



Canadian
Cancer
Society



CIBC  **RUN**
FOR THE CURE

My Fundraising Centre

HOW TO GUIDE

Setting up your personal page

1

DASHBOARD

FUNDRAISING PROGRESS

FUNDRAISING PAGE

SEND EMAILS

MY ACCOUNT

Photos/Video



Update Media

UPLOAD YOUR PROFILE PHOTO

Access your dashboard and choose "Update Media" to add or modify your profile picture. You can upload a photo or a video, which will be resized to 300x400 pixels automatically.

2

Select an image to upload:

Choose File picture.jpg



Caption

or Remove photo

Cancel

Save/Upload

EDIT AND SAVE YOUR FILE

Click on "Choose File" to select the image or video from your device.

You have the option to resize the image by using the zoom tool below the image. Additionally, you can rotate the image using the buttons situated below the zoom tool.

Once you have completed the necessary adjustments, proceed by selecting "Save/Upload."

Setting up your personal page

3

Welcome to My Fundraising Page!

To show my support for the thousands of Canadians diagnosed with breast cancer every year, I am participating and fundraising for this year's **Canadian Cancer Society CIBC Run for the Cure**.

With your help, I can reach my fundraising goal and make a life-changing difference for so many people. Every dollar I raise will fund groundbreaking breast cancer research and support programs and services for those impacted by this disease.

Please donate today. I believe better treatment options and survival outcomes are possible. Together, we can give Canadians impacted by breast cancer a reason to have hope. And we can help change the future for all.

Thank you! I appreciate your generous support.

Edit Content



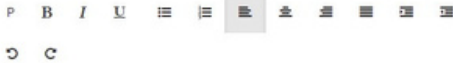
EDIT THE CONTENT OF YOUR PAGE

On the Dashboard, select "Edit Content" to revise the description on your personal page.

4

Edit Content

Welcome to My Fundraising Page!



To show my support for the thousands of Canadians diagnosed with breast cancer every year, I am participating and fundraising for this year's **Canadian Cancer Society CIBC Run for the Cure**.

With your help, I can reach my fundraising goal and make a life-changing difference for so many people. Every dollar I raise will fund groundbreaking breast cancer research and support programs and services for those impacted by this disease.

Please donate today. I believe better treatment options and survival outcomes are possible. Together, we can give Canadians impacted by breast cancer a reason to have hope. And we can help change the future for all.

Thank you! I appreciate your generous support.



Cancel

Save



CUSTOMIZE THE TITLE AND BODY

You can either create a title for your fundraising page or retain the default title provided.

Craft your personalized message or description in the body section. You may utilize the formatting options available in the toolbars above.

Once completed, click on "Save."

Setting up your personal page

5

Personal page URL and settings

https://support.cancer.ca/site/TR/RunfortheCure/RFTC_NW_odd_px=14743436&pg=personal&fr_id=29877

URL Settings



EDIT YOUR URL SETTINGS

Customize your fundraising page URL to make it more accessible for potential donors. Access this feature by clicking on "URL Settings".

URL Settings

You can create a personalized Web address for your personal page to make it easier for family and friends to find. The Web address can contain letters, numbers, '-' (dashes), and '_' (underscores). For example, entering 'John_Smith' will allow people to enter 'http://support.cancer.ca/goto/John_Smith' to display your personal page.

http://support.cancer.ca/goto/

Cancel

Save

A pop-up box will appear and you can enter the name you wish to include to personalize the web address.



How to send emails

1

DASHBOARD

FUNDRAISING PROGRESS

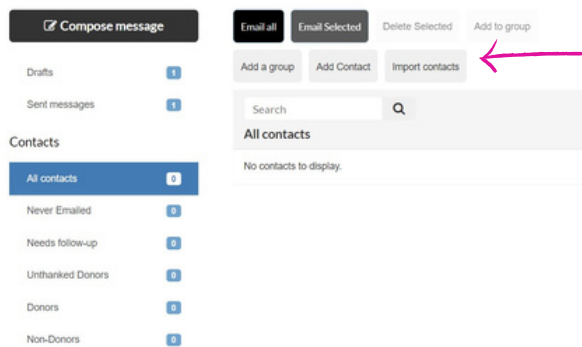
FUNDRAISING PAGE

SEND EMAILS

MY ACCOUNT

ADD YOUR CONTACTS TO YOUR ACCOUNT

Access your emails by selecting "Send Emails" on the main toolbar. Go to "All contacts" on the sidebar and select "Add Contact" to add potential donors' email information.

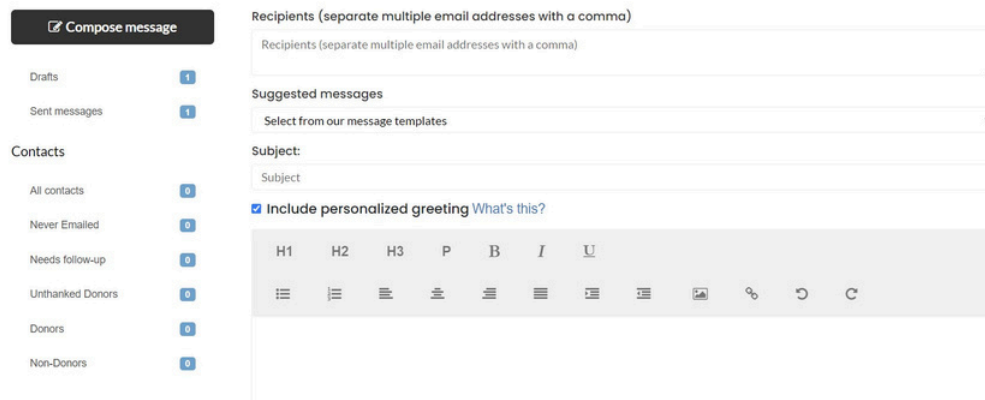


You have the option to add a single contact, import contacts from your email service provider, and categorize them into groups.

2

START EMAILING YOUR CONTACTS

Select "Compose Message" to start sending emails to your contacts from the Participant Center Address Book.

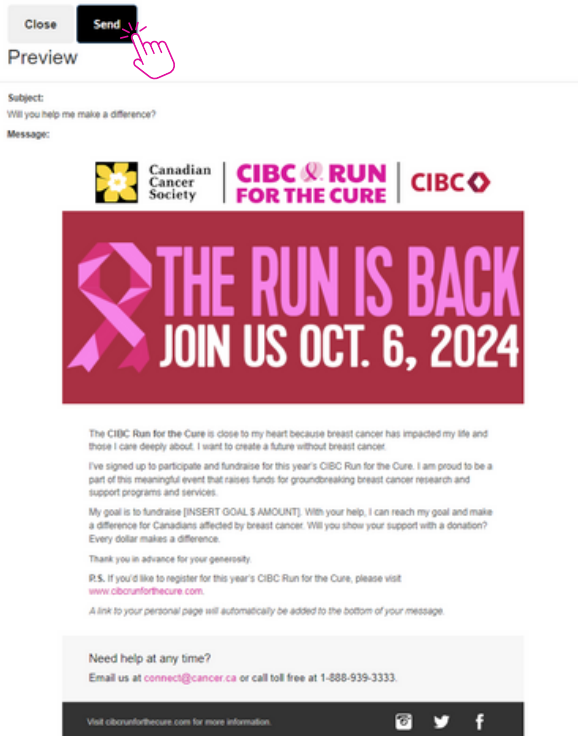


How to send emails

3

COMPOSE YOUR MESSAGE

Complete the recipients field and subject line. You have the option to craft a personalized message or choose a template from the dropdown menu labeled "Suggested Messages."



You also have the opportunity to personalize a message template. Once complete, click on "Preview and Send" to review your message before sending it.

Choose "Close" if you wish to continue editing or "Send" when you are prepared to dispatch the message.

Change your fundraising progress

DASHBOARD **FUNDRAISING PROGRESS** FUNDRAISING PAGE SEND EMAILS MY ACCOUNT

UPDATE YOUR FUNDRAISING GOAL

You can modify your fundraising goal under "Fundraising Progress" on the main toolbar. To increase your fundraising goal, select "Edit goal" and input the new fundraising target. Click "Save" and your page will reflect the new fundraising goal.

Your Fundraising Progress Edit goal

\$0.00 \$300.00

Edit goal

\$ 300

Cancel Save

Update your profile

DASHBOARD

FUNDRAISING PROGRESS

FUNDRAISING PAGE

SEND EMAILS

MY ACCOUNT 

UPDATE YOUR PERSONAL INFORMATION

You have the option to modify your account details and event preferences under the "My Account" section. Within the "Profile" tab, you can adjust your username, password, and other account information or settings.

Profile

Questions

Profile

Username *
john_smith Change Password

Title

First name *
John

Last name *
Smith

Suffix

Professional suffix

Email *
johnsmith@myemail.com

Yes, I would like to receive email from this site.

Update your profile

Profile Questions

Survey Responses

I confirm that I have carefully read, understood and agree to be bound by the terms of the CIBC Run for the Cure Release, Waiver of Liability and Indemnity Agreement, as a condition of being permitted to participate in the CIBC Run for the Cure. *

I am 18 or older and I have read and fully understand and agree with the contents of this waiver.

I am under 18 and my parent or guardian is agreeing on my behalf.

Are you interested in volunteering for the Canadian Cancer Society?

No

Opt in to receive a T-shirt and other rewards. Participants must meet fundraising requirements to qualify. *See the Fundraising Rewards for more information. *

No

Preferred t-shirt size (sizes are unisex). Participants of Hope who qualify will receive a pink t-shirt. *

Note: In order to receive a t-shirt you must raise \$60 (youth) \$150 (adult), select your t-shirt size and provide a full physical mailing address (no PO boxes).

Medium

How many years have you participated, including this year? *

3


Who do you Run for? e.g., My mom, My best friend, Jane Smith (Please note that the information you enter will appear on your fundraising page. You can update it at any time in your Fundraising Centre.)

mom

UPDATE YOUR OTHER PREFERENCES

In the "Questions" tab, you have the option to revise the answers you provided during your initial account setup. This includes adjusting your volunteer preferences, t-shirt size, and more.

QUESTIONS?

 Visit our [frequently asked questions](#) online.

Need help at any time?

Email us at connect@cancer.ca or call toll free at 1-888-939-3333.