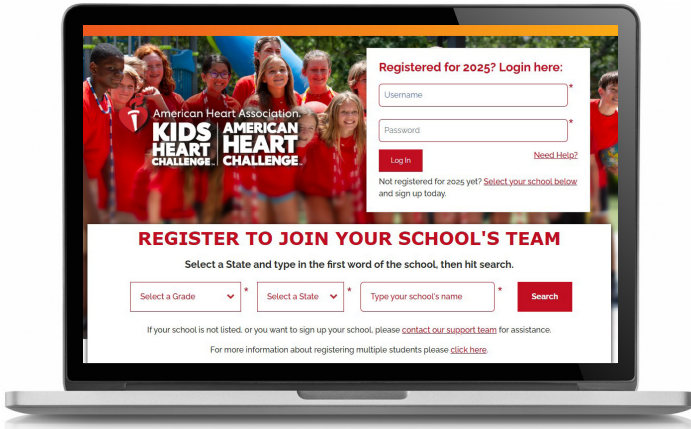




American Heart Association  
**AMERICAN HEART CHALLENGE™**

# HOW TO PRINT YOUR SCHOOL REPORT



**1**

## START HERE

Go to [heart.org/Schools](https://heart.org/Schools). Click on the red “Student/Coordinator Log In” button on the top of the page. Enter your username and password. Forgot your username or password? Follow the directions for help.

**2**

## GET YOUR REPORT

Scroll down to the “Order Post-Events Gifts” tab.

**3**

## PRINT REPORT

Click the “Export” button and choose the order you wish to export.

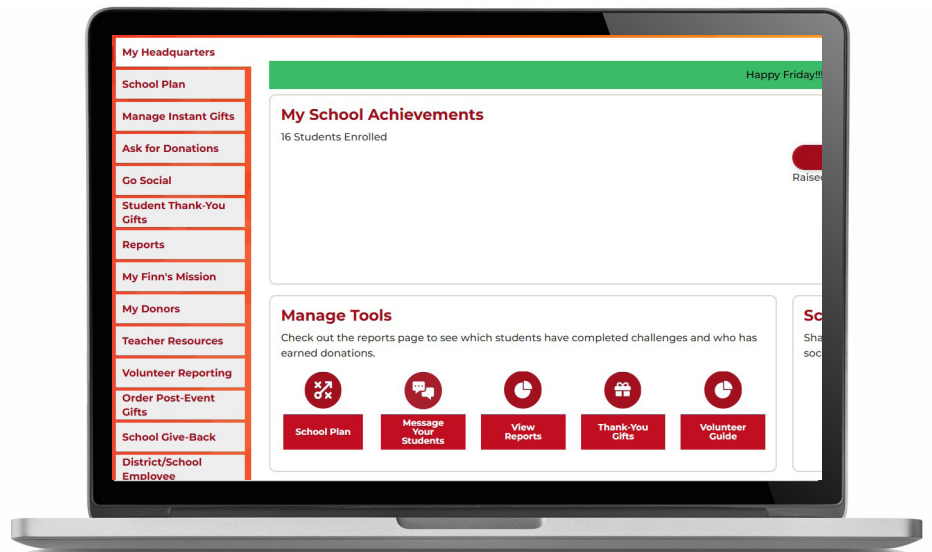
The report will download to your computer as a CSV file. (CSV files look similar to Excel, but you don’t have to have Excel to view them.)

Can’t find it? Check your browser settings or type Control + J, which works in several popular browsers to show your downloads.

**4**

## SEND REPORT

If you have checks, please print and include the Summary Gift Order form in the banking envelope.



### Order Thank-You Gifts

Great job on submitting your order!

Order	Status	Date	Submitted By	Actions
130960	Submitted	11/04/2024	Jacobe Kuhn	<a href="#">View</a>
151547	Submitted	01/09/2025	Jacobe Kuhn	<a href="#">View</a>
164957	Open			<a href="#">View &amp; Submit</a> <a href="#">Details</a>

When fundraising is complete and your orders submitted, please proceed to School Give-Back.

Print Order Details

[Summary Gift Order Form](#)

[Print Labels](#) [View Labels](#)

[Print Cards](#) [View Cards](#)

[Export](#)