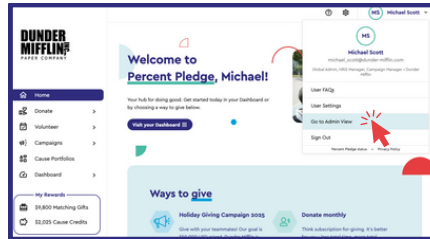
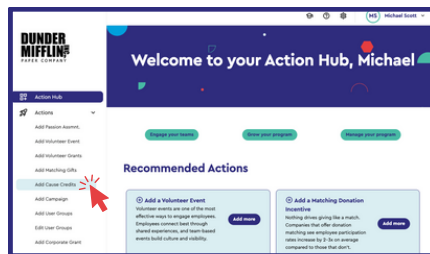


How to award Cause Credits on the platform

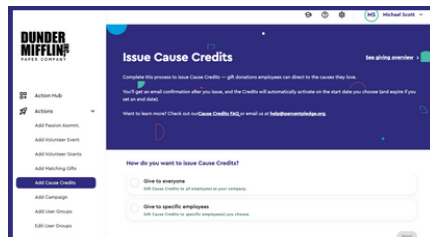
Cause Credits are a great way to thank and celebrate employees! Whether they're a new hire, a Chief-Do-Gooder, or an ERG Leader, Cause Credits demonstrate that your organization cares about the causes that are important to your employees. To award Cause Credits, simply:



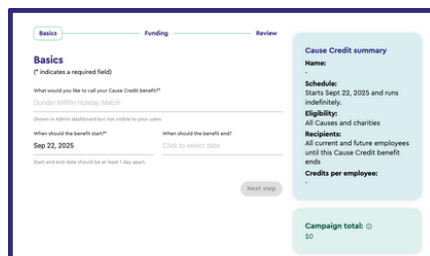
Log into the Pledge Portal. Hover over your user profile and select "Go to Admin View."



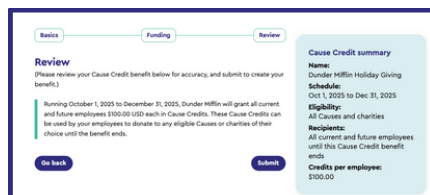
Now click on the Actions menu and select "Add Cause Credits."



Determine if you want to issue Cause Credits to all employees or select employee(s).



Fill out the prompts by inputting employee email addresses, reason, date of issue, and expiration date if applicable.



Review the settings and when you're ready, click submit!

Employees will now have access to the Cause Credits in their User Dashboard and can decide to submit donations to Cause Portfolios, or any organizations they are passionate about!