

Gift Registry

The image shows a web form titled "Personal Page Registration" for creating a gift registry account. The form is divided into several sections:

- Required Information:** Fields for First Name (*), Last Name (*), Email (*), Address Line 1 (*), Address Line 2, City (*), State (*), ZIP/Postal Code (*), Phone, Province, Country (*), and Type of Registry (*).
- Create Username and Password:** Fields for Username (*), Password (*), Verify password (*), Security Question (*), and Security Answer (*).
- Personal Link to My Registry:** A note stating that a personalized link for a web page must be created and cannot be edited later. The Personal Page Link field is pre-filled with "http://www.heller.org/home/giftreg/JohnJohnson".
- Additional name to find your registry:** Fields for Additional First Name and Additional Last Name.
- Subscribe to our eNewsletters:** Two checkboxes: "Heller News & Updates" (checked) and "Gift Registry Newsletters" (checked).

A "Submit" button is located at the bottom of the form.

Step One

Personal Page Registration

- Fill out fields as indicated on form. You must fill in all fields marked with a red asterisk. (*)
- Create a user name and password. Be sure to include a security question and answer in the event you forget your username and/or password in the future.
- By creating a 'Personal link to My Registry' you and viewers wishing to visit your registry may be connected directly to your registry with an easy to remember Web address.
- You also have an option to include an additional name so viewers may easily find your registry using the advanced search page.
- Once you're finished completing the form, click Submit.

Step Two

Creating a Registry

- Fill out fields as indicated on form. You must fill in all fields marked with a red asterisk. (*)
- Create the name and description of your registry. This will be displayed on your registry personal page.
- Choose the template you wish to use to best represent your registry.
- Include the event date for the registry.
- Once you're finished completing the form, click Submit.

Step Three


Choosing Registry Items


- You have the option of creating your own custom registry or one of our pre-built registries.
- Once you're finished completing the form, click Submit.


Home > Get > Products > All Products > Create A New Registry


Create a New Registry


Include all products in your personal catalog


 [Beez](#)
The Buzz About Bees

 [Business Catalog](#)
It's The Most Important Catalog in the World... For Businesses

 [Chicks](#)
Chicks: A Good Choice

 [Trees](#)
Trees Are a Treasure

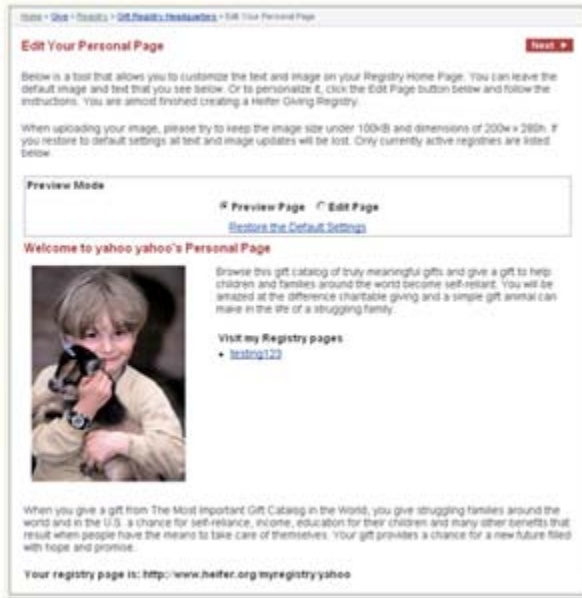
 [Valentine's Basket](#)
Happy Valentine's Day

 [W.I.D.](#)
Women in Livestock Development

Step Four

Choosing products for your catalog

- Choose products for your personal registry. You can check or uncheck boxes in order to customize your registry to your liking.
- If you check the box “Include all products in your personal catalog” this will include all items listed on the page.
- Once you're finished completing the form, click Submit.



Step Five

Editing your personal page

- This screen is a preview of what viewers will see when visiting your personal page. You may edit this page by following the instructions included on screen.
- You may customize the photo and the greeting on this page. If you begin to edit the page and change your mind you may Click on 'Restore Default Settings' to use our original settings.
- Once you're satisfied with the contents of the personal page click 'Next' in the upper right hand corner of the page.

Step Six

Invite visitors to view your registry

- This part of the process helps you send emails to those people you want to notify about your registry. The email will be sent directly from the Heifer International email system but will have your name in the 'from' line of the email. The email will contain a list which recipients may click on to go directly to your personal page.
- Enter all required information with red asterisk. (*)
- Enter your name, email and email subject.
- Write the message you want your viewers to read. At the bottom of the page, include their email addresses and a brief greeting. You may include up to 20 friends.
- Click Preview to preview to view the email before sending it
- Once you're satisfied with the contents of the email click 'Send' to send the email to the listed recipients.



Step Seven

Confirmation

- The confirmation page tells you your email has been sent. At this time you may go back to Gift Registry Headquarters, send email to more recipients or continue viewing the Heifer International Web site.