How To Register for the Lupus Loop

This is a quick visual guide to registering for the Lupus Loop via desktop/laptop web browser. If you register using a mobile device, it might look slightly different, but the overall process is the same. If there are any questions, email us at info@lupustristate.org.

When you click on FORM A TEAM, you will see the page above. Enter your desired team name, your fundraising goal, and your division (corporate, community/civic, or friends & family).

If you would click on JOIN A TEAM, you will see the page below. Type in the team name; the example here shows a team found in a search. Once you find your team, click the green JOIN button in the bottom right corner.
If you are registering as an individual, the image to the left is the first registration page you’ll see. For team registration, this is the second registration page.

Select your participant type and your personal fundraising goal. (Even if you are part of a team with its own goal, every participant has a personal fundraising goal.)

The third registration page begins with the image below, where you will create a new fundraising account.

**NOTE:** This is necessary for all participants, regardless of previous Lupus Loop participation, for the new website.

You will create a new login username and password in a following step.
The third registration page (above) is where you will fill in your contact information.

The image below is where you will enter your username, password, and select your display name & search options.

Select [Use My First Name and Last Name] if you are a team captain and/or would like your donors to be able to search for you and donate to your fundraising goal.

You also have the option of using a screen name, but your donors MUST know your specific screen name in order to donate to your fundraising goal.
The fourth registration page is the event waiver. Click in the small box underneath the waiver window to agree with the terms and conditions. A printable version is also available by clicking on [Printable Version] in the upper right corner.

The image below is what will appear on the 5th registration page.

NOTE: If you are a team captain and/or registering multiple people at once, here is where you will do so by clicking on [REGISTER FAMILY MEMBER] in the bottom right corner.

If you are finished with your registration, click on [COMPLETE REGISTRATION].
Once you have completed the registration process, you will see a summary of your transaction & registration (above). This will also be emailed to you, and you have the link to your personal Participant Center (below) for the event.

In the Participant Center, you will have the ability to add email contacts to later send updates and fundraising messages. You can also view your progress, write your personal message (and team message if you are a captain), team roster, and enter offline gifts from your donors.