

# DONOR GUIDE:

## INTRODUCTION:

**If you are looking for “Driver” help, go to the Driver page and click “help” from there.**

For general information go to  
[Porch2Pantry.Org](http://Porch2Pantry.Org)

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**DONOR OVERVIEW .. ERROR! BOOKMARK NOT DEFINED.**

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## What is a “Donor”

A Donor is will donate food. If they can't do that they may donate money.

## Log In/Site Menu

You can log in at any time by going to  
[www.asgeventmanager.com](http://www.asgeventmanager.com).



Click bars to expand menu

Click "help" at any time

Login

If you need to reach your Program Admin, go to your Chapter and click the email link



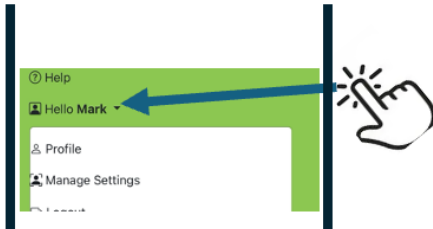
Most people use their email address as user name, if you forget go to your Chapter from the previous screen and email your Chapter Admin

If you don't remember your password, click "reset"

A **BETTER WAY** is to just click this, to receive a new email with a link, no password needed!

## Edit Profile:

1. Click PROFILE in the main menu to edit/update your profile.
  - a. Look for the dropdown arrow next to your “Hello [name]”

A screenshot of a mobile device displaying the 'Profile' edit form. The form has a white background with a green header. At the top, there are 'Save' and 'Cancel' buttons. Below them is a message: 'You are 10 days away from deleting this profile. You cannot delete your profile until 10 days after you create it. See our Terms of Service for more information.' The form fields are: 'Email' (with a dropdown arrow), 'First Name' (with a red asterisk and 'Required' text), 'Last Name' (with a red asterisk and 'Required' text), 'Address' (with a red asterisk and 'Required' text), 'City' (with a red asterisk and 'Required' text), 'State' (with a red asterisk and 'Required' text, and a dropdown arrow), 'Zip' (with a red asterisk and 'Required' text), and 'Cell Phone' (with a red asterisk and 'Required' text). The bottom of the screen shows the URL 'asgventmanager.com'.

Enter all  
required  
fields

## Be a Donor and Driver

In the Profile Page;

3:53

Participation Type

**Be a Food Donor**

(Leaving a bag of food at your doorstep for the next event. You can still opt out for any single event. [click here](#) for more information)

Your current Donor Status is: **No, I can't be a food donor**

Click the button to change your status

**Yes, I will be a Food Donor**

**Be a Driver**

(Volunteering for 1-2 hours to pick up food at the next event. You can still opt out for any single event. [click here](#) for more information)

Your current Driver Status is: **No, I can't drive**

Click the button to change your status

**Yes, I can Drive**

We need drivers! It's fun, quick, and it feels good!

If you agree to be a driver, you can still opt-out.

We will contact you and confirm your status each time.

☐ Opt Out of Emails ☐ Opt Out of Texts

**Current Donor Status**

**Click "YES" to be a donor**

**Current Driver Status**

**Click "YES" to be a driver**

4:05

**ASimple Gesture**

**Save** **Cancel**

Click the Save button in the upper right of this screen for more information to complete this profile.

Or, visit [asimplegesture.org](#) for more information.

**Profile**

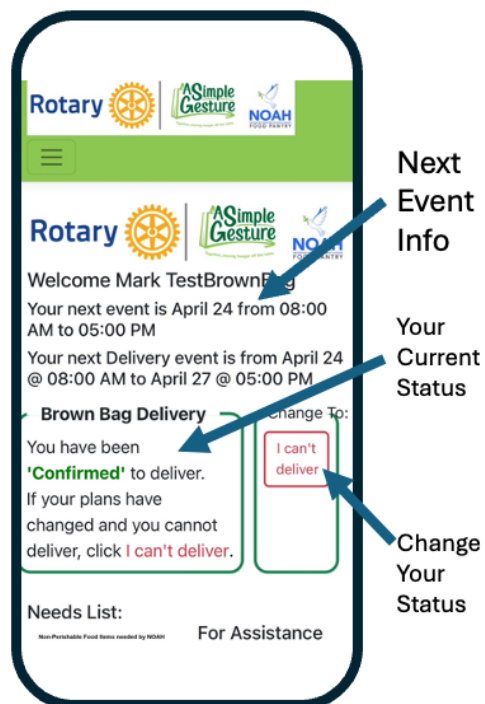
**Save**

**CLICK SAVE!**

## Upcoming Events;

Look for emails or texts.

Click the link to log in without a password, and update your status if needed.



## More Help:

Every page has a “help” button, your Chapter Admin’s email is on your Home Page