

# Participant Centre

Light The Night  
2025





# WHERE IS YOUR FUNDRAISING PAGE AND HOW DO I SIGN IN?

When you register for your campaign, you will receive an email containing your login information and relevant links. You will also have access to your own participant center: a tool where you can personalize your fundraising page, collect donations, access fundraising tools and customize your page.

If you have not received an email, please check your spam folders. You may also need to wait up to 15 minutes, as the system can take time to send emails out.

LEUKEMIA & LYMPHOMA SOCIETY OF CANADA | LIGHT THE NIGHT

1-833-222-4884 [Donate](#) [Login](#) [Français](#)

## Welcome Back!

Username:

Password:

[Log In](#)

☐ Remember me?

[Forgot your login information? Click here to have it emailed to you.](#)


## GETTING STARTED

- [Sign into your personal fundraising page](#)
- [Check out the available resources](#)
- [Edit & personalize your fundraising page](#)





# Participant Center Home Page


The Participant Center makes it easy for you to see how much you've raised, recent donations, team information, and gives you easy access to recruit and share news with your network.





LEUKEMIA &  
LYMPHOMA  
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CANADA


LIGHT  
THE NIGHT


 1-833-222-4884 [Donate](#) [Register](#) [Français](#)


 Home


 Personal Page

 Team Page


 Send Emails


 Offline Gifts

 Edit Profile

 Resources


## Home


[Recruit Team Members](#)

[Share with your network](#)

### \$154.00


Personal Total

[View Personal Page](#) 

[Download Personal Donations Report](#) 

### 2

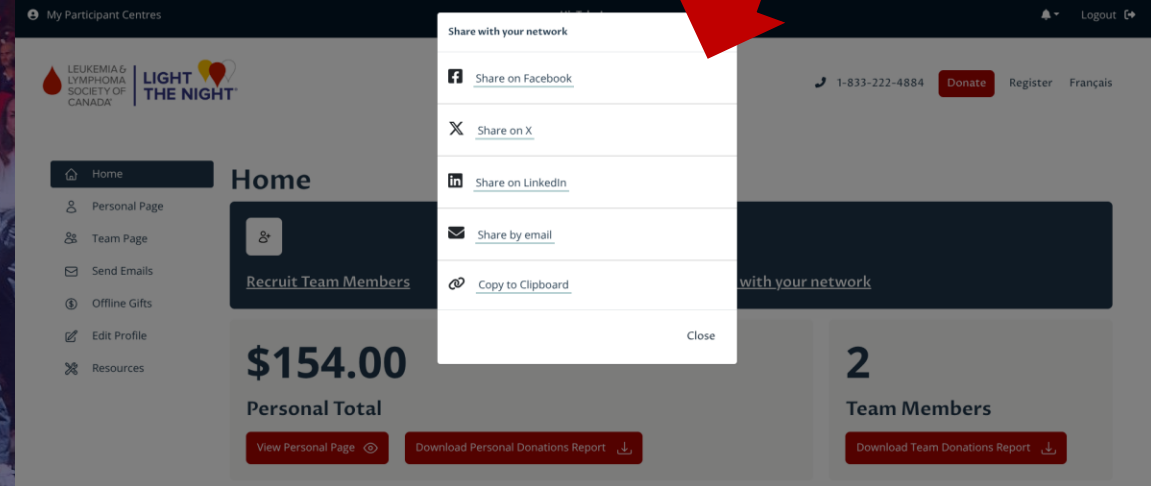
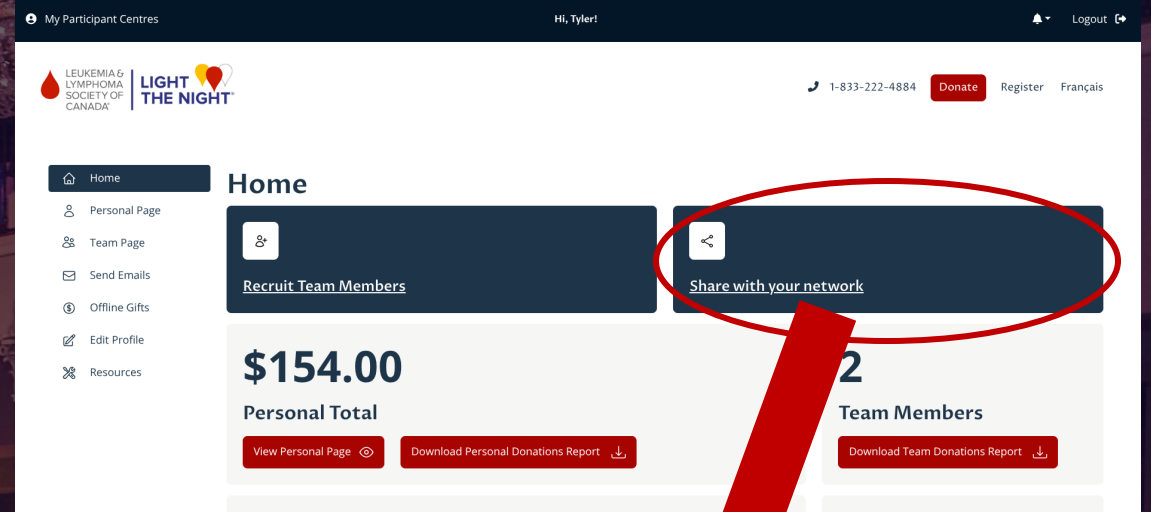
Team Members

[Download Team Donations Report](#) 



# HOW TO SHARE MY FUNDRAISING LINK/URL

From the home page, select **'Share with your network'** to share your page with your various networks, email, or copy the link directly to share manually. Include this link in fundraising emails, letters, your email signature, social posts, etc.





# CUSTOMIZE YOUR PAGE

Go to **'Personal Page'** in the menu on the left side of your screen to personalize your page.

My Participant Centres

Hi, Tyler!

Logout

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LIGHT THE NIGHT

1-833-222-4884

Donate

Register

Français

Home

**Personal Page**

Team Page

Send Emails

Offline Gifts

Edit Profile

Resources

Home

Recruit Team Members

Share with your network

**\$154.00**

Personal Total

View Personal Page

Download Personal Donations Report

**2**

Team Members

Download Team Donations Report

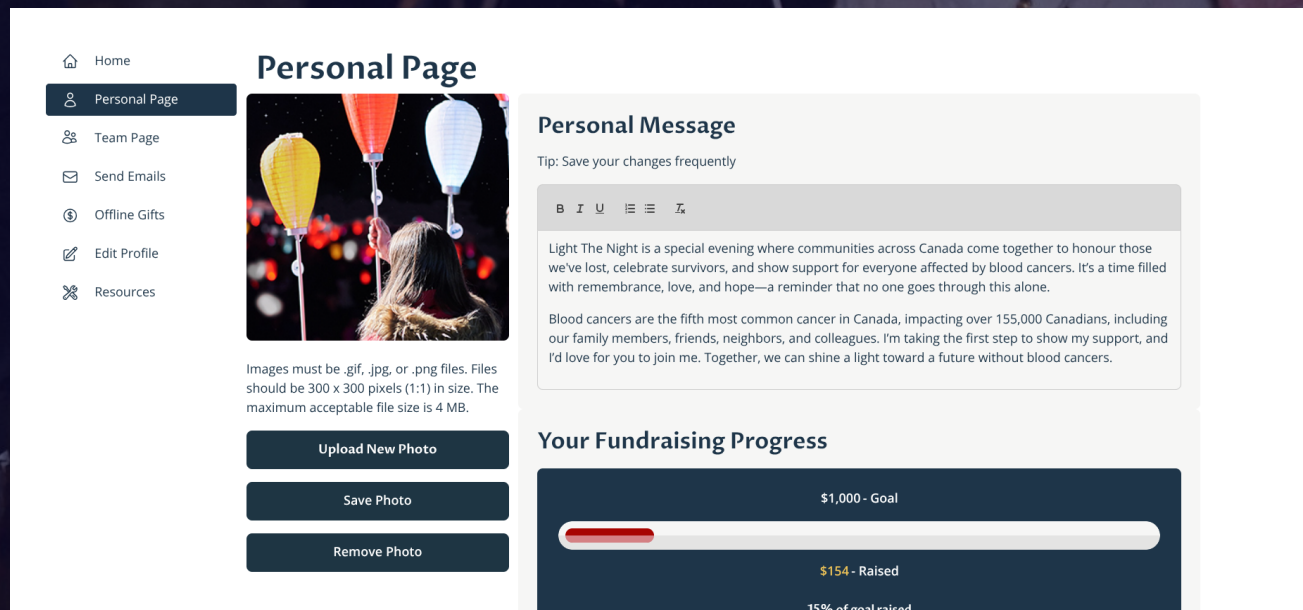
# PERSONALISING YOUR FUNDRAISING PAGE

## ADD A PHOTO TO YOUR PAGE

To upload your photo, click **'Upload New Photo'** and select your desired image from a saved file on your computer. Click **'Save Photo'**. Please ensure your image is 300 pixels wide and less than 4mb in size. If you need help resizing your image, you can use a tool like photoshop or <https://www.iloveimg.com/resize-image> to resize or edit your image.

## EDIT PERSONAL MESSAGE

Edit your personal message directly in the window on the right. Click **'Preview'** to see your changes on the fundraising page. Click **'Save'** to save your changes.



The screenshot displays the 'Personal Page' interface. On the left is a navigation menu with links: Home, Personal Page (selected), Team Page, Send Emails, Offline Gifts, Edit Profile, and Resources. The main content area is divided into two columns. The left column, titled 'Personal Page', features a photo of a person holding a lantern. Below the photo is a text box with instructions: 'Images must be .gif, .jpg, or .png files. Files should be 300 x 300 pixels (1:1) in size. The maximum acceptable file size is 4 MB.' Below this are three buttons: 'Upload New Photo', 'Save Photo', and 'Remove Photo'. The right column, titled 'Personal Message', includes a tip: 'Tip: Save your changes frequently'. Below the tip is a text editor with formatting options (B, I, U, list, link, undo, redo) and a message: 'Light The Night is a special evening where communities across Canada come together to honour those we've lost, celebrate survivors, and show support for everyone affected by blood cancers. It's a time filled with remembrance, love, and hope—a reminder that no one goes through this alone.' Below the message is another paragraph: 'Blood cancers are the fifth most common cancer in Canada, impacting over 155,000 Canadians, including our family members, friends, neighbors, and colleagues. I'm taking the first step to show my support, and I'd love for you to join me. Together, we can shine a light toward a future without blood cancers.' At the bottom of the right column is a 'Your Fundraising Progress' section with a progress bar showing '\$1,000 - Goal' and '\$154 - Raised', with a note '15% of goal raised'.

Home  
Personal Page  
Team Page  
Send Emails  
Offline Gifts  
Edit Profile  
Resources

### Personal Page

Images must be .gif, .jpg, or .png files. Files should be 300 x 300 pixels (1:1) in size. The maximum acceptable file size is 4 MB.





Upload New Photo

Save Photo

Remove Photo

### Personal Message

Tip: Save your changes frequently

B I U    

Light The Night is a special evening where communities across Canada come together to honour those we've lost, celebrate survivors, and show support for everyone affected by blood cancers. It's a time filled with remembrance, love, and hope—a reminder that no one goes through this alone.

Blood cancers are the fifth most common cancer in Canada, impacting over 155,000 Canadians, including our family members, friends, neighbors, and colleagues. I'm taking the first step to show my support, and I'd love for you to join me. Together, we can shine a light toward a future without blood cancers.

### Your Fundraising Progress

\$1,000 - Goal

\$154 - Raised

15% of goal raised



# CREATING A CUSTOM PERSONAL PAGE URL

You can create a custom URL to your personal page, which can be shared with your donors.

Select the **'Custom URL Settings'** button beside your Default Personal Page URL. A pop-up modal will appear with instructions on what can be included in your url.

Beside the `http://secure.llscanada.org/goto/` text, add your custom url. Make sure there are no spaces in the url.

Once you're done, select **'Save'** and your custom page url will now be usable and appear below your default personal page url.

The image shows a two-part screenshot of the 'Personal Page' settings interface. The top part shows the initial state with a 'Custom URL Settings' button. The bottom part shows the 'EDIT CUSTOM PERSONAL PAGE URL' modal open, where a custom URL 'my-custom-url' has been entered and saved, resulting in a new 'Custom Personal Page URL' being displayed below the default one.

**Personal Page**

Default Personal Page URL  
[https://secure.llscanada.org/site/TR/LTN/LTN?px=1144901&pg=personal&fr\\_id=1702](https://secure.llscanada.org/site/TR/LTN/LTN?px=1144901&pg=personal&fr_id=1702) [Custom URL Settings](#)

**Personal Message**  
Tip: Save your changes frequently

**EDIT CUSTOM PERSONAL PAGE URL**

You can create a personalized Web address for your personal page to make it easier for family and friends to find. The Web address can contain letters, numbers, '-' (dashes), and '\_' (underscores). For example, entering 'John\_Smith' will allow people to enter 'https://secure.llscanada.org/goto/john\_smith' to display your personal page. The URL cannot contain spaces.

<http://secure.llscanada.org/goto/>

[Close](#) [Save](#)

Tip: Save your changes frequently

**Personal Page**

Default Personal Page URL  
[https://secure.llscanada.org/site/TR/LTN/LTN?px=1144901&pg=personal&fr\\_id=1702](https://secure.llscanada.org/site/TR/LTN/LTN?px=1144901&pg=personal&fr_id=1702) [Custom URL Settings](#)

Custom Personal Page URL  
<http://secure.llscanada.org/goto/my-custom-url>

**Personal Message**  
Tip: Save your changes frequently

# UPDATING YOUR PERSONAL GOAL

To update your goal, go to the **'Save'** section and change the current number to your new goal. For example, if you're goal is \$1000 and you want to change to \$1500, enter the value **1500**.

Images must be .gif, .jpg, or .png files. Files should be 300 x 300 pixels (1:1) in size. The maximum acceptable file size is 4 MB.

Upload New Photo

Save Photo

Remove Photo

our family members, friends, neighbors, and colleagues. I'm taking the first step to show my support, and I'd love for you to join me. Together, we can shine a light toward a future without blood cancers.

### Your Fundraising Progress

\$1,000 - Goal

\$154 - Raised

15% of goal raised

#### Update Goal

\$

1000

Save

Preview

Cancel



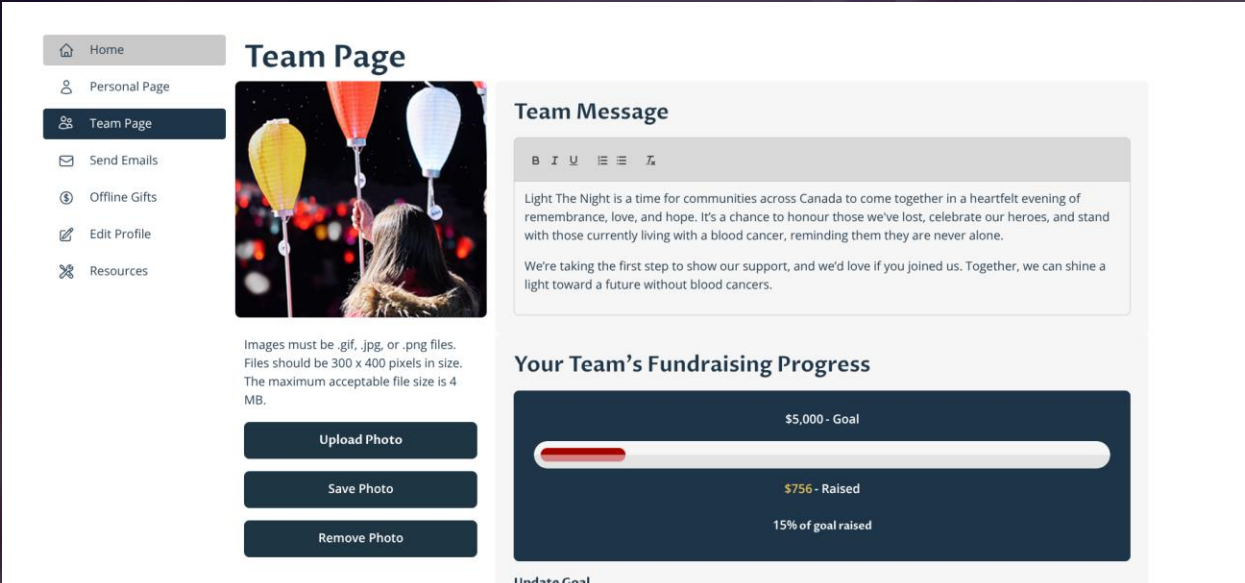
# PERSONALISING YOUR TEAM PAGE

## ADD A PHOTO TO YOUR PAGE

To upload your photo, click **'Upload New Photo'** and select your desired image from a saved file on your computer. Click **'Save Photo'**. Please ensure your image is 300 pixels wide and less than 4mb in size. If you need help resizing your image, you can use a tool like photoshop or <https://www.iloveimg.com/resize-image> to resize or edit your image.

## EDIT TEAM MESSAGE

Edit your personal message directly in the window on the right. Click **'Preview'** to see your changes on the fundraising page. Click **'Save'** to save your changes.



The screenshot displays the 'Team Page' interface. On the left is a navigation menu with links: Home, Personal Page, Team Page (selected), Send Emails, Offline Gifts, Edit Profile, and Resources. The main content area is titled 'Team Page' and features a placeholder image of a person with balloons. Below the image are instructions: 'Images must be .gif, .jpg, or .png files. Files should be 300 x 400 pixels in size. The maximum acceptable file size is 4 MB.' and three buttons: 'Upload Photo', 'Save Photo', and 'Remove Photo'. To the right is a 'Team Message' editor with a rich text toolbar and a text area containing a message about 'Light The Night'. Below the message editor is a 'Your Team's Fundraising Progress' section showing a progress bar. The progress bar indicates a goal of \$5,000, with \$756 raised, which is 15% of the goal. An 'Update Goal' link is at the bottom.

Home  
Personal Page  
**Team Page**  
Send Emails  
Offline Gifts  
Edit Profile  
Resources

### Team Page

Images must be .gif, .jpg, or .png files.  
Files should be 300 x 400 pixels in size.  
The maximum acceptable file size is 4 MB.

Upload Photo  
Save Photo  
Remove Photo

### Team Message

B I U

Light The Night is a time for communities across Canada to come together in a heartfelt evening of remembrance, love, and hope. It's a chance to honour those we've lost, celebrate our heroes, and stand with those currently living with a blood cancer, reminding them they are never alone.

We're taking the first step to show our support, and we'd love if you joined us. Together, we can shine a light toward a future without blood cancers.

### Your Team's Fundraising Progress

\$5,000 - Goal

\$756 - Raised

15% of goal raised

Update Goal



# UPDATING YOUR TEAM GOAL

To update your goal, go to the **'Save'** section and change the current number to your new goal. For example, if you're goal is \$1000 and you want to change to \$1500, enter the value **1500**.

Images must be .gif, .jpg, or .png files. Files should be 300 x 300 pixels (1:1) in size. The maximum acceptable file size is 4 MB.

Upload New Photo

Save Photo

Remove Photo

our family members, friends, neighbors, and colleagues. I'm taking the first step to show my support, and I'd love for you to join me. Together, we can shine a light toward a future without blood cancers.

### Your Fundraising Progress

\$1,000 - Goal

\$154 - Raised

15% of goal raised

Update Goal

\$

1000

Save

Preview

Cancel



# CREATING A CUSTOM TEAM PAGE URL

You can create a custom URL to your teampage, which can be shared with your donors.

Select the **'Custom URL Settings'** button beside your Default Team Page URL. A pop-up modal will appear with instructions on what can be included in your url.

Beside the `http://secure.llscanada.org/goto/` text, add your custom url. Make sure there are no spaces in the url.

Once you're done, select **'Save'** and your custom page url will now be usable and appear below your default personal page url.

The image shows a 'Team Page' interface with a 'Default Team Page URL' and a 'Custom URL Settings' button. A pop-up modal titled 'EDIT CUSTOM TEAM PAGE URL' is displayed, providing instructions on how to create a short URL. The modal includes a text input field with the value 'my-custom-team-page-url' and 'Close' and 'Save' buttons. Below the modal, the 'Custom Team Page URL' is shown as 'http://secure.llscanada.org/goto/my-custom-team-page-url'.

**Team Page**

Default Team Page URL  
[https://secure.llscanada.org/site/TR/TEST/LTN-Test?team\\_id=19414&pg=team&fr\\_id=1660](https://secure.llscanada.org/site/TR/TEST/LTN-Test?team_id=19414&pg=team&fr_id=1660)

Custom URL Settings

**Team Message**

B I U [List Icon] [Link Icon]

**EDIT CUSTOM TEAM PAGE URL**

You can create a short URL for the team page. For example, entering 'My\_Team' will allow people to enter 'https://secure.llscanada.org/goto/My\_Team' to display the team page. The Web address can contain letters and numbers as well as the '-' (dash) and '\_' (underscore) characters. The URL cannot contain spaces.

<http://secure.llscanada.org/goto/>

Close Save

**Team Page**

Default Team Page URL  
[https://secure.llscanada.org/site/TR/TEST/LTN-Test?team\\_id=19414&pg=team&fr\\_id=1660](https://secure.llscanada.org/site/TR/TEST/LTN-Test?team_id=19414&pg=team&fr_id=1660)

Custom Team Page URL  
<http://secure.llscanada.org/goto/my-custom-team-page-url>

**Team Message**

B I U [List Icon] [Link Icon]



# SENDING EMAILS TO YOUR CONNECTIONS

Select **'Send Emails'**. Here, you will be able to add contacts and send emails using a template or a customized message.

To send a message, fill out the **'To'**, **'Email Subject'**, and **'Email Message'** fields. You can also use one of our pre-built templates to automatically fill the Subject and Message fields. Once you're happy with your message, click **'Preview & Send'** to see a preview of your email. Click **'Send'** to send out your email.

Home  
Personal Page  
Team Page  
Send Emails  
Offline Gifts  
Edit Profile  
Resources

**Send Emails**

Compose Email

**Messages**

Saved messages 0  
Sent messages 0

**Address Book**

All Contacts 9  
Unthanked Donors 2  
Team Members 0

**Send Email**

To:  
(separate multiple email addresses with a comma) Add Contacts

Email Template:  
Select a template

Email Subject:

Email Message:  
B I U E Z

Preview & Send Save

PREVIEW MESSAGE

**LIGHT THE NIGHT**  
Coming together for the blood cancer community

Dear Friend,

I am looking for passionate and determined individuals like you to join my team for:

**The Leukemia & Lymphoma Society of Canada's - Light The Night**

Light The Night unites the blood cancer community, honouring those we've lost and bringing hope to those currently facing a blood cancer diagnosis. Every dollar raised helps fund lifesaving research, essential community programs, and critical advocacy for Canadians navigating a blood cancer journey.

Together, we will:

- Inspire & engage our friends, family, and colleagues through emails, social media, and virtual outreach.
- Organize fun & simple fundraising events.
- Set goals & celebrate every milestone we achieve!

I'd love for you to join my team—together, we can make a real impact and

Send Close

Preview & Send Save



# ADDING CONTACTS TO EMAIL LIST

Instead of manually copy and pasting all the people you want to email, you can select **'Add Contacts'** to select emails from your existing contacts list.

New email contacts can be added one at a time through the **'All Contacts'** button on the left and then **'Add New Contact'**.

Note: If you want to add multiple contacts in bulk, you can only do this by sending email from the system to the emails addresses you want as future contacts. Include the emails as a comma separated list. After the email is sent, the emails addresses will be stored as contacts.

SEND TO

All Contacts

Unthanked Supporters

Team Members

Check all

Uncheck all

☐

☐

☐

☐

☐

☐

☐

☐

☐

Add to email

Close



# OFFLINE GIFTS

To post all cash and other offline donations received, please go to the **'Offline Gifts'** tab and enter the donation details.

- Home
- Personal Page
- Team Page
- Send Emails
- Offline Gifts**
- Edit Profile
- Resources

## Offline (Unreceiptable) Gifts

### Donation from an event (will not be receipted)

These are generally bulk donations from larger events / fundraisers that do not require a tax receipt. Any donations that do require a tax receipt should be added via your personal fundraising page

**\* Participant First name:**

**\* Participant Last name:**

**Participant email:**

**Recognition Name:**

☐ **Yes, display the amount of this gift.**

**\* Amount Collected:**








The gift amount must be a number and greater than \$5.

**\* Billing First Name:**



# PARTICIPANT RESOURCES

Select **'Resources'** in the menu on the left side of your screen. Here you will find resources and tips for how to get started, including email and social media post templates and graphics.

-  Home
-  Personal Page
-  Team Page
-  Send Emails
-  Offline Gifts
-  Edit Profile
-  Resources

### Tools for fundraising success

Whether you're fundraising as an individual or with a team, we've got you covered. From fundraising tips to sample emails to social media posts, we're here to help you reach your goal!

- Step 1 - Your Fundraising Roadmap +
- Step 2 - Fundraising Ideas +
- Step 3 - Fundraising Tools +
- Email signatures, social media posts, logos, and more +  
Use these resources to spread the word about your Light The Night fundraising campaign and encourage others to take part along with you!

### Fundraising Recognition and Rewards

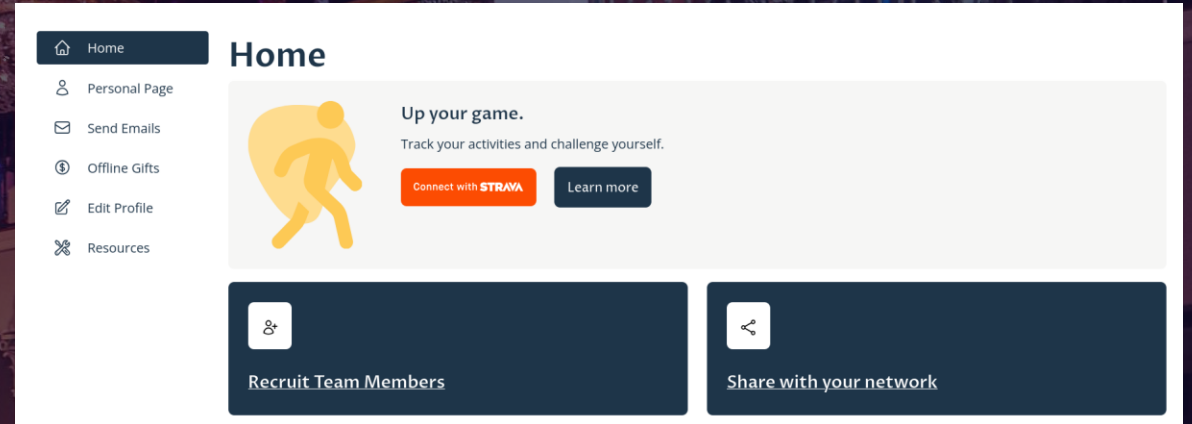
To help thank you for making a difference, we're pleased to offer you recognition and reward opportunities as you mark each fundraising milestone.

[Explore Rewards](#)

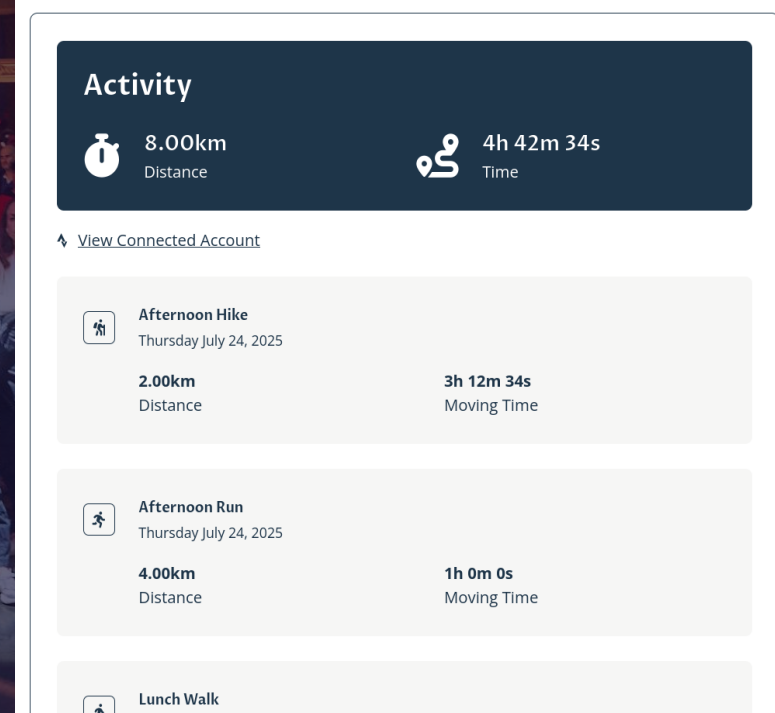


# Connect with Strava Account

From the home page, you will be able to connect your Light The Night account with the Strava fitness app to show your fundraising activities on your personal page. Select the **'Connect with STRAVA'** button to begin. Or select the **'Learn more'** button to get more information about Strava and how to get started.



The screenshot shows the Strava 'Home' page. On the left is a sidebar menu with links: Home, Personal Page, Send Emails, Offline Gifts, Edit Profile, and Resources. The main content area has a header 'Home' and a section 'Up your game.' with the text 'Track your activities and challenge yourself.' Below this are two buttons: 'Connect with STRAVA' (orange) and 'Learn more' (dark blue). At the bottom, there are two dark blue buttons: 'Recruit Team Members' and 'Share with your network'.



The screenshot shows the Strava 'Activity' page. The top section displays 'Activity' with a summary of an 8.00km Distance hike taking 4h 42m 34s. Below this is a link 'View Connected Account'. The page lists three activities: 'Afternoon Hike' (Thursday July 24, 2025, 2.00km Distance, 3h 12m 34s Moving Time), 'Afternoon Run' (Thursday July 24, 2025, 4.00km Distance, 1h 0m 0s Moving Time), and 'Lunch Walk'.



If you have any  
questions or concerns,  
please contact a  
Fundraising Lead in your  
area or email us at:  
[info@bloodcancers.ca](mailto:info@bloodcancers.ca)

