

How to Create Your Team Page

1. Go to main page of Oxfam Trailwalker Website (www.oxfamtrailwalker.org.hk) and select sub-menu “Update Team Details” of “Take Part”.



2. Please enter your team number and also your password. Then, click “Login”



建議使用Internet Explorer 7.0 或 Firefox 3.5 瀏覽器瀏覽本網站。
使用其他版本或其他瀏覽器或會導致系統無法順利操作或資料流失。

所有完成「樂施毅行者2012」登記程序的隊伍，其隊長/機構統籌將於7月中收到登記確認信件，敬請留意及將訊息發放給各隊友。

Team No.
隊伍編號 e.g. 例如: S01,5001,0001
Password
密碼 Case Sensitive 大小寫有別

[Forgot Password? 忘記密碼?](#)

3. In this page, please click “Team Page”.



4. At “Team Page”, you could update the following tasks according to procedures:

i. Upload Photo

- Maximum of three photos can be uploaded to a team page. The photos should be in jpg/png/bmp/gif/jpeg format and the file size of each photo is limited to 100K.
- Click the “Browse” button and select the correct path for your file.
- If the file size is larger than 100K. An error message “File size is too big! Each file cannot be larger than 100K. Please try again.” will be displayed. Please reduce the photo size or select another photo.



- Once 3 photos were uploaded, you have to delete the unwanted photo before uploading a new one. Please click  below the photo and click “Confirm”. You can then upload a new photo.

Team No. 1050
隊伍編號

Team Photos Maximum three photos can be uploaded to a team page. The photos should be in jpg/png/bmp/gif/jpeg format and the file size of each photo is limited to 100K.
隊伍圖片 你可上載最多3張相片到隊伍籌款網頁，相片格式必須為jpg/png/bmp/gif/jpeg，每張相片不能大於100K。



Team Own Message GO GO GO!!
隊伍信息

Your photo is deleted. You could now upload a new photo.
相片已刪除，你可上載新的相片。

Confirm 確定

- Enter your team own message (maximum 2,000 characters)
- Enter your target finish time (no more than 48 of course!)
- Enter your fundraising target amount (minimum fundraising target of all teams should be HK\$7,200, except for Pledge Teams which should be HK\$70,000)
- After editing all fields, click “Submit” to confirm the information.

Team Own Message You make it!
隊伍信息 加油!!

(Max 2000 characters 最多2000個字符)

Target Finish Time 36.0 (hours)
目標完成時間

Fundraising Target Amount(HKD) 8,888.00
籌款目標金額(HKD)

Minimum fundraising target of all teams should be HK\$6,800, except for Pledge Teams which should be HK\$70,000.
每隊的最少須籌款目標必須為港幣6,800元，惟特定籌款額隊伍的最少籌款目標必須為港幣70,000元。

Submit 提交 Reset 重置 Close 關閉

- If you want to view your Team Page, please select the sub menu “Find a team” of “Take Part”

The screenshot shows the Oxfam Trailwalker website interface. At the top, there is a green header with the Oxfam Trailwalker logo and the date 29/07/2011. Below the header is a navigation menu with options: Home, Take Part, Info for Walker, Support Oxfam, Interactive Zone, Media, Overseas Oxfam Trailwalkers, What's New, and About Oxfam Trailwalkers. The 'Take Part' menu is expanded, showing sub-options: Event Calendar, Application, Find A Team (highlighted), Registration, Update Team Details, and Year Record. Below the menu is a photo of a group of people participating in a trek, with the caption '4 people 1 goal: Trek 100kms Against Poverty'. To the right, there is a 'What's New' section with three news items dated 19/07/2011, 11/07/2011, and 29/06/2011. Further right, there is a 'Count down' widget showing 112 days remaining and a 'To do today' widget with a task for 27/07/2011: 'Next Waiting Team number: W108'.

Then enter your Team No. and press “Search”. Search result (shown in green) will then be displayed. You can click the arrow under “Go to Team Page” to go to your Team Page.

The screenshot shows the 'Sponsor a Team' page on the Oxfam Trailwalker website. The date is 13/09/2010. The page has a search form with the following fields: Team Name, Team No. (with a hint: e.g.:0001, 5001, S01), and Walker's Name (with sub-fields for First Name, Middle Name, Last Name, and Other Name, and a hint: e.g.TAI MAN, e.g.CHAN, e.g.JOHN). There are 'Search' and 'Reset' buttons. Below the form is a table of search results:

Team No.	Team Name	Walker's No.	Walker's Name	Go to Team Page
1050	Super Events Team	1050A	A A	➔
1050	Super Events Team	1050B	B B	➔
1050	Super Events Team	1050C	C C	➔
1050	Super Events Team	1050D	D D	➔

- For enquiries, please email to otwinfo@oxfam.org.hk and quote your team number. Thank you!