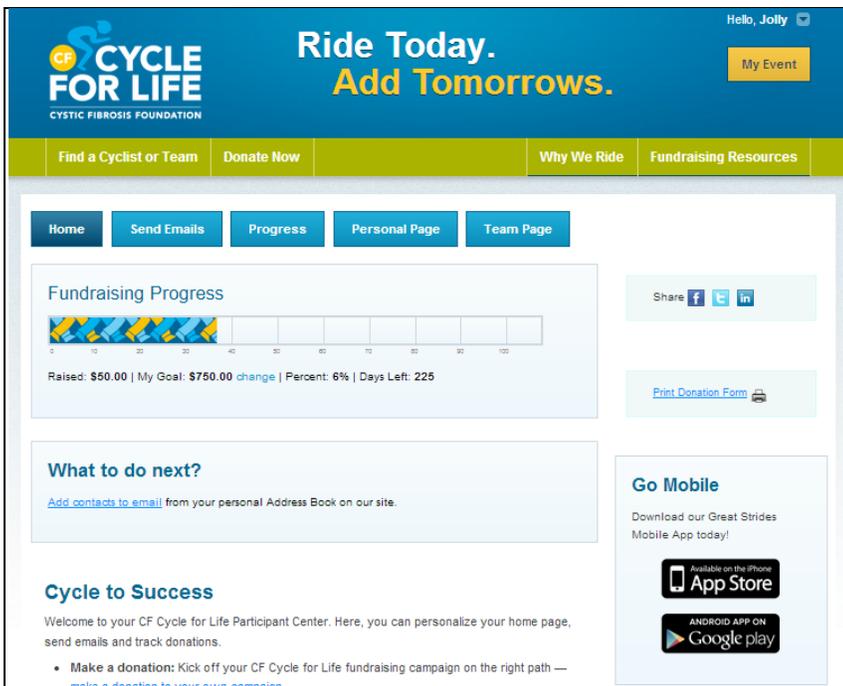


Participant Center Overview

Once you have registered for CF Cycle for Life you can access the Participant Center. Tools in the Participant Center include tracking your fundraising progress, sending emails to friends and family, and editing your personal page.

Home Tab

The Home tab allows you to track the amount you have raised or change your fundraising goal. You can also view the percentage of donations received toward your goal and the number of days left to raise additional funds.



The screenshot shows the CF Cycle for Life Participant Center interface. At the top, there is a blue header with the CF Cycle for Life logo on the left, the text "Ride Today. Add Tomorrows." in the center, and a "Hello, Jolly" greeting with a user icon on the right. Below the header is a navigation bar with links: "Find a Cyclist or Team", "Donate Now", "Why We Ride", and "Fundraising Resources". The main content area has a "Home" tab selected, along with "Send Emails", "Progress", "Personal Page", and "Team Page". The "Fundraising Progress" section features a progress bar showing 6% completion, with text indicating "Raised: \$50.00 | My Goal: \$750.00 change | Percent: 6% | Days Left: 225". To the right of the progress bar are social sharing options for Facebook, Twitter, and LinkedIn, and a "Print Donation Form" link. Below the progress bar is a "What to do next?" section with a link to "Add contacts to email" from a personal address book. At the bottom left, there is a "Cycle to Success" section with a welcome message and a bullet point: "Make a donation: Kick off your CF Cycle for Life fundraising campaign on the right path — make a donation to your own campaign." On the bottom right, there is a "Go Mobile" section with the text "Download our Great Strides Mobile App today!" and buttons for the App Store and Google Play.

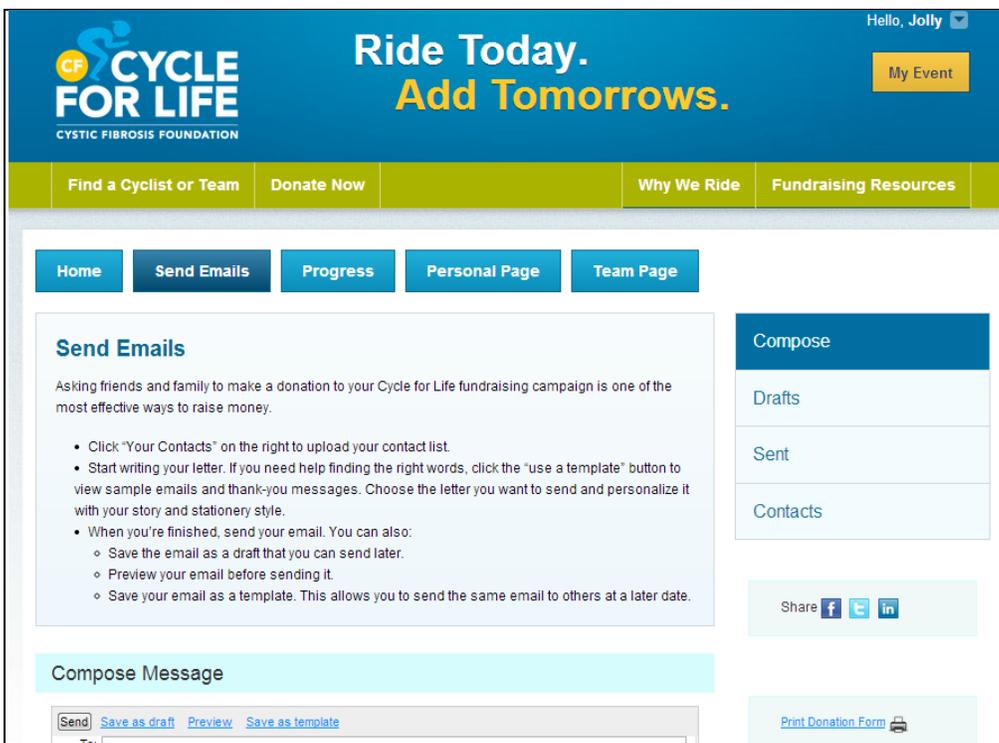
To View Your Fundraising Progress:

1. Log in to the CF Cycle for Life website.
2. Click the **Home** tab.

3. View the amount you have raised toward your fundraising goal.
 - a. In the **Go Mobile** section, click to download the CF Cycle for Life apps to use your mobile device to track progress, send emails and reminders, or access your participant page.

Send Emails Tab

Use the email tools in your participant center to spread the word about your participation in CF Cycle for Life by emailing friends and family.



CF **CYCLE FOR LIFE**
CYSTIC FIBROSIS FOUNDATION

**Ride Today.
Add Tomorrows.**

Hello, Jolly

My Event

Find a Cyclist or Team Donate Now Why We Ride Fundraising Resources

Home **Send Emails** Progress Personal Page Team Page

Send Emails

Asking friends and family to make a donation to your Cycle for Life fundraising campaign is one of the most effective ways to raise money.

- Click "Your Contacts" on the right to upload your contact list.
- Start writing your letter. If you need help finding the right words, click the "use a template" button to view sample emails and thank-you messages. Choose the letter you want to send and personalize it with your story and stationery style.
- When you're finished, send your email. You can also:
 - Save the email as a draft that you can send later.
 - Preview your email before sending it.
 - Save your email as a template. This allows you to send the same email to others at a later date.

Compose Message

Send Save as draft Preview Save as template

To:

Compose

Drafts

Sent

Contacts

Share   

Print Donation Form 

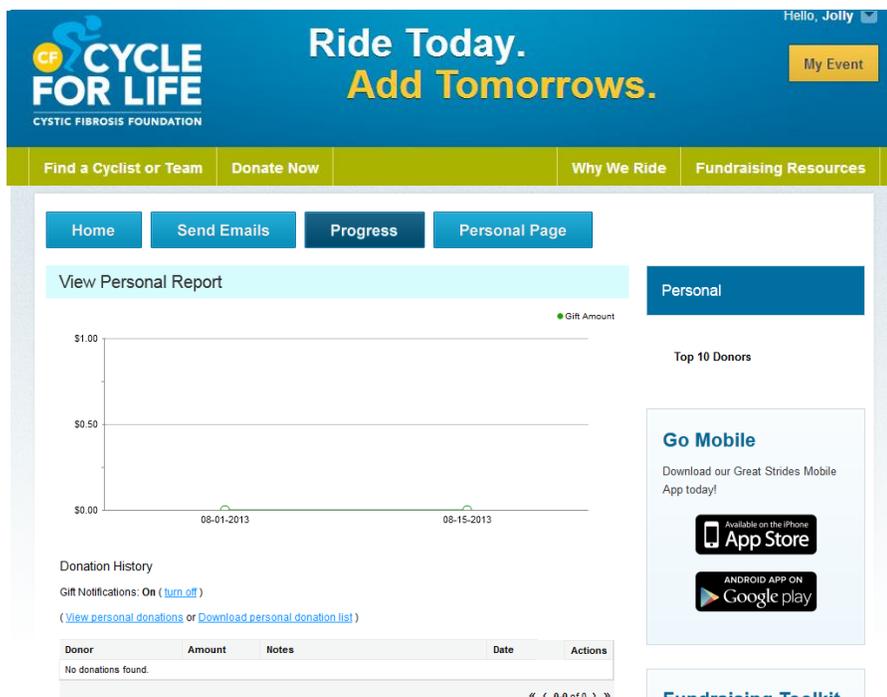
To Send Emails:

1. Log in to the CF Cycle for Life website.
2. Click the **Send Emails** tab.
3. In the **To** line, enter email address for your recipients.
4. Enter a subject for your email.

5. There are multiple email templates you can use and each template includes a default message that you can customize to fit your needs.
6. Check the **Include personalized greeting** checkbox to personalize the greeting of your message.
7. Once you have finished with your email, you can save it, preview it, or save it as a template.
 - a. When you save it as a template, you can use it for other email messages.

Progress Tab

After you send your email message, you can review your personal fundraising report on the Progress tab. The information available includes a graph of your donations, a list of all donors, the amount they donated, and the date they made the donation.



CF CYCLE FOR LIFE
CYSTIC FIBROSIS FOUNDATION

Ride Today.
Add Tomorrows.

Hello, Jolly

My Event

Find a Cyclist or Team | Donate Now | Why We Ride | Fundraising Resources

Home | Send Emails | **Progress** | Personal Page

View Personal Report

Personal

Top 10 Donors

Go Mobile
Download our Great Strides Mobile App today!

Available on the iPhone
App Store

ANDROID APP ON
Google play

Fundraising Toolkit

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 >>

To View Your Fundraising Progress:

1. Log in to the CF Cycle for Life website.
2. Click the **Progress** tab.
3. View the information in the **Progress Report**.
4. If you want to receive notifications when someone donates, verify **Gift Notifications** is set to **On**.