



PARTICIPANT SET UP INSTRUCTIONS

1. Search for **SCOREBOARD FR** in your app store.
2. Download and install the **SCOREBOARD** app.
3. **"SIGN UP"** with **SCOREBOARD**, then join your fundraising campaign.
SELLER Code: JOL745
4. Select your group, your fundraiser team and confirm your goal amount.
Verify your cell number and input code texted to you to complete confirmation.
DO: Enable location services – Allow current location – Allow push notifications



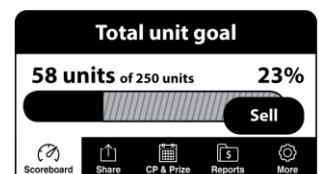
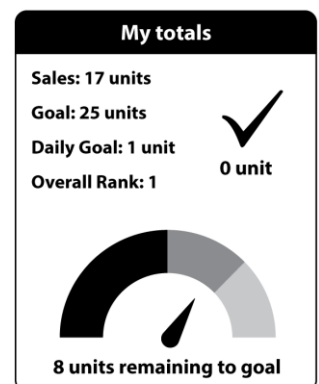
Your phone is now the order taker and will allow you to share the storefront in person with family and friends or by sharing the link via email, text message or on social media. **LET'S GET STARTED!**

TO MAKE A SALE:

1. Click on the **Share Tab**
2. Click on **Share Storefront Link**
 - a. **In person sale** – click on **View Store Front**. The buyer can make selections on your phone and check out. A secure payment link will be sent to their cell phone to complete payment.
 - b. **Remote selling or to share to buyers' phone** – click on **Share Link**. This will send a storefront link to the buyer via text or email. They will make their selections and make payment via credit or debit card through the secure payment link.
3. Boost your success by sharing out the storefront link with all your friends and family as well as posting on your social media.
4. All orders will be delivered directly to your group for you to deliver to your supporters.
5. **ALL ORDERS MUST BE ENTERED INTO THE APP - prior to the store closing date.**
 - a. Orders may be taken on paper and cash collected, but final order must be in the app with a CC or debit card payment.
 - b. There are NO additional fees added for Credit/Debit card transactions.

OTHER USEFUL TOOLS:

- **SCOREBOARD TAB:** Shows your sales progress, daily pace, team, and individual leaderboards. **Stay in the GREEN!**
- **REPORTS TAB:** Shows all your sales, where they took place, and payment.
 - Click on **Download Report PDF** for a complete report of all sales made



Share your link with family and friends to boost your sales!

