

## <u>The Leukemia & Lymphoma Society's:</u> <u>Guide to: Fundraising Online</u>

1. Email the LLS office, Event Director, Beth Prensky, <u>beth.prensky@lls.org</u> with the following:

F. Name; L. Name Boat Name Home Address Phone Email Fundraising Goal

- 2. You will receive an email with your username and password.
- 3. Visit <u>http://mdc.llsevent.org/</u> and enter your user name and password.
- 4. Click "LogIn to My Account" on the left toolbar (in blue).
- 5. This will take you to the <u>Account Profile</u> screen where you can do the following:
- <u>Update Profile</u> Update your personal information
- <u>Review Order/Registration Details</u> Review and update order/registration information
- <u>Change Password</u> Change your account password
- <u>Fundraising Control Panel</u> Manage your personal website, review and enter donations and pledges, email friends and family for donations to support your efforts.
- <u>Change Group/Participant Status</u> Change your Group/Participant status
- 6. **THANK YOU** for your support. With your help we are funding cures for blood cancer! Call the office at 443.471.1608 or email: <u>beth.prensky@lls.org</u> with any questions.