

A woman in a black athletic jacket and cap, wearing sunglasses and white earbuds, is celebrating with her arms raised in the air. She is wearing a race bib that reads "OneAmerica 500 Festival MINI-MARATHON" and "DANIELA". In the background, other runners are visible, some wearing blue shirts, suggesting a group or team event. The scene is outdoors on a paved path with trees in the distance.

RunSignup 101: Website V2

Create Your First Website



Meet the Onboarding Team



Whitney Taylor
Onboarding Account
Representative



Katie Atherton
Onboarding Account Manager



Blaire Loman
Onboarding Account
Representative



Lauren Bergren
Senior Retention Account Manager



Madison Braswell
Onboarding Account
Representative



Val Lofton
Lead Onboarding Account
Manager



Shona Price
Onboarding Account
Representative



Today's Agenda

- Dashboard Tips & Tricks
- Enabling Website V2
- Branding Your Website
- Navigating the Website Builder
- DEMO





Dashboard Tips & Tricks

How to Access Your Race Dashboard

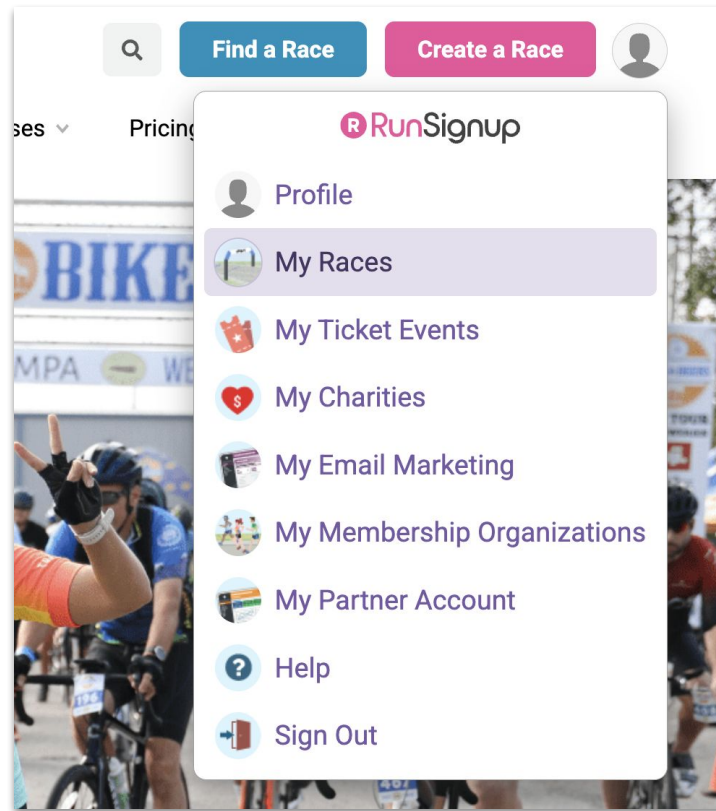
- [RunSignup.com](https://runsignup.com)
- Log In
- Click on Profile Picture or Person Icon
- My Races

Access Point 2

- Log In
- RunSignup Profile
(<https://runsignup.com/Profile>)
- Director Links (at the bottom)
- My Races

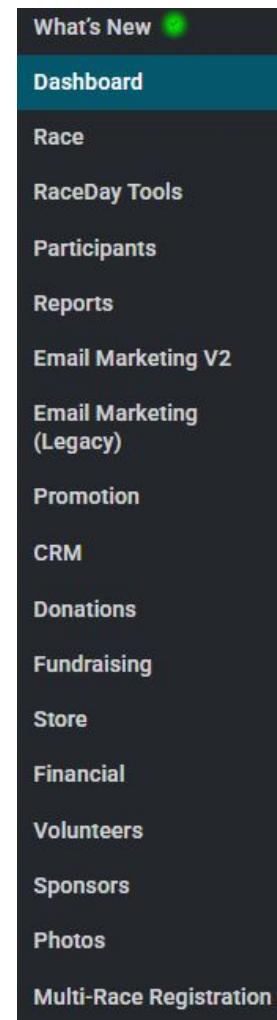
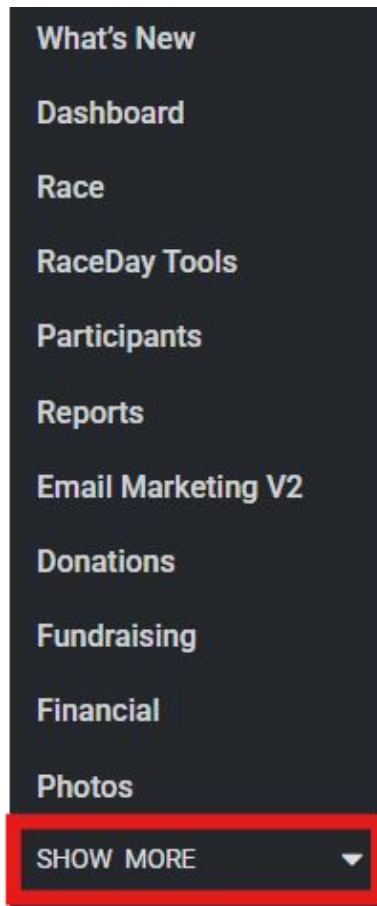
Access Point 3

- RunSignup race website
- Click on Profile Picture/Person Icon
- Race Dashboard

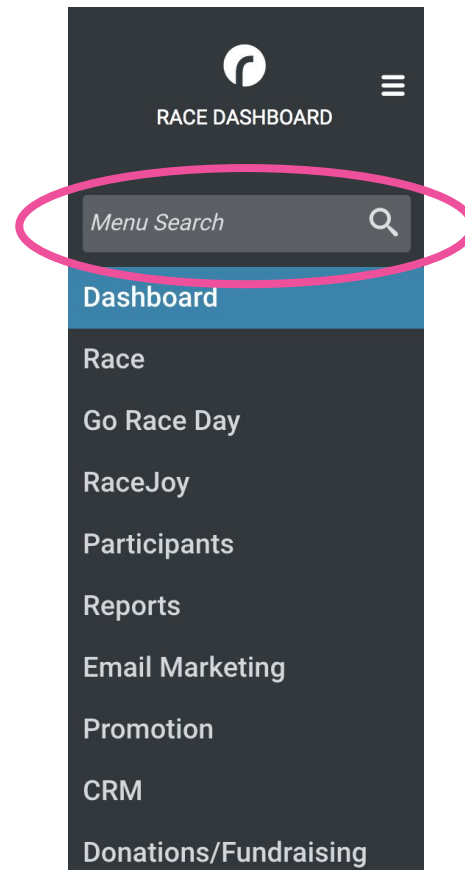
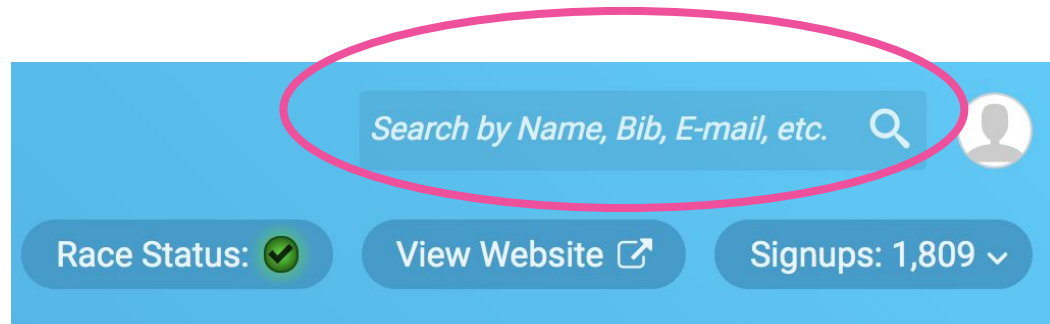


Dashboard Settings

- Menu Size
- Entire Dashboard



Use Search





Website V2

The Overview

The Overview



What is Website V2?



Should I use it?



How much does it cost?



Enabling Website V2



Turning on Websites V2

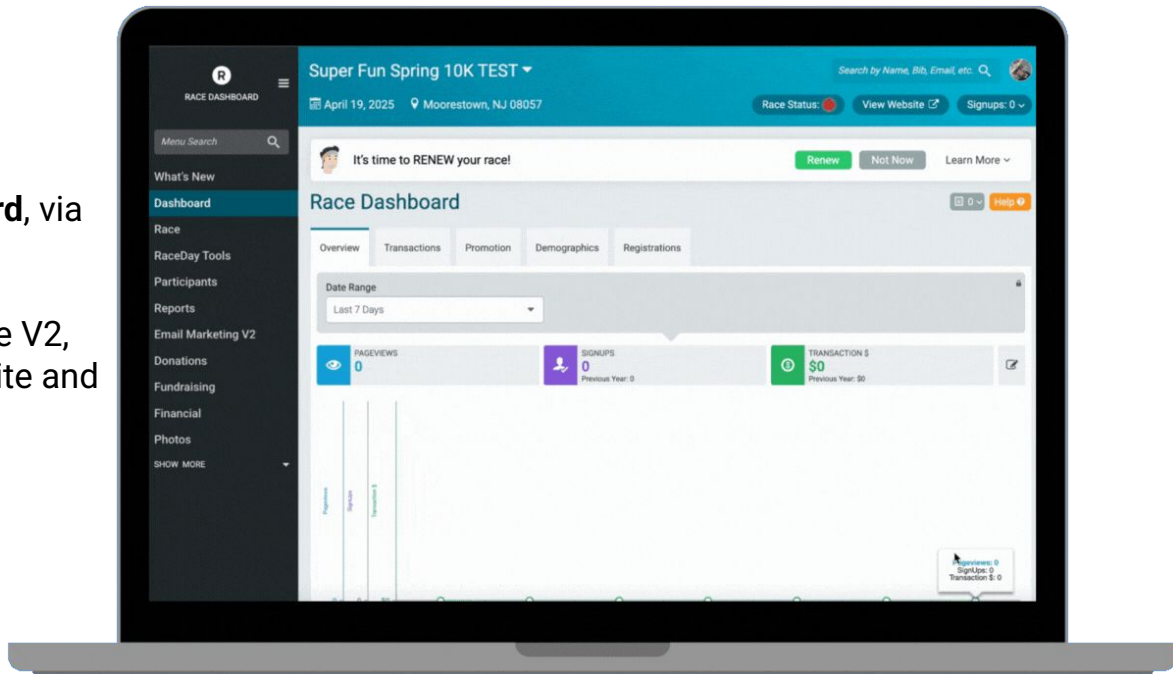
Enable Website V2 in your **Race Dashboard**, via
Race >> Website V2 >> Website Settings

You can easily enable and disable Website V2,
allowing you to go between Legacy Website and
Website V2 seamlessly.

Website Settings

☒ **Yes** Enable Website V2

Save Website Settings



TIP: It's best not to switch
between Legacy and V2 if
you're event is live.

Legacy Content

Content that *will* transfer

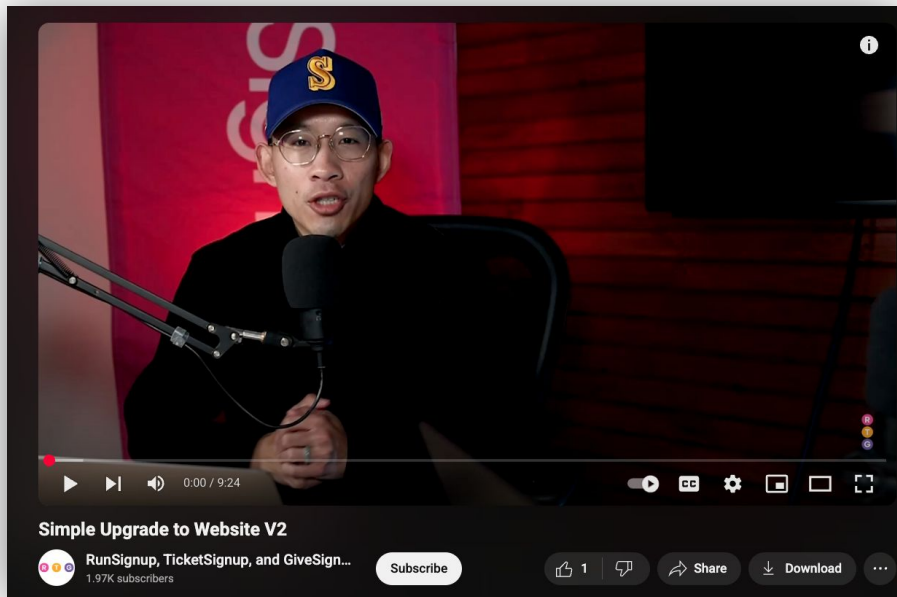
- Basic race information (ie. race name/date, description, location, etc.)
- General system pages (ie. Info, Sign Up, Donate)
- Logo
- Color Scheme

Content that *will be added manually*

- Banner image
- Custom settings system pages (groups/teams, results)
- Custom sections

Legacy: **Race** >> **Race Website** >> **Custom Sections**

V2: **Race** >> **Website V2** >> **Website Builder**



www.youtube.com/runsignup



Branding Your Website

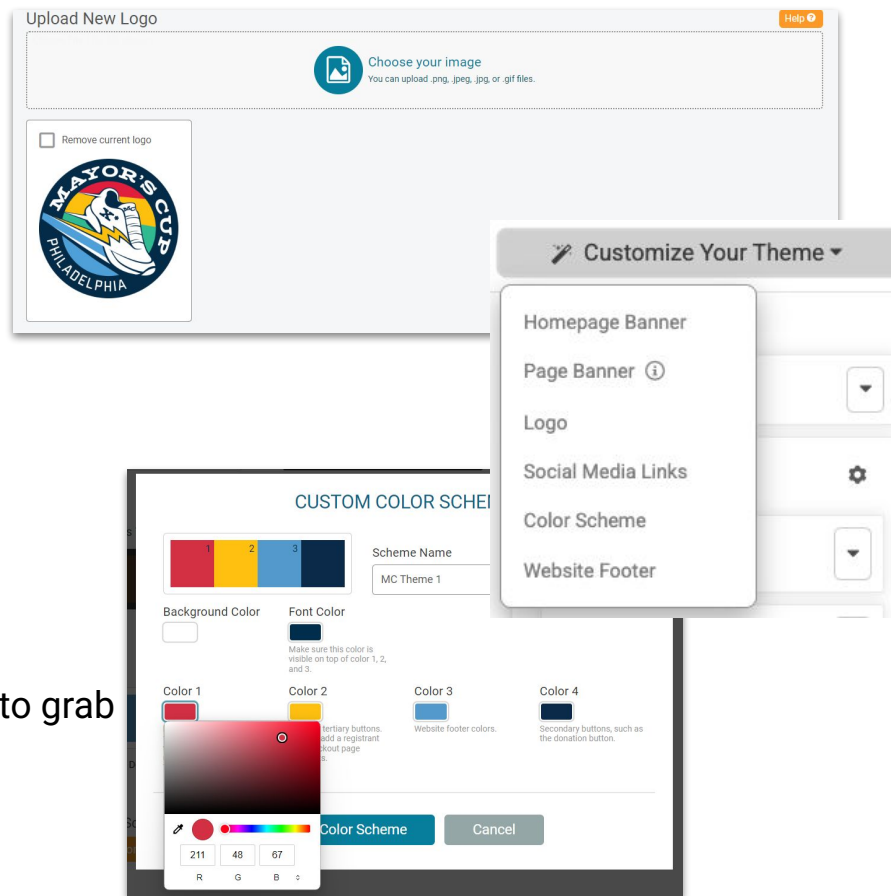
Customize Your Theme: Logo & Color Scheme

Customize Your Theme >> Logo

- Add/Update Logo (will copy from legacy content)
- Add/Update Favicon

Customize Your Theme >> Color Scheme

- Add/Update Color Scheme (will copy from legacy content)
 - Default color scheme options or use picker to grab color



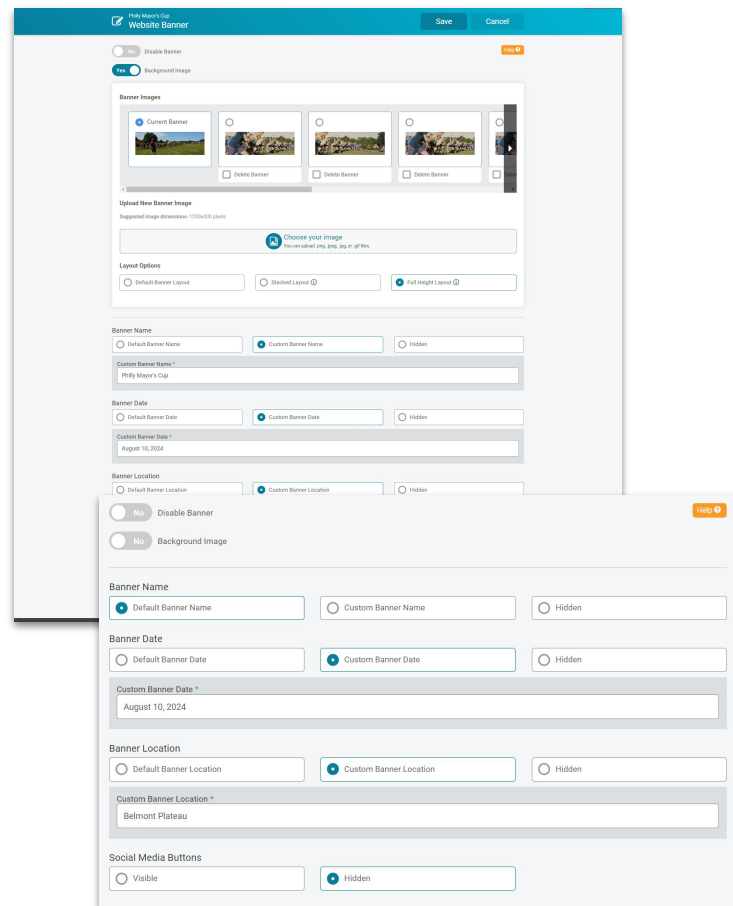
Update Your Theme Homepage Banner & Page Banner

Customize Your Theme >> Homepage Banner

- Option to disable
- Background image
 - Stacked for images with writing
 - Full height to extend to menu (will be shaded)
- Key text options

Customize Your Theme >> Page Banner

- Background Image Options (Default & Stacked Only)
- Key text options
- Option to disable



Update Your Theme Footer & Social Media

Customize Your Theme >> Website Footer

- Add custom text
- Contact info, Tax ID, additional links, etc.
- Logo/sponsor settings

Customize Your Theme >> Social Media

- Social media links and custom links

This setting allows you to customize the footer on all website pages.

File Edit View Insert Format Tools

Paragraph B I U List Link Undo Redo 12pt

Contact us at info@runsignup.com

Footer text cannot exceed 1,500 characters including any links.

Hide logo in website footer?
☐ No

Hide Sponsor logos in website footer?
☐ No

Wellness in Motion Website Social Save Cancel

Facebook Page ID

Instagram Username

X (formerly Twitter) Username

LinkedIn ID

YouTube Channel Handle

LinkedIn account must be a company account and have '/company' in the URL.

Custom Links

Use this section to add up to 3 custom external links.

Custom Link 1

Custom Link 2

Custom Link 3

Save Settings



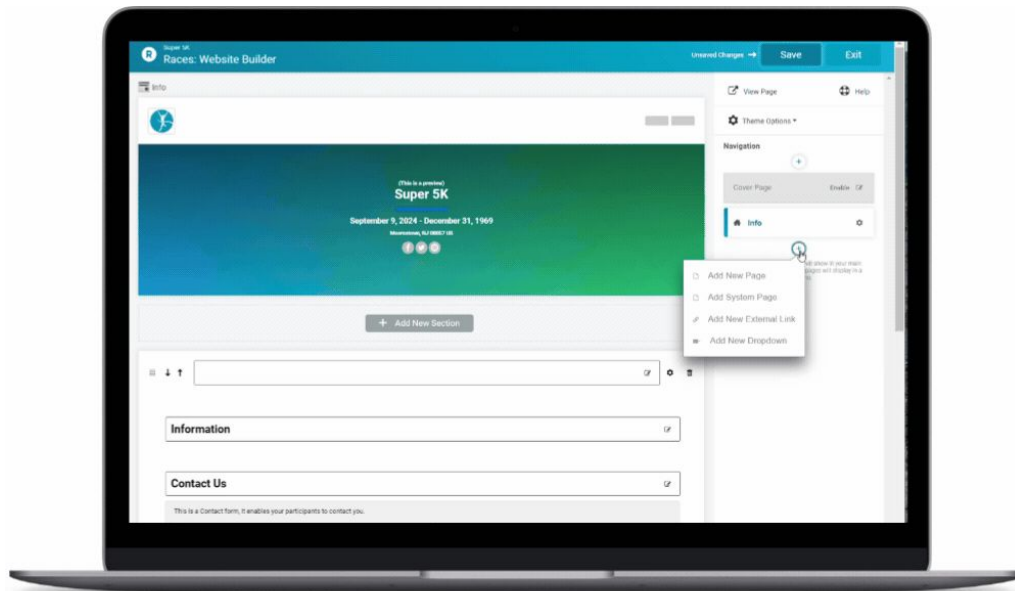
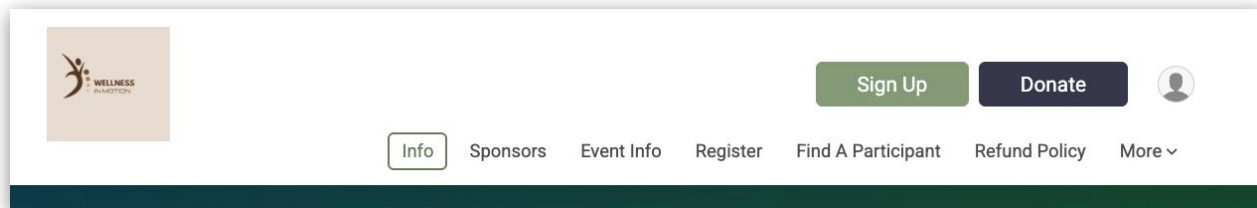
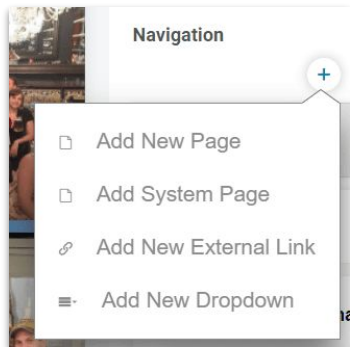
Website Builder

Navigating the Website Builder

The screenshot shows the 'Website Builder' interface for a race titled 'Wellness in Motion'. The top header is blue with the 'R' logo, the race name, and 'Save' and 'Exit' buttons. Below the header is a left sidebar with an 'Info' tab. The main workspace displays a preview of the race website with a banner image of runners. Text on the banner includes '(This is a preview)', 'Wellness in Motion', 'June 1, 2026', and 'Virginia Beach, VA 23462 US'. A red arrow points from the 'Navigation' menu item in the right sidebar to the 'Info' tab in the left sidebar. At the bottom of the workspace, a red arrow points to a '+ Add New Section' button. The right sidebar contains a 'View Page' button, a 'Customize Your Theme' dropdown, and a 'Navigation' menu with a '+' icon. Below the navigation menu is a list of site sections: Info, Sponsors, Event Info, Register, Find A Participant, Refund Policy, Race Insurance, and Contact Us, each with a dropdown arrow.

Setup Your Menu

- Add a New Page
- Add System Page
- Add a New External Link
- Add a New Dropdown
- Easy to re-order



Add Pages

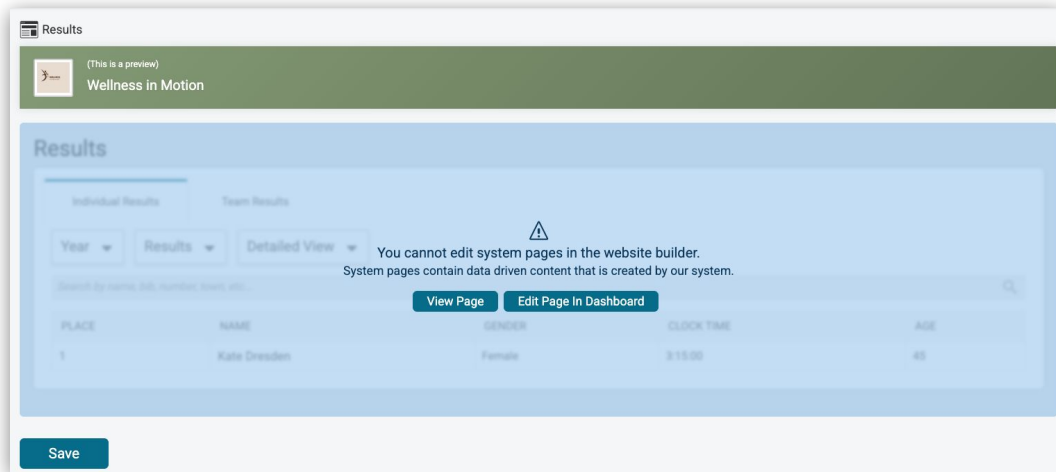
System Page vs New Page

System Page

- Cannot edit the content in the Website Builder
- Options depend on race settings
- I.e. Results, photos, donate, sponsors, groups, volunteers, corporate teams, etc.

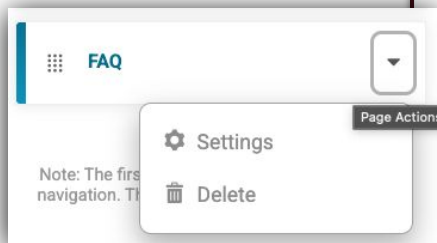
New Page

- Blank page
- Custom content and sections



Setup Page & Menu Settings

- Titles
- Page URL
- Meta Descriptions (used for SEO; search engine preview)
- Hide in Navigation/Publish later
- Change dropdown



PAGE SETTINGS

Page Title *
Max. characters: 32

Page URL *
Must be unique across site. URL can only contain alphanumeric characters, dashes, and underscores (no spaces).

<https://runsignup.com/Race/PA/Philadelphia/PhiladelphiaMayorsCup?page=AboutClubs>

Page Meta Description ⓘ
Max. characters: 160

Hide In Navigation **Publish Date/Time ⓘ**
☐ No 12 : 00 AM ▼
America/New_York Time Clear Date

Dropdowns (Optional)
Assigning this page to a dropdown will make it a sub item.

Apply Settings

DROPDOWN SETTINGS

Dropdown Title *

Hide In Navigation
☐ No

Publish Date/Time ⓘ
 12 : 00 AM ▼
America/New_York Time Clear Date

Apply Settings

Create Content Sections & Section Settings

- Section URL
- Hide in Navigation/Publish later
- Layout Options
- Padding
- Section Height
 - Important if using background image
- Rounded Corners
- Borders
- Background Options

SECTION SETTINGS

Section URL
Must be unique across page.
systemComponents
https://runsignup.com/Race/PA/Philadelphia/Phila...
IphiaMayorsCup?page=info#section-systemCompon...ents

Publish Date/Time ⓘ
mm/dd/yyyy 12:00 AM
America/New_York Time Clear Date

Hide section
☐ No

Layout Options **New!**
☒ Restricted Width (Default) ⓘ ☐ Full Width ⓘ

Padding ^
☒ None ☐ Small ☐ Medium ☐ Large ☐ XLarge

Section Height ^
This option uses dynamic minimum height for your section, scaling up on larger screens. It is useful for sections with minimal or no content, ensuring a visually pleasing display across various devices.
☐ No

Background Options **New!**
Color Image
Background Color *
[Color Swatches]

Rounded Corners ^
☒ None ☐ Small ☐ Medium ☐ Large

Border ^
☒ None ☐ Small ☐ Medium ☐ Large

Apply Settings

+ Add New Section

- Single Column
- Two Column
- Three Column
- Four Column

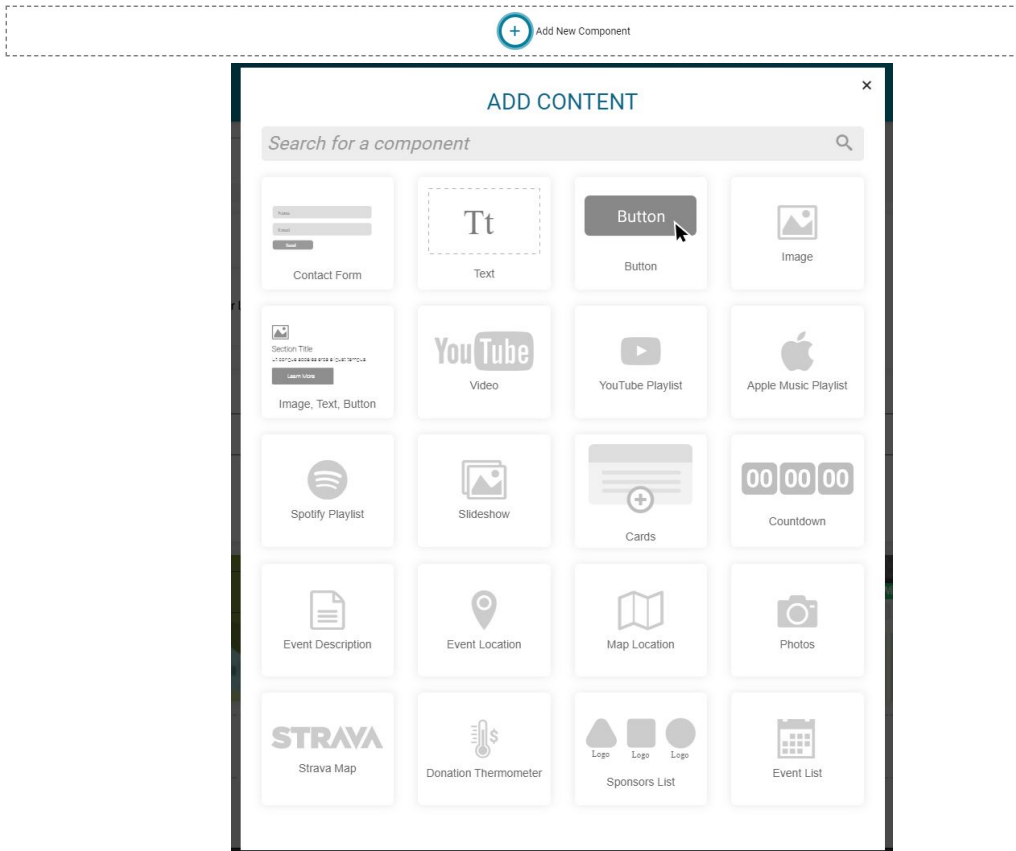
Create Content Components

Common components

- Event Tiles
- Contact Form
- Text
- Buttons
- Images
- Image, Text, Button
- Divider

System Components

- Event Description
- Event Location
- Map Location



Create Content Media Components

- YouTube Video
- YouTube Playlist
- Apple Music Playlist
- Spotify Playlist
- Slideshow

The screenshot shows the 'Add New Section' dialog in the Website Builder. It features two main components: a YouTube Video component and a Spotify Playlist component. The YouTube component includes a video player preview, a 'YouTube Video ID' input field with the value 'YUISHGoU2pw', and a checkbox for 'Display video with padding'. The Spotify component includes a 'Spotify Playlist URL' input field with a long URL and a note about how to find the URL. Both components have a blue circular button with a white plus sign. At the bottom of the dialog is a grey button labeled '+ Add New Section'.

YouTube Video ID

YUISHGoU2pw

The YouTube ID can be found by clicking the Share link, under your YouTube video. Make sure to only use the code at the end of the URL.

☐ Display video with padding.

Spotify Playlist URL

<https://open.spotify.com/embed/artist/3Q4TXe5JDVVCNjof104BUe?si=HI5wukGKSC1rxquc3h4-w>

The Spotify URL can be found by clicking "Share" and then "Copy link" while in the album, playlist, or podcast episode.

+ Add New Section

Create Content Data/Competition

- Participant Count
- Countdown Clock
- Top Group/Team
- Top Charity
- Top Fundraisers
- Donation Thermometer
- Sponsors

Confirmed Astronauts

4 Participants

Countdown to Blastoff

08 17 23 53 40
MONTHS DAYS HOURS MINUTES SECONDS

\$137,281

Raised of \$250,000

\$0

\$250,000

Donate

Top Philly Run Clubs

- | | |
|--|--|
| F Fishtown Beer Runners
67 members | R Run & Chug
43 members |
| M Manayunk Beer Runners
33 members | P Point Breeze Runners
30 members |
| W West Philly Runners
30 members | B Black Girls Run
27 members |
| W Wynnefield Track Club
27 members | N Northeast Philly Run Club
26 members |

View All Teams



SPONSORS LIST SETTINGS

Display Level Options

- ☒ All Levels
- ☐ Event Sponsor
- ☐ Premier Sponsor
- ☐ VIP Sponsor
- ☐ Water Stop Sponsor
- ☐ EMT Sponsor
- ☐ Business Sponsor
- ☐ Default Sponsors

Display Options

- ☒ Small Logos
- ☐ Medium Logos
- ☐ Large Logos

Apply Settings

R

DASHBOARD
LOCATION

Race



Website V2



Website Builder



Add New Component

R

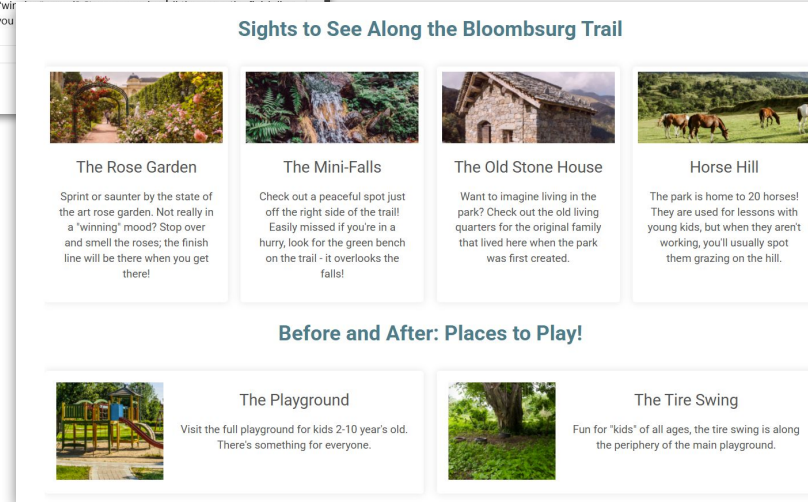
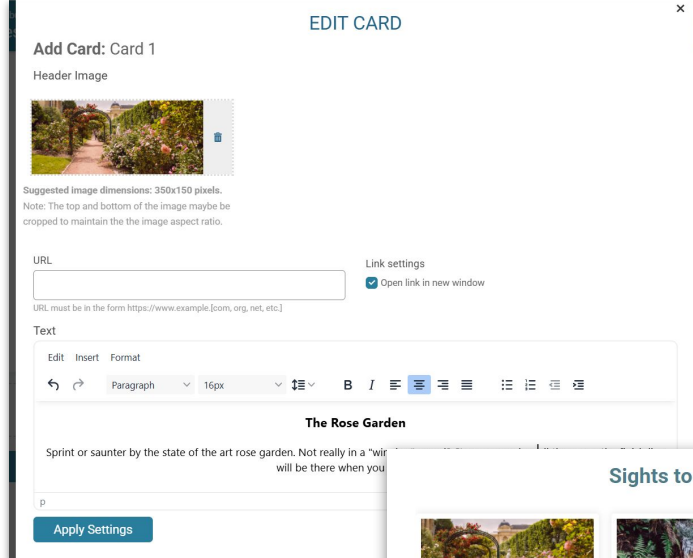
T

G

25

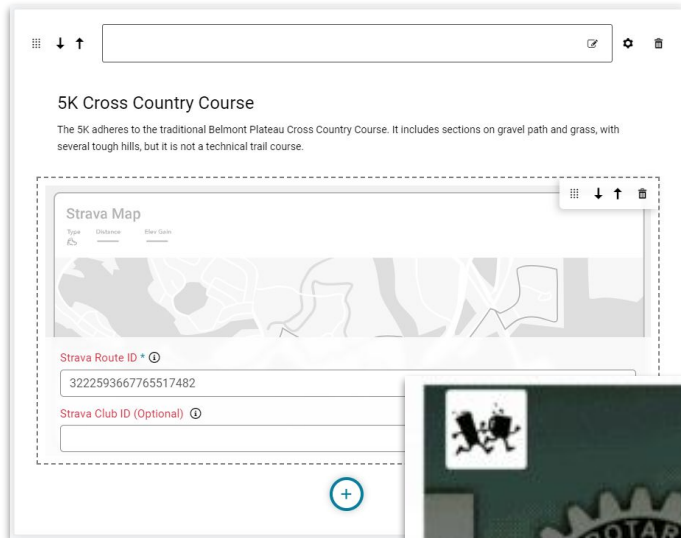
Create Content Cards

- Multi-item display
- Mobile responsive
 - **Check image sizes on a variety of devices**



Create Content Strava

- Displays an interactive Strava Route
- Can be linked to a Strava Club



Create Content

Event List

- Display ticket events and races by event ID, Timer ID, or Partner ID
- Grid or List View

EVENT LIST SETTINGS

Event Types

☒ Show race events

☒ Show ticket events

Event Layout Style

☐ List ☒ Grid

Include / Exclude Event Options
Fields take a comma separated list of IDs.

Include Race IDs 21	Exclude Race IDs	Include Timer IDs	Exclude Timer IDs
Include Partner IDs 72	Exclude Partner IDs	Include Ticket Event IDs 5938	Exclude Ticket Event IDs

runsignup.com/TicketEvent/Dashboard/Overview/5938

Scott Coffee Moorestown Rotary 5K

[Sign Up](#) [Donate](#)

Event List

Upcoming Events (84) Past Events (1601)

 Bucks 5K Series Sat March 23 - Sun June 16, 2024 Doylestown PA Sign Up	 The New Jersey Virtual Challenge Presented by CompuScore Wed May 1 - Mon July 1, 2024 Any City - Any State NJ Sign Up	 Girls on the Run Spring 5K Sat May 18, 2024 Sparta NJ Sign Up
 Run4Race 5K / 1K Sat May 18, 2024 Bridgeview NJ Sign Up	 THE CALDWELL CLASSIC 5K RUN/WALK & FAMILY FUN RUN Sat May 18, 2024 West Caldwell NJ Sign Up	 11th Annual Greta's Run for Imagine Sun May 19, 2024 Westfield NJ Sign Up
 HFE 5K - Kids 1 Mile Fun Run Sun May 19, 2024 Holmdel NJ Sign Up	 JerseyMan Triathlon Sun May 19, 2024 Lebanon NJ Sign Up	 Ocean Parks 5K Sun May 19, 2024 Ocean NJ Sign Up





DEMO



Thank You For Joining Us Today

Questions about today's webinar? Email info@runsignup.com