and I believe that it's important to lead by example and match that challenge. Please join my efforts and make an online donation to our school fundraising page today! Each gift, no matter the amount, is extremely appreciated!

Thank you. I know I can count on your support. Together, we can create a nation of healthier kids and help save lives!

Make an online donation today by following the second link below to my group (school) web page.

INSERT NAME

**Did you know you might be able to double your gift to the American Heart Association? Ask your employer if you have an Employee Matching Gift program, or search for your company at <http://matchinggifts.com/aha>. If your employer has a Matching Gift program, just complete your employer form and send it to me.

Preview & Send

4 Preview the message and send.

Students will be glad to hear from you!



FUNDRAISE FOR HEART



Dear [Contact First Name],

I'm really excited to be a volunteer this year for the American Heart Association as I lead our school to participate in Jump Rope/Hoops For Heart. Leading up to our event, I will teach students how the heart works and that exercise can be fun! We also ask them to raise money to support the heart association's research and education initiatives that save lives in our community. Additionally, the school earns money for PE equipment so we can keep our kids MOVING!

Step-by-Step Online Thank-You Gift Orders

We're grateful for all you've done to help build healthier lives, free of cardiovascular disease and stroke. Here's the last step in your fundraising campaign: use our easy online ordering system to order students' thank-you gifts.

1 Start here.

Go to heart.org/jump or heart.org/hoops or search **jump/hoops** in your app store and download the app. Click on the red "**Log in to Fundraise**" button in the upper right corner. Enter your username and password.

[Log In to Fundraise](#)

Then click on the red "**My Headquarters**" button.

[My Headquarters](#)

Forgot your username or password? Follow the directions for help.

Once you're logged in, go to the purple "**Order Thank-You Gifts**" box on the bottom right and click the button. This will take you to your personalized dashboard.

4 Order Thank-You Gifts

Visit our Thank-You Gift portal to manage and order gifts for your students.

[Thank You Gifts](#)

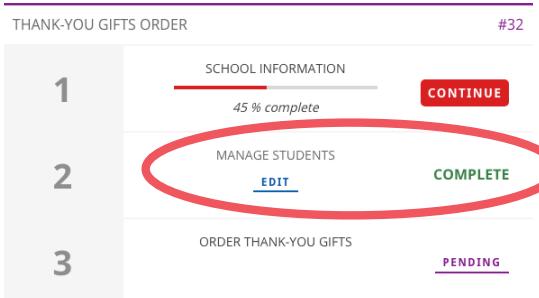
Quick Tip

[SEARCH](#) [PRINT](#) [EXPORT](#)

Need to find a student quickly? Use the Search tool at the top of the page. You can also use these buttons to print and export lists and reports for easy tracking.

2 Find the box.

Go to the "**Thank-You Gifts Order**" box in the center. Click on "**Edit**" or "**Continue**" under step 2, "**Manage Students**."



3 Add student information.

Now it's time to enter any students' names that aren't already listed. To add a student, click the green "**+ Student**" button. Please note, if a student received an online donation, his or her name will already be listed.

<input type="checkbox"/>	\$125.00 TOTAL	Sarah Allen 3rd Simpson	<input type="checkbox"/>
<input type="checkbox"/>	\$285.00 TOTAL	Emma Barclay 3rd Simpson	<input type="checkbox"/>

A blue "**Add Student**" box will pop up on the right. Fill in the student's information, then click "**Save**" or "**Save + Add Another**." Enter cash donations and checks, and be sure to include a t-shirt size for any student who raised \$50 or more.

Made a mistake? Just click on the student's box to correct or delete information.

[Add Student](#)

4 All about gifts.

Need to see which gifts students will receive? Each student's card shows funds raised and the gifts he or she has earned. Once you distribute an instant gift, click on the icon and it will turn from gray to color for easy tracking. You can choose to view students' information as cards or in a grid.

The screenshot shows a software interface for managing student gift cards. At the top, it displays a total of \$285.00 and a student named Emma Barclay, 3rd Simpson. Below this, a list of students is shown, with one student, Jax, highlighted by a red circle. The card for Jax shows he has earned a Youth Large t-shirt worth \$250-\$499. To the right of the list, there are two circular icons for 'Jax' and a large blue arrow pointing to the right.

To do a quick status check, use the menu at the top to sort students' information in the following ways:

- **Donation Summary**—see donations coming in online, in cash, by check, or as matching gifts
- **Gift Summary**—see how many students have qualified for gifts at different levels
- **T-Shirt Summary**—see how many t-shirts you'll need, by size

Donation Summary ▾ Gift Summary ▾ T-Shirt Summary ▾

Once you're done, click on
“Return to Dashboard.”

[RETURN TO DASHBOARD](#)

5 Wrapping up.

All done? On your dashboard, click “Pending” under “Order Thank-You Gifts.” Fill in the requested information. Then click “Next.”

Your school may qualify for a School Thank-You Gift. If so, you will see the information on this page. You'll also see the Volunteer Thank-You Gift. Remember, when you order online you can choose your volunteer gift. Or you can decline these gifts and funds will be used to fight heart disease and stroke.

To wrap up, fill in the date you will mail your order and any special instructions. Verify that the mailing address and email addresses are correct. Then go ahead and preregister for next year—you'll be one step ahead. Once you submit your order, print your summary and include it with your donation envelope.

That's all there is to it!

After your donations and forms are received, it'll take about four weeks to receive thank-you gifts. To make distribution easier, gifts for each student who raised \$75 or more will be packaged in gift bundles and color coded for quick identification. All t-shirts are packaged separately and will need to be given out with the bundles.

**Thank you again for helping to teach children the importance of being heart-healthy for life.
You've done an amazing job!**

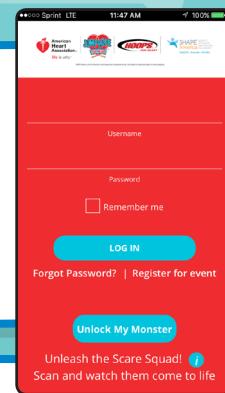
The screenshot shows a software interface for ordering thank-you gifts. It is step 3 of a process. On the left, there is a vertical list with steps 1, 2, and 3. Step 3 is highlighted with a red circle. To the right, there are sections for 'SCHOOL INFORMATION' (45% complete) and 'MANAGE STUDENTS' (EDIT, COMPLETE). At the bottom, there is a button labeled 'ORDER THANK-YOU GIFTS' with a red circle around it, and the word 'PENDING' is written next to it.

Jump Rope For Heart/Hoops For Heart Mobile App

Check your team goals, manage instant gifts, email participants, and watch the Scare Squad monsters come to life with the mobile app.

1 Download the app.

To find it, search “jump/hoops” in your app store. Then use your username and password to log in. (No username and password? Click either “Forgot Password?” or “Register for Event” if you haven’t set a username and password yet.)



2 Manage your team's event.

You'll go straight to the screen with your team's information. See team members' fundraising total and individual totals.



Visit your team overview screen.

Email the entire team.

Email one team member.

Add students who haven't registered online.

Add offline donations, such as checks.

See all undelivered gifts.

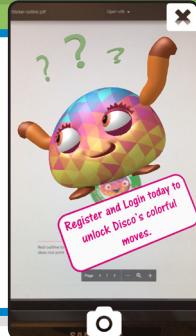
See gifts your team members have earned.

Search and sort the list as needed.

3 Explore what else you can do.

The icons at the bottom of the screen will guide you to lots of different options for managing your team's event.

- Show your team's fundraising progress, your own progress, and badges you've earned.
- Choose various messages to send to your supporters. Send via email, Facebook, Twitter, LinkedIn, or text message.
- Edit your personal fundraising page and then share the page, upload an image, or view the page.
- Schedule Facebook posts with updates on your fundraising totals.
- Keep track of funds you've raised.
- Send an ecard to share the news about Jump Rope For Heart and Hoops For Heart.
- Get answers to your questions.
- Scan your Scare Squad monster to bring it to life!



NEW!

See the Scare Squad monsters come to life. Use the app to scan right from the main screen; you don't even have to log in! Try scanning your sticker, envelope, tattoo, wristband, keychain, t-shirt, or plush to see the monster dance, juggle, jump, and play.

Print Your Team Participant Report

Your program is wrapping up, and it's time to turn in all those donations! You'll need to turn in your School Detail Report for students to get credit for the online donations they received. Here are your quick steps for printing it.



1 Start here.

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[Log In to Fundraise](#)

Then click on the red “**My Headquarters**” button.

[My Headquarters](#)

Forgot your username or password? Follow the directions for help.

Fun Facts

- A man's heart beats about 108,000 times per day. In an average American man's lifetime, that equals about 3 billion heartbeats!
- The blue whale is the animal with the largest heart.

2 Get your report.

Click on the purple “**Reports**” tab at the top of the page. You can review the information and sort by contributor name, amount, number of ecards sent, number of emails sent, t-shirt size, teacher name, or heart-health challenge.

School Detail Report

Name Amount Ecards Emails T-shirt Teacher Challenge

Download Email Students

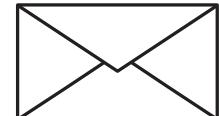
3 Print the report.

Select “**Download**.” The report will download to your computer as a CSV file. (CSV files look similar to Excel, but you don't have to have Excel to view them.) Can't find it? Check your browser settings or type Control + J, which works in several popular browsers to show your downloads.

[Download](#)

4 Send in the report.

Just mail it with your forms in the banking envelope, and you're all done.



Name _____



SHAPE America and the American Heart Association collaborate on the Jump Rope For Heart and Hoops For Heart programs.

In-Class Assignment: Register and Send Emails or Ecards

Hey kids, are you ready to join the Scare Squad and do your part for heart health? Your first step is to register online. Check off the steps below as you complete each one.

Sign up.

- ♡ Start at heart.org/jump or heart.org/hoops or search jump/hoops in your app store and download the app. Find your school. Can't find it? Follow the simple instructions on the web page.
- ♡ If you've participated before, once you find your school and update your info you can log in. If you're new, create your login and fill out your basic info. Write down your username and password here.

my username

my password

- ♡ Set your fundraising goal.
- ♡ If your parents have given permission, when you get to the waiver click "Yes, I Agree" to accept it.

You're registered! You'll see a message inviting you to go to your own fundraising page and Scare Squad Virtual World.

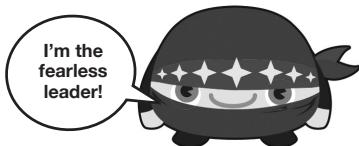
Send emails and ecards to challenge friends and family to follow heart-healthy habits.

- ♡ On your Headquarters page, look at the Email Challenge box at the top right. Choose whether you want to send emails or ecards.
- ♡ Follow the directions and add the email addresses that your parents gave permission for you to contact.
- ♡ Set a goal to send at least 10 emails or ecards.

That's it! Sending ecards and emails helps you spread heart-healthy messages, raise lifesaving funds, and unlock fun surprises in your Scare Squad Virtual World.

Teacher: Students can add a photo to their ecards, with parents' permission. Otherwise, have students use the option to skip the photo.

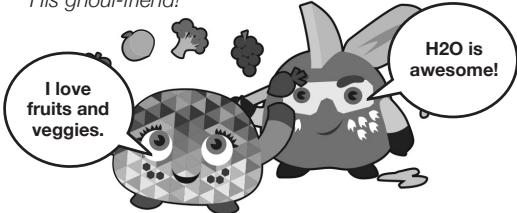
Scare Squad Sillies



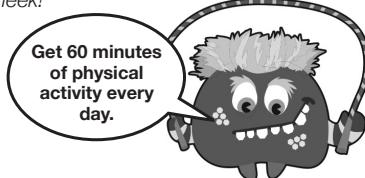
Why does Jax the ninja dynamo spread heart healthy messages?
Just for kicks!



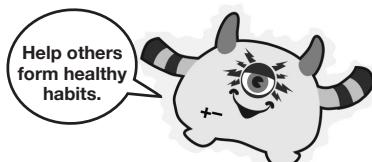
What does Blaster hope to someday call Petunia?
His ghoul-friend!



There's one vegetable Disco never takes when she's kayaking with Finster. What is it?
A leek!



Why do baby monsters make great basketball players?
They dribble all of the time!



What does Charger say when he sees his friends making healthy choices?
I'm all aglow!

See the Scare Squad in Action

With your parents' permission, search "jump/hoops" in your app store to download the free mobile app. You'll be able to see your wristband, tattoo, and monsters juggle, dance, jump, and play!





Dear Family,

Our school is making a difference for heart health! With your permission, we will help your child register online for Jump Rope For Heart or Hoops For Heart and send emails or ecards to challenge friends and family to develop healthy habits. Once your child is registered, you and your child can sign in at home anytime to check his or her fundraising progress and send more emails or ecards—or share on Facebook—to spread the message of heart health and help your child unlock fun surprises.

We'll need just a few pieces of information to get started.

1. What email address should your child use to receive updates on his or her Jump/Hoops fundraising efforts?

Type of email address: parent's address student's address

2. What is your child's t-shirt size?
 youth small adult small adult XL
 youth medium adult medium adult 2XL
 youth large adult large adult 3XL

3. Your child will have the option to add a photo of himself or herself to the ecard. Do you grant permission to include this photo? yes no

I represent that I am the parent or guardian of a child who intends to participate in the American Heart Association's Jump Rope For Heart/Hoops For Heart program. I agree and acknowledge that my child may participate in Jump Rope For Heart/Hoops For Heart and the on-line fund raising program. This site allows participants to track their individual & team's progress while having access to the AHA's educational and fundraising resources. My child has the option of including a photo and/or video on their site as well as sending out e-mails to family and friends in support of their participation with Jump Rope for Heart/Hoops For Heart.

I further confirm that I agree with the terms of the parent permission form for this event, and that I acknowledge the Direct Notice to Parents and Children's Privacy Statement at http://www.heart.org/HEARTORG/General/Privacy-Policy_UCM_300371_Article.jsp#.V3wHD00UXcs.

DATA PRIVACY: The AHA values your privacy and commits to protecting all information you give us. By agreeing to these terms, you are also agreeing to our Privacy Policy explained at www.Heart.org/Privacy.

I will sign the parent permission form and give to the school coordinator. The parent permission form is part of the collection envelope.

I have read this information and grant permission.

I do not grant permission.

Help your child get started. Please list the email addresses of friends and family who'd appreciate receiving a heart-healthy challenge ecard from your child:

Please sign this form and return it to your child's

teacher by _____.

date

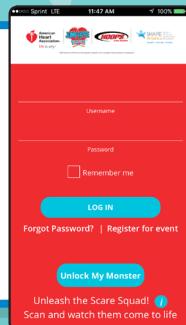
Participant

Jump Rope For Heart/Hoops For Heart Mobile App

Check your goals, see what gifts you've earned, email donors, and watch the Scare Squad monsters come to life, all with this handy mobile app.

1 Download the app.

With your parents' permission, search “**jump/hoops**” in your app store. Then use your username and password to log in. (No username and password? Click either “**Forgot Password?**” or “**Register for Event**” if you haven’t set a username and password yet.)

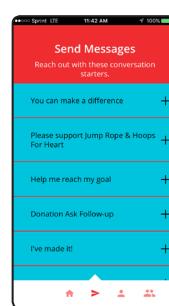


2 Explore all you can do.

The icons at the bottom of the screen will guide you to lots of options for raising funds and communicating with donors.



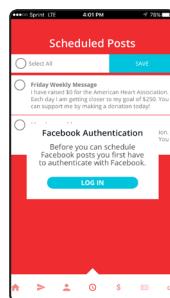
Show your fundraising progress.



Choose messages to send to your supporters via email, Facebook, Twitter, LinkedIn, or text message. (Always get your parents' permission before using any social media.)



Edit your personal fundraising page and then share the page, upload an image, or view the page.



With your parents' permission, schedule Facebook posts with updates on your fundraising totals.



Keep track of funds you've raised.



Send an ecard to share the news about Jump Rope For Heart and Hoops For Heart.



Add Scare Squad filters to your favorite photos.

The more you communicate with your donors, the quicker you'll reach your goal and spread heart-healthy messages. Good luck!



NEW!

See the Scare Squad monsters come to life. Try scanning your sticker, envelope, tattoo, wristband, keychain, t-shirt, or plush to see the monster dance, juggle, jump, and play.

Register Online for Jump Rope for Heart/Hoops for Heart

Create your own web page to raise lifesaving donations. Register today and join your school's team. It's easy! Be sure to get your parents' permission before you start.

1 Find your school and sign up.

Go to heart.org/jump or heart.org/hoops or search **jump/hoops** in your app store and download the app. Type in your school name. When you see your school, click "**Sign Up**" under your school's listing. Don't see it? Just click "**Sign Up Today**" and you'll have a chance to add it.



2 Answer a few basic questions.

The screens will guide you through questions about whether you participated last year, what your fundraising goal is, and what your basic contact information is (if we don't already have it). Plus you'll have a chance to kick things off by making a donation to Jump Rope for Heart/Hoops for Heart.

If you participated last year but forgot your password, follow the directions to quickly reset it.

SIGN UP

Create Profile

Enter your contact information:

Student First Name:

Claire

Student Last Name:

King

3 Create your login.

You'll be able to use this login next year, so choose a username and password that you'll remember. Just to be sure, write it down and tuck it away in a safe place.

Create a username and password for access to your Headquarters:

User Name:

User Name may contain letters, digits, and '.', '#', '\$', '%', '^', '&', '<', '>', '&', '<', '>', '&', '<', '>'

Password:

Repeat Password:

Password must be 6-20 characters. Password may contain letters, digits, and '.', '#', '\$', '%', '^', '&', '<', '>', '&', '<', '>', '&', '<', '>'

4 Almost done.

All that's left is to choose a t-shirt size (if you raise more than \$50, you'll earn one!) and a heart-healthy challenge. Then review the participation waiver with your parents and click "**Yes, I agree**" to accept it.

Answer a few questions:

T-Shirt Size - Students are eligible for a t-shirt once they have raised a minimum of \$50.

Please select response

Pick from one of the choices below and we will customize your message letting friends and family know you have taken the challenge. We will also send you some information to help you meet your goal.

Please select response

Do you agree to the waiver?

JUMP ROPE/HOOPS FOR HEART RELEASE AND INDEMNIFICATION
I represent that I am the parent or guardian of a child who intends to participate in the American Heart Association's Jump Rope For Heart/Hoops For Heart program. I agree and acknowledge that my child may participate in Jump Rope For Heart/Hoops For Heart and

Yes, I agree

No

5 You're registered!

You'll see a pop-up message to let you know that your fundraising page is ready. You can personalize your page, add photos, email donors, check your progress, and share why you're excited about Jump Rope for Heart/Hoops for Heart.

If you added your own donation during the page setup process, a screen asking for payment information will appear. Have a parent fill in these boxes. Thanks for jump-starting the fundraising!

Send Emails and Ecards

Spread the word that you're making a difference for heart health. Personalize an email or ecard with a healthy message. Here's what you do.



1 Start here.

Go to heart.org/jump or heart.org/hoops. Click on the red “**Log In to Fundraise**” button in the upper right corner. Enter your username and password.

[Log In to Fundraise](#)

Then click on the red “**My Headquarters**” button.

[My Headquarters](#)

Forgot your username or password? Follow the directions for help.

Your goal: send at least 10 emails or ecards!

Fun Fact

Your heart moves blood through your body, covering a whopping 60,000 miles of blood vessels.

2 Find the purple “Email Challenge” button at the top right.

Your challenge is to send at least 10 heart-healthy messages to family and friends.

Email Challenge

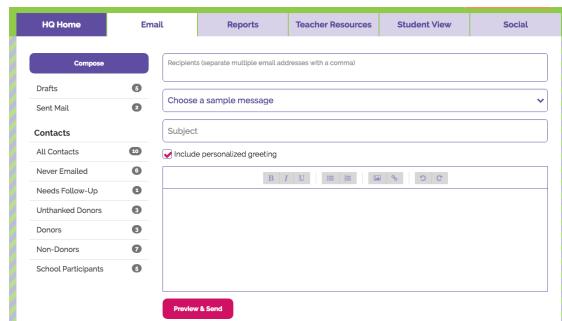
Send 10 emails or Ecards to friends and family.



[Send Email](#)

[Send Ecard](#)

If you're sending emails, click on the “**Email**” tab at the top of the page. Enter the addresses, choose a message, and personalize your message and greeting. Then, with your parents' permission, hit “**Send.**”



If you're sending ecards, click on “**Send Ecard**” in the purple box. Follow the steps to choose your character, add a photo (optional), choose a message, and send.



Sending emails and ecards is a great way to spread the message of heart health and unlock special features in your Scare Squad Virtual World. Have fun!

Name _____



SHAPE America and the American Heart Association collaborate on the Jump Rope For Heart and Hoops For Heart programs.

Homework With Heart

Hey, kids, are you ready to join the Scare Squad and do your part for heart health? Your first step is to register online. Then you can do cool things like personalize your fundraising page and send emails and ecards to your family and friends. Check off the steps below as you complete each one.

Sign up.

- ♡ Start at heart.org/jump or heart.org/hoops or search **jump/hoops** in your app store and download the app. Find your school. Can't find it? Follow the simple instructions.
- ♡ If you've participated in Jump Rope for Heart or Hoops for Heart before, once you find your school and update your info you can log in. If you're new to Jump Rope for Heart or Hoops for Heart, create your login and fill out your basic info. Write down your username and password in case you forget them.
- ♡ Set your fundraising goal. You can ask your parents to jumpstart your efforts with their own donation.
- ♡ Review the waiver with your parents and click "Yes, I Agree" to accept it.

You're registered! You'll get an email inviting you to go to your own fundraising page and headquarters, where you can personalize your page, send emails and ecards to friends and family, check your fundraising progress, and visit your Scare Squad Virtual World.

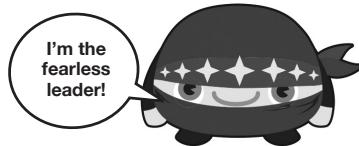
Send emails and ecards to challenge friends and family to follow heart-healthy habits.

- ♡ On your Headquarters page, look at the **Email Challenge** box at the top right. Choose whether you want to send **emails** or **ecards** and click the button.
- ♡ Did you choose to send **emails**? Enter the addresses, choose a message, and personalize your message and greeting. Then, with your parents' permission, hit "**send**."
- ♡ Would you rather send an **ecard**? Okay! As you choose your character, hover over to watch it in action.
- ♡ Next, add your own picture (with your parents' permission). Choose a message, enter email addresses, and **send**.
- ♡ **Set a goal to send at least 10 emails or ecards!**

That's it! If you want to share with more people, click "Share on Facebook" with your parents' permission or "Send More" to add more email addresses. Plus you can print a copy of your monster and your heart-healthy challenge.

Sending ecards and emails helps you spread heart-healthy messages, raise lifesaving funds, and unlock fun surprises in your headquarters.

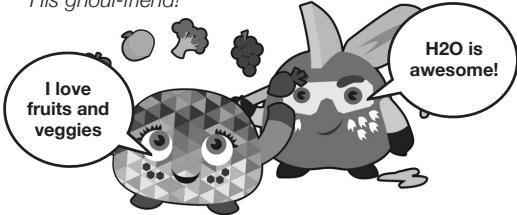
Scare Squad Sillies



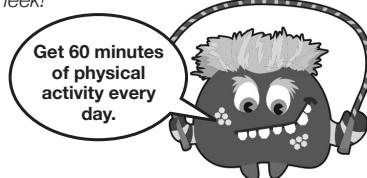
Why does Jax the ninja dynamo spread heart healthy messages?
Just for kicks!



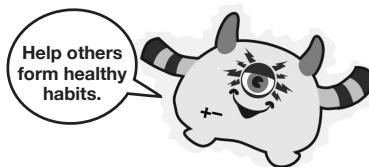
What does Blaster hope to someday call Petunia?
His ghoul-friend!



There's one vegetable Disco never takes when she's kayaking with Finster. What is it?
A leek!



Why do baby monsters make great basketball players?
They dribble all of the time!



What does Charger say when he sees his friends making healthy choices?
I'm all aglow!

See the Scare Squad in Action

With your parents permission, search "**jump/hoops**" in your app store to download the free mobile app. You'll be able to see your wristband, tattoo, and monsters juggle, dance, jump and play!

