

Donor User Guide *Heart-to-Heart Campaigns*

1. You can **download** the ShareThanks[®] App through our website (<u>https://sharethanks.org/</u>).



- 2. You can **download** the ShareThanks[®] App in the Apple App Store, or in the Google Play Store.
- Just search for "ShareThanks" in the search bar.



3. Navigate to the ShareThanks[®] App on your phone.

• <u>Note:</u> The following screens include step-by-step instructions on an iPhone, when using an Android, the screen might look slightly different, but the steps remain the same on all devices.



4. Open the ShareThanks[®] App.



5. Select your campaign from the active campaign menu, or search for your campaign by clicking on the green search
<u>campaigns</u> button at the bottom of the screen.



6. If your campaign is a **heart-to-heart campaign**, you will be directed to this screen.



7. If you want to scan a gift item, enter your email address, and click the 📫 button.



8. A camera screen will pop up.



- 9. You will be able to scan the barcode that is assigned to your gift.
 - **Note:** A barcode will be assigned to each gift. The barcodes will be provided by the partnering agency at the donation drop-off location.



- 10. When the scan is successful, you will see this screen.
 - **Note:** If you want to scan additional items, click Scan and upload any remaining gifts.



 Once you place the barcode(s) you received and scanned on your gift/item, the recipient(s) will be able to send you an Appreciation message(s).