WEBSITE HOW-TO:

How to update your information!
TODAY'S DISCUSSION

KEY POINTS

Logging In
Password Reset
User Account
Editing Information
Creating Provider Profile
LOGGING IN

HOW DO I LOG IN?

To log into your profile, navigate to the small Login button underneath the Donate button.
LOGGING IN

Enter your username, password, and CAPTCHA information. Hit log-in to be taken to your account.
PASSWORD RESET

If you forget your password or need to create a new account, that is also an option.
USER ACCOUNT

Click Edit My Profile to be able to edit your current information.

Click Edit next to your organization name to open your User Profile and make the necessary edits to this.
Don’t forget to save your edits when finished.
EDITING INFORMATION

Use the edit option to add or remove information for your organization. Use the view selection (after saving) to see your changes.

Organization Name *

Current password

Enter your current password to change the E-mail address or Password. Request new password.

E-mail address *

A valid e-mail address. All e-mails from the system will be sent to this address. The e-mail address is not made public and will only be used if you wish to receive a new password or wish to receive certain news or notifications by e-mail.

Password

Confirm password

Password strength:

To change the current user password, enter the new password in both fields.

Upload picture

Choose File  No file chosen

Your virtual face or picture. Pictures larger than 512x512 pixels will be scaled down.

Save
Click the "Edit My Listing" button to create a new Provider Profile. You’ll be able to add all information including contact person and more information.