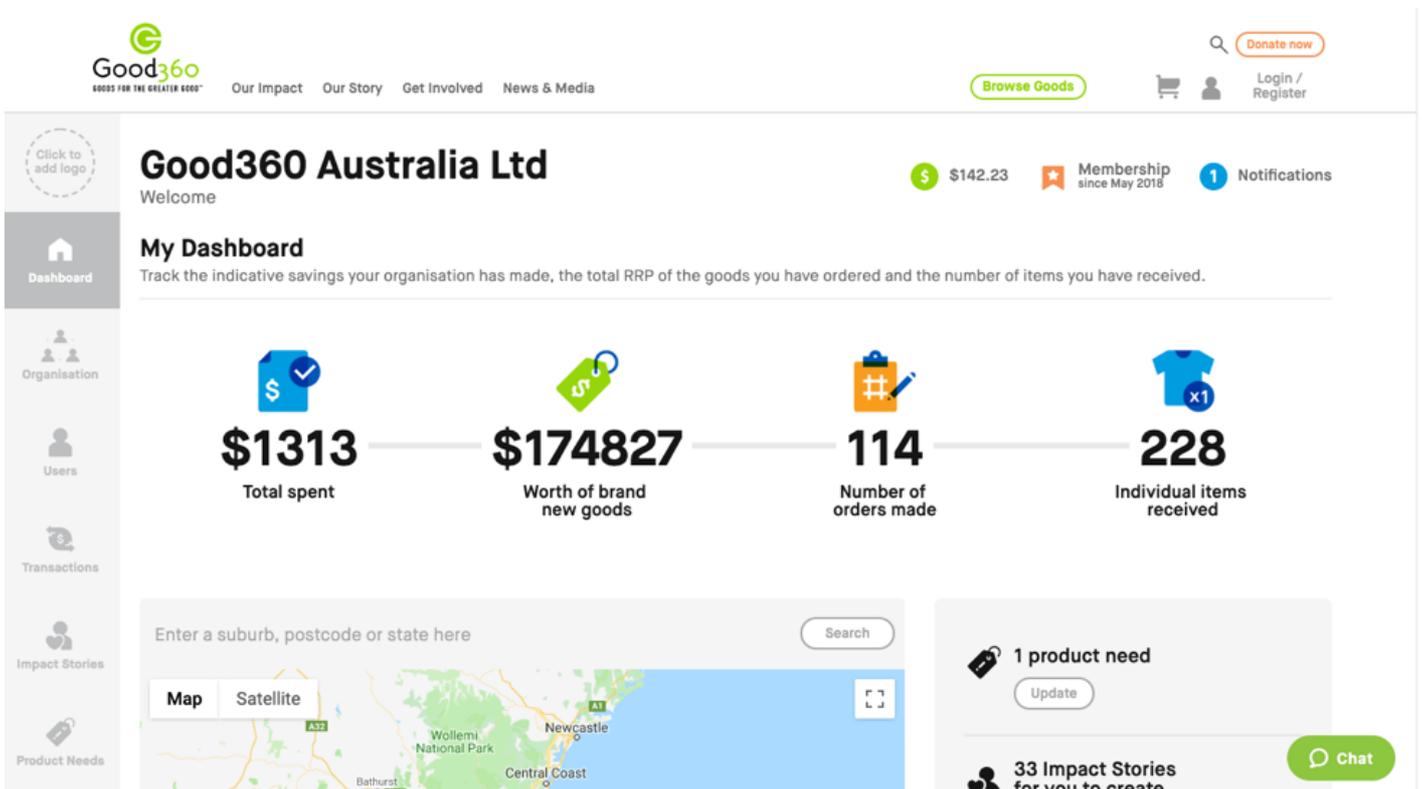


How To: Create an Impact Story

Impact Stories allow Not for Profits and Schools, like you, to share the great work you do in your community with donors and supporters. Impact Stories also help maximise awareness for your cause. Powerful storytelling is at the heart of retaining and rallying new supporters for your organisation.

Following are the steps to writing an Impact Story:

Step 1. Login to your Good360 Account which will take your organisation's **Dashboard**.



Good360 Australia Ltd
Welcome

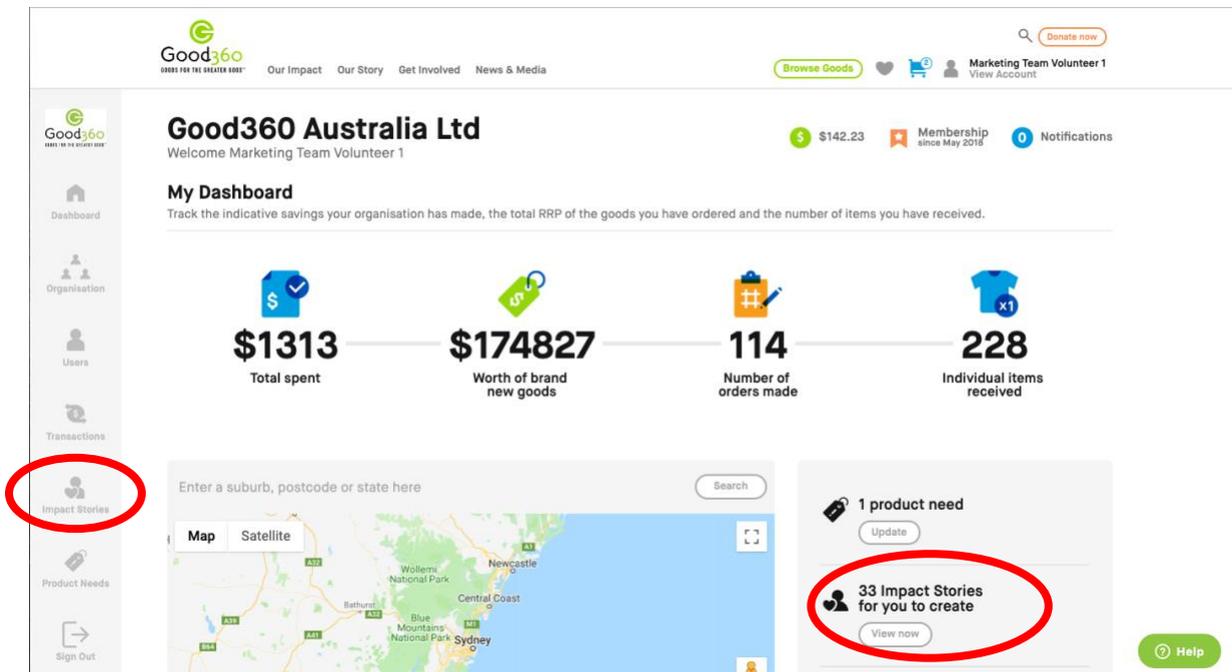
My Dashboard
Track the indicative savings your organisation has made, the total RRP of the goods you have ordered and the number of items you have received.

Metric	Value
Total spent	\$1313
Worth of brand new goods	\$174827
Number of orders made	114
Individual items received	228

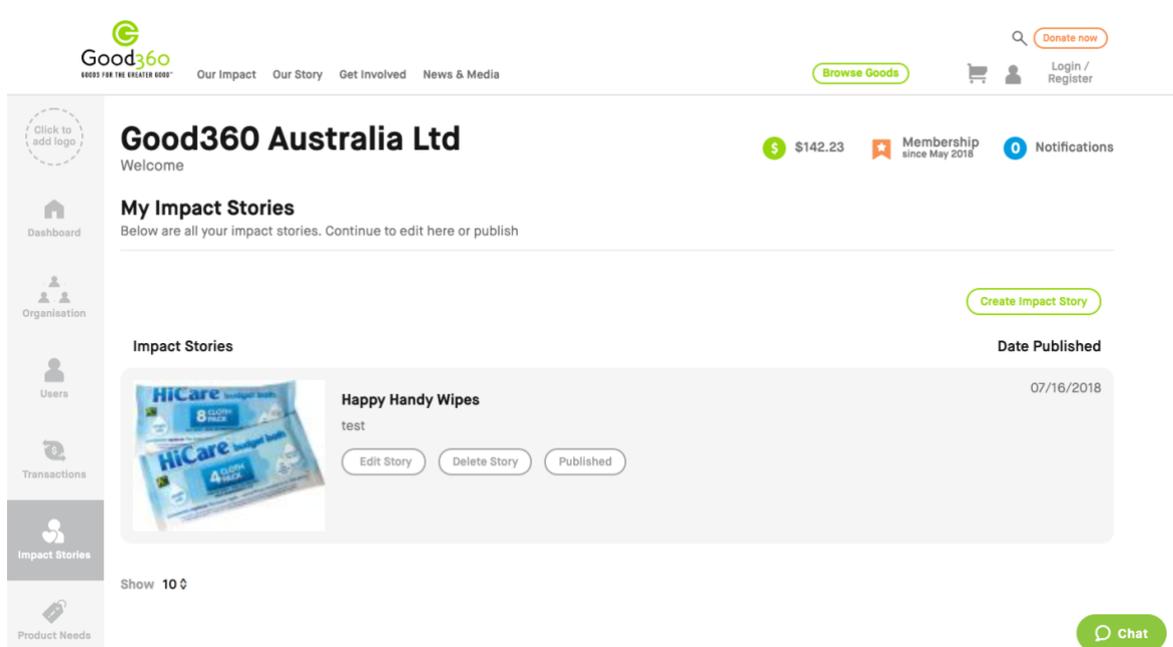
1 product need
Update

33 Impact Stories for you to create
Chat

Step 2. There are 2 ways to access Impact Stories from the Dashboard. Click Impact Stories on the left-hand side menu panel **OR** use the 'View Now' button under Impact Stories for you to create on the right-hand side of the page.



- Impact Stories Page displays a list of your impact stories.



Step 3. To create a new Impact Story click the 'Create Impact Story' button on the right side of your dashboard screen.

The screenshot shows the Good360 Australia Ltd dashboard. The header includes the logo, navigation links (Our Impact, Our Story, Get Involved, News & Media), and user options (Browse Goods, Login/Register, Donate now). The main content area is titled 'My Impact Stories' and contains a list of stories. One story, 'Happy Handy Wipes', is visible with a 'Create Impact Story' button circled in red. The sidebar on the left contains navigation icons for Dashboard, Organisation, Users, Transactions, Impact Stories, and Product Needs. A 'Chat' button is located in the bottom right corner.

Step 4. A list will appear with your transaction history. In the right corner click the 'Create Impact Story' button.

The screenshot shows the Good360 Australia Ltd dashboard with the 'Transaction History' section active. The header and sidebar are identical to the previous screenshot. The main content area displays a table of transactions with columns for Order Number, Shipping + Handling, Date Ordered, Impact Story, and Order Status. A 'Create Impact Story' button is circled in red in the top right corner of the table area. The table contains five rows of transaction data.

Order Number	Shipping + Handling	Date Ordered	Impact Story	Order Status	
AU500009363 RRP \$30.00	\$0.05	23/5/19	N/A	Approved	View Details Print
AU500009322 RRP \$1.00	\$0.04	21/5/19	N/A	Refunded	View Details Print
AU500009321 RRP \$1.00	\$0.04	21/5/19	N/A	Refunded	View Details Print
AU500009317 RRP \$1.00	\$0.04	18/5/19	N/A	Refunded	View Details Print
AU500009316					

Step 5. You can only write Impact Stories for orders that have a 'Shipped' order status, A list will come up with the available transactions you can write your Impact Story for. Click the corresponding button on the left of the order you want to write an Impact Story, then click 'Create Impact Story' button underneath the list.

Good360 Australia Ltd
Welcome

\$142.23 Membership since May 2018 0 Notifications

Transaction History
Select orders to submit in an Impact Story

You can select more than one order per Impact Story.

Order Number	Shipping + Handling	Date Ordered	Impact Story	Order Status
U500009316 RRP \$1.00	\$0.05	17/05/19	N/A	Shipped
AL000009180 RRP \$124.41	\$0.00	23/04/19	N/A	Shipped
U500008876 RRP \$0.00	\$0.00	11/03/19	N/A	Shipped

Create Impact Story Load more

Step 6. At the top of the Impact Story page you will see three examples of other user's stories. Once you are on the Impact Story page you will be required to provide the following information regarding the order:

- Upload Impact Story Images – every Impact Story needs an image to bring the story to life. You can also upload a video via YouTube (if you have one).

Sign Out

Non for profit name
Good360 Australia Ltd

Title of Story
Enter your title here, it should be short but engaging.

Impact Story
Write your story here (must be 200-1500 words)

RRP
0

Total Paid
0

Number of lives impacted

Suburb

State
Select your state

Link a Youtube video
Enter your Youtube video link here

Chat

- Title – is the hook, short but engaging

The screenshot shows a form for a non-profit organization named 'Good360 Australia Ltd'. On the left is a large grey box with the text 'No image selected. One image is mandatory.' and a 'Select Images' button below it. On the right, the form fields are: 'Non for profit name' (Good360 Australia Ltd), 'Title of Story' (with a red circle around the label and its instruction 'Enter your title here, it should be short but engaging.'), 'Impact Story' (with a text area and instruction 'Write your story here (must be 200-1500 words)'), 'RRP' (0), 'Total Paid' (0), 'Number of lives impacted' (empty), 'Suburb' (empty), and 'State' (dropdown menu with 'Select your state'). At the bottom, there is a 'Link a Youtube video' field and a green 'Chat' button.

- Story – a couple of paragraphs on why you ordered the goods and how the goods were used to impact the people in your community. Try to include quotes to make the story more personal and engaging.

This screenshot is identical to the one above, but the 'Impact Story' text area and its instruction 'Write your story here (must be 200-1500 words)' are circled in red.

- Number of Lives Impacted – People who benefitted from the goods ordered

This screenshot is identical to the one above, but the 'Number of lives impacted' input field is circled in red.

- Add your suburb and state

Non for profit name
Good360 Australia Ltd

Title of Story
Enter your title here, it should be short but engaging.

Impact Story
Write your story here (must be 200-1500 words)

RRP
0

Total Paid
0

Number of lives impacted

Suburb

State
Select your state

Link a Youtube video
Enter your Youtube video link here

Chat

- Choose up to 3 causes that describe your organisations missions

*It is the authors responsibility to gain consent to publish authority from all participants in photos and/or videos and/or quotes.

Goods Ordered

Select up to three causes that describes your organisations missions

Advocacy Preventing or Relieving Suffering of Animals Arts & Culture

Education & Literacy Environment People with Disabilities

Disaster Relief Community Improvement & Economic Development

Food Security & Agriculture Health and Mental Health Housing

Homelessness International Development Workforce Development

Human Rights Philanthropy Religion Recreation & Sports

Veterans Children & Youth Family Seniors

Crime Prevention & Ex-Offender Reintegration Migrant & Ethnic Groups

Aboriginal or TSI Gay Lesbian Bisexual

*It is the authors responsibility to gain consent to publish from all participants in photos and /or videos and / or quotes.

Save For Later Publish Story

- Click the 'Publish Story' button once you are happy with your story and have the appropriate sign offs.

*It is the authors responsibility to gain consent to publish authority from all participants in photos and/or videos and/or quotes.

Goods Ordered

Select up to three causes that describes your organisations missions

Advocacy Preventing or Relieving Suffering of Animals Arts & Culture

Education & Literacy Environment People with Disabilities

Disaster Relief Community Improvement & Economic Development

Food Security & Agriculture Health and Mental Health Housing

Homelessness International Development Workforce Development

Human Rights Philanthropy Religion Recreation & Sports

Veterans Children & Youth Family Seniors

Crime Prevention & Ex-Offender Reintegration Migrant & Ethnic Groups

Aboriginal or TSI Gay Lesbian Bisexual

*It is the authors responsibility to gain consent to publish from all participants in photos and /or videos and / or quotes.

Save For Later Publish Story

- Or you can click 'Save for Later', if you wish to publish later.

* It is the authors responsibility to gain consent to publish authority from all participants in photos and/or videos and/or quotes.

Goods Ordered

Select up to three causes that describes your organisations missions

* It is the authors responsibility to gain consent to publish from all participants in photos and /or videos and / or quotes.

The saved stories will be available under the 'Impact Stories' section on the left-hand side menu panel. You can make changes if you wish to and publish the story

Step 7. Review your stories and make any edits from the 'Impact Stories' page.

The screenshot shows the Good360 Australia Ltd dashboard. The top navigation bar includes the Good360 logo, navigation links (Our Impact, Our Story, Get Involved, News & Media), and utility links (Browse Goods, Login/Register, Donate now). The main content area is titled 'My Impact Stories' and contains a list of stories. A red oval highlights the 'Impact Stories' section, which shows a story titled 'Happy Handy Wipes' with a 'Published' status. The story includes a photo of HiCare disinfectant wipes and a 'test' description. The dashboard also shows a balance of \$142.23, a membership since May 2018, and 0 notifications.

Step 8. When Good360 approves your Impact Story it will be live to see on our website.

The real benefit is now in sharing the story with your supporters, donors, board members, employees and volunteers. Good360 will also share your story on our website, social media networks, eNewsletters and blogs. We want everyone to know about the good work that you are doing and so should you.

Happy Story Telling

Good360 Team