

Team Member Account Information

An individual Team Member can view their account information by follow these instructions:

1. Go to the following link:

<https://fh.managedmissions.com/>

2. On the first webpage, Sign-In with your Managed Missions email address and password you used when you filled out your Team Application.

3. After you are logged in:

Select the Mission Trip you are going on, **Sweat Hawgs – DR – April 2017** *Note: Both the Construction Team and the Medical Team are listed under one trip.*

4. The next page will be the Trip Details page:

This page gives you a summary of your **Fundraising Donations**. Also on this page is a list of **Upcoming Meetings, Tasks and Goals**. *Note: On the lower left side of this page are links and documents that might be of interest to the Team Member.*

On the left side of the page you have access to the **My Info, Meetings, Tasks & Goals and Fundraising** Tabs.

5. My Info Tab:

This page shows you the Personal Information you entered in your Team Application, including Passport and Child Sponsorship information. You can use the **Edit** button to make changes and the **Save** button to save the information on this page. *Note: Make sure all your information is complete and correct before you click Save. The changes you make on this page are reflected in your Team Application.*

6. Meetings Tab:

This page is currently not active.

7. Tasks & Goals Tab:

This page lists the upcoming tasks that need to be completed for this trip.

8. Fundraising Tab:

This is the most important tab for the team member. This page lists the donations received from your sponsors from both the www.fh.org/sweathawgs website and the Placer Bonito PMB. On the right side of each listed donation is an **Options** selection. By clicking on **Options** and **View Contributions**, you can see a list of your Donors. By clicking on the Amount for a respective Donor, you will see the address and contact information for that Donor.