



Canadian
Cancer
Society



CIBC  **RUN**
FOR THE CURE

Fundraising Centre Manual



Canadian
Cancer
Society

**CIBC RUN
FOR THE CURE**



Fundraising Centre

Log in at the top right corner of the [CIBC Run for the Cure homepage](#) to see your fundraising centre.

From here – you can send **emails**, connect with family and friends using **social media**, check your **progress** and update your personal and team pages using the links at the top of the page (you will only have a Team Page if you are a Team Captain).

Fundraising Centre

Dashboard

Add contacts

View your progress

Edit personal page

Update question responses

Change team membership

Social

Send Emails

Progress

Edit personal page

THE BLUE MOUNTAINS/COLLINGWOOD

Event page

Personal page

Make a self-donation

Fundraising tools

Download a Donation Form



Welcome to your Fundraising Centre

EDIT PERSONAL PAGE

SHARE YOUR FUNDRAISING PAGE

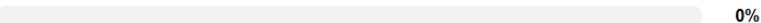
Be sure to copy, save and share the link below because it's the direct link to your fundraising page, where your friends and family can make online donations to support you.

http://convio.cancer.ca/site/TR/RunfortheCureFY19/RFTC_NW_even_?px=6307549&pg=personal

COPY

PROGRESS

Personal Fundraising



Dollars raised

\$0.00

Fundraising goal

\$300.00

UPDATE GOAL

Recent activity

Date	Activity	Description	Additional Info
May 02	Recruit	You Joined The Blue Mountains/Collingwood	



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**CIBC RUN
FOR THE CURE**



Compose message

① Configure ② Compose ③ Set Recipients ④ Preview & Send

**Choose a
message
and
preview**

Select Email Template

▸ Thank your donors (1)

▸ Request a donation (3)

▾ Other (3)

- ☐ Blank Message ([Preview](#))
- ☐ Join my team ([Preview](#))
- ☐ Welcome to the team ([Preview](#))

Send From My Email

- OR -

Send from Fundraising Centre

Compose

Drafts

Sent

Contacts

0





Canadian
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**CIBC RUN
FOR THE CURE**



Compose message

✓ Configure ② Compose ③ Set Recipients ④ Preview & Send

**Personalise
your
message.**

Subject:

☐ Include personalized greeting ([What's this?](#))

Font family Font size

B I U

As you know, I am participating in the Canadian Cancer Society CIBC Run for the Cure on October 6. I still need help reaching my fundraising goal of **[INSERT GOAL \$AMOUNT]** and I'm hoping I can count on your support. Please donate and help change the future of breast cancer. It's easy, secure and every dollar makes a difference.

Where your money goes
Your donation will support the breast cancer cause at the Canadian Cancer Society and will continue to fund critical breast cancer research and initiatives, like:

- Enhancing the quality of treatment options like surgery, radiation and chemotherapy to give people with breast cancer safer and more targeted treatment plans
- Accelerating urgently needed research in young women diagnosed with breast cancer before the age of 40
- Providing support programs such as transportation services to help people facing cancer get to their essential

▶ Current layout: RFTC_NW_BASIC_Stationery

Compose

Drafts

Sent

Contacts

0



Send From My Email

- OR -

Next

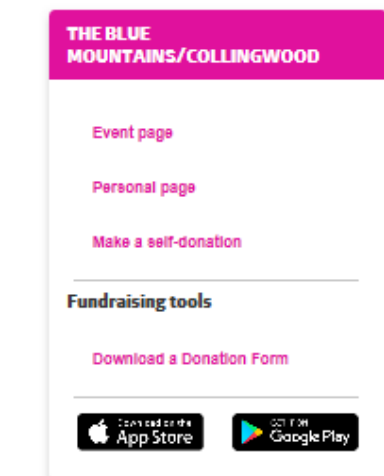
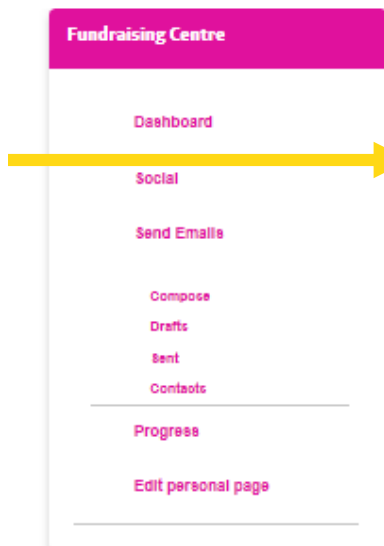


Canadian
Cancer
Society

**CIBC RUN
FOR THE CURE**



**Manually
enter
contacts'
email
addresses**



Compose message

1 Configure 2 Compose 3 **Set Recipients** 4 Preview & Send

ADD CONTACT

IMPORT CONTACTS

Available Contacts

Contacts

Name	Email

Recipient List

Name	Email	Actions

**Import contacts
from an email
service.**

SEND FROM MY EMAIL

- OR -

Save draft Save as template Preview **NEXT**




Canadian
Cancer
Society

CIBC RUN FOR THE CURE

Preview & Send



Sunday, October 6, 2019



As you know, I am participating in the Canadian Cancer Society CIBC Run for the Cure on October 6. I still need help reaching my fundraising goal of [INSERT GOAL \$AMOUNT] and I'm hoping I can count on your support. Please donate and help change the future of breast cancer. It's easy, secure and every dollar makes a difference.

Where your money goes
Your donation will support the breast cancer cause at the Canadian Cancer Society and will continue to fund critical breast cancer research and initiatives, like:

- Enhancing the quality of treatment options like surgery, radiation and chemotherapy to give people with breast cancer safer and more targeted treatment plans
- Accelerating urgently needed research in young women diagnosed with breast cancer before the age of 40
- Providing support programs such as transportation services to help people facing cancer get to their essential medical appointments and lodges that provide accommodation when a person's cancer treatment is far from home

Thank you in advance for your generosity.

A link to your personal page will automatically be added to the bottom of your message.

Visit www.cibcrunfortheure.com or cancer.ca for more information. [Privacy Policy](#) | [Unsubscribe](#)

© 2018 Canadian Cancer Society. All Rights Reserved.
Charitable Registration No. 118829803 RR 0001

POWERED BY
blackbaud
nonprofit software

Send from Fundraising Centre instead of your email. Click here, make any edits, enter email address, and hit send!

SEND FROM MY EMAIL

- OR -

Save draft

Save as template

SEND

Send from my Email to use your personal email address. This way, recipients recognize you as the sender and your message won't end up in junk mail! Also, there's no need to import your contacts!



Canadian
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**CIBC RUN
FOR THE CURE**



Choose to
edit content or
to upload
photos/videos



Fundraising Centre

Dashboard

Social

Send Emails

Progress

Edit personal page

Content

Photos/Video

Edit your personal page ([View personal page](#))

Personal page URL and settings ([URL Settings](#))

[http://convio.cancer.ca/site/TR/RunfortheCureFY19/RFTC_NW_even_?
px=6307549&pg=personal&fr_id=26272](http://convio.cancer.ca/site/TR/RunfortheCureFY19/RFTC_NW_even_?px=6307549&pg=personal&fr_id=26272)

This page is **Public**

Body

Font family Font size
B *I* U ABC [Icons]

Every day, 70 Canadians will hear the words “you have breast cancer.” While these Canadians are living longer, healthier lives after a breast cancer diagnosis, but there is still so much work to be done. By participating in this year’s Canadian Cancer Society CIBC Run for the Cure, I’m joining a collective that is a force-for-life in the face of breast cancer. I’m running in honour of the incredible people in my life, and I need your help!

Please contribute what you can to help me achieve my fundraising goal. Every dollar makes a difference. Your donation will fund ground-breaking research to help save the lives of more Canadians and provide support programs for people affected by breast cancer.

**Edit
message
on
personal
page**



Photos/Video

You may add either photos or a video to your page.

()

Photos - Images must be .jpg files. Uploaded images will be automatically resized to fit in a 200 x 200 pixel space. The maximum acceptable file size is 4Mb.

**Upload
your
photo**



Images must be .gif, .jpg or .png files.

Caption

SAVE/UPLOAD or Remove photo

☐ Video



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Fundraising Centre

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[Download a Donation Form](#)



Social

[Send Messages](#)

[Schedule Messages](#)

[Thank Donors](#)

[Email Badge](#)

[Preferences](#)

Send Messages

Start fundraising today! Connect with family and friends through various social channels. Just click on one of the message options listed below and select the social network that you would like to send the message(s) through.

Fundraise

You can make a difference



Please support CIBC Run for the Cure

Help me reach my goal

Donation ask follow-up

I've made it!

Need help using the app?

**Share
message** on
various
social media
platforms



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**CIBC RUN
FOR THE CURE**



Send Messages

Schedule Messages

Thank Donors

Email Badge

Preferences

Schedule Messages

Make fundraising easy by scheduling messages to help you reach your goal. Select all messages or individual messages you want to schedule and the social channel you want to use.

☐ Select All Messages

Select Social Channel(s):



☐ **Tuesday weekly message**

I've raised \$0 for the Canadian Cancer Society CIBC Run for the Cure. Each day I am getting closer to my goal of \$300. I've made my promise to help make breast cancer beatable, but I need your help! Donate today.

☐ **New Donation Received**

I have raised \$0 for the CIBC Run for the Cure towards the goal of \$300. Support me with a donation today.

☐ **30 days until the event**

30 days and counting until this year's Canadian Cancer Society CIBC Run for the Cure in Toronto. Support me and help make breast cancer beatable with a donation today!

☐ **15 days until the event**

Just 15 more days until this year's Canadian Cancer Society CIBC Run for the Cure in Toronto. Can I count on your support? Donate to help make breast cancer beatable!

☐ **5 days until the event**

The Canadian Cancer Society CIBC Run for the Cure is 5 days away. Just enough time for you to show your support and donate to help make breast cancer beatable!

☐ **The day before the event**

Tomorrow is the Canadian Cancer Society CIBC Run for the Cure! I can't wait to join people across the country in this movement to make breast cancer beatable. You can help make a difference too with a donation - every dollar counts!

☐ **The day of the event**

Today's the big day! I am so excited to be participating in the Canadian Cancer Society CIBC Run for the Cure in Toronto! Wish me luck and show your support with a donation to help make breast cancer beatable..

☐ **The day after the event**

Thank you to everyone who supported me in the Canadian Cancer Society CIBC Run for the Cure to help make breast cancer beatable! I had a great time at the Run! If you haven't donated yet, it's not too late.

Cancel

Save

Select
messages
you want to
schedule
and the
social
channel you
want to use



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[Send Messages](#)

[Schedule Messages](#)

[Thank Donors](#)

[Email Badge](#)

[Preferences](#)

Thank Donors

You have not received any recent donations. Why not ask your friends to support you? Click [here](#) to share a message and start fundraising today!

Need help using the app?



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**CIBC RUN
FOR THE CURE**



Send Messages

Schedule Messages

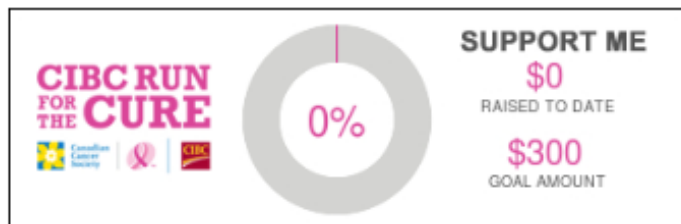
Thank Donors

Email Badge

Preferences

Email Badge

Once you know that your e-mail client supports the e-mail badge, review the instructions below for step by step instructions.



Include email
badge to friends
and family

```
<a href="http://cibcrunfortheure.supportcbcf.com/site/TR?  
px=5480667&pg=personal&fr_id=2733&s_src=boundlessfundraisin  
g&s_subsrc=BF_emailbadge" target=new></a>
```

[Detailed PC Instructions](#) | [Detailed Mac Instructions](#)

Review PC and Mac
Instructions

Need help using the app?



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**CIBC RUN
FOR THE CURE**



Fundraising Centre

- Dashboard
- Social
- Send Emails
- Progress**
- Personal progress
- Edit personal page

Click the
Progress
tab

THE BLUE MOUNTAINS/COLLINGWOOD

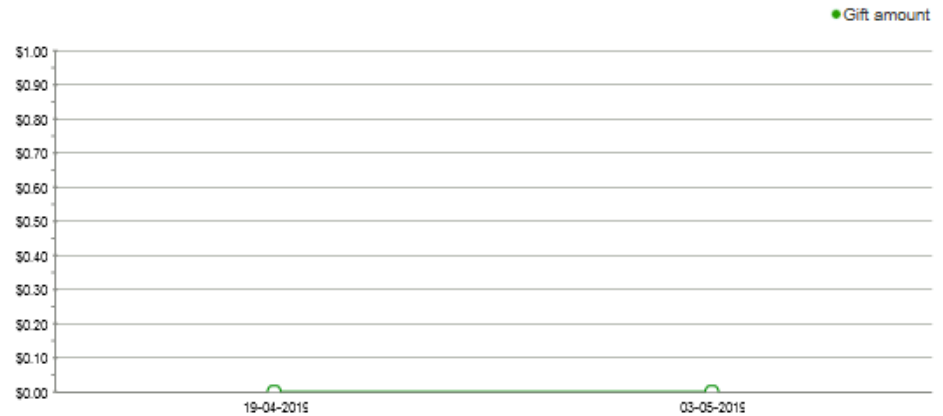
- Event page
- Personal page
- Make a self-donation

Fundraising tools

- Download a Donation Form



Personal report



Donation history

Gift notifications: On (Turn off)

(View personal donations or Download personal donation list)

Donor	Amount	Notes	Date	Actions
No donations found.				

« < 0-0 of 0 > »



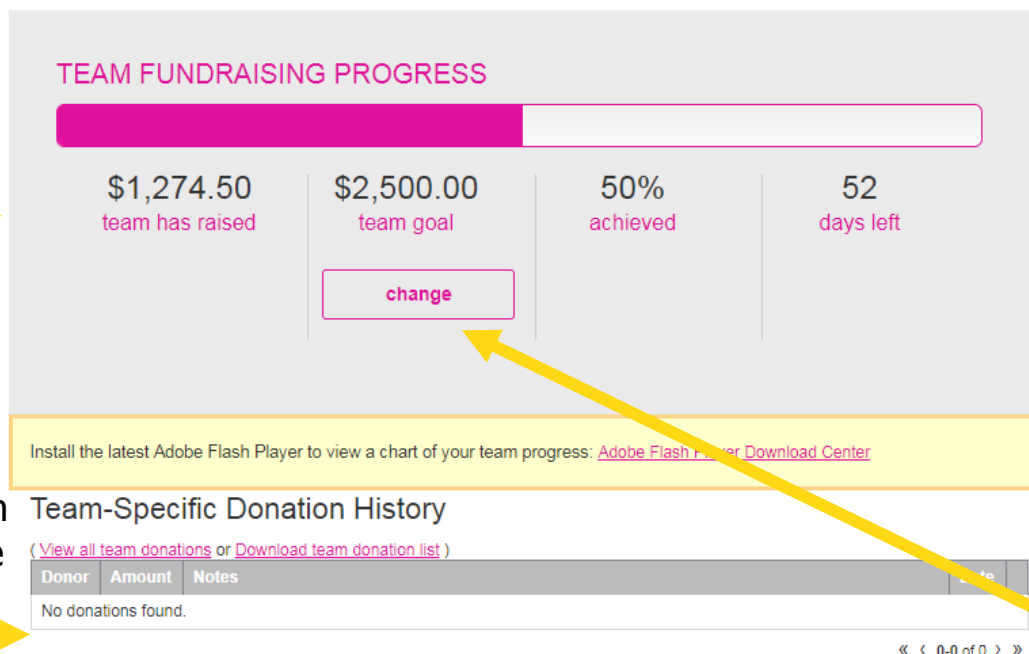
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See your
team's
progress
against the
team goal

Team Report



Donations
from team
members
and
donations to
the team can
be seen here

Contributing Team Members

([View all teammates](#) or [Download roster](#)) ([Download team statistics](#))

Pull reports using the
links at the bottom of
the page

Select
whether to
view your
**team or
personal**
fundraising
progress

Personal

Team

**TOP 10
DONORS
ACROSS TEAM**

0

See your
**top 10
donors**
here

Update your team
fundraising goal to
keep your team
motivated!



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**CIBC RUN
FOR THE CURE**



Edit Your Team Fundraising Page [\(View Team Page\)](#)

[Page\)](#)

Team Page URL: [\(URL Settings\)](#)
http://www.supportccbcf.com/site/TR/RunfortheCureFY18/RFTC18?team_id=105642&pg=team&fr_id=2664

Team Photo

Start by uploading your own photo and add a pink ribbon to show your support for the breast cancer cause. Make sure to re-upload a new photo to be able to switch from a single ribbon option to a double ribbon.



[Use Default Photo](#)

Select Banner:



Add/Edit Photo Caption:

Save

Upload Photo

Font family Font size

1 in 8 Canadian women will develop breast cancer in their lifetime. Let's promise to change that.

We're participating in this year's Canadian Cancer Society CIBC Run for the Cure to benefit the breast cancer cause. We're running in honour of all of the incredible women in our lives, and we need your help!

Please contribute what you can to our fundraising. Every dollar makes a difference and gets us one step closer to making breast cancer beatable. Your donation will fund innovative research to help save the lives of more women, and provide support programs to those affected by this disease.

Did you know that just \$100 could fund 2 hours of lifesaving research in a world class laboratory? Your contribution lead to the next breakthrough!

Together, we can change the future of breast cancer.

Thanks in advance for your support!

[Preview](#)

Save

The Preview will open in a new window, but will not save your changes.

Edit your team details -
Team Name,
Company
Affiliation and
Team Type

Share team progress
on social media

Update the body or
the text written on your
team page at the
bottom of the page.
Add/edit content,
update your
formatting and share
your story!

Want to use a
vanity **URL**?
Update it at
the top of the
page.

**Upload a
picture** for
your team page
(or use the
default) and
**select a
banner.**

Remember to
hit save!



THANK YOU!

Have questions?

Get in touch and we'll be happy to help!

TEL: 1-888-939-3333

EMAIL: connect@cancer.ca