THE PARTICIPANT EXPERIENCE

- | Chapter 1: Society Account |-----

- Creating a New Society Account
- Logging in to Your Existing Society Account
- Managing your Society Account

Creating a New Society Account

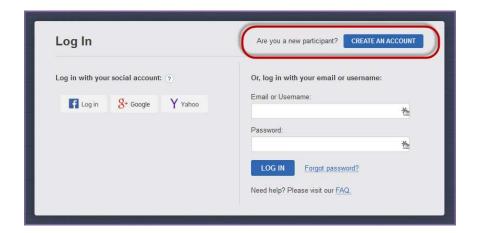
(For first-time American Cancer Society online event participants)

If you have never participated in an American Cancer Society event online (Relay For Life, Making Strides Against Breast Cancer, Real Men Wear Pink, DetermiNation, etc.) you can create a brand new Society Account which you can use for any future ACS online activity!

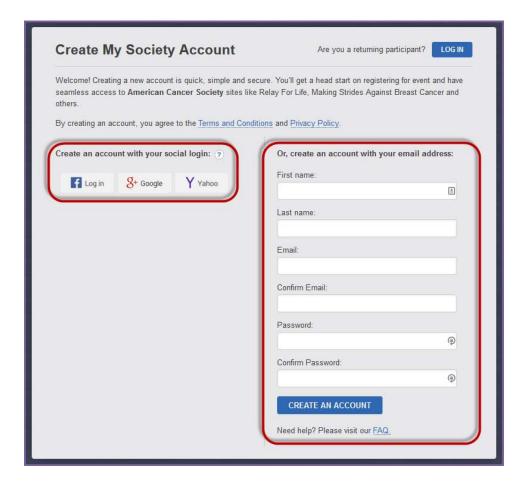
- 1. Visit your event website.
- 2. Click on the **Sign In** link in the upper right-hand corner.



3. Click the blue Create an Account button.



- 4. You can choose to create your new account using our social login feature OR using your email address.
 - a. **Note:** If you choose to create an account with your email address, it must be a unique email address, not used by another other ACS online event participant. Enter the required information and **click Create an Account**.
 - b. If you need additional assistance creating your new Society Account, please call our web site support desk at 877-957-7848.



Logging in to Your Existing Society Account

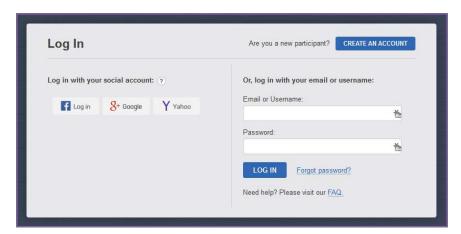
(For returning American Cancer Society online event participants)

If you have previously participated in an American Cancer Society event online (Relay For Life, Making Strides Against Breast Cancer, Real Men Wear Pink, DetermiNation, etc.) you can login using the most recent email address with which you registered.

- 1. Visit your event website.
- 2. Click on the **Sign In** link in the upper right-hand corner.



- 3. Use one of the Log In options to access your account.
 - a. If you need additional assistance accessing your Society Account, feel free to call our web site support desk at 877-957-7848. We're always ready to assist you with any question you might have.



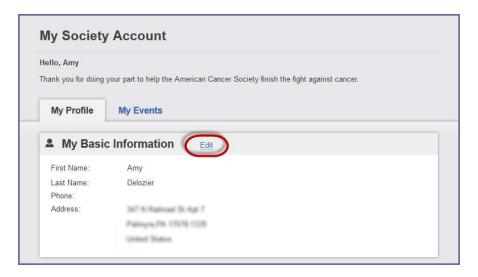
Manage Your Society Account

- 1. Log into your Society Account
- 2. Click on the **My Account** link.



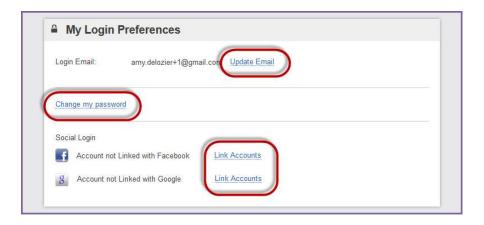
Update Your Basic Information

1. Click the blue **Edit** link to make changes to your biographical and contact information. Click **Update** to save your changes.

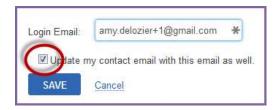


Update Your Login Preferences

1. Scroll down to the Login Preferences section.



- 2. Click the appropriate blue links to make changes to your login email and/or password. Make sure you always click **Save / Update** once you've made the desired changes.
 - a. **Note:** If you want to simultaneously update your contact email, so you also receive emails at your new email address, check the box before saving.



3. You can also choose to link your Society Account to your Facebook or Google, which will allow for easier login in the future.

Update your Email Preferences

- 1. Scroll down to the My Contact Preferences section.
- 2. Click the blue Edit link to make changes to your contact preferences. Click Update to save your changes.
 - a. You can change your contact email address
 - b. Opt in/out of receiving emails
 - c. Select HTML or Plain Text as your preferred email format. HTML is recommended, as that allows you to get the full experience from each email, with photos and links.

