

How to Access Participant Centre Guide

What is the Participant Centre?

The Participant Center is the online portal where you can check your fundraising progress, send email solicitations and update your Personal Fundraising Web Page.

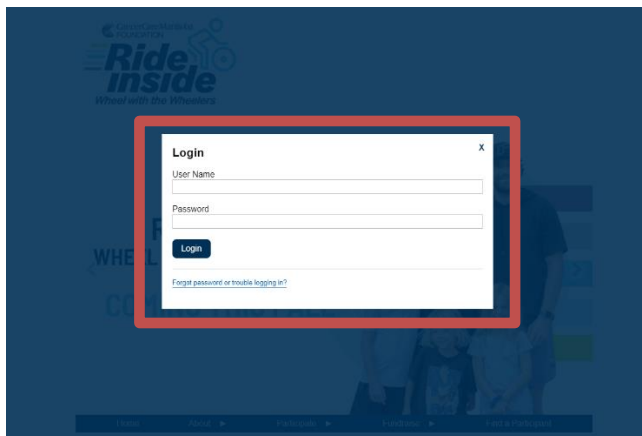
On your Personal Fundraising Web Page, you can share your personal story, add a photo or a link to a YouTube video, and even add a blog. Then, you can share your webpage address with family and friends asking them to join you at the event or support your fundraising effort through a generous gift. For our team captains, the Participant Centre is a great place to send encouragement to your team members by emailing them reminder emails and best practices as the event date draws closer.

Logging In From the Main Website

Step-1 Visit the Ride Inside website: www.rideinside.ca



STEP 2- Enter your username and password in the login area at the top of the page and tap enter on your keyboard. If you've forgotten your username or password, click the forgot your password link at the bottom of the window.



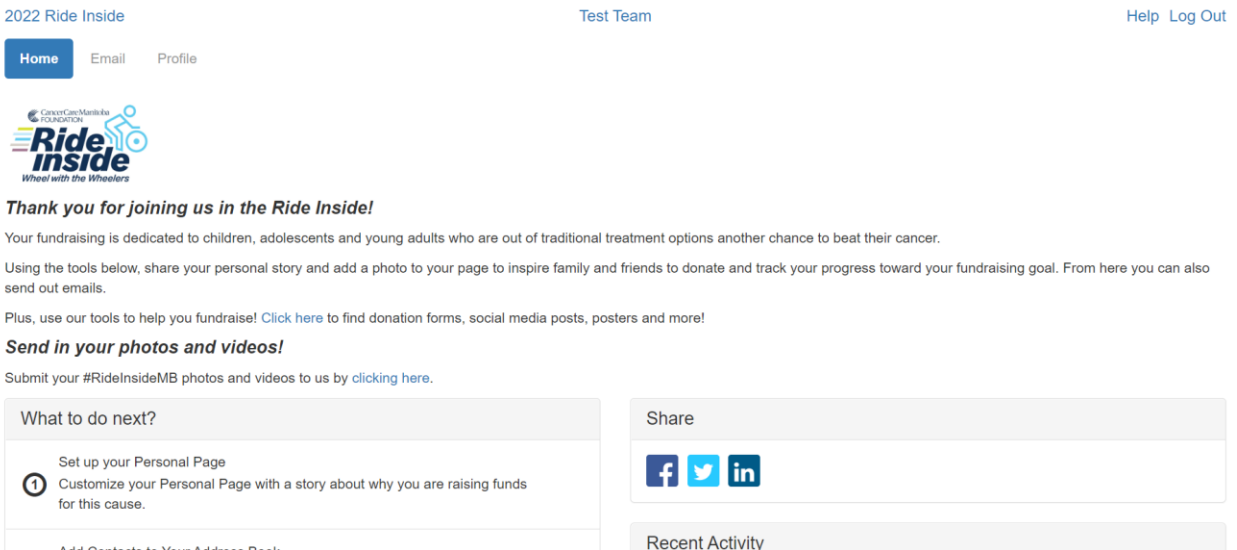
STEP 3- Once you log in you'll be redirected to your Participant Centre. Any other time you want to get there, click "Participant Centre" in the top right on the Ride Inside website.

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CancerCare Manitoba Foundation
204-927-5433
events@cancercare.mb.ca
www.rideinside.ca



STEP 4-Viola! Your Participant Center will open and you can begin to access its features. This is your one stop shop to update your personal and team pages, send out emails and track your fundraising.



Follow the "What to do next?" steps which will walk you through how to set up your personal page, add contacts, send an email to your supporters, and set a fundraising goal.

Note: the "Share" section does not work. To share your fundraising link, scroll down to the "Personal Page" section and copy your URL.

Please see additional guides for instructions

- **How to Edit Personal/Team Fundraising Page Content**
- **Add your contacts from Yahoo or Gmail**
or
- **Upload other email contacts via CSV file.**
- **How to send an email**