

Shared Settings Account Settings

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Shared Settings, accessed from the Settings menu, allows you to set up default colors and images for use across your forms. You can always customize each form on its own, but Shared Settings gives you that initial standardization for your brand. You can also enable the option for donors to be charged the processing fee for their donations.

Go to **Settings** (the Gear icon) on the right top side of the navigation menu.

Confirmation Page and on the [Event Page's footer section](#).

Additional Settings

Keyword Pagination Count: When you browse through your keywords, whether on the dashboard screen or within one of the categories in the navigation menu, you can limit the number shown on a single page to help with page loading. We recommend leaving this at the default of 30 keywords per page.

Jargon For Team: in Crowdfunding and Peer-to-Peer Fundraising activities, volunteer fundraisers can join "Teams." The term Team is used in several places, but it may not be the correct term for your organization. You may use something like coaches, initiatives, departments, etc. By changing the term here, it will change it in the different places within the Crowdfunding and Peer-to-Peer Fundraising activity where it may appear.