

# 2019 Online Pledging Process Panama Payroll Employees



## United Way Campaign Underway Employee Notifications

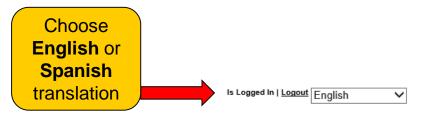
- Campaign runs from August 5 to August 30, 2019 and is open to Caterpillar employees on Panama payroll
- Panama employees will receive an email August 5, 2019 from your facility communication team with a direct "Click here' link to pledge online
- Employees will have access to the Panama pledge link via www.caterpillar.com/unitedway



## **Accessing eWay**

All employees will need to register by creating a Username and Password. Site is available in English or Spanish translation (change selection at top of page).





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Welcome to the 2019 Caterpillar Panama Employee United Way Appeal!

Please click the "Register" button below to proceed.

Login Information

Username

Password

Login Register

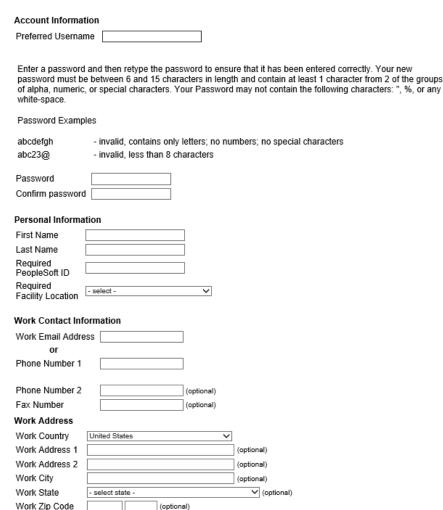
Click Register link



## **Registration Page**

### Enter required fields and click 'Register'

- Create Username
- Create Password
- Confirm Password
- Enter First Name
- Enter Last Name
- Enter PeopleSoft ID
- Select Work Facility Location
- Enter work/personal email address or phone number
- Click Register link





## Pledge Now Click on 'Pledge Now' link



Welcome Demo Panama | Logout English

Home/Pagina principal | Leadership Levels/Niveles de liderazgo | Privacy Política de privacidad | Change Password/Cambia la contraseña | Pledge Now/Contribuir ahora | Contact Us/Contáctenos |





Pledge Now

No Donation

**Giving History** 



## **Option 1: One-time Payroll Contribution**

Enter one-time contribution amount (taken out of employee's first paycheck in January 2020) and click Continue



| Demo Panama Is Logged In I <u>Logout</u> English ▼   |
|--|
| Home   Leadership Levels   Privacy Policy/Data Security   View Cart/Checkout   Giving History   Contact  |
| Fondo Unido de Panamá  |
| Fondo Unido de Panamá es una organización privada sin fines de lucro establecida en Mayo de 2010, con el propósito de promover el desarrollo de las personas y comunidades más necesitadas de Panamá. En Fondo Unido de Panamá se ha creado una vía eficiente de aporte e interacción entre los distintos sectores de la sociedad panameña, captando y canalizando las contribuciones de empresas y empleados del sector privado hacia proyectos sociales de alto impacto en las comunidades más necesitadas del país. |
| Donation Information   |
| Payment Type One-Time Deduction Amount - to be deducted in January 2020 ▼  |
| Donation Amount \$   |
| The minimum one-time payroll contribution is \$1.00  |



## **Option 2: Amount Per Pay Period**

Select or enter amount to be deducted per pay period and click Continue





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#### Fondo Unido de Panamá

Fondo Unido de Panamá es una organización privada sin fines de lucro establecida en Mayo de 2010, con el propósito de promover el desarrollo de las personas y comunidades más necesitadas de Panamá. En Fondo Unido de Panamá se ha creado una vía eficiente de aporte e interacción entre los distintos sectores de la sociedad panameña, captando y canalizando las contribuciones de empresas y empleados del sector privado hacia proyectos sociales de alto impacto en las comunidades más necesitadas del país.

## Donation Information Payment Type Per-Pay-Period Deduction Amount - begins 1st pay period in January 2020 ▼ Donation Amount \$2 /pay period = \$2.00 x 26 = \$52.00

\$1.00 / pay period is the minimum pledge amount per pay period





## Checkout Click "Checkout" to continue



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#### Your Investment Cart

Listed below are the organizations and programs you are considering supporting. If you would like to find more agencies please click "Continue browsing for other investment opportunities". If your list is complete please click "Checkout".

Name Donation Payment
Per Pay Period Payroll Deduction

Checkout

Continue browsing for other choices



## **Donor Recognition**

Information on this page is optional. Employee can choose if they wish to remain anonymous by selecting the box under acknowledgements.

| attON.                    | button to complete the process. To make changes to your contribution, cli  | ation below ar<br>ck on the 'Bac |  |  |  |
|---------------------------|--|----------------------------------|--|--|--|
|                           | ts e recognized for my contribution by Caterpillar and/or United Way. emain anonymous for Caterpillar and/or United Way recognition. |                                  |  |  |  |
| Personal Informat         | tion   |                                  |  |  |  |
| First Name                | Domo   |                                  |  |  |  |
| Last Name                 | Panama   |                                  |  |  |  |
| Required                  | 0584324  |                                  |  |  |  |
| PeopleSoft ID<br>Required |  |                                  |  |  |  |
| Facility Location         | Panama Technical Training Center ▼   |                                  |  |  |  |
| Work Contact Info         | rmation  |                                  |  |  |  |
| E-mail Address            | Kempf_Erika_C@cat.com  |                                  |  |  |  |
| or                        |  |                                  |  |  |  |
| Phone Number 1            | (309) 675-1475   |                                  |  |  |  |
| Phone Number 2            | (309) 675-1475 (optional)  |                                  |  |  |  |
| Fax Number                | (309) 675-1475 (optional)  |                                  |  |  |  |
| Work Address              | (Optional)   |                                  |  |  |  |
| Country                   | United States ▼  |                                  |  |  |  |
| Address 1                 | 100 NE Adams (optional)  |                                  |  |  |  |
| Address 2                 | (optional)   |                                  |  |  |  |
| City                      | Peoria (optional)  |                                  |  |  |  |
| State                     | Illinois ▼ (optional)  |                                  |  |  |  |
| Zip Code                  | 61629 (optional)   |                                  |  |  |  |



## **Enter Donor Information and click 'Continue'**

Information on this page is optional. Employee can enter or change information in these fields.

#### Providing this information is optional.

The United Way may use home contact information as a tool to recognize and contact donors.

**Optional:** Please carefully review your information below. To make changes enter the information below and click the 'Continue' button to complete the process. To make changes to your contribution, click on the 'Back' button.

| Acknowledgements              |                                    |                      |                     |  |  |
|-------------------------------|------------------------------------|----------------------|---------------------|--|--|
|                               | recognized for my contri           |                      |                     |  |  |
| i would like to felf          | nain anonymous for Cate            | erpiliar and/or Onli | ed way recognition. |  |  |
| Personal Informatio           | n                                  |                      |                     |  |  |
| First Name                    | Demo                               |                      |                     |  |  |
| Last Name                     | Panama                             |                      |                     |  |  |
| Required<br>PeopleSoft ID     | 0584324                            |                      |                     |  |  |
| Required<br>Facility Location | Panama Technical Training Center ▼ |                      |                     |  |  |
| Work Contact Inform           | nation                             |                      |                     |  |  |
| E-mail Address                | Kempf_Erika_C@cat.com              |                      |                     |  |  |
| or                            |                                    |                      |                     |  |  |
| Phone Number 1                | (309) 675-1475                     |                      |                     |  |  |
|                               |                                    | 1                    |                     |  |  |
| Phone Number 2                | (309) 675-1475                     | (optional)           |                     |  |  |
| Fax Number                    | (309) 675-1475                     | (optional)           |                     |  |  |
| Work Address                  |                                    |                      |                     |  |  |
| Country                       | United States                      | ▼                    |                     |  |  |
| Address 1                     | 100 NE Adams                       |                      | (optional)          |  |  |
| Address 2                     |                                    |                      | (optional)          |  |  |
| City                          | Peoria                             |                      | (optional)          |  |  |
| State                         | Illinois                           |                      | ▼ (optional)        |  |  |
| Zip Code                      | 61629 (optio                       |                      |                     |  |  |
|                               |                                    |                      |                     |  |  |



## Review Pledge Information and click 'Submit Contribution'



Demo Panama Is Logged In | Logout English

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Please review your entire contribution below, using the "Edit" buttons to make any changes. If you are satisfied, please click "Submit Contribution" to complete this process. You will then have the opportunity to print your receipt.

edit Your Investments

Donation Payment Name

Per Pay Period Payroll Deduction

Fondo Unido de Panamá \$52.00 \$2.00 / pay period

> \$52.00 Total \$2.00 / pay period

#### edit Personal Information Donor Review

Demo Panama Name

(309) 675-1475, (309) 675-1475 fax: (309) 675-1475 Work Phone

Kempf Erika C@cat.com Work Email

Required 0584324 PeopleSoft ID

Required

Panama Technical Training Center Facility Location

#### Acknowledgements

✓ I would like to be recognized for my contribution by Caterpillar and/or United Way.

□ I would like to remain anonymous for Caterpillar and/or United Way recognition.



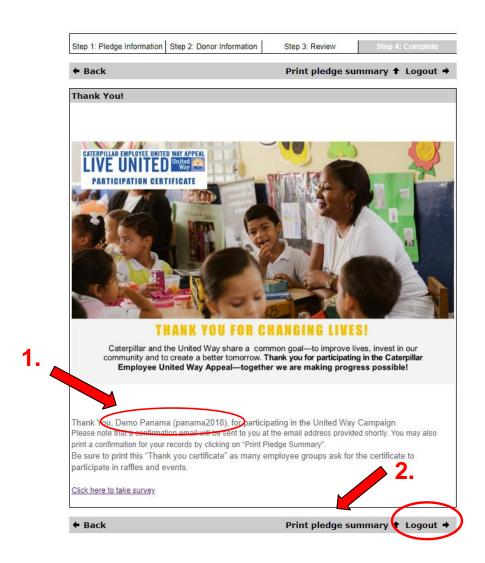




## Thank You Certificate and Pledge Receipt

### After completing online pledge form, employee can:

- 1. Print this final page 'Thank you for your participation certificate' if needed for business unit raffles/drawings (only includes Employee Name & Username)
- -Right click mouse
- -Select Print
- 2. Print pledge summary (includes pledge/dollar amount)
- -Click 'Print pledge summary'
- -Select Print
- \*Please note: Employee will also receive a confirmation email that contains pledge summary details and generic participation certificate.





### **Confirmation Email**

Employee will receive a confirmation email that includes pledge summary details and a link to certificate of participation



Dear Demo Panama,

Thank you for your Payroll Deduction gift of \$52.00 to the Caterpillar Employee United Way Appeal Campaign. For confirmation purposes, the following information has been processed per your instructions (payroll deductions will start your first paycheck in January 2020):

100.00% to Fondo Unido de Panamá

Click here to access your certificate of participation.



Sincerely,

The Caterpillar Employee United Way Appeal (CEUWA) Team & the United Way

Click here to take survey



