



Step 1. Register your team

Go to the StairClimb homepage, and select "Register Now"

The screenshot shows three registration options in a row:

- Register**: Register with a team or as a single participant. Below this is a green button labeled "Register Now" which is circled in red.
- Donate or Pledge a Climber**: Donation to a climber or the event. Below this is a green button labeled "Donate".
- Login**: Login below to view your homepage. Below this is a green button labeled "Login".

Choose Western from the drop-down menu.

A drop-down menu is shown with the text "Western University" and a small downward arrow on the right. The entire menu is circled in red.

Select "Register a Team"

Captains, register a team

Please ensure that you have chosen the appropriate workplace first. As the Team Captain, you will create a team and invite participants to join. Team members are not obligated to climb at the same time.

Register a Team

If you select an option in "Individual Registration" it will override your selection.

Step 2. Create a team

Fill out your contact information and continue.

The form contains three input fields:

- E-mail: *
- Confirm e-mail: *
- Department/School/Branch: * (This field is circled in red)

Be sure to add your department.

Step 3. Add team info

Create a name for your team and set your fundraising goal. Select “Open to Everyone” (anyone can join your team) or “Password Protected” (closed group). Please remember this password because you will need to send it to your team. Congratulations you’ve made a team!

Register - Create a Team

Team Info

* Required Field

Team Name: *

Team Fundraising Goal (CAD):*

Team Security: Open to Everyone Password Protected



Step 4. Gather your team and start fundraising

As team Captain, you are in charge of gathering your team, sending them the team name and the link to your team page. Happy fundraising!

Questions?

Need help singing up? Contact us at sc@unitedwayem.ca