

Help

The Basics for All Members

How to retrieve your password, login and update your profile.

The Basics for Club Executives

In addition to the above, club executives can update their member's profiles, add or remove members, specify club executives and directors, update club meeting information, and report monthly attendance.

Attendance

How to compile attendance statistics and reports for all clubs in the district, and send e-mail reminders.

District, Club & Membership

Manage all clubs and membership information, and update the District organization chart.

Event Planner

How to use the Event Planner to list an event on the site, send email invitations, get online registrations, and print nametags.

Editing the District Website

How to maintain the district website; add stories, news, and links, create custom site pages and photo journals.

Email Communication

Communicate with club executives, District executives, or broadcast a newsletter to all members.



Frequently Asked Questions

New Users

- [How Do I Get My Login Name and Password?](#)
- [How Do I Login?](#)
- [How Do I Change My Password?](#)

Troubleshooting

- [It's not letting me login!](#)



Technical Support

Subscribers

For questions, bug reports, and technical support:

Email: support@clubrunner.ca

Make sure to include your username and club name in your email.

Please provide as much detail as possible if you are reporting errors, including screenshots, messages and behaviour.



Training

Online and telephone training packages are available for subscribing clubs and districts. For more details [click here](#).

This is what you see when you click on Help in the Menu bar at the top of the ClubRunner/D5470WCP window.

The links work in the text to the left.