

Thank you for taking part in the Scleroderma Foundation's "Stepping Out to Cure Scleroderma!" We appreciate your support of our mission. Here are some instructions to help you access your Participant Center.

*If you have any other questions, please contact your walk's event manager (visit the "Contact Info" tab on the walk website for the preferred contact method). You also may contact our National Office toll-free at (800) 722-4673.*

## What is the Participant Center?

The Participant Center is the online portal where you can check your fundraising progress, send email solicitations and thank you's, 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 Center 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 walk's main website

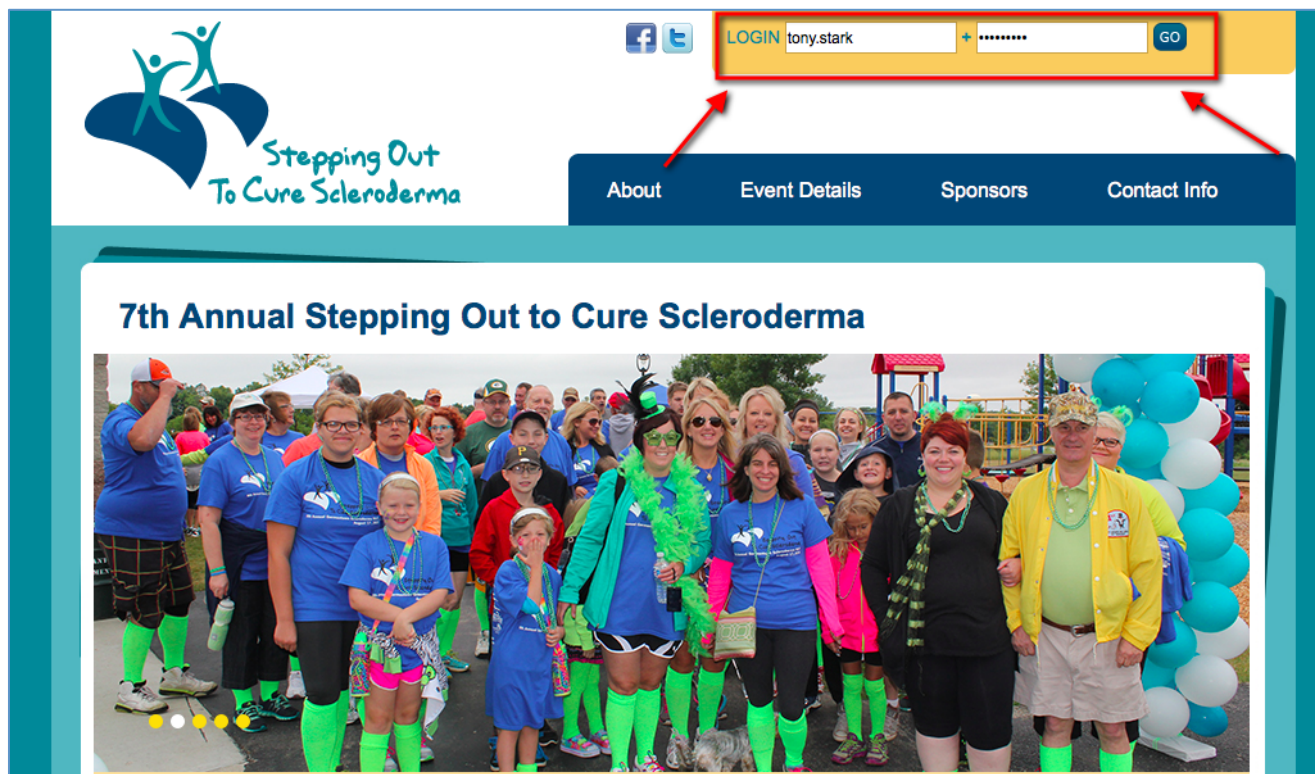
#### STEP 1 – Visit your walk's main website

*If you don't know your walk's website, visit [www.scleroderma.org/walks](http://www.scleroderma.org/walks) to get started.*

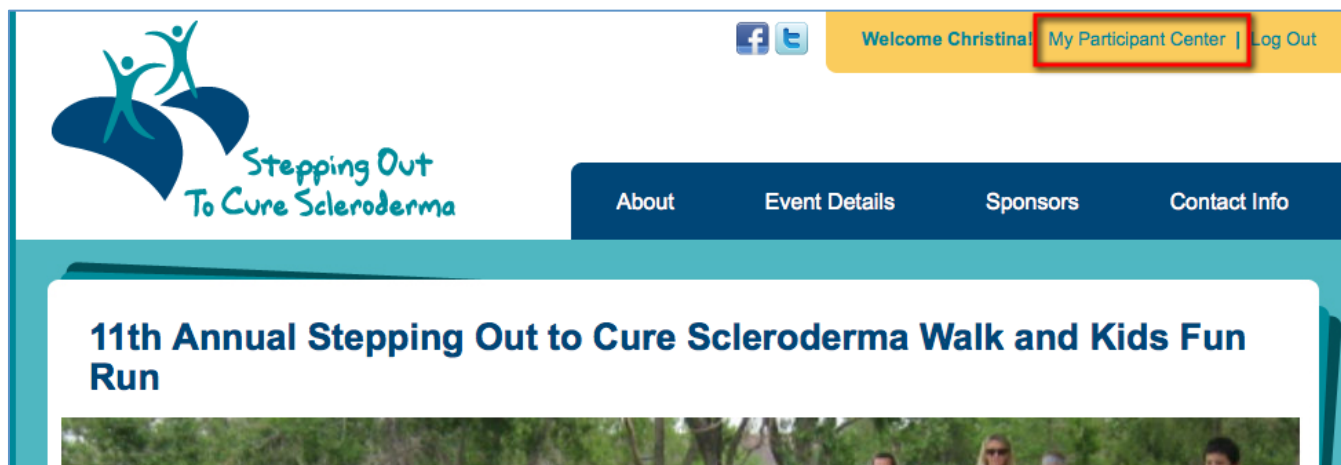


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**STEP 2 – Enter your username and password in the login area at the top of the page and tap enter on your keyboard.**



**STEP 3 – Once you login, you'll see a welcome message. Then, click "My Participant Center"**



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**STEP 4 – Voila! Your Participant Center will open and you can begin to access its features.**

The screenshot shows a user interface for a participant center. At the top left is the logo for "Stepping Out To Cure Scleroderma" featuring two stylized figures. To the right are social media icons for Facebook and Twitter, and a welcome message: "Welcome Christina! My Participant Center | Log Out". Below this is a navigation bar with "About", "Event Details", "Sponsors", and "Contact Info". The main content area has a sub-navigation bar with "Home", "Send an Email", "View Your Fundraising Progress", "Edit Your Personal Page", and "Edit Your Team Page". The "Overview" section displays "Your Fundraising Progress" with a progress bar and four key metrics: "\$0.00 I Have Raised", "\$100.00 My Goal (change)", "0% Percent", and "183 Days Left". Below this is a "What to do next?" section with two tasks: "1 Customize Your Personal Fundraising Page" (with a description) and "Add Contacts to Your Address Book" (with a checkmark and description). On the right side, there are buttons for "Send" and "Enter", and a list of actions: "Add Contacts", "View Your Fundraising Progress", "Edit your personal page", "Email Team", "View Team Roster", and "Update Questionnaire". A message box from the "Captain" is also visible, stating: "You did not set a message for your team. Use the message box in your Participant Center to leave a message for your teammates."

Logging in from scleroderma.org and our chapter's websites

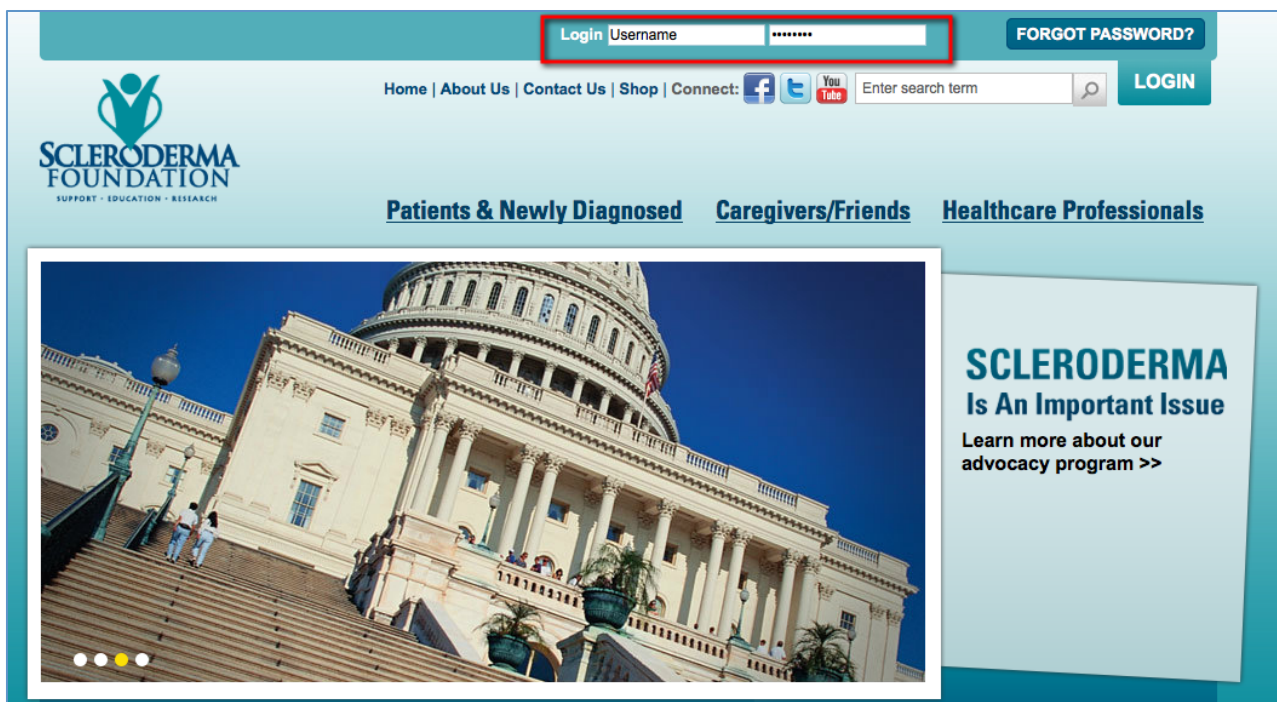
**STEP 1 – Visit any page on [www.scleroderma.org](http://www.scleroderma.org) (including our chapter websites) and click the "Login" button on the top of the page**

The screenshot shows the homepage of the Scleroderma Foundation. At the top left is the logo for "SCLERODERMA FOUNDATION" with the tagline "SUPPORT · EDUCATION · RESEARCH". To the right is a navigation menu with "Home | About Us | Contact Us | Shop | Connect:" followed by social media icons for Facebook, Twitter, and YouTube. A search bar is also present. A red box highlights a "LOGIN" button in the top right corner. Below the navigation is a banner for "A Free CME/CNE Activity: 'The Lung in Scleroderma'" featuring an illustration of a human torso with the lungs highlighted in green. To the right of the banner is a text box that reads: "Our free CME/CNE program 'The Lung in Scleroderma' may be coming to a city near you. Click here to learn more >>".

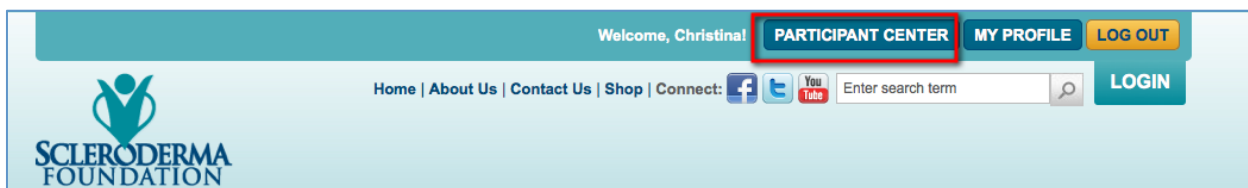
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**STEP 2 – Enter your username and password. Then, click “enter” on your keyboard.**



**STEP 3 – Next, you’ll see a welcome message and click “Participant Center”.**



**STEP 4 – A list of all the events you are registered for will show up on the page. Click the event name’s link to enter your Participant Center.**



## CONTACT OUR OFFICE FOR ASSISTANCE

1. Call the National Office at (800) 722-4673.
2. Our staff can help you log-in to access your Participant Center and its valuable features to improve your fundraising for the “Stepping Out to Cure Scleroderma” event.