

# Ride & Stroll FOR LIFE



## how to register as a Team Captain or Team Member...

Being a Team Captain is fun and important! We've got lots of tools to help you as you lead - just go to our website [www.womancareride.com](http://www.womancareride.com). To register.....

- Go to <https://www.canadahelps.org/en/charities/womancare-pregnancy-centre/rideforlife2018/>
- To **captain a team**, choose **"Create a Team"**
- To **join a team**, click on **"Find a Team or Person"**, type in Team Name, then hit **"Search."** Then, click on the Team Name choosing **"Team Page"** under Page Type, then click on **"Join Team."**
- Type in your Email address and hit continue
- Follow the prompts and fill in where required, selecting **"Continue"** after each entry. **\*TIPS:**
  - \* **Where it indicates "Your Page Title", please type in your name.**
  - \* **When you get to the section with the URL field, add an entry at the end of the URL, ie. Your team name or a nickname. There should be no spaces and follow what is required.**

Once you're registered, you can begin recruiting team members and raising funds immediately. Now, watch as your individual, and team thermometer, rises with each donation! Remember, your supporters can donate online with their **credit cards** at <https://www.canadahelps.org/en/charities/womancare-pregnancy-centre/rideforlife2018/>. If giving by **cheque or cash**, record these on your Donation Sheet and pass on the information to the office on a regular basis to update your progress.

## how to sign in and navigate your personal webpage ...

Once you've registered online, you can now start to recruit sponsors and/or team members if you are a captain. To sign in to your personal webpage:

- Go to [www.womancareride.com](http://www.womancareride.com) and scroll down and click on **"Register as a Participant"**
- Click on **"please visit our CanadaHelps page"**
- On the top right, click on **"Sign In"**. Type in your email address and password and sign in.
- On the top right, click the arrow on your email address and here you will find **"Edit My Page"** or **"Edit My Team"** or **"Sign Out"**.
- This will bring you to **"Edit My Fundraising Page"**. By clicking on the tab indicated, you can make general changes to your personal webpage, add images or videos, look through your donations, and share with those you want to recruit as a team member or donors through various icons, including sending out emails.
- Remember to click on **"Save Fundraising Page"** at the bottom whenever you make any changes.